

**CITY OF CEDARBURG
A MEETING OF THE COMMON COUNCIL
MONDAY, JUNE 10, 2024 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, June 10, 2024 at 7:00 p.m.** The meeting will be held online utilizing the zoom app and in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI., on the second floor, Council Chambers. The meeting may be accessed by clicking the following link:

<https://us02web.zoom.us/j/82269269050>

AGENDA

1. CALL TO ORDER - Mayor Patricia Thome
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present - Common Council – Mayor Patricia Thome, Council Members Jim Fitzpatrick, Kristin Burkart, Mark Mueller, Robert Simpson, Melissa Bitter, Kristian Lindo, Kevin Curley
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. PRESENTATIONS
 - A. Audit Presentation by Baker Tilly
 - B. Presentation on Open Environmental Sites
8. NEW BUSINESS
 - A. Discussion and possible action on approval of Blind Horse Winery, 6018 Superior Avenue, Kohler, WI opening a full-service retail outlet located at W63 N674 Washington Avenue, Cedarburg, for the sale of wine and beer*
 - B. Discussion and possible action on revised conceptual plan and concept land use plan approval for Covered Bridge residential development proposed by Neumann Developments*

- C. Discussion and possible action on a Certified Survey Map to split the property located at N69W5269 Columbia Road, tax key 13-050-18-01-002, into two (2) parcels*
- D. Discussion and possible action on the expansion of the utility easement in the southwest corner of the Hwy 60 Business Park*
- E. Discussion and possible action on approval of an Outdoor Alcohol Beverage area for Blanca's Commercial Kitchen, W63 N540 Hanover Avenue, Cedarburg, and approval of an Amplified Music/Sound permit in the Outdoor Alcohol Beverage Seating Area*
- F. Discussion on Water Recycling Center Facility Plan and Path Forward for further evaluation*
- G. Discussion and possible action on the use of ARPA Funds for CivicPlus Agenda and Meeting Management Software and reallocation of the remaining funds to the Façade Improvement Program*
- H. Discussion and possible action on approval of Class "B" Beer and "Class C" Liquor (wine only) license for Java House Wisconsin LLC, W63 N653 Washington Avenue, Cedarburg, WI, Kenneth Gaschk, Agent, premise to be licensed: W63 N653 Washington Avenue, known as Java House.*
- I. Discussion and possible action on approval of Amplified Music/Sound permit in an Outdoor Alcohol Beverage Seating Area for North 48, W62 N599 Washington Avenue, Cedarburg*
- J. Discussion and possible action on Mayoral appointments to various Boards, Commissions, and Committees*
- K. Discussion and possible action on revised Financial Policies: FC1-Revenue Policy, FC8-Property Assessments and FC9-Writing of Uncollectible Receivables*
- L. Discussion on 2025 Budget Parameters*

9. CONSENT AGENDA

- A. Discussion and possible action on approval of May 13, 2024 Council Meeting Minutes
- B. Discussion and possible action on approval of 2024-2025 alcohol and cigarette licenses (see attached list)*
- C. Discussion and possible action on payment of bills dated 05/04/2024 through 05/31/2024, transfer list dated 05/08/24 through 06/05/2024, and payroll from 04/27/2024 through 05/11/2024 and 05/12/2024 through 05/25/2024*

10. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- A. City Administrator's Report*

11. COMMUNICATIONS

- A. Comments and announcements by Council Members
- B. Mayor's Report

12. ADJOURN TO CLOSED SESSION

It is anticipated the Common Council will adjourn to closed session pursuant to State Statute 19.85(1)(c), to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. More specifically, to discuss item 12.B.

- A. May 13, 2024 Closed Session minutes
- B. Discussion on Full-time Fire Chief salary and benefits package

13. RECONVENE TO OPEN SESSION

- A. Discussion and possible action on change in status for the Fire Chief from part-time to Full-Time
- B. Discussion and possible action on salary and benefits for the Fire Chief

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.

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

06/06/24 tas

CITY OF CEDARBURG

MEETING DATE: June 10, 2024

ITEM NO: 8.A.

TITLE: Discussion and possible action on approval of Blind Horse Winery, 6018 Superior Avenue, Kohler, WI opening a full-service retail outlet located at W63 N674 Washington Avenue, Cedarburg, for the sale of wine and beer

ISSUE SUMMARY: As of May 1, 2024, the State of Wisconsin passed Act 73 which transfers the licensing of manufacturers, rectifiers, wineries, and breweries from local municipalities to the State. ***Off-Site Full-service retail sales*** locations are also licensed through the state; however, municipalities ***have the ability to limit what types of beverages are sold.***

The Blind Horse Winery is requesting permission to operate their full-service retail outlet at W63 N674 Washington Avenue to sell beer and wine only.

STAFF RECOMMENDATION:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: n/a

BUDGETARY IMPACT: n/a

ATTACHMENTS: AB-105, site and landscape plan, google map

INITIATED/REQUESTED BY: Sandra Leske, The Blind Horse Winery

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

Part A: Producer Information

1. Business Legal Name (individual name if sole proprietor)

The Blind Horse Winery, LLC

2. Business Name or DBA

The Blind Horse Winery

3. Agent Name

Matthew Moeller

4. FEIN

46-1738507

5. Wisconsin Seller's Permit Number

456-1027825883-02

6. Wisconsin Producer Permit Number

315-1027825883-05

7. Producer Type

☐ Brewery ☒ Winery ☐ Liquor Manufacturer/Rectifier

8. Contact Person's First Name

Sandy

9. Last Name

Leske

10. M.I.

J

11. Contact Person's Phone

(920) 467-8599

12. Contact Person's Email

sandy1@theblindhorse.com

Part B: Production Quantity**Note:** Check appropriate quantity for permit held (see instructions). If you hold more than one producer permit, check the total aggregate quantity produced for each type of permit. Enter the highest quantity produced in any of the last three calendar years.

Brewery	Manufacturer/Rectifier	Winery
☐ Less than 250 barrels	☐ Less than 1,500 liters	☐ Less than 1,000 gallons
☐ 250 - 2,499 barrels	☐ 1,500 - 4,999 liters	☐ 1,000 - 4,999 gallons
☐ 2,500 - 7,499 barrels	☐ 5,000 - 34,999 liters	☒ 5,000 - 24,999 gallons
☐ 7,500 or more barrels	☐ 35,000 or more liters	☐ 25,000 or more gallons
Calendar year:	Calendar year:	Calendar year: 2023
Quantity:	Quantity:	Quantity: 10864.48

Complete only ONE of Part C, D or E.**Part C: Request for Full-Service Retail Sales at the Production Premises**

1. Start Date	2. Production Premises Address		
3. City	4. State	5. Zip Code	
6. County	7. Governing Municipality ☐ City ☐ Town ☐ Village of: _____		

Part D: Request for Fixed Full-Service Retail Outlet

1. Are you transferring one fixed full-service retail outlet to a new location? ☐ Yes ☒ No If yes, complete boxes 2 through 9.			
2. Current Outlet Name			
3. Current Outlet Premises Address			
4. City	5. State	6. Zip Code	
7. County	8. Governing Municipality ☐ City ☐ Town ☐ Village of: _____		9. Premises Phone Number

Continued →

Part D: Request for Fixed Full-Service Retail Outlet (Cont.)**New Fixed Retail Outlet Information (complete boxes 10 through 23)**

10. Start Date 06/01/2024		11. New Outlet Name The Blind Horse Winery	
12. New Outlet Premises Address W63N674 Washington Ave			
13. City Cedarburg		14. State WI	15. Zip Code 53012
16. County Ozaukee	17. Governing Municipality ☒ City ☐ Town ☐ Village of: Cedarburg		18. Premises Phone Number (920) 467-8599
19. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Premises: Entire property from front to Cedar Creek, tasting room building (TR) and all outdoor spaces within property lines (parking spaces, patio and patio bar) and the sidewalk and street directly in front for Strawberry & Harvest Fest. Wine will be stored in TR and sold from TR and patio bar as well as street for 2024 festivals.			
20. Will you operate a restaurant on the premises? ☐ Yes ☒ No			
21. What alcohol beverages will be offered for sale? (check all that apply) ☒ Beer ☒ Wine ☐ Intoxicating Liquor (other than wine)			
22. What alcohol beverages does the permittee produce? (check all that apply) ☐ Beer ☒ Wine ☐ Intoxicating Liquor (other than wine)			
23. How will customers be served? (check all that apply) ... ☒ Samples ☒ On-premises consumption ☒ Off-premises consumption			

Part E: Request for Unlimited Transfer Full-Service Retail Outlet

1. Name of Event (if applicable)		
2. Dates of Operation (attach a schedule, if necessary)		3. Hours of Operation
4. Premises Address		
5. City		6. State 7. Zip Code
8. County		9. Governing Municipality ☐ City ☐ Town ☐ Village of:
10. Organizer of Event (if not the named applicant)		11. Email and/or Phone Number for Organizer of Event
12. Organizer Website		13. Event Website
14. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.		
15. On-Site Contact (Last Name, First Name)		16. On-Site Contact Phone 17. On-Site Contact Email
18. Will you operate a restaurant on the premises? ☐ Yes ☐ No		
19. What alcohol beverages will be offered for sale? (check all that apply) ☐ Beer ☐ Wine ☐ Intoxicating Liquor (other than wine)		
20. What alcohol beverages does the permittee produce? (check all that apply) ☐ Beer ☐ Wine ☐ Intoxicating Liquor (other than wine)		
21. How will customers be served? (check all that apply) ... ☐ Samples ☐ On-premises consumption ☐ Off-premises consumption		

Part F: Attestation

Who must sign this application?

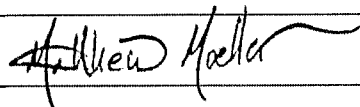
- sole proprietor • general partner of a partnership • corporate officer • member of an LLC

READ CAREFULLY BEFORE SIGNING:

I understand and agree to the following:

- I will not operate this location outside of the dates and times approved by the municipality and Division of Alcohol Beverages.
- I will operate this location according to municipal ordinance and restrictions imposed as a condition of receiving this authorization.
- I will purchase alcohol beverages I do not produce from an authorized source, such as a Wisconsin-permitted wholesaler.
- I will operate this location according to Wisconsin law and administrative regulation including but not limited to: underage restrictions, closing hours, licensed operators, and record keeping requirements.

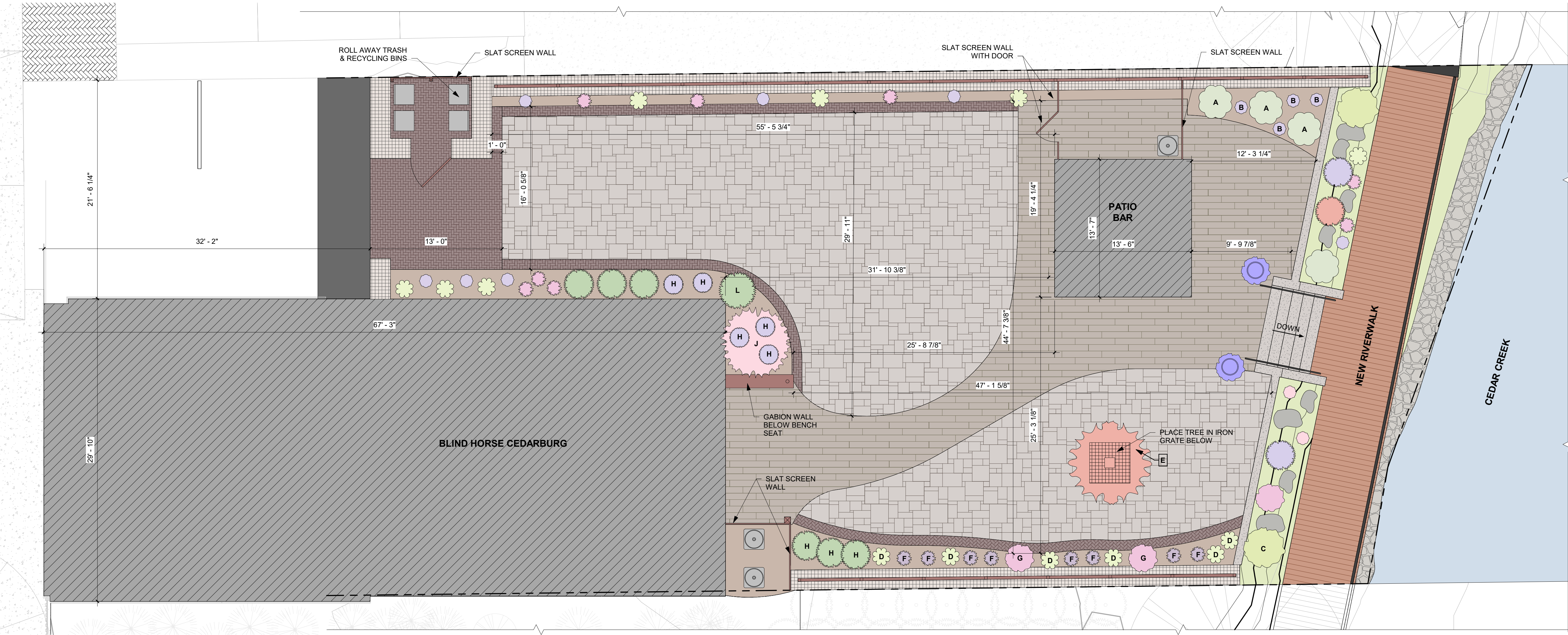
Further, under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the authorization. Further, I agree that the rights and responsibilities conferred by the authorization, if granted, will not be assigned to another individual or entity. I understand that lack of access to any portion of a premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this authorization. I understand that any authorization issued contrary to Wis. Stats. Chapter 125 shall be void under penalty of Wisconsin law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 		Date 05/28/2024	
Last Name MOELLER		First Name MATTHEW	M.I. S
Title OWNER	Email MSMOELLER@YAHOO.COM		Phone (920) 946-0098

Part G: For Municipal Use Only (Complete if Requesting Authorization in Part D or E)

1. Will the municipality limit the scope of alcohol beverages offered for sale? ☐ Yes ☐ No		
2. Will the municipality impose any requirements or restrictions for the full-service retail outlet? ☐ Yes ☐ No		
3. Describe municipal restrictions indicated in questions 1 or 2 above.		
4. Last Name of Municipal Official	5. First Name	6. M.I.
7. Signature of Municipal Official		8. Date
9. Date Application was Filed with Clerk		10. Date Full-Service Retail Outlet Approved by Governing Body

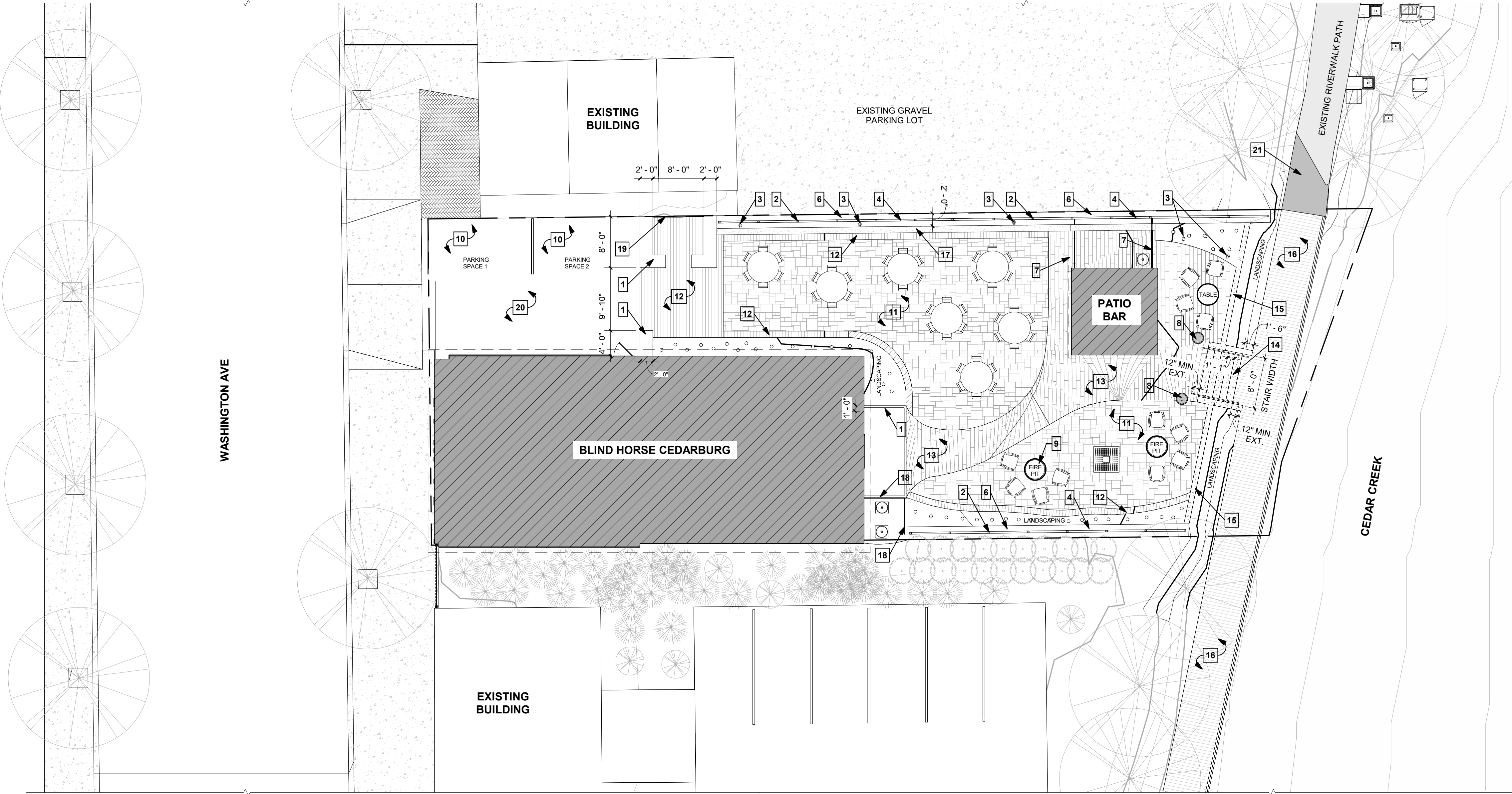
LANDSCAPING KEY		
SYM	SPECIES NAME	QTY
A	BETULA 'PARKLAND PILLAR'	3
B	LAVANDULA 'SWEET ROMANCE'	4
C	HYDRANGEA 'LITTLE LIME PUNCH'	1
D	HOSTA 'DANCING QUEEN'	6
E	CARPINUS 'FIRE SPIRE' (INSTALLED IN PAVER GRATE)	1
F	HEUCHERA 'BLACK PEARL'	8
G	HYDRANGEA 'INVINCIBLE RUBY'	3
H	BUXUS 'GREEN VELVET'	2
J	HYDRANGEA PANICULATA 'QUICK FIRE' (TREE)	1
K	SALVIA 'CARDONNA'	5
L	CHAMAECYPARIS 'SOFT SERVE'	1
M	CALAMAGROSTIS BRACHYTHRICA	1



2 SITE PLAN - LANDSCAPING PLAN
3/16" = 1'-0"

SITE PLAN KEYNOTES

1. GABION WALL WITH TIMBERS.
2. FENCE FOOTINGS SET 70" APART TO ACCOMMODATE PANELS SET AT 24" ABOVE GRADE. SEE DETAIL X/XXX.
3. ALLIANCE FL200 (AGED BRASS) LIGHT FIXTURES. (QTY 5)
4. OUT DECO MODULAR PANELS (BLOSSOM 48" H X 70" W)
5. ALLIANCE LED LIGHTS TIKI. (QTY 8)
6. GABIO WALL BASE BELOW OUTDECO WALL PANELS.
7. WOOD SLAT FENCE AT BACK OF PATIO BAR.
8. LARGE PLANTER POTS.
9. ARCHPOUT FIRE BOWL 'BELIZE' (DARK WALNUT 42" X 16").
10. PARKING SPACE 8' X 16'-0". PROVIDE (2).
11. BELGARD 'ORIGINS' PATIO PAVERS (DANVILLE BEIGE).
12. BELGARD 'OLD YORK' PATIO PAVER BORDER. (BOURBON).
13. BELGARD 'NOON' RAIL PLANKS (HONEY).
14. BELGARD STEP UNITS 'LANDINGS MOONLIGHT'
15. BELGARD 'ASHLAR TANDEM' RETAINING WALL W/ STONE COPING.
16. NEW CONNECTION INTO THE DOWNTOWN CEDARBURG RIVERWALK WALKWAY. (INCLUDES RAILING, WALKWAY, SUPPORT BEAM AND PIERCS)
17. GRAVEL LANDSCAPING BED OVER TREND DRAIN ALONG ENTIRE NORTH FENCE LINE.
18. A/C UNIT SLAT SCREEN WALL.
19. SLAT SCREEN WALL AT REAR OF TRASH CORRAL.
20. RE-SEAL ASPHALT SURFACE.
21. NEW ASPHALT PATHWAY CONNECTION BETWEEN NEW RIVERWALK BOARDWALK AND THE EXISTING ASPHALT PATHWAY.



1 SITE PLAN - BIRDS EYEVUE
1" = 10'-0"

PLAN NORTH TRUE NORTH



The image displays five business cards stacked vertically. The top card is white with green and black text and features a logo of a house with a green roof and a stylized 'D'. It lists the address as 216 Pine Street, Sheboygan Falls, WI 53085, and provides contact information for Jason Ahrens. The second card is red with white text and features the Jos. Schmitt Construction logo, which includes a circular emblem with the company name and 'ESTABLISHED 1898'. It lists the address as 2104 Union Ave, Sheboygan, WI 53082, and identifies Peter C. Bartnik as the Project Manager. The third card is white with green text and features a logo of three purple flowers. It lists the address as Restoration Gardens, 7700 Hill N Dale Court, Cedarburg, WI 53012, and identifies Craig Harms as the contact. The fourth card is white with black text and contains a table listing construction documents and their dates. The fifth card is white with black text and features a large red outline of the state of Wisconsin.

DISTINCTIVE DESIGN
S T U D I O

216 PINE STREET
SHEBOYGAN FALLS, WI 53085
PH: (920) 395-1090
WWW.DISTINCTIVEDESIGNSTUDIO.COM

JASON AHRENS
(920)-458-5584
jason@distinctivedesignstudio.com

ESTABLISHED 1898
Jos. Schmitt
CONSTRUCTION

JOS. SCHMITT CONSTRUCTION
2104 UNION AVE
SHEBOYGAN, WI 53082

PROJECT MANAGER
(920)-457-4426 (OFFICE)

Integrated Structural Engineering, LLC

TEGRATED STRUCTURAL ENGINEERING, LLC
7700 HILL N DALE COURT
CEDARBURG, WI 53012

PETER C. BARTNIK, P.E.
(920)-470-3119
PETE@ISE-LLC.NET

RESTORATION GARDENS
7700 HILL N DALE COURT
SHEBOYGAN FALLS, WI 53085

CRAIG HARMS
(920)-467-8370
RG@RESGARDENS.COM

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ANY THIRD PARTY WITHOUT FIRST OBTAINING THE EXPRESS
WRITTEN PERMISSION AND CONSENT OF DISTINCTIVE DESIGN
STUDIO.

ALL DRAWINGS SHALL HAVE
DIMENSIONS OVER SIZED DIMENSIONS. CONTRACTORS
SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS
AND CONDITIONS ON THE JOB.

WHEN PLANS ARE PRINTED ON 12 x 18 PAPER, DRAWINGS ARE
REDUCED BY 50%.

#	DATE	DESCRIPTION
1	02/19/2024	CLIENT PRESENTATION
2	02/20/2024	PLAN REVIEW SET
3	03/29/2024	CONSTRUCTION DOCUMENTS
5	05/02/2024	CONSTRUCTION BULLETIN #2

**CEDARBURG
TASTING ROOM**

W63 N674 WASHINGTON AVE
CEDARBURG, WI 53012

PROJECT #: 24-002

**CONSTRUCTION
DOCUMENTS**

SITE PLAN

C101

22/24, 1:31 PM

Google Maps

Google Maps



CITY OF CEDARBURG

MEETING DATE: June 10, 2024

ITEM NO: 8.B.

TITLE: Discussion and possible action on revised conceptual plan and concept land use plan approval for Covered Bridge residential development proposed by Neumann Developments.

ISSUE SUMMARY: Neumann Development has revised their concept plan based on input from the city. The primary purpose for this meeting is to decide whether the city is agreeable to the entire site being developed for planned residential use. At the June 3, 2024 Plan Commission meeting the commission recommended to the council that this site be developed as a planned residential development but asked that this be discussed at the council level prior to anyone doing more work to determine additional details of the development. The next steps would be for the developer to work with city staff to provide a detailed concept plan that would be reviewed at the August 5th Plan Commission meeting. If it is favorable at that meeting the developer would proceed with annexation, land use plan amendment, rezoning, wetland delineation, and platting. Starting the construction of homes for the site would not begin until late 2025 or early 2026 with an eight (8) to ten (10) year plan for full-development.

A secondary objective is to determine potential support for a Smart Growth Plan Amendment to this site. This amendment would subdivide Smart Growth Area 15 into three parts. (See attachment).

Estimated Revenues from the potential development

Tax Revenue (Based on 2024 tax rate)

City: \$1,375,326

School District: \$1,654,477

Impact Fees

Sanitary Sewer: \$1,151,334

Library: \$637,974 (used to pay off library building debt)

Public Safety: \$637,974 (Used for potential new public safety building)

Park Facilities: \$611,064 (Potentially used for Prochnow Park development)

Water Supply Facilities: \$872,298

School District Per Pupil State Aid

340 new students x \$11,325 per student = \$3.85M

Estimated Expenses from the potential development

City Services

One (1) additional DPW crew member: \$90,000 annually

Two (2) additional Police Officers: \$262,000 annually

Total Annual Cost: \$352,000

One (1) additional Plow Truck: \$275,000 one-time cost

One (1) additional Patrol Vehicle: \$60,000 one-time cost

School District

Additional Students: 196 elementary, 72 middle school, 72 high school

Parkview and Thorson could split the students but would require classroom additions (would require a referendum. Estimated cost \$6M+/- when the subdivision is fully developed)

Webster and HS have room but would have a cost increase for additional teaching staff (The teaching staff would be covered by the additional per pupil State Aid)

If the project is phased in as proposed the impact on the schools can be managed in a manner that minimizes the tax impact on the community.

“As for the tax levy, new growth would have a positive long-term impact on the community. When enrollment grows, districts are able to levy a larger amount to cover the costs of the additional students. However, enrollment growth also leads to more state aid, which helps decrease the reliance on the tax levy. In addition, new development would increase the total property value for the community, which means that there would be a larger base to distribute the tax levy.

If the School Board wanted to explore a referendum to add more classrooms to the existing buildings to accommodate additional students, there would be a tax impact if the community approved the referendum and the District issued new debt to cover the costs of the construction. However, this tax impact could be mitigated by taking advantage of the increase in state aid as listed above and through restructuring the current debt schedule for the District”

Ben Irwin – CSD Director of Business Services

Other Considerations

Traffic Impact – A traffic impact study will be required

Road access to Covered Bridge Road – discussions with the Town will be required

Sewer service to the site – Phased in approach required with ongoing discussions with the City Engineer

Development of a pedestrian walkway/bike path – currently being discussed with City, Town, and County

Current projected projects with impact on City Taxes (Required without any additional development)

- 1) Sewer Plant Upgrades or New Plant - \$80M to \$120M
- 2) New Public Safety Building – \$35M
- 3) South Washington Ave Road Repair - \$3M
- 4) Increase in Fire/EMS Staff per referendum - \$1.3M annually
- 5) Increase in Police Officers for public safety – \$110,000 in 2025
- 6) Environmental Remediation Projects - \$1.5M

*With new development within the city the cost of these projects will be spread out over a larger tax base that will help keep the tax rate lower than otherwise expected.

STAFF RECOMMENDATION: None

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At the June 3, 2024 Plan Commission meeting the commission recommended to the council that this site be developed as a planned residential development and that an amendment to the land use plan is needed.

BUDGETARY IMPACT: See issue summary

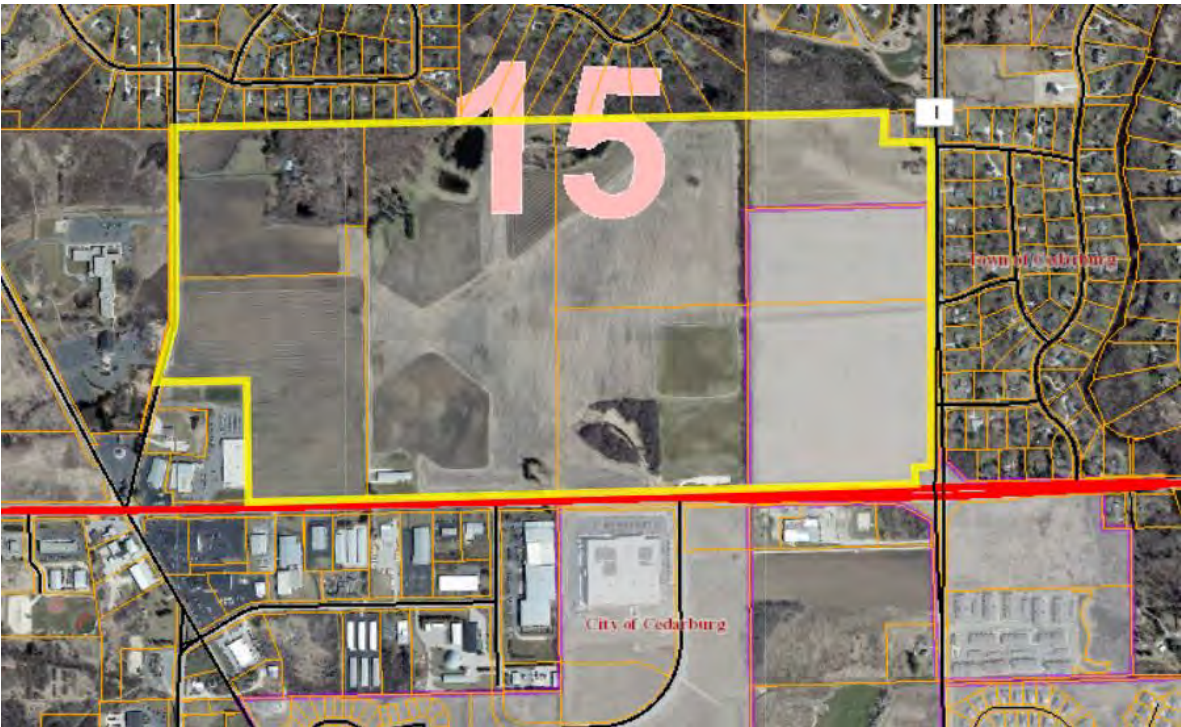
ATTACHMENTS: Newmann Project Draft Material, June 3, 2024 Plan Commission Packet – Agenda item 7.A., Neumann/Covered Bridge Concept Smart Growth Plan Amendment

INITIATED/REQUESTED BY: Mikko Hilvo, City Administrator

FOR MORE INFORMATION CONTACT: Mikko Hilvo, City Administrator

Neumann Companies / Covered Bridge Concept Smarth Growth Plan Amendment

The City of Cedarburg Comprehensive Plan currently identifies this area (below)



as follows on the Comprehensive Plan Land Use Plan Map:



Smart Growth Area 15 is described in the Comprehensive Plan as “Neighborhood land use plan that can be adequately served by public utilities must be approved prior to annexation”.

On Monday, June 3, 2024, the Plan Commission provided favorable concept feedback, to the applicant for an Amendment to the Land Use Plan Map that would subdivide Smart Growth Area 15 into three parts. 15A would contain 252.9 acres of land *. 15B and 15C would contain 30.59 acres and 17.93 acres respectively. (see related map and legend below)



✕=Proposed Smart Growth Area 15B (Town of Cedarburg/30.59 ac)

✕=Neumann Companies/Covered Bridge Smart Growth Area 15A (City of Cedarburg/214.34 ac)

✕= Neumann Companies/Covered Bridge Smart Growth Area 15A (Town of Cedarburg/38.56 ac) *

✕=Proposed Smart Growth Area 15C (City of Cedarburg/17.93 ac)

The Plan Commission recommended that the Common Council support the following concept description for Smart Growth Area 15A:

- 1) Planned neighborhood not to exceed 252.9 gross acres.
 - a. 214.32 acres to be developed in the City of Cedarburg.
 - i. Up to 132 lots, not less than 11,000 square feet in area and 85 feet wide/lot, for detached single family residential use; and
 - ii. Up to 208 single family lots, not less than 8,400 square feet in area and 70 feet wide/lot, for single family residential use; and
 - iii. Up to 37 duplex condominium buildings/74 condominium dwelling units.

- b. 38.56 acres to be developed in the Town of Cedarburg.
 - i. Up to 25 lots, not less than 40,000 square feet in area and 150 feet wide, for single family residential use *.
- 2) Planned Unit Development (PUD) Overlay Zoning shall be used in documenting and memorializing the final plan details of the City portion of this development area.
- 3) All development shall be served by existing, available City sanitary sewer, water, natural gas, and electricity. All on or offsite extensions as may be required to bring these facilities into this development area shall be provided by the developer.
- 4) Traffic impact analysis shall be conducted by the developer utilizing City and DOT parameters (to be established) to identify on and/or offsite road/traffic infrastructure improvements which may be/become necessary to support development of this area, any such road/traffic infrastructure improvements shall be the developer's responsibility to implement timely throughout the course of phased development.
- 5) The rate and route for implementation/phasing-in of home and amenities construction in this area shall be set as a part of Planned Unit Development (PUD) Overlay Zoning for this site.
- 6) As a part of the PUD Overlay zoning for this site, the maximum number of homes (or length of road) that will be permitted to be served off of one ingress/egress point before a second route of ingress/egress to the neighborhood is required to be constructed shall be set for each phase
- 7) The master site plan, to be set as a part of PUD Overlay Zoning for this site should contain a recognizable and reasonably direct street connecting through this 1-mile-wide neighborhood from Covered Bridge Road on the west to Hwy I on the east.
- 8) Only one new roadway intersection connecting this site to Hwy 60 shall be permitted. It shall align with existing public road Forward Way.*
- 9) As a part of the PUD Overlay zoning for this site, limited commercial zoning may be considered/included over a limited area of where the existing airplane hangar is located at 7130 State Road 60 and at the northwest corner of Hwy 60 at Hwy I.

Smart Growth Areas 15B and 15C would continue to carry the following description "Neighborhood land use plan that can be adequately served by public utilities must be approved prior to annexation" with them in the Comprehensive Plan. These areas will be the subject of review and consideration as to desired future land use, likely in tandem with the impending Comprehensive Plan Update.

**As of June 4th, the Town of Cedarburg advises they may not be contemplating residential use for some or any of the 38.56-acre site. Further, citing poor existing road condition and existing congestion among the various uses already entering and existing along this portion of the Covered Bridge Road, the Town may not be willing to permit a through connection from the City portion of*

this development out to Covered Bridge Road. In this case, a second road intersection to Hwy 60 may become necessary to support the City portion of this development.

COVERED BRIDGE CONCEPT LAND USE DISCUSSION HWY 60

To: City of Cedarburg Plan Commission

Prepared by: Mary Censky, City Planner

Agenda Item: **7.A.**

Date: June 3, 2024

General Information

Applicant:

Neumann Development Inc. in c/o Bryan Lindgren

Status of Applicant:

Prospective owner/developer

Location:

North side of Hwy 60 west of Sheboygan Rd.

Requested Action:

Concept Plan review and discussion

Existing Zoning:

A portion of the Land is in the Town of Cedarburg and that, that's in the city is zoned Rs-1 (Temporary Zoning)

Proposed Zoning:

Surrounding Zoning:

Rm-2 (PUD) - south

Lot Size:

214-acres in the City / 38.56-acres in the Town

Existing Land Use:

Vacant

Discussion:

The applicant has provided revised concept plans based on feedback previously received from the Planning Commission. He will be prepared to present these changes, and additional statistical data they have collated, at Monday's meeting.

My Lindgren indicates that their primary interest at this time is to learn whether the City is agreeable to the entire site being developed for planned residential use. He describes the density, building, site, and phasing plan issues feedback as being secondary to that question at this time.

The substantial majority of this site is currently located in the Town of Cedarburg but is within the area of the Boundary Agreement map that is slated to be annexed to the City. This area is designated as "Smart Growth Area-15" on the City's Land Use Plan Map. The Comprehensive plan provides as follows for **SGA-15 Grob Field area along the north side of Highway 60 east of the 5 Corners intersection**. "Neighborhood land use plan that can be adequately served by public utilities must be approved prior to annexation".

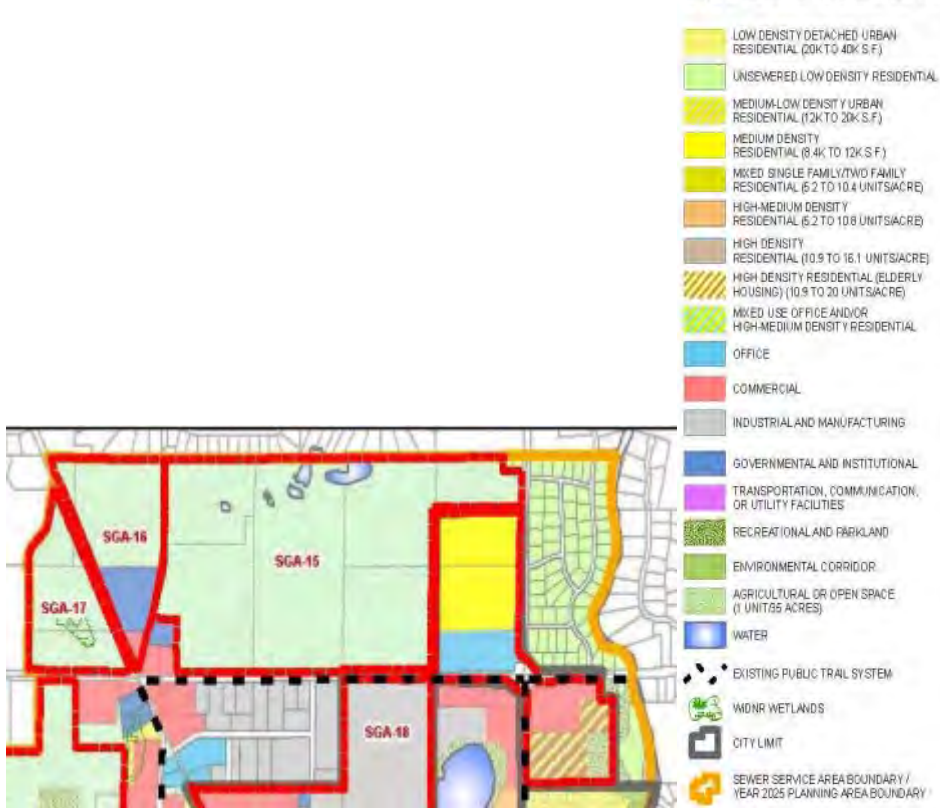
The portion of this site that is already in the City (i.e., along Hwy. I) is currently designated part "Office" and part "Medium Density Residential."

Process:

The applicant proposes to annex all the land that is within the City's planned ultimate boundary based upon the City/Town Agreement. They would likely request a Land Use designation of "SGA-15A" to be applied over this entire project area. Underlying zoning would then have to be applied, approximately as follows:

- RS-5 Single-Family Residential District (min 8,400 sq. ft. area/min 50' width/max 5.2 units per acre) over the areas of the Residences and the Villas.
- RS-6 Single-Family/Two-Family Residential District (min 8,400 sq. ft. area/min 50' width/max 10.4 units per acre) over the areas of the Reserves.
- B-1 Neighborhood Business District or B-2 Community Business District over the two cutouts - one along Hwy 60 where the existing airplane hangar (on 1.9-acres) is located, and one over the vacant 5-acres to be held out at the northwest corner of Hwy 60 and Hwy I.
- The Planned Unit Development (PUD) Overlay District would be overlaid on the entire project area.

CITY OF CEDARBURG 2025 LAND USE PLAN



The concept plans, including sufficiently detailed density, building, site, and phasing plans would initially be inserted as the Concept for the PUD.

If there is a reasonably sure sense given in feedback from the Commission, that mixed, medium density, one and two family attached residential is a suitable use for this entire site, the applicant would begin a six-to-eight-week period of work with the Staff to iron out a number of concept site plan issues such as:

- Phasing boundaries as compared to currently available utility services.
- Phasing boundaries as compared to the public safety and maximum cul de sac length regulations in light of the fact that there is proposed to be just a single point of ingress/egress to this site serving a substantial number of homes for an extended period of time.
- Possible configuration of a slightly more direct east/west route through this 1-mile-wide neighborhood.
- Settling of any Town related issues as necessary to ensure eventual interconnection through to Covered Bridge Road.
- Among other issues possibly.

This work period would also involve the applicant working with the Staff (and hopefully the architects of the Planning Commission) to establish specific PUD regulations addressing the architectural styling/diversity, materials, colors, setbacks, offsets, scale and mass of homes and duplex condominiums to be built in this development.

The expectation is, if given favorable advice on June 3, 2024, the applicant would return by the August 5th meeting with a final, and substantially more detailed concept for review, discussion and feedback by the Commission.

From there, the applicant can decide whether to proceed with the Annexation, Land Use Plan Amendment, Rezoning, Wetlands Delineation, and Platting.



LOT CHARACTERISTICS	
THE RESIDENCES	
- Lot Size =	11,000 sf
- Lot Width =	85 feet
Setbacks:	
- Min. Road =	25'
- Side Offset =	13'
- Rear Offset =	25'
THE VILLAS	
- Lot Size =	6,400 sf
- Lot Width =	70 feet
Setbacks:	
- Min. Road =	25'
- Side Offset =	7.5'
- Rear Offset =	25'
THE RESERVE (Condominium)	
Setbacks:	
- Min. Road =	25'
- Side Offset =	13'
- Rear Offset =	25'
THE ESTATES (Town of Cedarburg)	
- Lot Size =	40,000 sf
- Lot Width =	150 feet
Setbacks:	
- Min. Road =	75'
- Side Offset =	25'
- Rear Offset =	25'

SITE DATA TABLE - "Covered Bridge"	
- Gross Area	
- Proposed Town of Cedarburg	252.9 acres
- Proposed City of Cedarburg	38.56 acres
- Proposed City of Cedarburg	214.34 acres
- Proposed Development	
City of Cedarburg	
- The Residences	132 lots
- The Villas	208 lots
- The Reserve	74 units
- CITY TOTAL =	414 units
- CITY DENSITY =	414 / 214.34 = 1.93 un/ac
Town of Cedarburg	
- The Estates	25 lots
- TOWN DENSITY =	38.56 / 25 = 1.54 ac/un
Total Development =	439 units
Total Density =	439 / 252.9 = 1.74 un/ac
Open Space Summary	
CITY	
- The Villas =	47.8 ac
- The Residences =	33.61 ac
- CITY Subtotal =	81.41 ac (38%)
TOWN	
- The Estates =	8.44 ac (21.9%)
TOTAL OPEN SPACE =	89.85 ac (35.5%)
67% of lots are connected to outlet open space	

WETLAND DELINEATION NOTE:
WETLAND DELINEATION PER
HARTMAN & ASSOCIATES, INC.
DATE: 05-30-2024

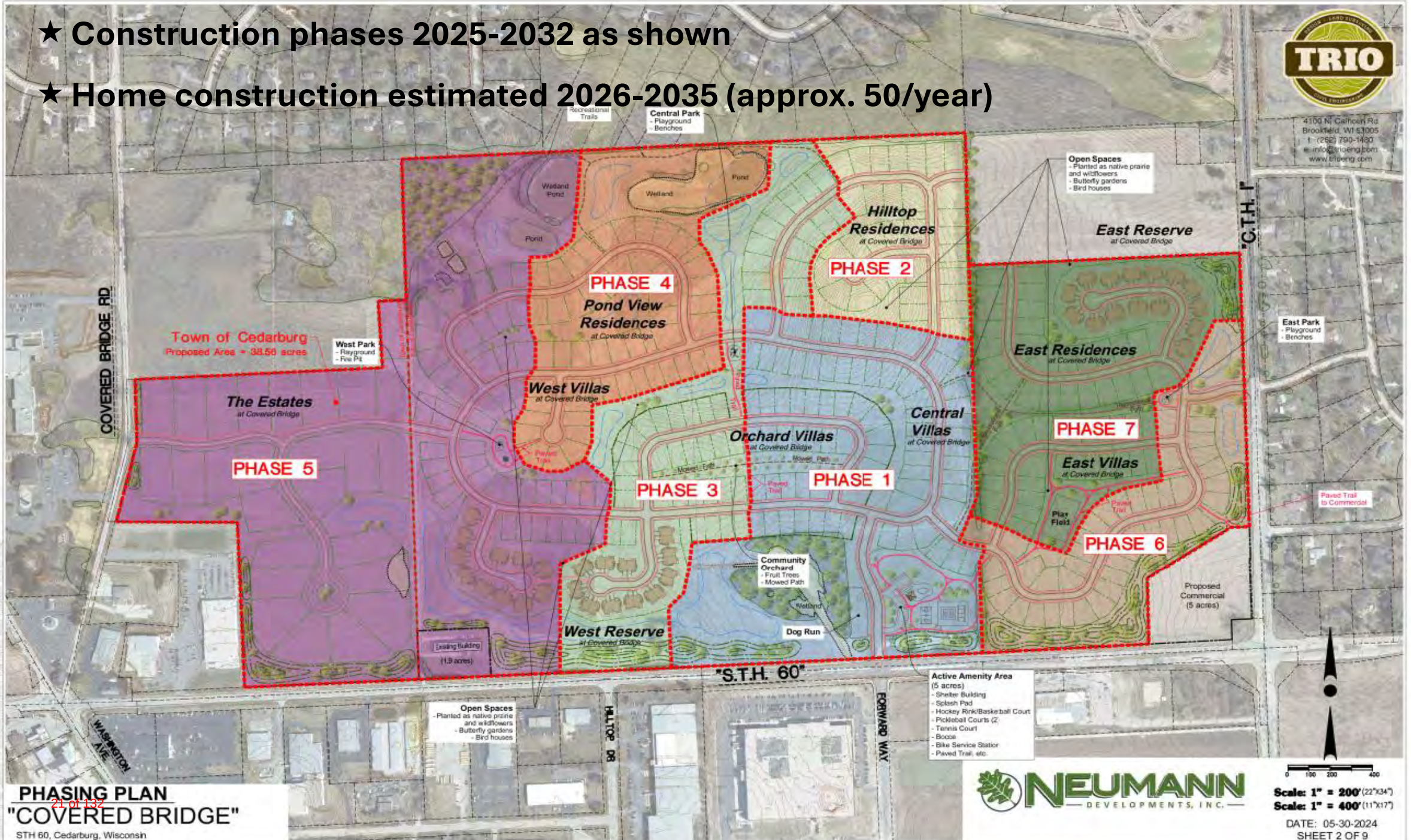


★ Construction phases 2025-2032 as shown

★ Home construction estimated 2026-2035 (approx. 50/year)



4100 N. Calhoun Rd.
Brookfield, WI 53005
T: (262) 790-1480
info@trioeng.com
www.trioeng.com



PHASING PLAN
"COVERED BRIDGE"

STH 60, Cedarburg, Wisconsin



Scale: 1" = 200' (22"x34")

Scale: 1" = 400' (11"x17")

DATE: 05-30-2024
SHEET 2 OF 9

Active Amenities

PHASE I

SHELTER BUILDING

SPLASH PAD

HOCKEY RINK/BASKETBALL COURT

PICKLEBALL COURTS (2)

BOCCE

BIKE SERVICE STATION

PAVED TRAIL

DOG RUN

PLAYGROUND

BENCHES





Active Amenities

PHASE 2

OPEN SPACES:
PLANTED AS NATIVE PRAIRIE
& WILDFLOWERS
BUTTERFLY GARDENS
BIRD HOUSES



Active Amenities

PHASE 3

OPEN SPACES:
 PLANTED AS NATIVE PRAIRIE
 & WILDFLOWERS
 BUTTERFLY GARDENS
 BIRD HOUSES
 FRUIT TREES
 MOWED PATH

Active Amenities

PHASE 4

OPEN SPACES:
PLANTED AS NATIVE PRAIRIE
& WILDFLOWERS
BUTTERFLY GARDENS
BIRD HOUSES
PLAYGROUND
FIRE PIT
RECREATIONAL TRAILS



Active Amenities

PHASE 5

SHARED SPACES WITH PHASE 4



Active Amenities

PHASE 6

OPEN SPACES:
PLANTED AS NATIVE PRAIRIE
& WILDFLOWERS
BUTTERFLY GARDENS
BIRD HOUSES
PLAYGROUND
BENCHES
PAVED TRAIL TO COMMERCIAL



Active Amenities

PHASE 7

OPEN SPACES:
PLANTED AS NATIVE PRAIRIE
& WILDFLOWERS
BUTTERFLY GARDENS
BIRD HOUSES
PLAY FIELD



ALL
AMENITIES
WILL BE
PRIVATELY
OWNED AND
MAINTAINED



Design Guidelines

Guidelines will be thoroughly discussed with the City Staff and Plan Commission.



Villas

- One Story – 1500 SF minimum
- Two Story – 1800 SF minimum
- Garage – 400 SF minimum
- 6:12 Roof pitch
- Cement board siding
- 4" window & door trim
- Window grids
- Architecturally appealing stone or masonry element on front of home
- 3 architectural features on each elevation of a ranch
- 5 architectural features on each elevation of a 2-story
- If the house backs up to an external street, it must have a minimum of one break or offset, a minimum of one gable or hip roof to match front theme, and a minimum of 5 architectural elements.



Residences

- One Story – 1800 SF minimum
- Two Story – 2100 SF minimum
- Garage – 440 SF minimum
- 6:12 Roof pitch, 8:12 for front facing
- Cement board siding
- 4” window & door trim
- Window grids
- Front elevation must contain at least 25% stone or brick
- 4 architectural features on each elevation of a ranch
- 6 architectural features on each elevation of a 2-story
- If the house backs up to an external street, it must have a minimum of one break or offset, a minimum of one gable or hip roof to match front theme, and a minimum of 5 architectural elements.



Estates

- One Story – 2100 SF minimum, 10:12 Roof pitch
- Two Story – 2400 SF minimum, 8:12 Roof pitch
- Garage – 550 SF minimum
- Cement board siding
- 4” window & door trim
- Window grids
- Front elevation must contain at least 30% stone or brick
- Four architectural features on each elevation of a ranch
- Six architectural features on each elevation of a 2-story
- If the house backs up to an external street, it must have a minimum of one break or offset, a minimum of one gable or hip roof to match front theme, and a minimum of 5 architectural elements.



Estimated Price: \$750+

A word cloud on a dark blue background. The central text is 'Next Steps' in large white font. Surrounding it are various words in different colors (blue, orange, white) and orientations (horizontal, vertical). The words include: STRATEGY, IDEAS, Progress, Process, MEETING, Business, Future, Innovation, Dialog, IDEAS, Forum, Communication, Progress, Discuss, Communicate, SOLUTIONS, FORWARD, Strategy, FUTURE, PROPOSAL, Creativity, BUSINESS, Session, INPUT, TALK, Connection, IDEAS, QUESTIONS, Exploration, and Strategy.

STRATEGY IDEAS Progress Process MEETING Business Future Innovation Dialog IDEAS Forum Communication Progress Discuss Communicate SOLUTIONS FORWARD Strategy FUTURE PROPOSAL Creativity BUSINESS Session INPUT TALK Connection IDEAS QUESTIONS Exploration



Questions?

CITY OF CEDARBURG

MEETING DATE: June 10, 2024

ITEM NO: 8.C.

TITLE: Discussion and possible action on a Certified Survey Map (CSM) to split the property located at N69W5269 Columbia Road, Tax Key 13-050-18-01-002, into two (2) parcels.

ISSUE SUMMARY:

The applicant plans to convert the former bank building on this site to a medical clinic use. As a part of this use transition, they seek to split off the other office building which is also located on this single, 2+/-acre lot. The new use, the medical clinic, will have a 1.5-acre lot. The other office building will end up on a .5-acre lot. The existing, freestanding drive-thru banking canopy on the site is proposed to be razed/removed from the site. It's no longer needed as a part of the new clinic use and would otherwise be located too close to the new lot line. Both Lots 1 and 2 comply with the minimum required lot size and width for the B-2 Community Business District.

STAFF RECOMMENDATION:

The Planner supports approval of the CSM as presented, subject to the following conditions:

- 1) Applicant to reflect an access drive easement across Lot 2 as will provide continued access to the clinic lot via the existing point of entry/exit along Columbia Road. A related written easement instrument shall also be prepared by the applicant, reviewed and approved by City Staff and/or Attorney, and recorded concurrently with the recording of the CSM.
- 2) Applicant to raze, remove, and restore to pavement, the existing, freestanding drive-thru banking canopy structure on proposed new Lot 2, prior to recording the CSM.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

On June 3, 2024 the Plan Commission recommended approval of this CSM to the Common Council subject to the two conditions listed above.

BUDGETARY IMPACT: n/a

ATTACHMENTS:

- Certified Survey Map.
- Draft excerpt of minutes from the June 3, 2024, Plan Commission meeting.

INITIATED/REQUESTED BY: Weas Development in c/o Connor Weas

FOR MORE INFORMATION CONTACT: Mary Censky 262-375-7614

CERTIFIED SURVEY MAP NO. _____

SHEET 1 OF 6 SHEETS

Lot 1, of Certified Survey Map No. 4031, of Certified Survey Maps of the Ozaukee County Registry, and being a part of the SE 1/4 of the NW 1/4, the SW 1/4 of the NE 1/4, the NW 1/4 of the SE 1/4, and the NE 1/4 of the SW 1/4, of Section 26, Township 10 North, Range 21 East, situated in the City of Cedarburg, Ozaukee County, Wisconsin.

LEGEND:

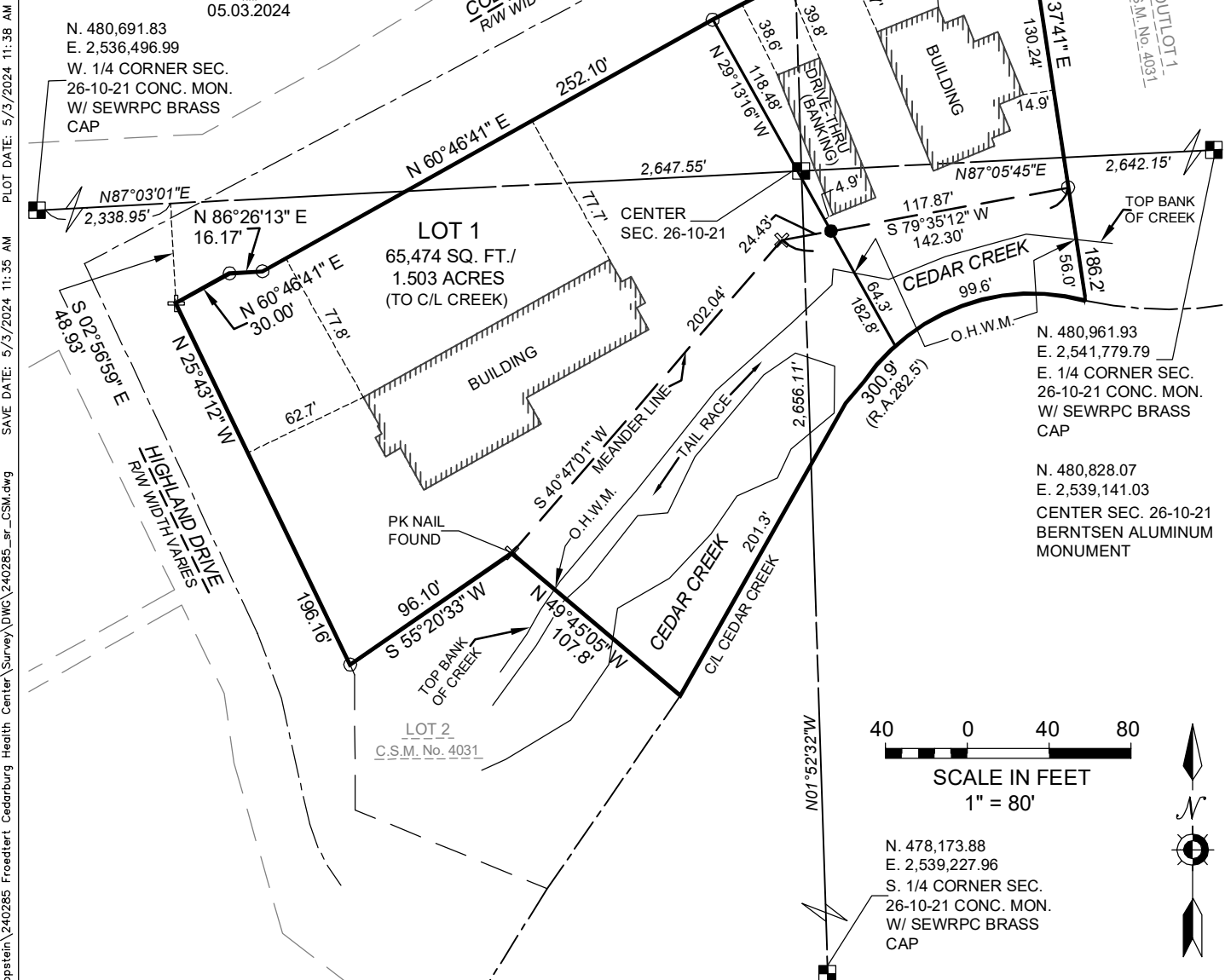
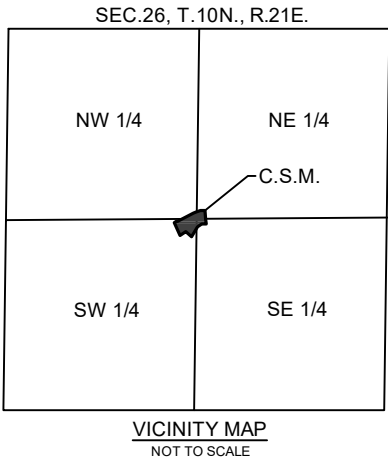
- = 1-1/4" O.D. IRON PIPE FOUND
- = 1-1/4" O.D. X 24" LONG, IRON PIPE SET, WEIGHING 1.68 LBS./LINEAL FT.
- ⊕ = FOUND CHISELED CROSS
- ⊗ = FOUND MAG NAIL
- (R.A.) = RECORDED AS BEARING OR DISTANCE

NOTES:

- ♦ EXISTING ZONING: B-2 COMMUNITY BUSINESS DISTRICT
- ♦ O.H.W.M. = ORDINARY HIGH WATER MARK
- ♦ THE APPROXIMATE ORDINARY HIGH WATER MARK IS SHOWN FOR REFERENCE ONLY. (TOP BANK OF CREEK)
- ♦ ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.
- ♦ SEE SHEETS 2 & 3 FOR EASEMENT DETAILS.
- ♦ SEE SHEET 4 FOR BUILDING SETBACK LINES.
- ♦ THE BANKING DRIVE-THRU STRUCTURE IS TO BE RAZED.



C1
CURVE DATA
R. = 375.52
L. = 44.79'
CH.B. = N64°11'42"E
CH. = 44.76'



N. 478,173.88
E. 2,539,227.96
S. 1/4 CORNER SEC.
26-10-21 CONC. MON.
W/ SEWRPC BRASS
CAP

NORTH REFERENCED TO THE WISCONSIN
STATE PLANE COORDINATE SYSTEM SOUTH
ZONE NAD 27, THE NORTH LINE OF THE SW
1/4 OF SECTION 26 T.10N., R.21E. BEARING
N87°03'01"E.



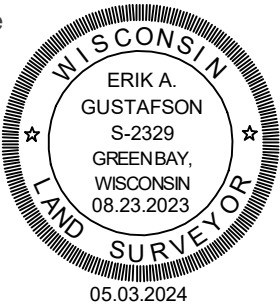
226 W. WISCONSIN AVE.
APPLETON, WI 54911
kapurinc.com

OWNER / SUBDIVIDER:
WEAS DEVELOPMENT
172 N. BROADWAY #300
MILWAUKEE, WI 53202

CERTIFIED SURVEY MAP NO. _____

SHEET 2 OF 6 SHEETS

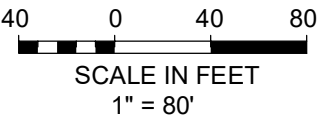
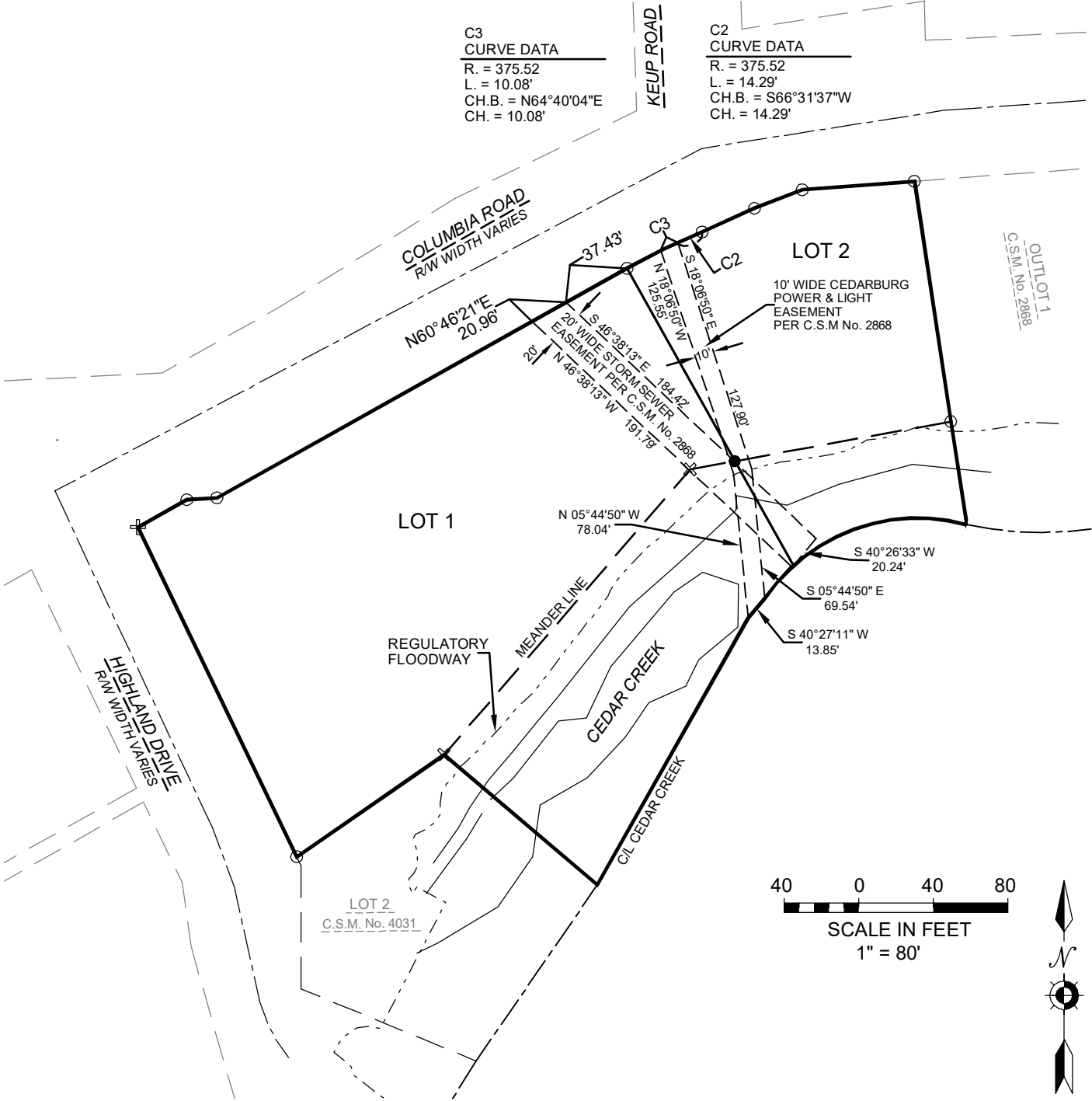
Lot 1, of Certified Survey Map No. 4031, of Certified Survey Maps of the Ozaukee County Registry, and being a part of the SE 1/4 of the NW 1/4, the SW 1/4 of the NE 1/4, the NW 1/4 of the SE 1/4, and the NE 1/4 of the SW 1/4, of Section 26, Township 10 North, Range 21 East, situated in the City of Cedarburg, Ozaukee County, Wisconsin.



EXISTING EASEMENTS & REGULATORY FLOODWAY WITHIN C.S.M. BOUNDARY

C3
CURVE DATA
R. = 375.52
L. = 10.08'
CH.B. = N64°40'04"E
CH. = 10.08'

C2
CURVE DATA
R. = 375.52
L. = 14.29'
CH.B. = S66°31'37"W
CH. = 14.29'



NORTH REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM SOUTH ZONE NAD 27, THE NORTH LINE OF THE SW 1/4 OF SECTION 26 T.10N., R.21E. BEARING N87°03'01"E.

S:_SiteDesign\Eppstein\240285\Froedtert Cedarburg Health Center\Survey\DWG\240285_ar_CSM.dwg SAVE DATE: 5/3/2024 11:35 AM PLOT DATE: 5/3/2024 11:40 AM

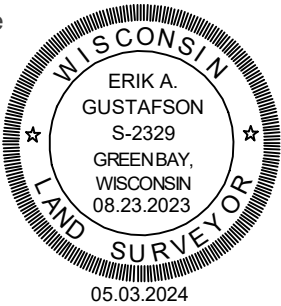


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kapurinc.com

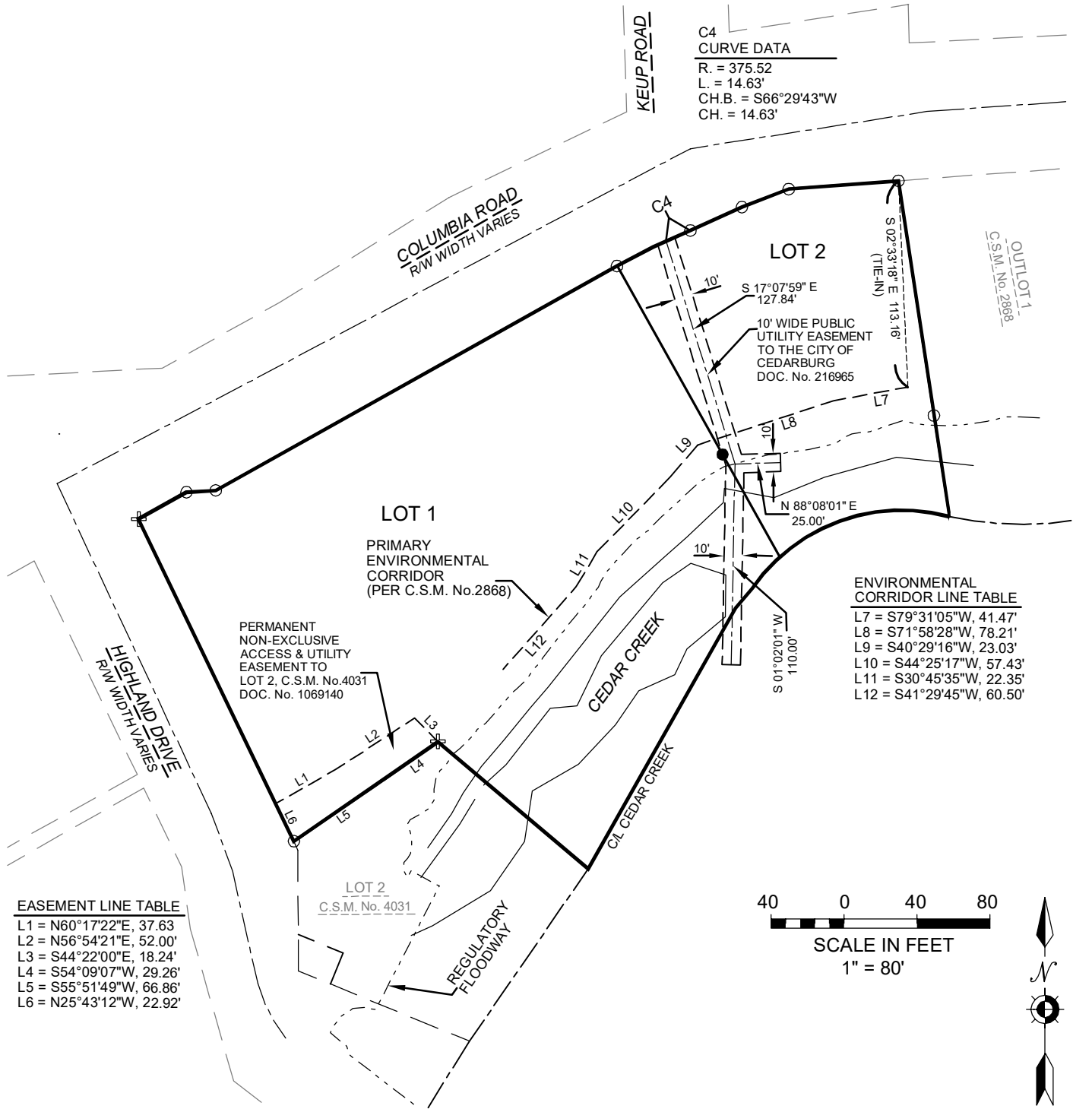
CERTIFIED SURVEY MAP NO. _____

SHEET 3 OF 6 SHEETS

Lot 1, of Certified Survey Map No. 4031, of Certified Survey Maps of the Ozaukee County Registry, and being a part of the SE 1/4 of the NW 1/4, the SW 1/4 of the NE 1/4, the NW 1/4 of the SE 1/4, and the NE 1/4 of the SW 1/4, of Section 26, Township 10 North, Range 21 East, situated in the City of Cedarburg, Ozaukee County, Wisconsin.



EXISTING EASEMENTS & PRIMARY ENVIRONMENTAL CORRIDOR WITHIN C.S.M. BOUNDARY

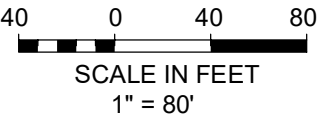


EASEMENT LINE TABLE

L1	=	N60°17'22"E, 37.63'
L2	=	N56°54'21"E, 52.00'
L3	=	S44°22'00"E, 18.24'
L4	=	S54°09'07"W, 29.26'
L5	=	S55°51'49"W, 66.86'
L6	=	N25°43'12"W, 22.92'

ENVIRONMENTAL CORRIDOR LINE TABLE

L7	=	S79°31'05"W, 41.47'
L8	=	S71°58'28"W, 78.21'
L9	=	S40°29'16"W, 23.03'
L10	=	S44°25'17"W, 57.43'
L11	=	S30°45'35"W, 22.35'
L12	=	S41°29'45"W, 60.50'



NORTH REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM SOUTH ZONE NAD 27, THE NORTH LINE OF THE SW 1/4 OF SECTION 26 T.10N., R.21E. BEARING N87°03'01"E.

S:_SiteDesign\Eppstein\240285 Froedtert Cedarburg Health Center\Survey\DWG\240285_sr_CSM.dwg SAVE DATE: 5/3/2024 11:35 AM PLOT DATE: 5/3/2024 11:42 AM

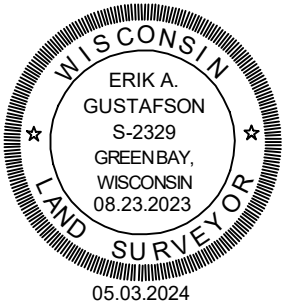


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APPLETON, WI 54911
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CERTIFIED SURVEY MAP NO. _____

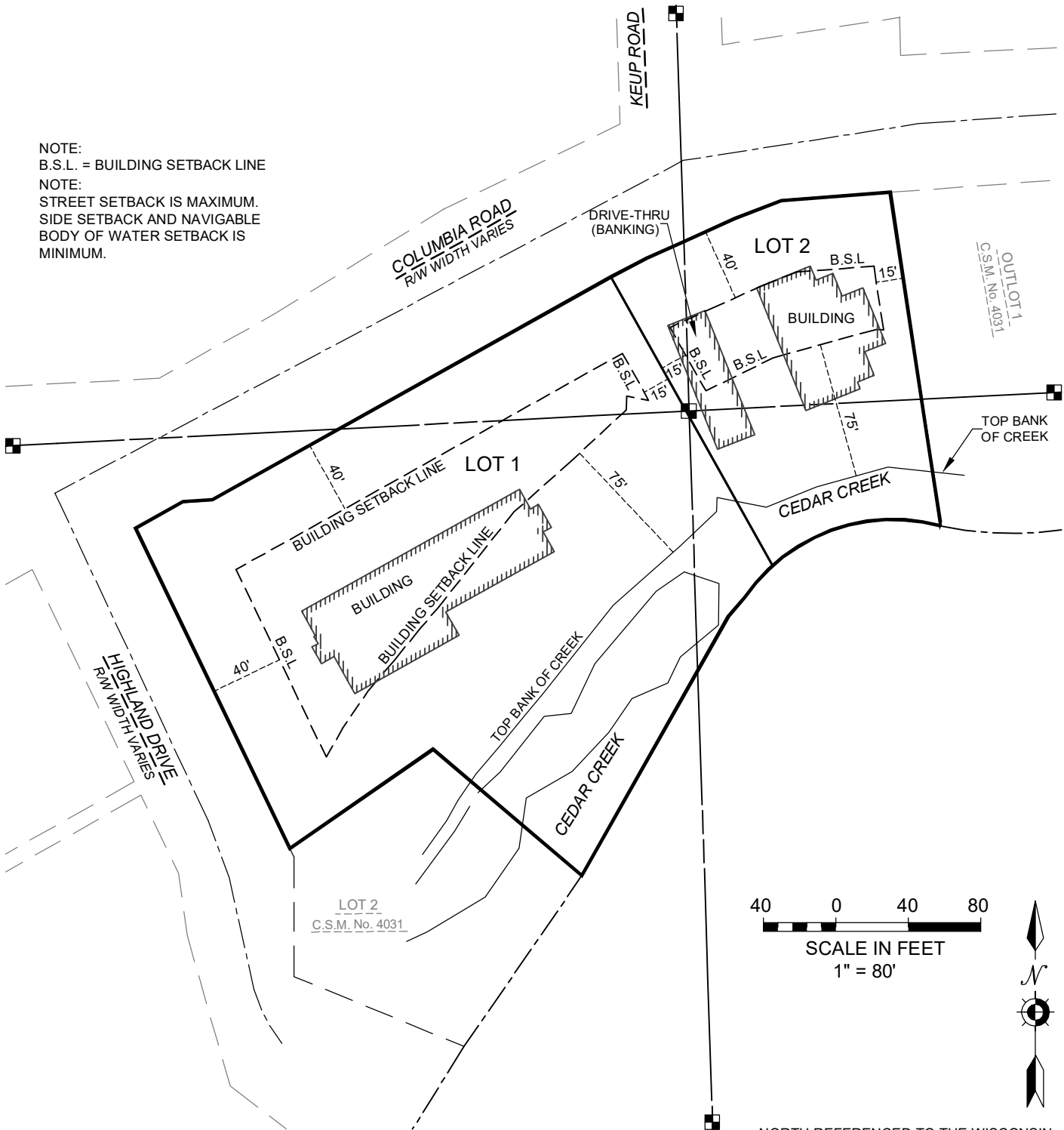
SHEET 4 OF 6 SHEETS

Lot 1, of Certified Survey Map No. 4031, of Certified Survey Maps of the Ozaukee County Registry, and being a part of the SE 1/4 of the NW 1/4, the SW 1/4 of the NE 1/4, the NW 1/4 of the SE 1/4, and the NE 1/4 of the SW 1/4, of Section 26, Township 10 North, Range 21 East, situated in the City of Cedarburg, Ozaukee County, Wisconsin.



BUILDING SETBACK LINES
PER B-2 COMMUNITY
BUSINESS DISTRICT ZONING

NOTE:
B.S.L. = BUILDING SETBACK LINE
NOTE:
STREET SETBACK IS MAXIMUM.
SIDE SETBACK AND NAVIGABLE
BODY OF WATER SETBACK IS
MINIMUM.



S:_SiteDesign\Eppstein\240285 Froedtert Cedarburg Health Center\Survey\DWG\240285_ar_CSM.dwg SAVE DATE: 5/3/2024 11:58 AM PLOT DATE: 5/3/2024 12:01 PM



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NORTH REFERENCED TO THE WISCONSIN
STATE PLANE COORDINATE SYSTEM SOUTH
ZONE NAD 27, THE NORTH LINE OF THE SW
1/4 OF SECTION 26 T.10N., R.21E. BEARING
N87°03'01"E.

S:_SiteDesign\Eppstein\240285_Froedtert_Cedarburg_Health_Center\Survey\DWG\240285_sr_CSM.dwg SAVE DATE: 5/3/2024 11:35 AM PLOT DATE: 5/3/2024 11:45 AM

CERTIFIED SURVEY MAP NO. _____

SHEET 5 OF 6 SHEETS

Lot 1, of Certified Survey Map No. 4031, of Certified Survey Maps of the Ozaukee County Registry, and being a part of the SE 1/4 of the NW 1/4, the SW 1/4 of the NE 1/4, the NW 1/4 of the SE 1/4, and the NE 1/4 of the SW 1/4, of Section 26, Township 10 North, Range 21 East, situated in the City of Cedarburg, Ozaukee County, Wisconsin.

SURVEYOR'S CERTIFICATE:

I hereby certify that by the direction of Weas Development, I have surveyed, divided, and mapped the land shown and described hereon, being a part of the Southeast 1/4 of the Northwest 1/4, the Southwest 1/4 of the Northeast 1/4, the Northwest 1/4 of the Southeast 1/4 and the Northeast 1/4 of the Southwest 1/4 of Section 26, Township 10 North, Range 21 East, situated within the City of Cedarburg, Ozaukee County, Wisconsin, bounded and described by deed as follows:

PROVIDED PER KNIGHT BARRY TITLE INC.,
FILE #: 2258830, EFFECTIVE DATE MARCH 4, 2024

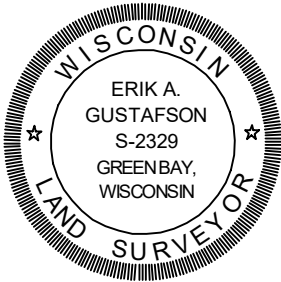
Lot One (1) of Certified Survey Map No. 4031 recorded in the office of the Register of Deeds for Ozaukee County, Wisconsin, on September 17, 2018, as Document No. 1069053, being a division of Lot 1 of Certified Survey Map No. 2868, being a part of the Southeast 1/4 of the Northwest 1/4, the Southwest 1/4 of the Northeast 1/4, the Northwest 1/4 of the Southeast 1/4 and the Northeast 1/4 of the Southwest 1/4 of Section 26, Township 10 North, Range 21 East, situated within the City of Cedarburg, Ozaukee County, Wisconsin.

Containing 89,097 square feet / 2.045 acres of land, more or less to the centerline of Cedar Creek.

I further certify that I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes and Title 14 - Land Division, Subdivision and Condominium Regulations of the City of Cedarburg, in surveying, dividing, and mapping, and that this Certified Survey Map is a true and correct representation of all of the exterior boundaries of the land surveyed and the division of said land.

Dated this 3rd day of May, 2024.

Erik A. Gustafson S-2329



226 W. WISCONSIN AVE.
APPLETON, WI 54911
kapurinc.com

S:_SiteDesign\Eppstein\240285 Froedtert Cedarburg Health Center\Survey\DWG\240285_sr_CSM.dwg SAVE DATE: 5/3/2024 11:35 AM PLOT DATE: 5/3/2024 11:47 AM

CERTIFIED SURVEY MAP NO. _____

SHEET 6 OF 6 SHEETS

Lot 1, of Certified Survey Map No. 4031, of Certified Survey Maps of the Ozaukee County Registry, and being a part of the SE 1/4 of the NW 1/4, the SW 1/4 of the NE 1/4, the NW 1/4 of the SE 1/4, and the NE 1/4 of the SW 1/4, of Section 26, Township 10 North, Range 21 East, situated in the City of Cedarburg, Ozaukee County, Wisconsin.

OWNER'S CERTIFICATE:

Weas Development Company and/or assigns, a Wisconsin Corporation and/or Limited Liability Company, organized under the laws of the State of Wisconsin, as Owner, does hereby certify that they have caused the land shown and described on this Certified Survey Map to be surveyed, divided, and mapped as represented hereon.

IN WITNESS WHEREOF, the said Weas Development Company and/or assigns, has caused these presents to be signed by Douglas J Weas, its President and/or Manager, at Milwaukee, Wisconsin, on this _____, day of _____, 20____.

By: Weas Development Company, and/or assigns
Douglas J Weas, President and/or Manager

STATE OF WISCONSIN)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 20____, Douglas J Weas, the President and/or Manager of Weas Development Company and/or assigns, to me known to be the person who executed the foregoing instrument, and known to be such President and/or Manager of Weas Development Company and/or assigns, and acknowledges that he executed the foregoing instrument as such President and/or Manager of Weas Development Company and/or assigns, by its authority.

(Notary Seal) _____

Notary Public, _____ County, Wisconsin.

My Commission (expires) (is permanent) _____.

CITY OF CEDARBURG PLAN COMMISSION APPROVAL:

This Certified Survey Map is hereby approved by the City of Cedarburg Plan Commission on the _____ day of _____, 20____.

Michael O'Keefe, Chairman

I, Tracie Sette, City Clerk for the City of Cedarburg, hereby certify that the Certified Survey Map described herein was approved by the City of Cedarburg Plan Commission at it's meeting on _____.

Tracie Sette, City of Cedarburg City Clerk



226 W. WISCONSIN AVE.
APPLETON, WI 54911
kapurinc.com



CITY OF CEDARBURG

MEETING DATE: June 10, 2024

ITEM NO: 8.D.

TITLE: Discussion and possible action on the expansion of the utility easement in the southwest corner of the Hwy 60 Business Park

ISSUE SUMMARY: Water and sewer to serve a portion of the Stone Lake Development must come from Forward Way within the Hwy 60 Business Park. The water and sewer were planned to be installed in an existing utility and drainage easement in the southwest corner of the Business Park. The existence of a wetland on the northwest corner of the Stone Lake site doesn't allow for the utilities to use the planned route and requires expansion of the current utility easement.

STAFF RECOMMENDATION: Staff recommends approval of the expansion of the utility easement.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: None

BUDGETARY IMPACT: None

ATTACHMENTS: Certified Survey Map Page 1
Utility Easement Exhibits

INITIATED/REQUESTED BY: Mike Wieser

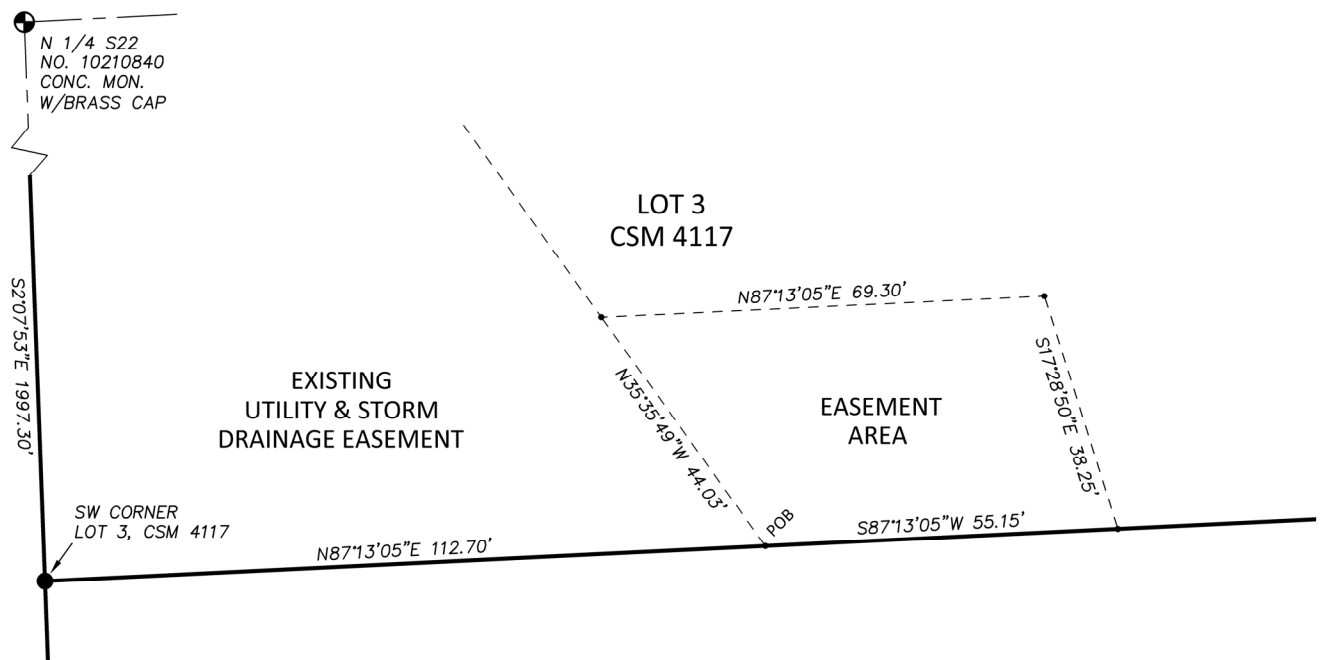
FOR MORE INFORMATION CONTACT: Mike Wieser
262-375-7610

EXHIBIT A

EASEMENT LEGAL DESCRIPTION

A Utility Easement, located in Lot 3, Certified Survey Map No. 4117, in the Southwest Quarter of the Northeast Quarter (SW1/4-NE1/4) of Section 22, Township 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin, more particularly described as follows:

Commencing at the North 1/4 Corner of Section 22, T.10 N., R.21 E.; thence South 02°07'53" East along the West line of the Northeast 1/4 of said Section 22, 1997.30 feet to the Southwest Corner of Lot 3, CSM No. 4117; thence North 87°13'05" East along the South line of said Lot 3, 112.70 feet to the Southeast Corner of an Existing Utility and Storm Drainage Easement, and the **Point of Beginning**; thence North 35°35'49" West along the Easterly line of said Existing Easement, 44.03 feet; thence North 87°13'05" East, 69.30 feet; thence South 17°28'50" East, 38.25 feet; thence South 87°13'05" West, 55.15 feet to the Point of Beginning.



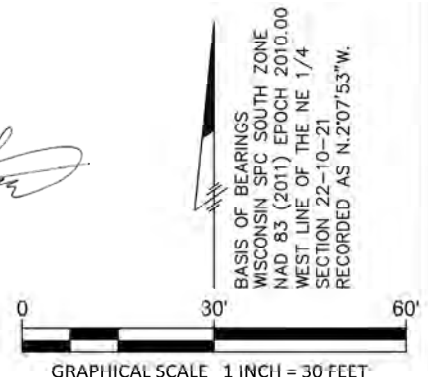
LEGEND

- = PLSS MONUMENT PER SEWRPC DOSSIER
- = PROPERTY CORNER MONUMENT
- = COMPUTED EASEMENT POINT
- = BOUNDARY LINE
- - - = EASEMENT LINE

PREPARED BY:
M SQUARED ENGINEERING LLC
N19 W6719 COMMERCE CT
CEDARBURG, WI 53012
PHONE (262) 376-4246
msquaredengineering.com



THIS INSTRUMENT DRAFTED BY K. ADAM DEGROOT, PLS 4019



	DECLARATION OF PERMANENT UTILITY EASEMENT	
Document Number	Title of Document	
		Recording Area
		Name and Return Address
		Michael P. Herbrand
		Houseman & Feind, LLP
		1650 9 th Avenue
		Grafton, WI 53024
		<u>13-022-03-002.00</u>
		<u>Parcel Identification Number (PIN)</u>

DECLARATION OF PERMANENT UTILITY EASEMENT RECITALS

WHEREAS, that the undersigned, City of Cedarburg, a Wisconsin Municipal Corporation (hereinafter "Owner") is the owner of certain real property (the "Property") located in the City of Cedarburg, Ozaukee County, Wisconsin, commonly identified as N117 W6651 Forward Way, Cedarburg, Wisconsin, and as legally described herein; and

WHEREAS, Owner wishes to grant, convey, declare and dedicate an extension of the existing public utility and storm drainage easement over, under and through that portion of the Property described or depicted on the attached **Exhibit A** (the "Easement Area") for the purpose of installing, operating, maintaining, or replacing public utilities, storm water drainage, and associated equipment under the terms and conditions stated herein;

NOW THEREFORE, LET IT BE KNOWN that each and every person, party or entity hereafter purchasing or owning or in any way taking possession of the Property or any portion thereof shall do so subject to the following restrictions and covenants, to wit:

SECTION 1 – PROPERTY SUBJECT TO THIS DECLARATION

The following property ("Property") shall be subject to this Declaration:

A Utility Easement, located in Lot 2 of Certified Survey Map No. 4262, recorded in the Ozaukee County Register of Deeds Office on May 28, 2024, at 11:06 am, being a redivision of Lot 3, Certified Survey Map No. 4117, in the Southwest Quarter of the Northeast Quarter (SW1/4-NE1/4) of Section 22, Township 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin, more particularly described as follows:

Commencing at the North ¼ Corner of Section 22, T.10 N., R.21 E.; thence South 02°07'53" East along the West line of the Northeast ¼ of said Section 22, 1997.30 feet to the Southwest Corner of Lot 3, CSM No. 4117; thence North 87°13'05" East along the South line of said Lot 3, 112.70 feet to the Southeast Corner of an Existing Utility and Storm Drainage Easement, and the Point of Beginning; thence North 35°35'49" West along the Easterly line of said Existing Easement, 44.03 feet; thence North 87°13'05" East, 69.30 feet; thence South 17°28'50" East, 38.25 feet; thence South 87°13'05" West, 55.15 feet to the Point of Beginning. See attached **Exhibit A**.

SECTION 2 - GENERAL PURPOSE

The general purpose of this Declaration is to grant, convey, declare and dedicate a permanent public utility and storm water drainage easement over, under and through that portion of the Property described or depicted on the attached **Exhibit A** (the "Easement Area") for the purpose of installing, operating, maintaining, or replacing public utilities, storm water drainage, and associated equipment pursuant to the terms and conditions stated herein.

SECTION 3 – EASEMENT AREA

The area subject to the permanent grant of utility easement described herein (“Easement Area”) is described and depicted on **Exhibit A**, attached hereto and incorporated herein by reference.

SECTION 4 – GENERAL PROVISIONS

A. Permanent Term: The restrictions and covenants herein contained shall commence and take effect upon execution of this Declaration and shall be deemed to run with the land and be permanently binding upon all persons, parties and entities having an interest in the land affected thereby.

B. Enforcement of Declaration:

1. The City of Cedarburg, any of its individual Officers, any member of the public, or any governmental entity of any kind shall have the right to enforce, by proceedings at law or in equity, all the terms, conditions, and provisions of this Declaration. Any owner of all or any portion of the Property violating any of the terms, conditions or provisions of this Declaration shall pay all costs, expenses and actual attorney’s fees incurred by the City of Cedarburg, its Officers, any member of the public, or any prosecuting governmental entity. Neither the City of Cedarburg, its Officers, any member of public, nor any member, director, employee or officer of any prosecuting governmental entity shall be subject to any suit or claim for failure to take any action allowed or required herein.

2. Each remedy set forth in this Declaration shall be in addition to all other rights and remedies available at law or in equity. All such remedies shall be cumulative and the election of one shall not constitute a waiver of any other. Any forbearance or failure to exercise any such right or remedy for any violation shall not be a waiver of such right or remedy under any circumstances.

C. Invalidation: Invalidation of any of the restrictions or covenants herein contained, or any part thereof, by any judgment or court order shall not affect any of the other provisions herein contained, which shall remain in full force and effect.

D. Governing Law: The Laws of the State of Wisconsin shall apply to and be interpreted as to any dispute arising under this document.

E. Obstruction: No structure, improvements or vegetation shall be installed within the Easement Area that would in any way interfere with the operation or maintenance of the electric utility facilities installed on, over, above or within the Easement Area or the rights granted the Utility herein. The City shall have the right, but not necessarily the obligation, to remove or trim trees and vegetation within or overlapping the Easement Area, but only as necessary, in its sole discretion, to maintain the public utility and storm water drainage facilities located therein. In no event may the grade of the Easement Area be altered more than 4 inches.

F. Restoration: Upon completion of work within the Easement Area, the Easement Area shall be promptly restored to substantially the condition that it was in prior to the work being undertaken, including restoration of topsoil to a minimum of original depth and matching original elevations and adjacent grades. All disturbed areas of the Easement Area shall be filled and compacted to original elevations and grades, seeded and mulched such as to restore disturbed areas to substantially the condition as existed prior to commencement of the work.

G. Binding Effect: This Declaration shall be binding upon and inure to the benefit of Owner, and its successors and assigns, and all persons, parties or entities who may hereafter become Owners of the Property or any portion thereof, and their legal representatives, heirs, successors and assigns. This Declaration creates a permanent utility easement that shall run with the land.

IN WITNESS WHEREOF, the City of Cedarburg has caused these presents to be signed this ____ of _____, 2024

CITY OF CEDARBURG

by: _____
Patricia Thome, Mayor

STATE OF WISCONSIN)
) ss.
COUNTY OF OZAUKEE)

Personally came before me this ____ day of _____, 2024, the above-named Patricia Thome, to me known to be the Mayor of the City of Cedarburg, and the person who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin.
My commission _____

by: _____
Tracie Sette, Clerk

STATE OF WISCONSIN)
) ss.
COUNTY OF OZAUCKEE)

Personally came before me this ____ day of _____, 2024, the above-named Tracie Sette, to me known to be the Clerk of the City of Cedarburg, and the person who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin.
My commission _____

This instrument was drafted by:
Michael P. Herbrand
City Attorney
Houseman & Feind, LLP
1650 - 9th Avenue
P.O. Box 104
Grafton, WI 53024
(262) 377-0600
mike.herbrand@housemanlaw.com

CERTIFIED SURVEY MAP NO. _____

A division of Lot 3 in Certified Survey Map No. 4117, being a part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 22, Town 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin.

- INDICATES FOUND 1" IRON PIPE
- INDICATES SET 1.315" O.D. IRON PIPE AT LEAST 18" IN LENGTH, 1.68 LBS. PER LINEAL FOOT.

ALL DIMENSIONS SHOWN ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT.
ALL BEARINGS ARE REFERENCED TO THE WEST LINE OF THE NE 1/4 OF SECTION 22, T 10 N, R 21 E, WHICH BEARS S02°07'53"E . WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.

SEE SHEETS 2 & 3 FOR LOT DETAILS.
SEE SHEET 6 FOR CURVE TABLE.

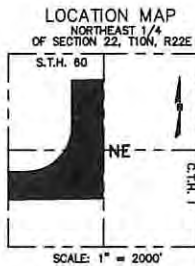
OUTLOTS 1 AND 2 TO BE RETAINED BY THE CITY OF CEDARBURG FOR STORM WATER PURPOSES

FOUND CONC. MON
W/ BRASS CAP
NW COR NE 1/4
SEC. 22-10-21

S.T.H. 60
NORTH LINE OF THE NE 1/4 OF SECTION 22
S87°04'46"W 2656.26'

REFERENCE LINE DOC. 169904
& R.O.W. PLAT NO. 2310-07-22

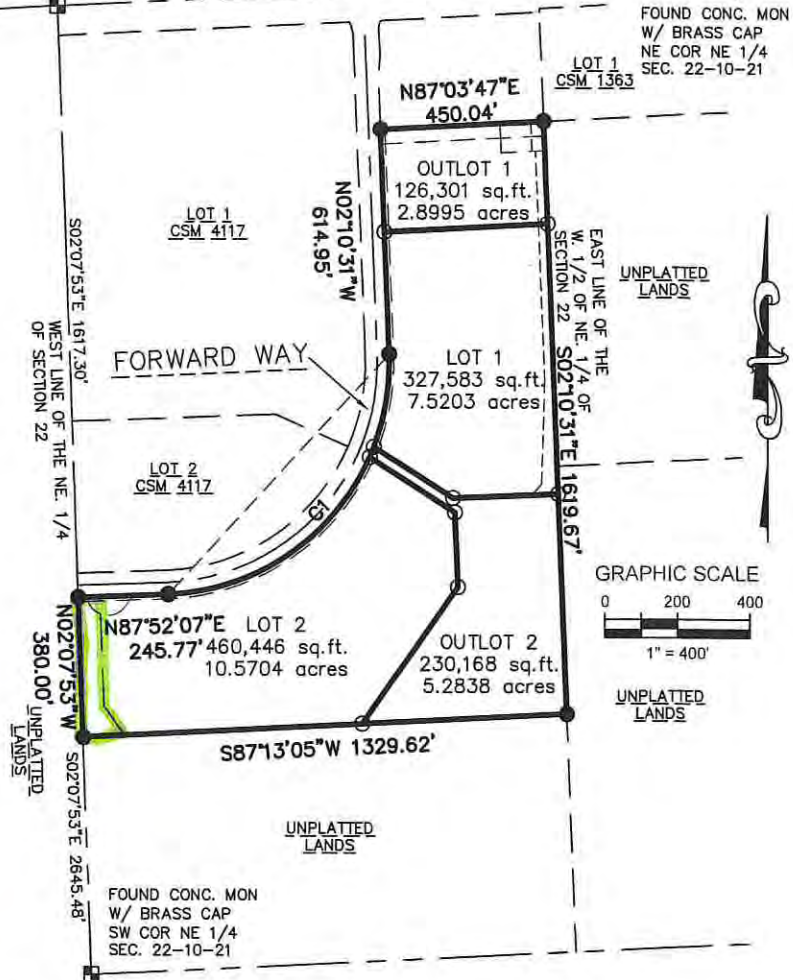
FOUND CONC. MON
W/ BRASS CAP
NE COR NE 1/4
SEC. 22-10-21



6/20/2023
Revised 10/5/2023



William R. Henrichs



raSmith
CREATIVITY BEYOND ENGINEERING

16745 W. Bluemound Road
Brookfield, WI 53005-5938
(262) 781-1000
rasmith.com

CITY OF CEDARBURG

MEETING DATE: June 10, 2024

ITEM NO: 8.E.

TITLE: Discussion and possible action on approval of an Outdoor Alcohol Beverage area for Blanca's Commercial Kitchen, W63 N540 Hanover Avenue, Cedarburg, and approval of an Amplified Music/Sound permit in the Outdoor Alcohol Beverage Seating Area

ISSUE SUMMARY: At the November 27, 2023 Common Council meeting, Blanca's Commercial Kitchen LLC was granted a Class "B" Fermented Malt Beverage license for their location at W63N540 Hanover Avenue. Then, at the January 8, 2024 Common Council meeting, the Council approved of a premise change for the license, allowing Blanca's to conduct beer sales outside on a concrete patio on the west end and parallel to the building just during Strawberry and Wine & Harvest Festivals.

Currently, Blanca's Commercial Kitchen is applying for an outdoor alcohol beverage permit along with an amplified music permit to be utilized within the outdoor alcohol area, should that be approved. The Plan Commission approved the outdoor alcohol license at the June 3rd Plan Commission meeting:

"Council member Fitzpatrick made a motion to approve, subject to the conditions laid out by Plan Commission, seconded by Commissioner Arnett with Commission Bublitiz excused"

STAFF RECOMMENDATION:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: Plan Commission approved at June 3, 2024 meeting

BUDGETARY IMPACT:

ATTACHMENTS: 11/27/2023 and 1/8/2024 Council minutes, applications for outdoor alcohol and amplified music.

INITIATED/REQUESTED BY: Blanca's Commercial Kitchen (414) 208-7586

FOR MORE INFORMATION CONTACT: Mary Censky (262) 375-7614

pd 5-3-24
\$50 ✓ 1051



OUTDOOR ALCOHOL BEVERAGE LICENSE APPLICATION

City of Cedarburg
W63N645 Washington Avenue
PO Box 49
Cedarburg WI 53012
262-375-7600

Under the provisions of Chapter 125, Wis. Stats, the applicant must be in possession of a current Class "B" license.

Name of the individual, partnership or corporation with current Class "B" license:

Blanca's Commercial Kitchen LLC

Premises Address: W63N540 Hanover Ave

Phone: 414-208-7586

Agent (if corporation): Andrea Acosta

Email: Elie That Taco Guy.com

Describe in detail the outdoor area intended for service of alcoholic beverages; also, include a copy of the site plan indicating the exact placement of the outdoor area in relation to the site as a whole. **Please note, this site plan must be included with this application in order to be considered for approval.**

Concrete patio area outside double doors located on west end of the building. This to also extend right along North side of building to be ~~where~~ where tables & chairs are located

In the space provided, please indicate the nature of fencing and other measures proposed to ensure proper control over this outdoor serving area.

Total square footage of following areas: Outdoor Service _____

Licensed Premise 3000 sq. ft

Please check to indicate that you have read and understood the following statements:

including lower level

- ☒ No amplified sound or music is permitted outside of the building unless a separate Temporary Amplified Music and Sound Permit has been filed and approved by the Common Council.
- ☐ Outdoor serving area must be completely enclosed with a fence or other measures.
- ☐ A licensed operator must be in attendance at all times during operation.
- ☐ This form is considered to be an application for a license; the license will not be valid until all required approvals have been given.

Signature: _____

Date: 5/2/2024

Print Name/Title: Andrea Acosta, Agent

Please return this completed application with site plan and \$50 fee to the City Clerk's office

Note, once approval is given this license will be valid from July 1 thru June 30 of the following year and become part of the premise description after the first year unless specified otherwise during the approval process.

FOR OFFICE USE ONLY (please forward a copy to the Planning department along with site plan)

Application Fee: \$50

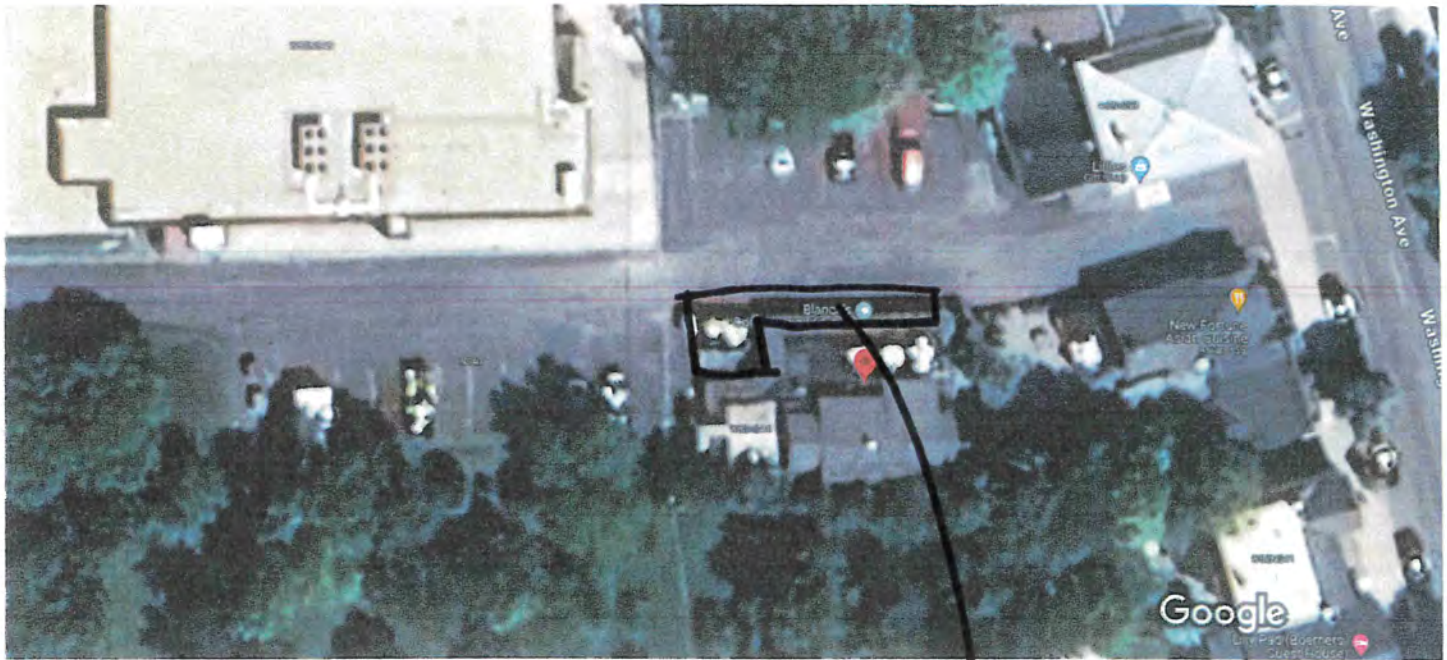
Date Paid: 5/3/24

	Date of Review	Granted	License Modified	Denied	Comments
Police Dept	_____	☐	☐	☐	_____
Landmarks Commission (if HPD)	_____	☐	☐	☐	_____
Plan Commission	_____	☐	☐	☐	_____
Common Council	_____	☐	☐	☐	_____

Date of Notice to Property Owners within 150 feet of establishment: _____

License No: _____ Date License Issued: _____ Tax Key No: _____

W63N540 Hanover Ave



Imagery ©2024 Airbus, Map data ©2024 20 ft



- tables along north side of the building
- tables on patio area on west side of building.

W63N540 Hanover Ave
Building

Directions



Save



Nearby

Send to
phone

Share

All enclosed together
as one area. by
crowd control barriers



W63N540 Hanover Ave, Cedarburg, WI 53012

Photos

Blanca's Commercial Kitchen LLC

At Blanca's Commercial Kitchen we plan to create an outdoor space for the community to come and enjoy downtown Cedarburg. We plan to have a few food trucks in the parking lot to coincide with active community dates. With those dates, we would like to create an outdoor patio space for people to enjoy beverages in line with our class B beer license. We are currently estimating 8 tables and 32 chairs. The barriers from the seated area to the parking lot will be retractable crowd control barriers mounted to either the building or posts, each in their respective area

Perspective Dates:

June 5th, 2024 (last day of school)

June 18th, 2024 (Bike Races)

September 3rd, 2024 (first day of school)

October 19th, 2024 (Scary Bloody Mary Walk)



CITY OF CEDARBURG
W63 N645 Washington Avenue
P.O. Box 49
Cedarburg, WI 53012
Phone: (262) 375-7606
Fax: (262) 375-7906

APPLICATION FOR AMPLIFIED MUSIC/SOUND IN AN OUTDOOR ALCOHOL BEVERAGE SEATING AREA

In accordance with Section 7-2-17 of the Code of Ordinances of the City of Cedarburg, the undersigned makes application for outdoor amplified sound and music in an outdoor alcohol beverage seating area (beer garden). Applicants must be Outdoor Alcohol Beverage License holders.

\$250 annual application fee due at the time of application. The permit period is January 1 – December 31.

Name of Business: BLANCA'S COMMERCIAL KITCHEN

Address: W63 N540 HANOVER AVE

Agent or Person in Charge: ANDREA ACOSTA

Phone Number: 414-208-7586

I agree to comply with Section 7-2-17 of the City Code (see attached) and all laws, ordinances, rules, regulations, and penalties associated with issuance of this permit.

SIGNED: [Signature]

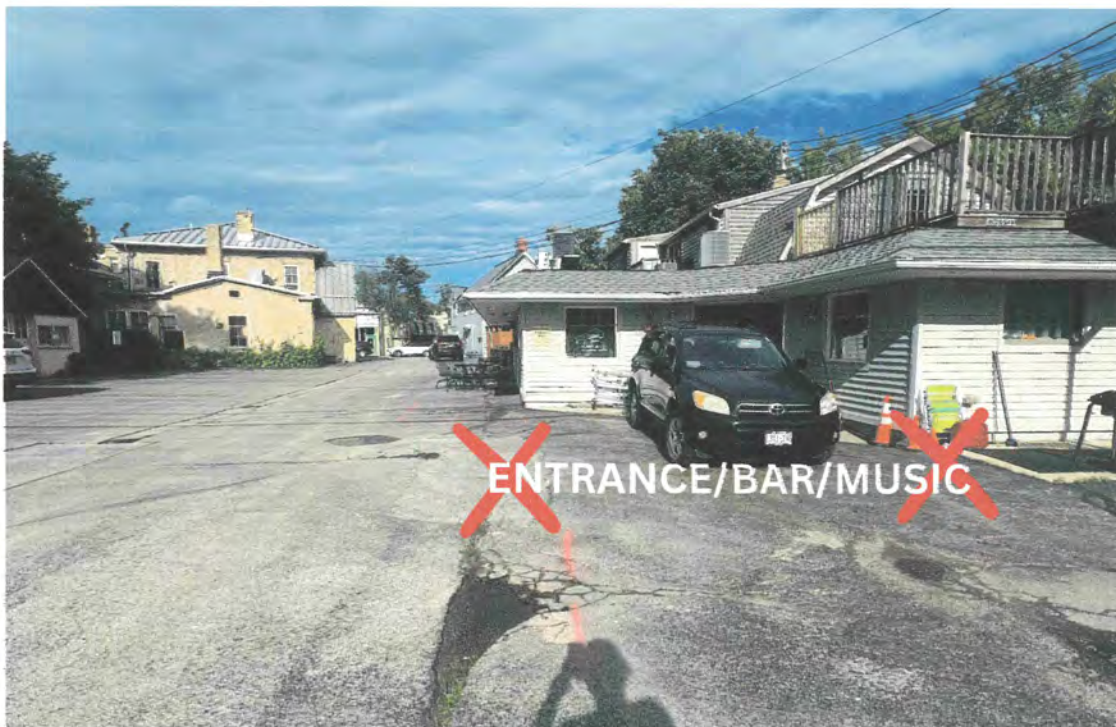
DATE: 5/2/2024

Date Filed:	_____
Paid:	_____
Permit Issued:	_____
Date copy sent to Police Dept.:	_____

Blanca's Commercial Kitchen







**CITY OF CEDARBURG
COMMON COUNCIL
NOVEMBER 27, 2023**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, November 27, 2023, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers, and online utilizing the Zoom app.

Mayor Michael O’Keefe called the meeting to order at 7:30 p.m. A moment of silence was observed, and the Pledge of Allegiance was recited.

Roll Call: Present - Mayor Michael O’Keefe, Council Members Jim Fitzpatrick, Kristin Burkart, Patricia Thome, Robert Simpson, Kevin Curley, Mark Mueller, Melissa Bitter

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

STATEMENT OF PUBLIC NOTICE

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

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

NEW BUSINESS

Mayor O’Keefe called for agenda item 7.L. to be moved to the first item of new business.

CONSIDER APPROVAL OF A CLASS “B” FERMENTED MALT BEVERAGE (ON OR OFF-PREMISE CONSUMPTION) LICENSE FOR BLANCA’S COMMERCIAL KITCHEN LLC, W63N540 HANOVER AVENUE, CEDARBURG, WI 53012, ANDREA ACOSTA, AGENT, PREMISES TO BE LICENSED: W63N540 HANOVER AVENUE, KNOWN AS BLANCA’S COMMERCIAL KITCHEN (DISTRICT 3)

A motion was made by Council Member Thome, seconded by Council Member Curley, to approve the Class “B” fermented malt beverage license for Blanca’s Commercial Kitchen LLC, W63 N540 Hanover Avenue, Cedarburg, WI 53012, Andrea Acosta, Agent. Motion carried without a negative vote.

Motion made by Council Member Thome, seconded by Council Member Curley, to approve Resolution No. 2024-01 “Resolution authorizing a referendum for the City of Cedarburg to allow the City to exceed the State imposed levy limit for hiring & retaining additional Fire Department personnel beginning with the 2024 levy (collected in 2025) and on an ongoing basis.” Motion carried without a negative vote with Council Member Simpson excused.

DISCUSSION AND POSSIBLE ACTION ON MUELLER COMMUNICATIONS PROPOSAL TO THE CEDARBURG FIRE DEPARTMENT REGARDING PROVIDING PHASE III: PUBLIC EDUCATION INITIATIVE SERVICES ON A POTENTIAL OPERATING REFERENDUM

City Administrator Hilvo explained that it is important to educate the community prior to the referendum vote in April. Therefore, the Town/City Fire/EMS Committee recommended that the Town and City of Cedarburg approve the proposed scope of work with Mueller Communications regarding Phase III of the potential referendum for an amount not to exceed \$22,944. The recommendation was to exclude the third-party printing/mailing costs and to provide an additional not to exceed amount of \$7,056 for referendum education initiatives which are to be used at the discretion of the Fire Chief.

The Common Council asked questions and discussed several areas of concern for this phase. Council Member Burkart was very concerned that the mailing was eliminated and strongly suggested that a mailing be included in this phase.

Connie Kincaide, N75W77255 Linden Street, asked how the survey response rate of 24% compared to other community surveys done by Mueller Communications. City Administrator Hilvo stated that the City’s response was on the higher end. Ms. Kincaide stated that her android phone did not allow her to make comments on the survey. She stated that is an important vote for the City and Town of Cedarburg and she would be willing to go door-to-door with information.

Motion made by Council Member Burkart to approve Mueller Communications proposal to the Cedarburg Fire Department regarding providing Phase III: Public Education Initiative services on a potential operating referendum not to exceed \$22,944 and approve funding not to exceed \$7,056 for other referendum education initiatives at the discretion of the Fire Chief but must include at least one mailing in addition to the approved figures. Motion died for lack of a second motion.

Motion made by Council Member Thome, seconded by Council Member Curley, to approve funding for Mueller Communications proposal of \$22,944 and \$7,056 for other education initiatives at the discretion of the Fire Chief with a total not to exceed \$30,000 with one mailing embedded in the approved funding. Motion carried with Council Members Bitter, Fitzpatrick, Curley, Thome, and Mueller voting aye, Council Member Burkart opposed and Council Member Simpson excused.

DISCUSSION AND POSSIBLE ACTION ON CHANGE TO PREMISE DESCRIPTION FOR BLANCA’S COMMERCIAL KITCHEN TO ALLOW FOR BEER SALES ON A CONCRETE PATIO ON THE WEST END AND PARALLEL TO THE BUILDING DURING FESTIVALS ONLY

Motion made by Council Member Thome, seconded by Council Member Mueller, to allow the change to the premise description for Blanca’s Commercial Kitchen to allow for beer sales on a concrete patio

on the west end and parallel to the building during Festivals only. Motion carried without a negative vote with Council Member Simpson excused.

CONSENT AGENDA

Motion made by Council Member Thome, seconded by Council Member Fitzpatrick, to approve the following consent agenda items:

- Approval of December 11, 2023 and December 18, 2023 Council meeting minutes.
- Approval of 2023-2024 operator licenses for Kacey A. Ninmann, Patrick Wise, Daron L. Jensen Jr.
- Payment of bills dated 12/07/23 through 12/29/23, transfers from 12/07/23 through 12/31/23, and payroll for period 11/26/23 through 12/9/23 and 12/10/23 through 12/23/23.

Motion carried without a negative vote with Council Member Simpson excused.

CITY ADMINISTRATOR'S REPORT – No additional information was provided.

ASSESSOR'S REPORT – 2023 YEAR IN REVIEW – Information was provided in the packet for Common Council review.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Connie Kincaide, N75W77255 Linden Street, extended an invitation to the Common Council to attend the next Community Conversation on January 15, at the Cedarburg Cultural Center at 6:00 p.m.

Phil Bail, N47W8050 Parkland Road, stated that he took exception to some of the wording in the Martin Luther King Jr. Day Proclamation. He explained that Martin Luther King Jr. never mentioned equity or referred to systemic racism.

COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Curley explained that January 15th is also a National Day of Service. He encouraged everyone who had time on that day to do some type of community service to honor this legacy.

Council Member Burkart explained that she was at the American Legion Hall when the fire broke out across the street. She expressed gratitude for their professionalism and volunteerism, adding that she is thankful to live in Cedarburg.

Council Member Thome agreed that the volunteer Fire Department is phenomenal and so efficient.

Council Member Bitter added that the Fire Department quickly responded to a fire in her neighborhood while the family was sleeping and was spotted by a neighbor. She also agreed with Phil Bail's statements regarding the MLK Proclamation.

City Administrator Hilvo explained that the City has approved this proclamation in the past and it was authored by the Diversity Committee.

Sec. 7-2-17 Outdoor alcohol beverage licenses required for outdoor consumption at Class "B" premises.

- (a) *Required for outdoor consumption.* No licensee shall permit the consumption of alcohol beverages on any part of the licensed premises not enclosed within the building, except under license granted by the common council. The licenses are a privilege in which no rights vest and, therefore, may be revoked by the Common Council at its pleasure at any time. No person shall consume or have in his or her possession alcohol beverages on any unenclosed part of the licensed premises which is not described in a valid outdoor alcohol beverage license.
- (b) *Limitations on issuance of outdoor alcohol beverage license.* In making their determination on whether or not to approve an outdoor alcohol beverage license, the common council shall, on a case-by-case basis, take into consideration the size of the outdoor seating area and its location with respect to adjacent residential uses. Each applicant for an outdoor alcohol beverage license shall accurately describe the outdoor seating area and shall indicate the nature of fencing or other measures intended to provide control over the operation of the outdoor seating area. The plan commission shall review all proposed outdoor alcohol beverage licenses to determine if they are harmful, offensive or otherwise adverse to the surrounding neighborhood and shall recommend that the license be granted as requested, modified or denied. If the premises is within the Historic District, the plan commission shall take into consideration the recommendation of the landmarks commission. The building inspector shall verify that criteria established the plan commission and the landmarks commission are met prior to issuance of an outdoor alcohol beverage license. No amplified sound or music is permitted outside the enclosed (building) premises. Amplified sound or music is not permitted in the outdoor seating area, subject to subsection (e) herein. There shall be a licensed operator with the outdoor seating area at all times while in operation. There shall be a \$50.00 fee for an outdoor alcohol beverage license.
- (c) *Adjoining property owners to be notified of pendency of applications.* All property owners within 150 feet of the outdoor seating area shall be notified by first class mail of the pendency of application for an outdoor alcohol beverage permit with or without amplified music by the city clerk's office.
- (d) *State statutes enforced within outdoor seating area.* Every licensee under this section shall comply with and enforce all provisions of Wis. Stats. ch. 125, applicable to Class "B" licensed premises, except insofar as such provisions are clearly inapplicable. Violation of the provisions of Wis. Stats. ch. 125, shall be grounds for immediate revocation of the outdoor alcoholic beverage license by the common council.
- (e) *Outdoor amplified sound or music permit.* As an exception to the amplified sound and music prohibition of subsection (b) herein, outdoor alcohol beverage license holders may apply for a permit allowing outdoor amplified sound and music subject to the following limitations:
 - (1) Amplified sound or music may only be generated in the outdoor seating area for which the outdoor alcohol beverage license was issued.
 - (2) Any amplified music or sound exceeding 80 decibels requires a permit under this subsection.
 - (3) An annual permit fee of \$250.00 shall be required prior to issuance of any outdoor amplified sound or music permit.
 - (4) Amplified music or sound shall not exceed 90 decibels, regardless of whether a permit has been issued. Exceptions to this are events held at Cedar Creek Park Bandshell which shall not exceed 110 decibels.
 - (5) Pedal tavern music shall be played at 65 decibels or less.
 - (6) Methods of measuring decibels.
 - a. Equipment. Decibel measurement shall be made with a decibel meter.

-
- b. Location of measurement. Decibel measurement shall be made at the nearest lot line of the premises from which a noise complaint is received. The noise meter shall be placed at a height of at least three (3) feet above the ground and at least three (3) feet away from walls, barriers, obstructions, and all other sound reflective surfaces.
 - c. The equipment necessary to measure sound shall reside within the City of Cedarburg Police Department and must be calibrated every nine months.
 - d. A police officer, or other designated enforcement official of the city, may, if he or she has reasonable suspicion to believe a violation of this ordinance, is or has been committed, request the volume to be lowered or issue a citation. Permit will be revoked upon receiving three citations.
 - e. A noise that exceeds the decibel rating allowed must exceed the decibels permitted for more than five seconds within a one minute period to be in violation of this ordinance.
- (7) Amplified music exceeding 80 decibels shall not be allowed during Summer Sounds dates.
 - (8) Each organization or business is allowed a maximum of three days per week for amplified music or sound, limited to four hours per day. This excludes acoustic, mic only, tv sound bar, or one speaker amplification that is under 80 decibels.
 - (9) Amplified sound and music shall be allowed between the hours of 11:00 a.m. and 9:00 p.m.
 - (10) On Friday and Saturday nights amplified music shall be allowed until 10:00 p.m. from Memorial Day until Labor Day.
 - (11) All other restrictions and limitations of section 7-2-17 remain in full force and effect.
- (Ord. No. 92-54; Ord. No. 94-45; Ord. No. 96-01; Ord. No. 2006-28; Ord. No. 2008-07; Ord. No. 2015-14; Ord. No. 2021-11, § 1, 3-8-21; Ord. No. 2021-21, § 1, 11-8-2021)

CITY OF CEDARBURG

MEETING DATE: June 10, 2024

ITEM NO: 8.F.

TITLE: Discussion on the Water Recycling Center Facility Plan and Path Forward for Further Evaluation.

ISSUE SUMMARY: The latest draft of the WRC Facility Plan was sent to all members of the Common Council back in March. The intent for this discussion is to answer any questions Council members may have on the WRC Facility Plan. Nathan Cassity from Donahue will also be in attendance to assist with any questions that may arise. Staff is also seeking permission to move forward with executing some of the steps laid out in the Path Forward section of the Facility Plan (soil borings, cultural resources review, wetland delineation, etc).

STAFF RECOMMENDATION: Begin to execute steps in the Path Forward.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: NA

BUDGETARY IMPACT: Cost of items in Path Forward

ATTACHMENTS: Facility Plan – Section 5.4 Path Forward for Further Evaluation.

INITIATED/REQUESTED BY: Mike Wieser and Dennis Grulkowski

FOR MORE INFORMATION CONTACT: Mike Wieser-Director of Engineering and Public Works
262-375-7610

Dennis Grulkowski – Water Recycling Center Superintendent
262-375-7902

5.4 PATH FORWARD FOR FURTHER EVALUATION

Public meetings were held to review and discuss the alternative evaluation results to date on November 9, 2023 at the City of Cedarburg Public Works meeting and November 27, 2023 at the City of Cedarburg Council meeting. After review and discussion, the City Council recommended continuing with further evaluations on both alternatives to gather more information and make a better informed decision. The following items are recommended for further evaluation for each alternative:

5.4.1 RECOMMENDED FURTHER EVALUATION STEPS FOR ALTERNATIVE 1: REHABILITATION OF THE EXISTING WRC

Donohue recommends the following items be completed for gathering additional information to use in the evaluation of Alternative 1.

1. Schedule and hold meetings with representatives from Grafton, Mequon, and Town of Cedarburg to discuss potential future regional treatment facility for wastewater treatment or biosolids treatment, handling, and disposal.
2. Hire a geotechnical consultant to take soil borings along the proposed sludge forcemain route and at the Pioneer Road site to gather information on soils and depth of bedrock. Have the geotechnical consultant prepare a report recommending pipe installation techniques for the sludge forcemain route along with site preparation and building foundation recommendations at the Pioneer Road site.
3. Hire a survey firm to conduct a survey along the proposed sludge forcemain route and at the Pioneer Road site to gather topographic, utility, and property line information. Topographic information along the forcemain route will be used to understand buried piping elevation and depth in relation to the existing WRC site and the Pioneer Road site. Topographic information at the Pioneer Road site will be used to refine the estimated site preparation and grading work required to build solids handling facilities at this location. Utility and property line information gathered along the forcemain route will be used to better estimate details of the route, complexity of construction, and easements needed.
4. Hire a wetland delineation firm to identify and map wetland boundaries along the proposed sludge forcemain route and at the Pioneer Road site.
5. Prepare Pioneer Road site information required by WDNR to conduct review for impacted cultural resources. If WDNR review identifies sites that require further investigation, hire an archeologist approved by WDNR for a site survey and report.
6. Prepare application for WDNR Endangered Resources Review Request and coordinate with WDNR to receive resulting report. If endangered resources are identified by WDNR that require further investigation, hire an environmental consultant approved by WDNR for a site survey and report.
7. Prepare agricultural impact notice and submit to Department of Agriculture, Trade and Consumer Protection (DATCP) for review and preparation of an Agricultural Impact Statement.
8. Prepare a figure identifying sludge forcemain route based on survey information and wetland delineation.
9. Prepare a Pioneer Road site figure based on survey information, wetland delineation, and setback requirements.

10. Update alternatives evaluation chapter of report to summarize findings from further evaluations and send draft to SEWRPC and WDNR for review and comment.

Donohue recommends the following items be completed for gathering additional information to use in the evaluation of Alternative 2.

1. Schedule and hold meetings with representatives from Grafton, Mequon, and Town of Cedarburg to discuss potential future regional treatment facility for wastewater treatment or biosolids treatment, handling, and disposal.
2. Hire a geotechnical consultant to take soil borings along the proposed interceptor sewer and forcemain route, new lift station location at the intersection of Green Bay and Pioneer roads, and at the Pioneer Road site to gather information on soils and depth of bedrock. Have the geotechnical consultant prepare a report recommending pipe installation techniques for the interceptors and forcemains along with site preparation and building foundation recommendations at the Pioneer Road site.
3. Hire a survey firm to conduct a survey along the proposed interceptors and forcemains route, new lift station location at the intersection of Green Bay and Pioneer roads, and at the Pioneer Road site to gather topographic, utility, and property line information. Topographic information along the forcemain route will be used to understand buried piping elevation and depth in relation to the lift stations and the Pioneer Road site. Topographic information at the Pioneer Road site will be used to refine the estimated site preparation and grading work required to build the new WRC at this location. Utility and property line information gathered along the interceptors and forcemains route will be used to better estimate details of the route, complexity of construction, and easements needed.
4. Hire a wetland delineation firm to identify and map wetland boundaries along the proposed interceptors and forcemains route, new lift station location at the intersection of Green Bay and Pioneer roads, and at the Pioneer Road site.
5. Prepare Pioneer Road site information required by WDNR to conduct review for impacted cultural resources. If WDNR review identifies sites that require further investigation, hire an archeologist approved by WDNR for a site survey and report.
6. Prepare application for WDNR Endangered Resources Review Request and coordinate with WDNR to receive resulting report. If endangered resources are identified by WDNR that require further investigation, hire an environmental consultant approved by WDNR for a site survey and report.
7. Prepare agricultural impact notice and submit to Department of Agriculture, Trade and Consumer Protection (DATCP) for review and preparation of an Agricultural Impact Statement.
8. Prepare a cost estimate of site demolition and restoration work at the existing WRC site to fully decommission the WRC and return the site to developable land. Incorporate this estimated cost into the alternative cost estimate.
9. Prepare a figure identifying interceptors and forcemains route based on survey information and wetland delineation.
10. Prepare a Pioneer Road site figure based on survey information, wetland delineation, and setback requirements.
11. Update alternatives evaluation chapter of report to summarize findings from further evaluations and send draft to SEWRPC and WDNR for review and comment.

CITY OF CEDARBURG

MEETING DATE: June 10, 2024

ITEM NO: 8.G.

TITLE: Discussion and possible action on the use of ARPA funds for CivicPlus Agenda and Meeting Management Software and reallocation of the remaining funds to the Façade Improvement Program.

ISSUE SUMMARY: ARPA Funds are required to be allocated by the end of 2024 and spent by the end of 2026. The City has \$27.98 of unallocated ARPA Funds, \$20,881.55 of unallocated interest and \$4,470.66 of allocated funds that will not be spent in the areas they were allocated to. According to the ARPA guidelines a local government may expend ARPA funds on a broad range of general government services under the revenue replacement allowable use category.

As part of streamlining and enhancing City services, the City has implemented several cloud-based services during and after COVID. This has included adding new building inspection, finance department, and citizen request software. We currently use CivicPlus for our municode, building inspections, city website, and service requests. The addition of CivicPlus agenda and meeting management software would enhance this suite of services and streamline the agenda and minutes processes within the Clerk's office.

The Façade Improvement Program was established through the use of ARPA funds and has been helpful to local businesses as they improve their building facades. There is a continued need to provide assistance to local businesses for façade enhancements especially in the downtown historic district which requires adherence to landmark preservation guidelines.

STAFF RECOMMENDATION: Staff recommends utilizing \$10,965 in 2024 and \$6000 in 2025 of ARPA funds for implementing the CivicPlus meeting and agenda management software. Staff also recommends reallocating all remaining funds to the façade improvement program.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: None

BUDGETARY IMPACT: Reallocation and use of ARPA Funds

Current ARPA Funds Available:

- \$27.98 unallocated fund
- \$4,470.66 funds requiring reallocation
- \$20,881.55 unallocated interest (Interest continues to accrue on the account and will be higher than this amount by year end)

Total available funds: \$25,380.19

CivicPlus Software for 2024 & 2025: \$16,965

Remaining funds to be reallocated to the Façade Improvement Program (FIP): \$8,415.19

Current funds available in the FIP: \$14,992.85

ATTACHMENTS: ARPA Funds Tracking Sheet, CivicClerk Proposal

INITIATED/REQUESTED BY: Mikko Hilvo, City Administrator

FOR MORE INFORMATION CONTACT: Mikko Hilvo, City Administrator



agenda and meeting
management

SELECT

Premium Implementation

Proposal valid for 60 days from date of receipt



CivicPlus Company Overview

CivicPlus History

CivicPlus began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their residents through their web environment. Over the years, CivicPlus has continued to implement new technologies and merge with industry forerunners to maintain the highest standards of excellence and efficiency for our customers.



Our portfolio includes solutions for website design and hosting, parks and recreation management, emergency and mass communications, agenda and meeting management, 311 and CRM, process automation and digital services, codification, licensing and permits, web governance and ADA remediation, social media archiving, and FOIA management.

EXPERIENCE

25+ Years
10,000+ Customers
850+ Employees

RECOGNITION

Inc. 5000 11-time Honoree
GovTech 2024 Top 100 Company
Stevie® Awards Recognized with multiple, global awards for sales and customer service excellence

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a leader in government web technology. We are proud to have earned the trust of our over 10,000 customers and their 100,000+ administrative users. In addition, over 340 million residents engage with our solutions daily.

Primary Office

302 S. 4th Street, Suite 500
Manhattan, KS 66502
Toll Free: 888.228.2233 | Fax: 785.587.8951

civicplus.com



civicplus.com

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Powering & Empowering Government

We empower municipal leaders to transform interactions between residents and government into consistently positive experiences that elevate resident satisfaction, increase revenue, and streamline operations.

Government leaders tell us that one of their most pressing needs is to improve how residents access and experience municipal services; however, they struggle with budget cutbacks and technology constraints. CivicPlus enables civic leaders to solve these problems, making consistently positive interactions between residents and government possible.

What sets us apart is our Civic Experience Platform. CivicPlus is the only government technology company exclusively committed to powering and empowering governments to efficiently operate, serve, and govern using our innovative and integrated technology solutions built and supported by former municipal leaders and award-winning support teams. With it, municipalities increase revenue and operate more efficiently while fostering trust among residents.



Features & Functionality

Agenda & Meeting Management Select System

CivicPlus' Agenda & Meeting Management Select software is the fastest, most intuitive way to streamline the entire agenda management process — from creating agenda items to managing live meetings. It provides time-saving automation while allowing clerks to balance these conveniences with manual controls and overrides. Internal collaboration with Select is easy with customized workflows, version tracking, and built-in communication tools.

Our innovators designed it to offer configuration flexibility so that the system can be scaled from the most simple agenda process to the most complex. Built-in integrations and a suite of APIs make working with other internal applications easy. Agenda & Meeting Management Select's user-defined roadmap ensures that the product will continue to grow and adapt as transparency requirements and compliance expectations change.

Fully Integrated, Cloud-Based Software Suite

- User-friendly, modern interface
- Unlimited users
- Unlimited storage
- Highly configurable to your agenda and meeting management processes
- Adaptable permission settings
- Confidential attachments
- Field-level versioning
- Integrated code of ordinances
- Built-in integrations with Dropbox, Microsoft's One Drive, Google Drive, Laserfiche, Zoom, and API availability (additional fees may apply)
- Single sign-on through the CivicPlus Platform
- Secure Cloud-Based Hosting
- Automatic Updates
- Customer-Defined Roadmap
- Enhanced Analytics for Data Visibility

Part of the Integrated CivicPlus Platform

Our powerful CivicPlus Platform is the foundation on which all our CivicPlus solutions are built, allowing them to work seamlessly and securely, leveraging existing data, and reducing information silos so your administrative staff can collaborate efficiently. Administrators can take advantage of authentication using our identity provider integrations to provide a single sign-on experience for internal users. The entire system is cloud-based, eliminating the need for internal application management. Agenda & Meeting Management Select is hosted in Microsoft's Azure cloud service, providing a stable multi-user environment while ensuring high availability and uptime. CivicPlus is also the only technology provider that offers an integration between our agenda & meetings software and an online code of ordinances—with Municode Codification.

Agenda Management

FLEXIBLE, CUSTOMIZED TEMPLATES

Standardized templates throughout the system provide consistency and clarity to agendas, packets, staff reports, and minutes.

EFFICIENTLY MANAGE AGENDA PACKETS OF ANY SIZE

The software compiles your items and all the legislation, memorandums, or supporting documentation into a bookmarked PDF packet quickly and easily, no matter the size of the packet. Create multiple packet versions instantly to include or exclude specific attachments for your different internal and external users. Last-minute changes to the agenda or packet can be made and published with minimal effort.

Administrators choose what they publish to the public, internal users, and elected or appointed officials and when the information goes out. Automated email notifications can be enabled so all users, both internal and external, know when the meeting documents are published.

CONVENIENT, ANYTIME AGENDA MODIFICATIONS

Changes to the agenda can be made at any time by administrators without affecting global configurations or settings. Drag-and-drop reordering allows you to move items and automatically rennumbers everything on the agenda. One-touch copy and move functions enable you to duplicate or move agenda items from meeting to meeting, eliminating the need for duplicate data entry.

CREATE AGENDA ITEMS IN SECONDS

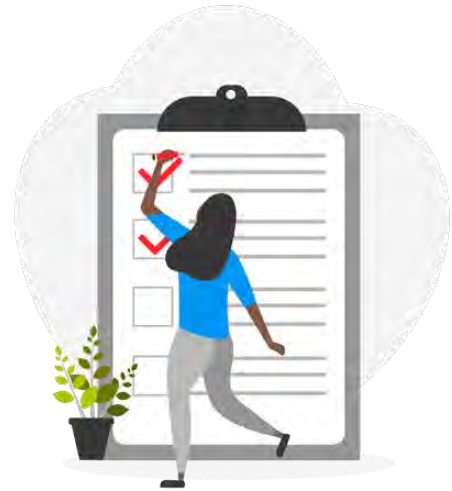
An easy-to-use item entry allows staff members to enter agenda items, upload attachments, and send through the workflow with a few clicks. Configurable field types and our embedded text editor ensure that you are capturing all the information needed for Select to generate staff reports. Automated PDF file conversion and built-in integrations with Microsoft's OneDrive and Google Drive simplify the inclusion of supporting documentation and attachments.

AUTOMATE YOUR APPROVALS PROCESS

The workflow engine streamlines the routing of your agenda items, automates notifications, and gives full transparency to collaborators as it passes through the approval process. As contributors change items, the system tracks revisions, keeping them visible within the item fields and on the item timeline. In-app messaging and task assignments keep everyone in the loop and agenda prep moving forward.

CUSTOM TAGS TO GROUP LIKE AGENDA ITEMS

Administrators can set up tags that can be used by staff when creating their agenda items for improved searching and reporting. Associate like content with pre-defined tags relevant to your community.



Meeting Management

AUTOMATED MINUTES SETUP

A fully-integrated minutes module will automatically migrate all your agenda content. No manual pre-meeting minutes setup or agenda import is required. Move from the meeting agenda to the minutes module with a single click.

KEEP UP WITH THE MEETING ACTION

Meetings move fast. Agenda & Meeting Management Select's cloud-based platform allows you to move quickly through your agenda items, recording official actions and discussion, without having to wait for the system to catch up. The clean, intuitive interface gives single-screen access to all your meeting controls. (additional fees apply)



SPEAKER MANAGER

Speakers can be added to the discussion at any time during the live meeting, while the built-in speaker timer helps keep meetings running efficiently.

EASY, INTUITIVE MINUTES-TAKING

While in your live meeting, use the Minutes module to capture critical meeting actions from a single screen with a clean and intuitive user interface. Take roll and manage attendance, record motions and votes, enter speaker information, and record comments or discussion to be brought into your minutes document.

If using CivicPlus Media's integrated video streaming and video-on-demand service, you can also create bookmarks for the accompanying video during the live meeting. Additional fees apply

Board Portal

FLEXIBLE ACCESS

Your officials can choose how to access meeting content—helping them work better, faster. Efficiently deliver packets of any size by paper, email, Dropbox, OneDrive, Google Drive, or post to the Board Portal. It is optimized for all devices, including desktops, laptops, and tablets. No separate application required.

A PERSONAL MEETING REPOSITORY

Give officials a personal, secure location to review and take notes on all meeting content, including agendas, supporting documents, minutes, and media.

FIND WHAT YOU NEED- FASTER

Agenda & Meeting Management Select automatically indexes published meeting content with Board Portal search functionality, so it is easy for officials to find information quickly. Our full-text search tool empowers officials to locate past items, attachments, minutes, and agendas by searching a keyword, date range, and more. An item summary view allows officials to see the motions, votes, and any comment or discussion on the item that was recorded in the meeting minutes in an intuitive display, preventing a manual search through full minutes documents.



Public Resident Portal

CONTENT ACCESSIBILITY

It's not enough to be transparent by publishing your agendas and other meeting documents online. Your meeting content must be accessible to all members of the public.

Closed captioning is also available with our CivicPlus Media service for live streaming and on-demand video. Additional fees apply for CivicPlus Media and closed captioning.

CONTENT TRANSPARENCY

Build public trust with access to fully searchable meeting content, including legislative decisions and public meeting videos. Meet municipal transparency requirements while keeping residents engaged and informed.

Public Resident Portal

- Resident portal to embed on any webpage gives access to all meeting content on a single page
- PDF downloads of Agenda, Packet, Minutes, Notices, and Other pertinent meeting documents
- HTML agenda view hyperlinks attachments within the meeting agenda for direct access to specific documents
- Full-text search and filtering options
- Email notifications
- Social sharing
- Side-by-side agenda and video display with optional CivicPlus Media live streaming and on-demand video service (additional fees apply)
- Optional Motions and Vote minutes display updates the HTML agenda view to allow residents to quickly see the final disposition of agenda items without having to read full minutes documents
- Mobile-responsive
- Custom branding
- Integrated live or on-demand video with bookmarks to easily jump to desired content (additional fees apply)
- Optional public commenting forum
- Easily jump to past, current, upcoming events with an embedded calendar and continuous scrolls

The Civic Experience Platform

Developed specifically to enable municipalities to deliver consistently positive interactions across every department and every service, the Civic Experience Platform includes technology innovations that deliver frictionless, one-stop, and personalized resident interactions. Local governments that leverage our Civic Experience Platform also benefit from:

- Single Sign-On (SSO) to all of your CivicPlus products supporting two-factor authentication and PCI Level password compatibility
- A single dashboard and toolbar for administrative access to your CivicPlus software stack
- Access to a continually growing and fully documented set of APIs to better connect your administration's processes and applications
- A centralized data store with robust data automation and integration capabilities

CIVICPLUS PORTAL

CivicPlus Portal empowers residents to be more engaged and informed about progress in your community. Portal streamlines the resident user experience as they interact with the CivicPlus products leveraged by you – driving revenue, trust, and satisfaction.

With a single username and password, they can watch a public meeting recording, submit a public works request, pay a utility bill, or register for an upcoming event. The result is more engaged and informed voters and fewer phone calls, walk-ins, or emails to your department asking how to find documents or submit records requests.

INTEGRATION HUB

Integration Hub is a tool that can help you unify your disparate cloud-based solutions and your CivicPlus solutions, assemble powerful workflows, and setup complex automations—without the need for a developer. With Integration Hub's easy-to-use drag-and-drop interface, non-technical users can build integrations for syncing content and data between CivicPlus solutions or with third parties (for an additional fee) saving your staff's valuable time. The possibilities are endless with Integration Hub, but here are a few examples of integrations you can create with Select today:

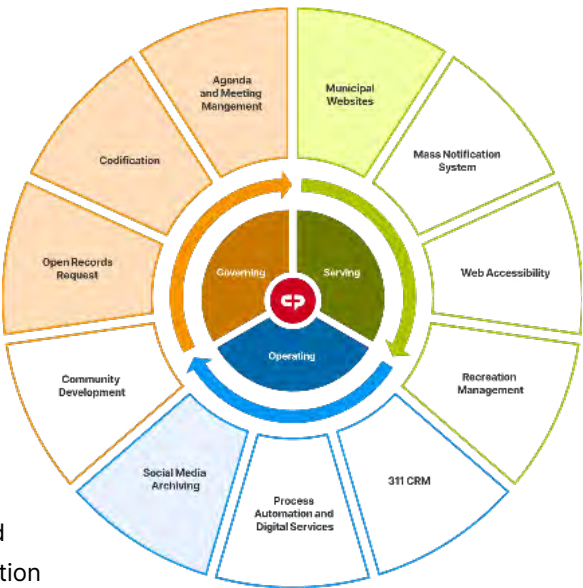
- Automatically add agenda or minute files to the Document Center to be displayed on a CivicEngage® Central website after they are published in Select
- Set-up a workflow to post in the CivicEngage Central News Flash once you've published your Select meeting documents

Shorten your pre-meeting to-do list and send your meeting information instantly with a custom integration using the Integration Hub.

Integrated Code of Ordinances & Web

As the only local government software provider with an integrated codification, agenda and meeting management, and municipal website solution offering, our suite allows for digital transformation of the entire legislative process - from the start of the agenda process to the final online publishing of the newly adopted legislation.

If you are a customer of CivicPlus' codification services, the cutting-edge integration between your meetings & agenda management and code of ordinances reduces the manual steps associated between your agenda management and codification processes. As an example, you can send ordinances directly to the CivicPlus for codification by our team of legal editors. When pushed from Agenda & Meeting Management Select, this uncoded legislation will be visible on the landing page of our Online Code Hosting platform nearly instantaneously. You can also take this to the next level by integrating our Municipal Website solutions with our Online Code Hosting system, allowing for one-stop search, capabilities. With this integration, the public can instantly access your code, meetings, packets, and agendas in one simple search straight from your municipal website.



EXAMPLES OF MEANINGFUL CIVIC EXPERIENCE INTEGRATIONS

The following are examples of integrations between the CivicPlus Agenda & Meeting Management Select with other CivicPlus solutions and tools. If you have yet to experience all that CivicPlus can provide, please reach out for additional information and a quote.

CivicEngage Municipal Websites	• Set-up a workflow to post in CivicEngage's News Flash once you've published your meeting documents. • Automatically add agenda or minute files to CivicEngage's Document Center to be displayed on your website after they are published in Select. • Meeting information and dates are automatically integrated to the CivicEngage Calendar. • Meeting files are automatically included in the website's search results.
Codification	• Send adopted ordinances to the Codification Legal Team in one click. • Send ordinances straight to your online code portal as "Adopted and Not Yet Codified". • Instantly link your online code to the meeting content produced within Select.
CivicPlus Media	• Share high-definition, on-demand video or live video feeds of your meetings directly from Select and CivicPlus Media, seamlessly integrated with your meeting agendas and equipped with clear bookmarking and navigation.
Integration Hub	• Third-party integrations examples include integrations with Zoom, Webex, and GoToMeetings, and with Laserfische, Google Drive, Dropbox, and other APIs.

Implementation

Project Timeline

Twenty to Twenty-Four Weeks

While every implementation is unique, the following timeline can provide you with information about the different implementation stages and what you can expect at each stage.

PHASE 1: INITIATE	• Project Kickoff communication including timeline, deliverables, and an implementation questionnaire to capture details for your configuration
PHASE 2: ANALYZE	• Template Review meeting to review and discuss needs for Proposed Agenda Template • Obtain internal approvals on Proposed Agenda Template and send in final approval
PHASE 3: OPTIMIZE	• Virtual consulting session(s) to review current processes and documents and discuss desired goals, best practices, and configuration options • Premium system configuration is completed and handed off for review, testing, and feedback • Configuration adjustments made per submitted feedback
PHASE 4: EDUCATE	• Live, virtual training sessions are conducted within configured site
PHASE 5: LAUNCH	• System Launch

Premium Implementation Plan

Implementation & Support Experience Designed for You

Agenda & Meeting Management Select has the experience and expertise to help administrations of any size transform the entire meeting management process. We know implementation can't be a one size fits all solution and offer flexible packages designed to meet your desired outcomes.

Our Premium Implementation Package is the perfect fit for automating manual or inefficient agenda and meeting processes. It is designed for organizations with less than 50 internal users and a desire for a guided implementation experience. A dedicated and knowledgeable Implementation consultant will manage your project from end-to-end—consulting and collaborating with your team, configuring the system to automate your process, and delivering live virtual training to your user groups. Key project staff will have online access to the timeline and all expected checkpoints and deliverables for a fully transparent implementation.

Beyond implementation, your users will feel empowered by our in-application support tools, a full online help center, as well as phone, email, and live chat support with members of the dedicated, award-winning Technical Support team.

CONSULTING

Up to 2 Hours of Virtual Consultation

During this consulting session, your implementation consultant will be reviewing your submitted project questionnaire with your key project staff. The implementation consultant will review your custom template designs and discuss the configurations that will be made to ensure your workflows match your current agenda and meeting processes.

DESIGN

We will design up to 5 custom templates to ensure consistency in system-generated meeting documents: Agendas, Item/Staff Report, Minutes, Agenda Script.

CONFIGURATION

Our team will configure your system with Premium customization options to map existing processes to our Agenda & Meeting Management Select system. Additional custom configurations can be made by administrative users at any time using Help Center resources.

TRAINING

Up to 4 hours of Virtual Training

Your implementation consultant will guide user groups through live, virtual training sessions using your custom configured Agenda & Meeting Management Select solution. We recommend no more than 20 users per session. Individual sessions are either 30 or 60 minutes in duration.

Continuing Services

Technical Support & Services

With technology, unlimited support is crucial. Our live technical support engineers based in North America are ready to answer your staff members' questions and ensure their confidence.

AWARD-WINNING

CivicPlus has been honored with one Gold Stevie® Award, two Silver Stevie® Awards, and four Bronze Stevie® Awards in the categories of Front-Line Customer Service Team of the Year – Technology Industries, Customer Service Training or Coaching Program of the Year –

Technology Industries, Customer Service Department of the Year – Computer Software – Up to 1000 Employees, and Most Valuable Response by a Customer Service Team (COVID-19). The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.



Support at a Glance

- Technical support engineers available 8 a.m. – 6 p.m. (CST) Monday – Friday (excluding holidays)
- Accessible via phone and email
- 4-hour response during normal hours
- 24/7 emergency technical support for named points of contact
- Dedicated customer success manager
- Online self-service help with the CivicPlus Help Center (civicplus.help)

CIVICPLUS HELP CENTER

CivicPlus customers have 24/7 access to our online Help Center where users can review articles, user guides, FAQs, and can get tips on best practices. Our Help Center is continually monitored and updated by our dedicated Knowledge Management Team to ensure we are providing the information and resources you need to optimize your solution. In addition, the Help Center provides our release notes to keep your staff informed of upcoming enhancements and maintenance.

Maintenance

- Regular review of site logs, error messages, servers, router activity, and the internet in general
- Full backups performed daily
- Regularly scheduled upgrades including fixes and other enhancements
- Operating system patches
- Testing and development

CONTINUING PARTNERSHIP

We won't disappear after your website is launched. You'll be assigned a dedicated customer success manager. They will partner with you by providing information on best practices and how to utilize the tools of your new system to most effectively engage your residents.



Hosting & Security

Redundant power sources and internet access ensures consistent and stable connections. We invest over 1.0M annually to ensure we adapt to the ever-changing security landscape while providing maximum availability. CivicPlus' extensive, industry-leading process and procedures for protecting and hosting your site is unparalleled.

CLOUD-HOSTING WITH AZURE

The infrastructure is fully hosted within the Azure Cloud environment using their Infrastructure as a Service (IaaS) model. Using a mix of Azure Virtual Machines and Storage Accounts, all processing and data storage is done within this environment. All users need is a web browser to access and utilize the application. Your system is monitored 24/7/365 with a 99.9% guaranteed up-time (excluding maintenance). Additional details regarding our hosting and security services can be provided upon request.

DISASTER RECOVERY

Agenda & Meeting Management Select utilizes Azure's Site Recovery Services and Geographically Redundant Storage Accounts (GRS) to provide disaster recovery between Azure regions. All data is written to a GRS account which creates copies of that data in data centers across multiple Azure regions, so access to the data is always available. Site Recovery Services allows us to quickly spin up and failover to clones of our Azure Virtual Machines.

Disclaimer

Proposal as Non-Binding Document

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with you.

Enhancement Options

CivicPlus Media: Live Streaming & On-Demand Video

Increase resident engagement and participation by sharing high-definition live video feeds of your meetings directly from Agenda & Meeting Management Select and CivicPlus Media. Stream up to 3 concurrent live proceedings and seamlessly integrate all video content directly into your meeting agendas. Videos feature clear bookmarking and navigation so viewers can quickly find discussions of interest. Viewers can watch videos from any device with no software or application downloads necessary. Integrated closed captioning services are available at an additional cost.

Live Meeting Manager

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Boards & Committees Module

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Historical File Import

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CITY OF CEDARBURG							
ARPA EXPENDITURES							
Current Reporting Period: 4/1/2024-3/31/2025							
(updated 5/20/24)							
PROJECT	DESCRIPTION	APPROVED ALLOCATION	EXPENDITURES 3/3/21-3/31/22	EXPENDITURES 4/1/22 3/31/23	EXPENDITURES 4/1/23 3/31/24	EXPENDITURES 4/1/24 3/31/25	TOTAL SPENT
BUSINESS ASSISTANCE	SMALL BUSINESS HELP	\$ 22,264.00	\$ 21,638.34	\$ -			\$ 21,638.34
	BUSINESS GRANTS FOR IMPROVEMENTS	\$ 60,000.00	\$ -	\$ 14,857.15	\$ 4,750.00	\$ 1,650.00	\$ 21,257.15
NON-PROFITS	CEDARBURG CHAMBER OF COMMERCE	\$ 60,000.00	\$ -	\$ 60,000.00			\$ 60,000.00
	PARKS AND RECREATION - BALL DIAMOND REPAIRS	\$ 10,000.00	\$ -	\$ 2,851.59	\$ 7,148.41	\$ -	\$ 10,000.00
CITY DEPARTMENT	CITY OF CEDARBURG - PARK UPGRADE	\$ 100,000.00	\$ -	\$ 100,000.00			\$ 100,000.00
	LIBRARY - CHROMEBOOKS	\$ 4,416.79	\$ -	\$ 4,416.79			\$ 4,416.79
	LIBRARY - INTERNET WORKSTATIONS	\$ 6,980.00	\$ -	\$ 6,980.00			\$ 6,980.00
	LIBRARY - ELECTRONIC BOOK DROP	\$ 60,000.00	\$ -	\$ 60,000.00			\$ 60,000.00
	PARKS AND RECREATION - INTERURBAN TRAIL	\$ 95,000.00	\$ -	\$ 74,128.00			\$ 74,128.00
	LIBRARY - SELF-CHECKOUT MACHINES	\$ 18,941.09	\$ -	\$ 18,941.09			\$ 18,941.09
	FIRE DEPARTMENT - NEW RADIO	\$ 1,604.95	\$ 1,604.95	\$ -			\$ 1,604.95
	FIRE DEPARTMENT - HAZARD PAY	\$ 42,058.86	\$ 42,058.86	\$ -			\$ 42,058.86
	FIRE DEPARTMENT - LOCKER ROOM	\$ 27,457.78	\$ 27,457.78	\$ -			\$ 27,457.78
	POLICE DEPARTMENT - PATROL VEHICLES	\$ 49,934.04	\$ 49,934.04	\$ -			\$ 49,934.04
	LEAD PIPE REPAIRS	\$ 118,049.30	\$ -	\$ 22,065.00	\$ 95,984.30		\$ 118,049.30
	CLERKS/ELECTIONS - BADGER BOOKS	\$ 25,000.00	\$ -	\$ 25,000.00			\$ 25,000.00
	ENGINEERING - PLOTTER	\$ 9,000.00	\$ -	\$ 8,655.00			\$ 8,655.00
	CITY HALL - AC UNIT	\$ 160,000.00	\$ -	\$ 160,000.00			\$ 160,000.00
	DPW - SWEEPER/SCRUBBER	\$ 88,005.00	\$ -	\$ 88,005.00			\$ 88,005.00
	EHLERS - SERVICES	\$ 2,000.00	\$ 625.00	\$ 126.25	\$ 125.00	\$ 500.00	\$ 1,376.25
	POLICE DEPARTMENT - RIOT GEAR	\$ 9,850.00	\$ -	\$ 9,850.00			\$ 9,850.00
	COUNCIL CHAMBER - AUDIO 1	\$ 1,018.08	\$ -	\$ 1,018.08			\$ 1,018.08
	COUNCIL CHAMBER - AUDIO 2	\$ 18,981.97	\$ -	\$ -	\$ 18,981.97		\$ 18,981.97
	CPD Overtime-Memorial Day & 4th of July Parades	\$ 10,385.96	\$ -	\$ 10,385.96			\$ 10,385.96
	PD FESTIVAL WAGES	\$ 10,000.00	\$ -	\$ 10,000.00			\$ 10,000.00
	DPW Overtime-Memorial Day Parade	\$ 3,629.44	\$ -	\$ 3,629.44			\$ 3,629.44
	Inspection Software	\$ 8,250.00	\$ -	\$ 3,625.00	\$ 4,625.00		\$ 8,250.00
	EMS Oversight Agreement	\$ 119,500.00	\$ -	\$ -	\$ 73,000.00	\$ 43,000.00	\$ 116,000.00
	Engineered Security - DPW gate/Fuel System	\$ 20,000.00			\$ 17,482.67	\$ 2,517.33	\$ 20,000.00
	Fire-EMS Referendum	\$ 31,614.00	\$ -	\$ -	\$ 31,614.00	\$ -	\$ 31,614.00
	Ehlers - FMP (approved reallocation at Council meeting 4/29)	\$ 20,500.00	\$ -	\$ -	\$ -		\$ -
	TOTAL		\$ 1,214,441.26	\$ 143,318.97	\$ 684,534.35	\$ 253,711.35	\$ 47,667.33

amount left to spend	Reallocation of funds
\$ 625.66	Reallocate
\$ 38,742.85	-
\$ -	-
\$ -	-
\$ -	-
\$ -	-
\$ 20,872.00	-
\$ -	-
\$ -	-
\$ -	-
\$ -	-
\$ -	-
\$ -	-
\$ -	-
\$ 345.00	Reallocate
\$ -	-
\$ -	-
\$ -	-
\$ 623.75	-
\$ -	-
\$ -	-
\$ -	-
\$ -	-
\$ -	-
\$ 3,500.00	Reallocate
\$ -	-
\$ -	-
\$ 20,500.00	-
\$ 85,209.26	-

TOTAL AVAILABLE	\$ 1,214,469.24
TOTAL ALLOCATED	\$ 1,214,441.26
Funds not allocated	\$ 27.98

\$ 4,498.64 reallocated

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	City of Cedarburg
License Period	7/1/2024-6/30/2025

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer \$ _____ ☒ Class "B" Beer \$ 100
- ☐ "Class A" Liquor \$ _____ ☐ "Class B" Liquor \$ _____
- ☐ "Class A" Liquor (cider only) \$ _____ ☐ Reserve "Class B" Liquor \$ _____
- ☒ "Class C" Liquor (wine only) \$ 100

Fees	
License Fees	\$ <u>200.00</u>
Background Check Fee	\$ _____
Publication Fee	\$ <u>20.00</u>
Total Fees	\$ _____

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <u>JAVA HOUSE WISCONSIN LLC</u>		
2. Business Trade Name or DBA <u>JAVA HOUSE</u>		
3. FEIN <u>99-2706695</u>	4. Wisconsin Seller's Permit Number <u>456-1031751580-04</u>	
5. Entity Type (check one) ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization		
6. State of Organization <u>WISCONSIN</u>	7. Date of Organization <u>4/25/2024</u>	8. Wisconsin DFI Registration Number <u>600-1031751580-03</u>
9. Premises Address <u>W63 N653 WASHINGTON AVE</u>		
10. City <u>CEARBURG</u>	11. State <u>WI</u>	12. Zip Code <u>53012</u>
13. County <u>DANE</u>	14. Governing Municipality: ☒ City ☐ Town ☐ Village of: <u>CEARBURG</u>	15. Aldermanic District
16. Premises Phone	17. Premises Email <u>manager@java-house-cedarburg.com</u>	18. Website <u>java-house-cedarburg.com</u>
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>350 Douglas St See Attached</u>		

20. Mailing Address (if different from premises address)		
21. City <u>CEARBURG</u>	22. State <u>WI</u>	23. Zip Code <u>53012</u>

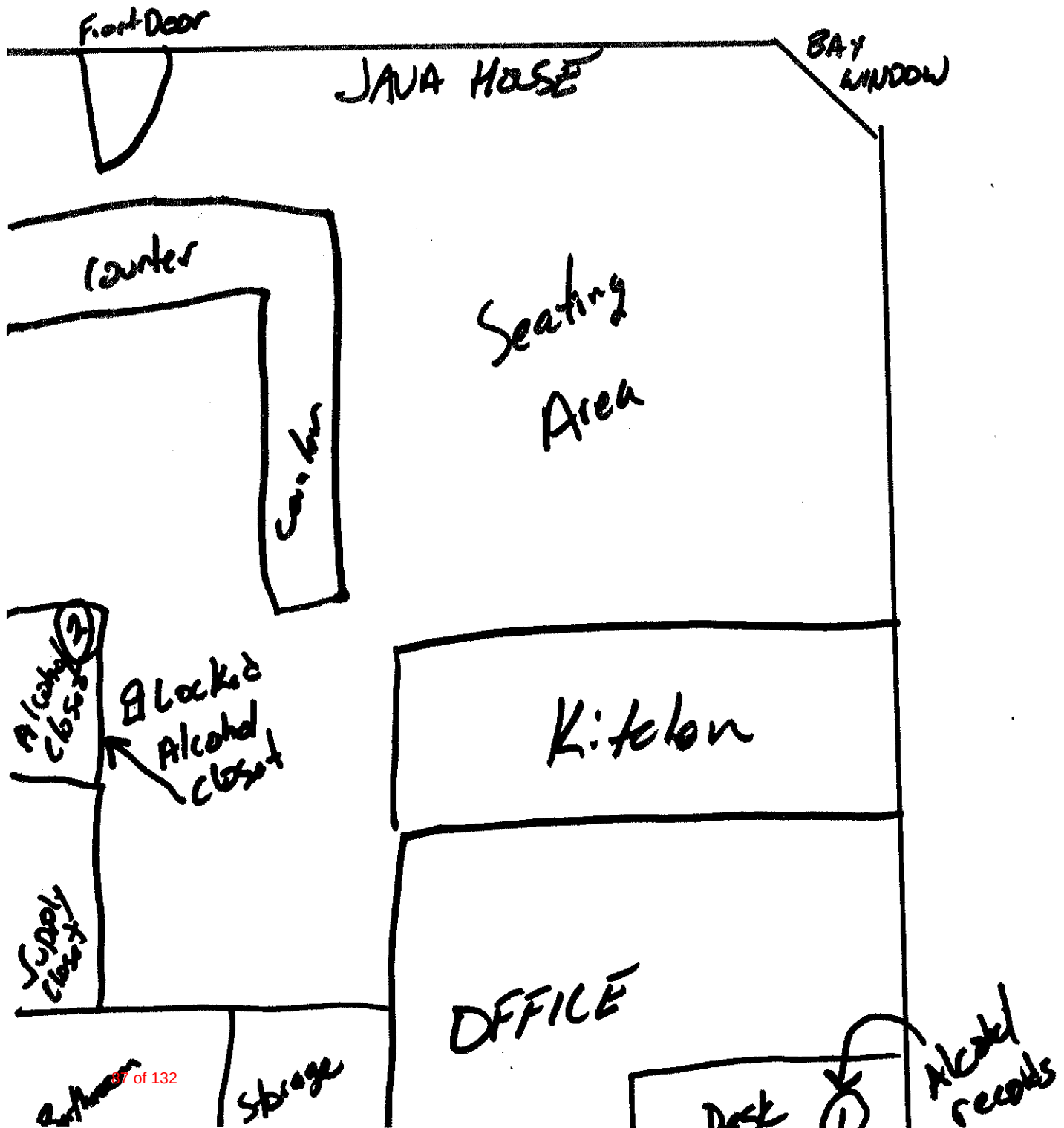
Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No If yes, list the details of violation below. Attach additional sheets if necessary.		
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.			
3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? ☐ Yes ☒ No If yes, provide the name of the restricted investor and describe the nature of the interest.			
4. Is the applicant business owned by another business entity? ☐ Yes ☒ No If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.			
4a. Name of Business Entity		4b. Business Entity FEIN	
5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☐ Yes ☒ No			
6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? ☐ Yes ☒ No			
7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No			
Part C: Individual Information			
List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.			
Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.			
Last Name	First Name	Title	Phone
KEN ~~GA~~ CHUK	KEN	OWNER	262-391-7819
TRADEL	Emily	OWNER	262-365-9119
WASCHOW	DANIEL	OWNER	262-239-2743
Part D: Attestation			
One of the following must sign and attest to this application: ☐ sole proprietor ☐ one general partner of a partnership ☐ one corporate officer ☐ one member of an LLC			
READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.			
Last Name		First Name	M.I.
GASCHUK		KEN	K
Title	Email	Phone	
Owner	Ken@owners-rs.com	262-391-7819	
Signature		Date	
		4/30/24	
Part E: For Clerk Use Only			
Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

WASHINGTON AVE

Proposed Festival Booth (3)



19.) Premises Description – Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.

Premises Description:

The Java House, located at W63N653 Washington Ave, Cedarburg, WI 53012, is currently seeking permission to sell beer and wine during the two main Cedarburg festivals: Strawberry Festival and Wine and Harvest Festival which will take place in Cedarburg, WI on June 22-23 and September 21-22 respectively. We would sell only from our booth in front of the Java House with a licensed Wisconsin Alcohol Server and Seller at the booth at all times. The hours would be the duration of the two festivals between 10 am and 5 pm each of the four days.

Rooms within the Building:

A. Seating Area: The primary area for customer service, including seven tables inside.

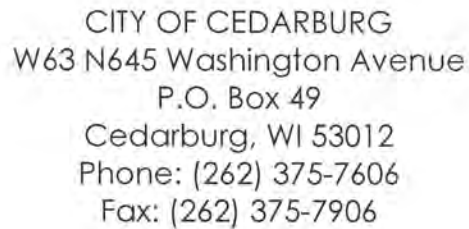
B. Counter Area: A designated area for the preparation and service of beverages, mainly coffee, espresso, and lemonade beverages.

C. Storage Room/Locked Alcohol Closet: A secure, locked closet located in the rear hallway of the store for the storage of the proposed alcohol beverages. Denoted by number 2 on the attached diagram. Only the manager on duty will have keys to open the alcohol storage closet and will promptly lock.

D. Back Office: The back office, located in the far back left corner of the premise, will be used for the keeping of records in the lower right drawer of the desk. As denoted by number 1 on the attached diagram.

E. Living Quarters: The Java House leased premises does not include living quarters.

F. Authorized Alcohol Beverage Activities: We are seeking permission to sell beer and wine immediately in front of the Java House (See Number 3 on our diagram) at our booth four days this year (June 22-23, and September 21-22). We have already registered and paid for our booth with the Festival Committee. All beer and wine will be served exclusively from the booth and for the four days only.



In accordance with Section 7-2-17 of the Code of Ordinances of the City of Cedarburg, the undersigned makes application for outdoor amplified sound and music in an outdoor alcohol beverage seating area (beer garden). Applicants must be Outdoor Alcohol Beverage License holders.

Name of Business: NORTH 48

Address: W62 N599 WASHINGTON AVE CEDARBURG

Agent or Person in Charge: JORDAN COLE

Phone Number: 414.405.3773

permitted.

SIGNED:  DATE: 5.14.24

89 of 132

Mayoral Appointments

BOARD OF APPEALS

Tim Schelwat-Alternate
Doug Yip

BOARD OF REVIEW

Bob Carroll

DIVERSITY

Connie Kincaide
Dr. Joyce Caldwell
Kayla Stoflet-Alternate

ECONOMIC DEVELOPMENT

Megan Shelwat
Alex Uhan

FINANCE

Al Lorge
Mary-Kay Bourbulas
Tim Voeller

LANDMARKS

Doug Yip
Tom Kubala

LIBRARY

Jeridon Clark

PARKS, RECREATION & FORESTRY

Glenn Herold
Terry Wagner

PLAN COMMISSION

Adam Voltz
Jack Arnett

PUBLIC WORKS

Rick Verhaalen
Charles Schumacher
Andrew Hester

Bill Oakes resigning need to fill position

CITY OF CEDARBURG

MEETING DATE: June 10, 2024

ITEM NO: 8.K.

TITLE: Discussion and possible action on revised Financial Policies: FC1-Revenue Policy, FC8-Property Assessments and FC9-Writing of Uncollectible Receivables

ISSUE SUMMARY: As part of the City's strategic plan to review and update policies in 2024, the City's Finance Committee is reviewing and revising current financial policies to keep policies up to date. The three attached policies were revised and reviewed by staff and the Finance Committee. Policy FC8 on property assessments was also reviewed by our contracted assessor and his supervisor.

STAFF RECOMMENDATION: Staff recommends approving the attached policies.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At the May 21, 2024 Finance Committee meeting, the Committee made a recommendation to approve the attached policies.

BUDGETARY IMPACT: None

ATTACHMENTS: FC1-Revenue Policy, FC8-Property Assessments, and FC9-Writing of Uncollectible Receivables, Finance Committee 5/21 minutes

INITIATED/REQUESTED BY: Kelly Livingston, Finance Director

FOR MORE INFORMATION CONTACT: Kelly Livingston 262-375-7602 or Maureen Hartjes 262.376-3907

**CITY OF CEDARBURG
POLICY/PROCEDURE MANUAL**

SUBJECT: REVENUE POLICY

FC-1

General: The City needs to maintain a diversified and stable revenue base to shelter it from unanticipated fluctuations as well as to minimize reliance on the property tax.

Procedures: A. Budget Considerations:

1. Annual revenue will be estimated by an objective, analytical process. When preparing revenue forecasts for the annual budget the City will utilize generally accepted forecasting techniques that include the use of historical data, trend analysis, and that considers the impact of changing economic conditions on the City's revenue sources. Each existing and potential revenue source will be re-examined annually.
2. Revenues are to be budgeted for debt service amounts relating to general obligation debt before they are allotted for any other type of expenditure.
3. Emphasis will be directed toward full cost recovery through user fees and cost sharing with other governmental units (i.e., Town of Cedarburg, other City funds such as sewer, cemeteries, etc.). User fees and cost allocation formula will be updated annually as part of the budget process to reflect inflation and other cost increases.
4. Utility payments in lieu of taxes shall be budgeted and based on utility estimates.
5. Investment interest shall be budgeted conservatively.
6. Proceeds from the sale of property shall not be budgeted as an operating revenue in the General Fund. When appropriate, such sale proceeds may be budgeted as an expenditure offset in the General Fund for specifically identified and related projects (i.e., vehicle replacements, etc.).
7. The annual budget will contain a statistical ten-year analysis of state shared revenue trends, state tax credits and growth percentages.
8. The City or its consultants will project revenues for the next five years and will update this projection annually. Each existing and potential revenue source will be re-examined annually.

B. Revenue Monitoring:

1. Semi-Annually, the City Administrator or its designee will report actual revenues to budgeted amounts to the Common Council for their review. Whenever a revenue shortfall is identified, that is other than temporary, the City Administrator or its designee will develop a plan to maintain a balanced budget.
2. The City Administrator or its designee will maintain an ongoing dialogue on revenue matters with appropriate representatives of Ozaukee County, the Cedarburg Board of Education, etc.

C. Other Considerations:

1. New sources of non-property-tax-based revenue should be actively explored and discussed throughout the year.
2. Intergovernmental grant requests should be approved prior to their submission by the City Administrator or its designee to ensure that the grants do not create an obligation for unfunded expenditures by the City relating to the grant's purpose. All matching funds grant requests shall be approved by the Council prior to their submission or the grants should contain escape language favorable to the City.

Approved: 1/12/89 Finance Committee

Adopted: 3/13/89

Revised: 11/26/07

Revised: 4/16/24

Adopted:

**CITY OF CEDARBURG
POLICY/PROCEDURE MANUAL**

SUBJECT: PROPERTY ASSESSMENTS

FC-8

General: The objectives of this policy are to maintain uniform and equitable market value assessments on all taxable property in the City of Cedarburg. This is to ensure all taxpayers that their portion of the tax burden is no higher than necessary and in compliance with the State Statutes regarding property taxation.

Procedures: As needed to achieve compliance with Wisconsin State Statute 70.05 and the Department of Revenue, or if the Assessor notices an issue with the uniformity of the City assessments, the Assessor shall complete a revaluation of all residential and commercial properties in the City using statistical studies of properties as a base to generate values plus or minus five (5) percent from full value. This is to ensure the City will be in full compliance with the State mandated guidelines on assessment procedures.

The City of Cedarburg will ensure that sufficient funds are available to carry out these procedures by annually reviewing projected costs and setting funds aside for anticipated revaluations.

Approved: Finance Committee 4/16/92

Adopted: 5/11/1992

Revised: 3/31/2003

Revised: 10/13/2008

Revised: 5/21/2024

**CITY OF CEDARBURG
POLICY/PROCEDURE MANUAL**

SUBJECT: WRITING OFF UNCOLLECTIBLE RECEIVABLES

FC-9

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

Procedures:

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

Adopted: 9/30/2002
Revised: 7/28/2008
Revised: 5/21/2024

CITY OF CEDARBURG
FINANCE COMMITTEE
May 21, 2024

A regular meeting of the Finance Committee of the City of Cedarburg, Wisconsin, was held online on Tuesday, May 21, 2024, utilizing the Zoom app.

Jack Arnett called the meeting to order at 1:00 p.m.

Roll Call: Present - Jack Arnett, Tim Voeller, Allan Lorge, Jeff Slater and Michael Bradburn.

Also Present- City Administrator Mikko Hilvo, Finance Director Kelly Livingston, and Deputy Finance Director Maureen Hartjes.

Excused- Council Member Jim Fitzpatrick and Mary Kay Bourboulas.

STATEMENT OF PUBLIC NOTICE

Finance Director Livingston confirmed proper legal notice of the meeting had been given.

COMMENTS & SUGGESTIONS FROM CITIZENS

Mr. Arnett introduced Mr. Slater to the Finance Committee. Mr. Slater gave a summary of his background as an introduction and each Finance Committee member briefly introduced themselves.

APPROVAL OF MINUTES

A motion was made by Mr. Bradburn, seconded by Mr. Slater, to approve the minutes of April 16, 2024. Motion carried without a negative vote.

ELECTION OF CHAIRPERSON

Mr. Arnett stated he is stepping down as Chairperson of the Finance Committee due to his commitment to the County Board. Mr. Arnett stated he spoke to Council Member Fitzpatrick regarding this position, and Council Member Fitzpatrick said he would be the Chairperson if elected by the committee. Motion made by Mr. Lorge, seconded by Mr. Voeller, to appoint Council Member Fitzpatrick Chairperson of the Finance Committee. Motion carried without a negative vote.

REPORTS

The Finance Committee reviewed the Ehlers April investment summary and Ehlers Consolidated Holding report. Mr. Arnett stated the investment returns are in line with short-term treasury investments and money markets.

Administrator Hilvo provided an audit update for 2023 and stated that Baker Tilly had completed the City's 2023 audit. Administrator Hilvo said Baker Tilly will present the 2023 audit at the Common Council meeting on June 10, 2024 and encouraged the Finance Committee members to attend via Zoom or in-person. Administrator Hilvo stated he wanted to highlight a few items from the audit; the general fund balance had increased to \$4,068,729 even though the City had budgeted to use general fund balance in 2023. The fund balances also went up for the Fire and EMS fund, Capital Improvements Fund and Debt Service Fund. Administrator Hilvo said the City is planning on utilizing fund balances in 2025. A discussion ensued regarding fund balance on the various funds including TID #4. Mr. Lorge asked if the material weaknesses regarding financial statement preparation in the Reporting and Insights booklet was new. Administrator Hilvo stated that it is not a new issue and is very common in municipalities.

NEW BUSINESS

The Finance Committee reviewed the financial policy FC-8 – Property Assessments. Mr. Arnett asked if the City was adjusting the policy to current state law. Administrator Hilvo agreed and stated the City's Assessor updated the policy to state law and said that since the policy was revised and reviewed by the Assessor he recommends going with their updates. A discussion ensued regarding wording and changes to the policy.

A motion was made by Mr. Lorge, seconded by Mr. Voeller, to send the updated policy FC-8 to the Common Council subject to the wording change in the policy regarding State Statutes. Motion carried without a negative vote.

The Finance Committee reviewed the financial policy FC-9 – Writing Off Uncollectible Receivables. A discussion ensued regarding policy wording. The Finance Committee agreed to change wording in item #5 to include individual/groups located in or owning property in the City of Cedarburg.

A motion was made by Mr. Bradburn, seconded by Mr. Voeller, to send the updated policy FC-9 to the Common Council. Motion carried without a negative vote.

Identify future agenda items, and action thereon

Debt Policy (FC-2)
General Fund Balance (FC-5)
Fund Balance Policy (FC-10)
2025 Budget (July)

Confirm Next Meeting Date June 18, 2024, at 1:00pm

ADJOURNMENT

Motion made by Mr. Arnett, seconded by Mr. Voeller, to adjourn the meeting at 1:45 p.m. Motion carried without a negative vote.

Maureen Hartjes
Deputy Finance Director

CITY OF CEDARBURG

MEETING DATE: June 10, 2024

ITEM NO: 8.L.

TITLE: Discuss and approve preliminary budget parameters;

ISSUE SUMMARY: Each year the council sets budget parameters that will guide the development of the budget. This includes setting priorities for the following year, potential use of fund balances, employee base wage increase, and tax levy increases/decreases.

STAFF RECOMMENDATION: Staff has identified the following priorities for 2025.

- 1) Hiring of a second Mechanic to maintain the City Fleet. This position will also work on other DPW projects and plowing in the winter. Estimated Starting Salary: \$58,000. Estimated total cost with benefits: \$96,000.
- 2) Hiring of two (2) additional police officers. These positions will replace the positions vacated by dispatch moving to the county. Estimated additional cost: \$112,000.
- 3) COLA of 3% is recommended for all staff.
- 4) Use of debt service and capital improvement fund balances based on our financial consultants recommendations.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

None

BUDGETARY IMPACT: \$208,000 increase above normal annual budget increases and increased levy for Fire Department Personnel. This amount excludes COLA.

Potential decrease in the levy if we utilize capital improvement and debt fund balances.

ATTACHMENTS: None

INITIATED/REQUESTED BY: Mikko Hilvo, City Administrator

FOR MORE INFORMATION CONTACT: Mikko Hilvo, City Administrator

**CITY OF CEDARBURG
COMMON COUNCIL
May 13, 2024**

**CC20240513-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, May 13, 2024 at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers and online utilizing the Zoom app.

Mayor Thome called the meeting to order at 7:00 p.m. A moment of silence was observed, and the Pledge of Allegiance was recited.

Roll Call: Present - Mayor Patricia Thome, Council Members Melissa Bitter, Jim Fitzpatrick, Kristin Burkart, Robert Simpson, Kristian Lindo, Mark Mueller

Excused - Council Member Kevin Curley

Also Present - City Administrator Mikko Hilvo, Deputy City Clerk Jessica Campolo, City Attorney Michael Herbrand, City Planner Jon Censky, City Clerk Tracie Sette, Water Recycling Center Superintendent Dennis Grulkowski, City Engineer Michael Wieser, Jay Stoeger of Cold Country Vines & Wines, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Mayor Thome's request, Deputy City Clerk Campolo 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.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Connie Kincaide, N75 W7255 Linden Street

Connie expressed appreciation for the City Forestry team for sharing their expertise with citizens while planting trees at Pioneer Park. She also congratulated the newest Common Council member on their appointment.

PUBLIC HEARING

A PUBLIC HEARING ON A NEW FLOODPLAIN ORDINANCE DRAFTED BY THE DEPARTMENT OF NATURAL RESOURCES

Mayor Thome opened the Public Hearing. Planner Censky explained that city staff have been working with the DNR on finalizing the updated version of the City's Floodplain Ordinance. Planner Censky reviewed the updated maps with Council members. The DNR advises that the city must adopt this updated ordinance to remain in the National Flood Insurance Program. Planner Censky shared that the Plan Commission recommended approval by unanimous vote at their May 6, 2024 meeting. There were no questions or comments from citizens.

Motion made by Council Member Fitzpatrick, seconded by Council Member Bitter, to close the Public Hearing. Motion carried on a roll call vote with Council Members Bitter, Fitzpatrick, Burkart, Simpson, Lindo, and Mueller voting aye, and Council Member Curley excused.

PRESENTATION

POPPY PRINCESS PRESENTATION AND PROCLAMATION

Mayor Thome read and signed the Proclamation proclaiming May 2024 as Poppy Month. Representatives from the American Legion Auxiliary distributed crepe paper poppies.

NEW BUSINESS

DISCUSSION AND POSSIBLE ACTION ON NEW FLOODPLAIN ORDINANCE NO. 2024-12

Motion made by Council Member Burkart, seconded by Council Member Simpson, to approve Floodplain Ordinance No. 2024-12. Motion carried without a negative vote with Council Member Curley excused.

Mayor Thome acknowledged that this is Planner Censky's last Common Council meeting as he is retiring. The Mayor and Council thanked him.

DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 2024-06 APPROVING THE GRAFTON-PORT WASHINGTON-CEDARBURG URBAN AREA BOUNDARY

City Engineer Wieser explained the newly formed Urban Area Boundary, put together by the Wisconsin DOT and Federal Highway Administration. Cedarburg had previously been included in the Milwaukee Urban Area Boundary. This change should give Cedarburg a better chance at receiving federal funds for road projects.

Motion made by Council Member Fitzpatrick, seconded by Council Member Mueller, to approve Resolution 2024-06 Approving the Grafton-Port Washington-Cedarburg Urban Area Boundary. Motion carried without a negative vote with Council Member Curley excused.

DISCUSSION AND POSSIBLE ACTION ON ORDINANCE NO. 2024-10 AMENDING PARKING DURING SCHOOL HOURS ON CLEVELAND STREET

City Engineer Wieser explained the details of the Ordinance and how it will help alleviate congestion in the area.

Motion made by Council Member Burkart, seconded by Council Member Fitzpatrick, to approve Ordinance 2024-10 amending parking during school hours on Cleveland Street. Motion carried without a negative vote with Council Member Curley excused.

DISCUSSION AND POSSIBLE ACTION ON THE CEDAR WAY DEVELOPMENT AGREEMENT ON WASHINGTON AVENUE

City Engineer Wieser presented the Cedar Way Development Agreement. Mayor Thome commented that the Plan Commission has been working with the developer on architectural suggestions.

Motion made by Council Member Fitzpatrick, seconded by Council Member Simpson, to approve the Cedar Way Development Agreement on Washington Avenue. Motion carried without a negative vote with Council Member Curley excused.

DISCUSSION AND POSSIBLE ACTION ON REPAIRS TO THE WATER RECYCLING CENTER OXIDATION DITCH

Water Recycling Center Superintendent Grulkowski explained the repairs needed to the oxidation ditch. Funds would be utilized from the Equipment Replacement Fund.

Motion made by Council Member Simpson, seconded by Council Member Mueller, to approve making repairs to the Water Recycling Center oxidation ditch not to exceed \$251,000. Motion carried without a negative vote with Council Member Curley excused.

DISCUSSION AND POSSIBLE ACTION ON 2023 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR) FOR THE CEDARBURG WATER RECYCLING CENTER AND RESOLUTION NO. 2024-07 ACCEPTING THE REPORT

Water Recycling Center Superintendent Grulkowski explained that the CMAR is a DNR Summary report used to determine the effectiveness of the sewerage system and plant to meet DNR permit limits and to indicate areas of the system that may need improvement.

Motion made by Council Member Fitzpatrick, seconded by Council Member Simpson, to accept the 2023 Compliance Maintenance Annual Report (CMAR) for the Cedarburg Water Recycling Center and Resolution No. 2024-07 accepting the report. Motion carried without a negative vote with Council Member Curley excused.

CONSIDER AUTHORIZING THE GRANTING OF TEMPORARY CLASS “B” LICENSES TO CEDARBURG FIREMAN’S PARK, INC., FOR MAXWELL STREET DAYS, FIREMAN’S PARK, W65N796 WASHINGTON AVENUE, FOR MAY 26, JULY 14, SEPTEMBER 01, AND OCTOBER 06, 2024 FROM 6:00 A.M. TO 10:00 P.M.

Motion made by Council Member Burkart, seconded by Council Member Fitzpatrick, to authorize the granting of Temporary Class “B” licenses to Cedarburg Fireman’s Park, Inc. for Maxwell Street Days, Fireman’s Park, W65N796 Washington Avenue, for May 26, July 14, September 01, and October 06, 2024 from 6:00 a.m. to 10:00 p.m. Motion carried without a negative vote with Council Member Curley excused.

DISCUSSION AND POSSIBLE ACTION ON MAYORAL APPOINTMENT OF ELIZABETH SINCLAIR TO THE DIVERSITY COMMITTEE AND AARON OLEJNICZAK AS CHAIR OF THE BOARD OF APPEALS

Motion made by Council Member Fitzpatrick, seconded by Council Member Simpson, to approve Mayoral appointment of Elizabeth Sinclair to the Diversity Committee and Aaron Olejniczak as Chair of the Board of Appeals. Motion carried without a negative vote with Council Member Curley excused.

DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF COLD COUNTRY VINES AND WINES, E3207 NUCLEAR ROAD, KEWAUNEE, WI OPENING A FULL-SERVICE RETAIL OUTLET LOCATED AT W61 N517 WASHINGTON AVENUE, CEDARBURG, FOR THE SALE OF WINE, BEER, AND INTOXICATING LIQUOR

City Clerk Sette presented an application from Cold Country Vines and Wines to sell wine, beer, and intoxicating liquor. She explained that as of May 1, 2024, the State of Wisconsin passed Act 73, which transfers the licensing of manufacturers, rectifiers, wineries, and breweries from local municipalities to the State. The location that Cold Country Vines and Wines would like to open in Cedarburg is an Off-Site Full-service retail sales location. In this case, the City of Cedarburg will not issue the alcohol beverage license, but has the ability to limit what types of beverages are sold. Jay Stoeger, owner of Cold Country Vines and Wines, was in attendance and introduced himself to the Council. Discussion ensued among the Council members. It was agreed that the same standard should be applied to this applicant as any other liquor license applicant. There was concern over the request to serve intoxicating liquor, as the City is already at quota in regards to full liquor licenses. Bill Conley, owner of the Stagecoach Inn in Cedarburg, was in attendance and also expressed concern over the request to serve intoxicating liquor.

Motion made by Council Member Burkart, seconded by Council Member Simpson, to approve of Cold Country Vines and Wines, E3207 Nuclear Road, Kewaunee, WI, opening a full-service retail outlet located at W61 N517 Washington Avenue, for the sale of beer and wine. Item G1 on the application (ref AB-105) allows the City to limit the scope of alcohol beverages to beer and wine. Motion carried without a negative vote with Council Member Curley excused.

DISCUSSION AND POSSIBLE ACTION ON MAYORAL APPOINTMENTS OF COUNCIL MEMBERS TO VARIOUS COMMITTEES/BOARDS/COMMISSIONS

Mayor Thome shared that the Public Art Commission is suspended for now. She also encouraged Council members to participate in events put on by the Mid-Moraine Legislative Committee.

Motion made by Council Member Fitzpatrick, seconded by Council Member Bitter, to approve the Mayoral appointments of Council Members to various Committees/Boards/Commissions. Motion carried with Council Members Bitter, Fitzpatrick, Simpson, Lindo and Mueller voting aye, Council Member Burkart voting nay, and Council Member Curley excused.

DISCUSSION AND POSSIBLE ACTION ON ORDINANCE NO. 2024-11 APPROVING THE PROHIBITION OF PETS AND/OR ANIMALS AT CITY FESTIVALS

City Administrator Hilvo explained that this ordinance will allow the Police Department to enforce the prohibition of pets and/or animals at City Festivals.

Motion made by Council Member Mueller, seconded by Council Member Lindo, to approve Ordinance No. 2024-11 approving the prohibition of pets and/or animals at City Festivals. Motion carried without a negative vote with Council Member Curley excused.

DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF AMPLIFIED MUSIC/SOUND IN AN OUTDOOR ALCOHOL BEVERAGE SEATING AREA PERMIT FOR PERIOD ENDING 12/31/2024 FOR ART OF JOY, W63 N664 WASHINGTON AVENUE; LIME

CANTINA, W62 N550 WASHINGTON AVENUE; AND CEDARBURG ART MUSEUM, W63 N675 WASHINGTON AVENUE

Mayor Thome reminded business owners to please be aware of how sound travels and to be respectful of neighbors when utilizing amplified sound.

Motion made by Council Member Fitzpatrick, seconded by Council Member Bitter, to approve Amplified Music/Sound in an Outdoor Alcohol Beverage Seating Area permit for period ending 12/31/2024 for Art of Joy, W63 N664 Washington Avenue; Lime Cantina, W62 N550 Washington Avenue; and Cedarburg Art Museum, W63 N675 Washington Ave. Motion carried without a negative vote with Council Member Curley excused.

CONSENT AGENDA

Motion made by Council Member Bitter, seconded by Council Member Fitzpatrick, to approve the following consent agenda items:

- A. Discussion and possible action on approval of April 29, 2024 Council Meeting Minutes
- B. Discussion and possible action on approval of 2024-2025 alcohol and cigarette licenses
- C. Discussion and possible action on appointment of Kevin Pelkey as Successor Agent for Art of Joy located at W63 N664 Washington Avenue
- D. Discussion and possible action on payment of bills dated 04/20/2024 through 05/03/2024, transfer list dated 04/25/24 through 05/07/2024, and payroll from 04/14/2024 through 04/27/2024

Motion carried without a negative vote with Council Member Lindo abstaining from voting on item C, and Council Member Curley excused.

CITY ADMINISTRATOR'S REPORT

City Administrator Hilvo expressed appreciation for Cedarburg Green and the City Forestry department for their recent work planting trees at Pioneer Park.

COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Burkart encouraged people to attend the Sweat 4 Vets event, hosted by the American Legion Auxiliary, on Saturday, May 18, 2024.

MAYOR REPORT – None

ADJOURN TO CLOSED SESSION

A motion was made by Council Member Burkart, seconded by Council Member Mueller, to adjourn to closed session at 8:22 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 discussed was the potential purchase of property on Hanover Avenue. Motion carried on a roll call vote with Council Members Bitter, Fitzpatrick, Burkart, Simpson, Lindo, and Mueller voting aye, and Council Member Curley excused.

RECONVENE TO OPEN SESSION

The meeting reconvened to open session at 8:42 p.m.

DISCUSSION AND POSSIBLE ACTION ON PURCHASE OF PROPERTY ON HANOVER AVENUE

Motion made by Council Member Burkart, seconded by Council Member Mueller, to submit an offer to purchase property located at W63 N530 Hanover Avenue for \$250,000. Motioned carried without a negative vote with Council Member Curley excused.

ADJOURNMENT

Motion made by Council Member Mueller, seconded by Council Member Lindo, to adjourn the meeting at 8:43 p.m. Motion carried without a negative vote with Council Member Curley excused.

Jessica Campolo
Deputy City Clerk

Class “A” Beer and “Class A” Liquor:

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

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

Class “B” Beer and “Class B” Liquor:

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

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

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

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

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

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

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

Class “B” Beer and “Class C” Liquor (wine only):

Kristin Jane Collective, LLC, W63 N541 Hanover Avenue, Cedarburg, WI , Kristin J. Bork, Agent, premises to be licensed: W63 N541 Hanover Avenue, known as **The Painted Creek**.

Class “B” Beer:

Blanca’s Commercial Kitchen LLC, W63N540 Hanover Avenue, Cedarburg, WI 53012, Andrea Acosta, Agent, premises to be licensed: W63N540 Hanover Avenue, known as **Blanca’s Commercial Kitchen**

"Class C" Liquor (wine only):

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

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

Cigarette

Walgreens #13620, W62N190 Washington Avenue, Cedarburg, WI 53012

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
05/10/2024	PWBDD	46848	BEAR GRAPHICS, INC.	OFFICE SUPPLIES	500310	514200	270.07
05/10/2024	PWBDD	46849*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	522100	29.56
				SUPPLIES AND EXPENSES	500347	522120	5.98
				OPERATING SUPPLIES	500350	533210	69.10
				MAINTENANCE PARTS	500353	533210	17.65
				MAINTENANCE PARTS	500353	533210	3.94
				MAINTENANCE PARTS	500353	533210	8.07
				MAINTENANCE PARTS	500353	533210	35.00
				MAINTENANCE PARTS	500353	533210	6.72
				MAINTENANCE PARTS	500353	533210	18.95
				MAINTENANCE PARTS	500353	533210	1.08
				EQUIPMENT OUTLAY	500380	533210	19.75
				CHECK PWBDD 46849 TOTAL FOR FUND 100:			215.80
05/10/2024	PWBDD	46852	C&K SERVICES, INC. OF NEWBURG	REPAIR AND MAINTENANCE	500240	533210	1,115.00
				EQUIPMENT OUTLAY	500380	533210	4,500.00
				CHECK PWBDD 46852 TOTAL FOR FUND 100:			5,615.00
05/10/2024	PWBDD	46853	CASPERS TRUCK EQUIPMENT	MAINTENANCE PARTS	500353	533210	165.61
05/10/2024	PWBDD	46855	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	522110	584.00
				TELEPHONE/COMMUNICATIONS	500225	522110	417.01
				CHECK PWBDD 46855 TOTAL FOR FUND 100:			1,001.01
05/10/2024	PWBDD	46857#	CONLEY MEDIA, LLC	OTHER EXPENSES	500390	511100	459.00
				LEGAL PUBLICATIONS	500325	514100	114.45
				CHECK PWBDD 46857 TOTAL FOR FUND 100:			573.45
05/10/2024	PWBDD	46858	DAVE JONES	HEATING/AIR COND PERMITS	443505	000000	13.50
05/10/2024	PWBDD	46860	EXCEL DISPOSAL OF WISCONSIN LLC	PUBLIC WORKS FEES	463101	000000	311.58
05/10/2024	PWBDD	46861	FASTENAL COMPANY	MAINTENANCE PARTS	500353	533210	21.56
05/10/2024	PWBDD	46862	FIVE CORNERS DODGE	GAS AND OIL EXPENSE	500351	522120	40.68

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
05/10/2024	PWBDD	46864	GRAFTON ACE HARDWARE	REPAIR AND MAINTENANCE	500240	555510	7.51
				REPAIR AND MAINTENANCE	500240	555510	31.47
				REPAIR AND MAINTENANCE	500240	555510	14.02
				CHECK PWBDD 46864 TOTAL FOR FUND 100:			53.00
05/10/2024	PWBDD	46865	HOME DEPOT CREDIT SERVICES	MAINTENANCE PARTS	500353	533210	358.00
				MAINTENANCE PARTS	500353	533210	223.91
				MAINTENANCE PARTS	500353	533210	(151.05)
				CHECK PWBDD 46865 TOTAL FOR FUND 100:			430.86
05/10/2024	PWBDD	46867	J R BOEHLKE INC	MAINT/CONTRACTED SERVICES	500290	555510	99.00
05/10/2024	PWBDD	46868	JONATHAN CENSKY	PROFESSIONAL SERVICES	500210	566310	6,443.68
05/10/2024	PWBDD	46869	KIM CHRISTENSON	PROFESSIONAL SERVICES	500210	555140	175.00
05/10/2024	PWBDD	46870	LAFORCE INC.	REPAIR AND MAINTENANCE	500240	555510	30.00
05/10/2024	PWBDD	46871	LANGE ENTERPRISES, INC.	OFFICE SUPPLIES	500310	522310	205.47
05/10/2024	PWBDD	46872	LAROSA LANDSCAPE COMPANY	REPAIR AND MAINTENANCE	500240	522100	701.31
05/10/2024	PWBDD	46874	LIESENER SOILS INC.	MAINTENANCE SUPPLIES	500340	533450	420.00
05/10/2024	PWBDD	46876	MINOR'S GARDEN CENTER	OPERATING SUPPLIES	500350	533210	216.00
05/10/2024	PWBDD	46877	MOTION & CONTROL ENTERPRISES LLC	MAINTENANCE PARTS	500353	533210	304.36
05/10/2024	PWBDD	46879*#	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	38.72
				MAINTENANCE PARTS	500353	533210	122.00
				CHECK PWBDD 46879 TOTAL FOR FUND 100:			160.72
05/10/2024	PWBDD	46880	NASSCO, INC.	REPAIR AND MAINTENANCE	500240	555510	1,067.52
05/10/2024	PWBDD	46882*#	ONTECH SYSTEMS, INC	PROFESSIONAL SERVICES	500210	514700	2,118.00
				PROFESSIONAL SERVICES	500210	514700	1,575.00
				PROFESSIONAL SERVICES	500210	514700	1,579.30
				INTERNET	500220	514700	279.00

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Fund: 100 GENERAL FUND							
				EQUIPMENT/SOFTWARE	500380	514700	3,622.00
				ATTORNEY/CONSULTANT	500212	522110	210.00
				REPAIR AND MAINTENANCE	500240	522110	813.00
				CHECK PWBDD 46882 TOTAL FOR FUND 100:			10,196.30
05/10/2024	PWBDD	46884	PACE SYSTEMS, INC	REPAIR AND MAINTENANCE	500240	522110	1,760.00
05/10/2024	PWBDD	46885	PORT WASHINGTON ADULT SENIOR	OTHER EXPENSES - PW DELI TRIP REIMB	500390	555140	1,338.75
05/10/2024	PWBDD	46886*#	QUALITY STATE OIL CO.,INC.	GAS AND OIL EXPENSE	500351	533210	133.46
05/10/2024	PWBDD	46888	REDISHRED ACQUISITION INC	PROFESSIONAL SERVICES	500210	515600	57.20
05/10/2024	PWBDD	46889	REGISTRATION FEE TRUST	PARKING VIOLATIONS	451301	000000	180.00
05/10/2024	PWBDD	46890	REINDERS, INC.	OPERATING SUPPLIES	500350	533210	679.76
				MAINTENANCE PARTS	500353	533210	360.44
				CHECK PWBDD 46890 TOTAL FOR FUND 100:			1,040.20
05/10/2024	PWBDD	46891	ROLAND MACHINERY EXCHANGE	MAINTENANCE PARTS	500353	533210	104.62
05/10/2024	PWBDD	46892	SARAH TUREK	DUE TO COUNTY - DOG LICENSES	243300	000000	20.00
05/10/2024	PWBDD	46893	SEALMASTER OF WISCONSIN	REPAIR AND MAINTENANCE	500240	533311	699.90
05/10/2024	PWBDD	46894	SPECTRUM	TELEPHONE/COMMUNICATIONS	500225	522110	36.21
05/10/2024	PWBDD	46895	STATE INDUSTRIAL PRODUCTS	OPERATING SUPPLIES	500350	533210	138.14
05/10/2024	PWBDD	46897	SUNSET LAW ENFORCEMENT	EQUIPMENT OUTLAY	500380	522120	6,112.66
05/10/2024	PWBDD	46898	TARGETS ONLINE	EQUIPMENT OUTLAY	500380	522120	336.74
05/10/2024	PWBDD	46899	TUNDRALAND	PLUMBING PERMITS	443502	000000	35.00
05/10/2024	PWBDD	46900*#	UNIFIRST CORPORATION	OPERATING SUPPLIES	500350	533210	65.65
05/10/2024	PWBDD	46901	VILLAGE OF GRAFTON	OTHER EXPENSES	500390	555140	804.30
05/17/2024	PWBDD	46902	A LYNEIS ELECTRIC LLC	REPAIR AND MAINTENANCE	500240	555510	254.52

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Fund: 100 GENERAL FUND							
05/17/2024	PWBDD	46903	ABLE DISTRIBUTING	REPAIR AND MAINTENANCE	500240	518100	201.70
05/17/2024	PWBDD	46909*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	518100	5.77
				MAINTENANCE PARTS	500353	533210	12.24
				MAINTENANCE PARTS	500353	533210	33.69
				MAINTENANCE PARTS	500353	533210	75.55
				MAINTENANCE PARTS	500353	533210	11.83
				MAINTENANCE PARTS	500353	533210	9.87
				MAINTENANCE PARTS	500353	533210	30.54
				MAINTENANCE PARTS	500353	533210	64.72
				REPAIR AND MAINTENANCE	500240	555510	38.47
				CHECK PWBDD 46909 TOTAL FOR FUND 100:			282.68
05/17/2024	PWBDD	46914*#	CINTAS CORPORATION	OPERATING SUPPLIES	500350	533210	204.25
				OPERATING SUPPLIES	500350	533210	152.99
				CHECK PWBDD 46914 TOTAL FOR FUND 100:			357.24
05/17/2024	PWBDD	46915#	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	500310	515600	19.49
				OPERATING SUPPLIES	500350	533110	267.33
				CHECK PWBDD 46915 TOTAL FOR FUND 100:			286.82
05/17/2024	PWBDD	46916	CORNERSTONE ONE, LLC	REPAIR AND MAINTENANCE	500240	522100	4,012.32
05/17/2024	PWBDD	46917	CVS HEALTH	LIQUOR & BEER LICENSES	441110	000000	107.00
05/17/2024	PWBDD	46919	DENNIS GRULKOWSKI	AWARDS, SUPPLIES	500343	519200	50.00
05/17/2024	PWBDD	46921	EGELHOFF LAWMOWER SERVICE	MAINTENANCE PARTS	500353	533210	20.30
05/17/2024	PWBDD	46926	FASTENAL COMPANY	MAINTENANCE PARTS	500353	533210	169.22
05/17/2024	PWBDD	46927	FIRST ADVANTAGE OCC HEALTH SVC	PROFESSIONAL SERVICES	500210	533210	140.18
05/17/2024	PWBDD	46928	FIVE CORNERS DODGE	GAS AND OIL EXPENSE	500351	522120	39.85
05/17/2024	PWBDD	46931	GRAINGER	REPAIR AND MAINTENANCE	500240	555510	279.30
05/17/2024	PWBDD	46934	JOE JACOBS	PROFESSIONAL SERVICES	500210	522310	885.00

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Fund: 100 GENERAL FUND							
05/17/2024	PWBDD	46935	JOHNSONS NURSERY, INC.	DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	3,200.00
				DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	430.00
				CHECK PWBDD 46935 TOTAL FOR FUND 100:			3,630.00
05/17/2024	PWBDD	46936	JX ENTERPRISES, INC	MAINTENANCE PARTS	500353	533210	114.11
05/17/2024	PWBDD	46937	LARA KHMELEVSKY	PARK RENTAL FEES	467200	000000	90.00
05/17/2024	PWBDD	46940	LINCOLN CONTRACTORS SUPPLY, INC	OPERATING SUPPLIES	500350	533311	2,285.00
05/17/2024	PWBDD	46942	MID-MORaine MUNIC. ASSOCIATION	TRAVEL & TRAINING	500330	511100	70.00
05/17/2024	PWBDD	46943	MIKE WEISER	AWARDS, SUPPLIES	500343	519200	50.00
05/17/2024	PWBDD	46945#	MINOR'S GARDEN CENTER	DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	2,144.00
				TREES AND SUPPLIES	500341	555510	4,381.00
				CHECK PWBDD 46945 TOTAL FOR FUND 100:			6,525.00
05/17/2024	PWBDD	46946	MOTION & CONTROL ENTERPRISES LLC	MAINTENANCE PARTS	500353	533210	174.93
05/17/2024	PWBDD	46948*#	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	3.87
05/17/2024	PWBDD	46949	ODP BUSINESS SOLUTIONS,LLC	OFFICE SUPPLIES	500310	533110	127.49
05/17/2024	PWBDD	46953	QUALITY STATE OIL CO.,INC.	GAS AND OIL EXPENSE	500351	533210	229.00
05/17/2024	PWBDD	46955	RAINBOW TREE CARE	MAINT/CONTRACTED SERVICES	500290	555510	20,642.01
05/17/2024	PWBDD	46956	REGISTER OF DEEDS	RECORDING FEES	500311	514100	30.00
05/17/2024	PWBDD	46957	REINDERS, INC.	MAINTENANCE PARTS	500353	533210	363.81
				MAINTENANCE PARTS	500353	533210	320.57
				CHECK PWBDD 46957 TOTAL FOR FUND 100:			684.38
05/17/2024	PWBDD	46958#	RUDIG TROPHIES	OTHER EXPENSES	500390	511100	66.13
				AWARDS, SUPPLIES	500343	513100	19.00
				CHECK PWBDD 46958 TOTAL FOR FUND 100:			85.13

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Fund: 100 GENERAL FUND							
05/17/2024	PWBDD	46960	SEALMASTER OF WISCONSIN	REPAIR AND MAINTENANCE	500240	533311	699.90
05/17/2024	PWBDD	46961	SHERWIN INDUSTRIES, INC.	REPAIR AND MAINTENANCE	500240	533311	8,775.00
				OPERATING SUPPLIES	500350	533311	263.28
				CHECK PWBDD 46961 TOTAL FOR FUND 100:			9,038.28
05/17/2024	PWBDD	46963	STEWART SCHULZ	REPAIR AND MAINTENANCE	500240	533311	100.00
05/17/2024	PWBDD	46964	STOPSTICK LTD	SUPPLIES AND EXPENSES	500347	522120	64.00
05/17/2024	PWBDD	46965	THE UNIFORM SHOPPE	UNIFORMS	500346	522120	1,180.00
				UNIFORMS	500346	522120	1,180.00
				UNIFORMS	500346	522120	1,180.00
				UNIFORMS	500346	522120	1,455.00
				CHECK PWBDD 46965 TOTAL FOR FUND 100:			4,995.00
05/17/2024	PWBDD	46966	TK ELEVATOR CORPORATION	REPAIR AND MAINTENANCE	500240	518100	269.07
05/17/2024	PWBDD	46968	TRANS UNION LLC	TELEPHONE/COMMUNICATIONS	500225	522110	60.00
05/17/2024	PWBDD	46969	UNIFIRST CORPORATION	OPERATING SUPPLIES	500350	533210	65.65
05/17/2024	PWBDD	46972#	WAYSIDE NURSERIES, INC.	DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	3,890.00
				DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	970.00
				DAMAGES - TREES	260200	000000	1,180.00
				VARIOUS TREES ORDERED FOR SPRING 2024	500341	555510	6,025.00
				CHECK PWBDD 46972 TOTAL FOR FUND 100:			12,065.00
05/17/2024	PWBDD	46973	WISCONSIN CHIEFS OF POLICE ASSOC.	TRAVEL & TRAINING	500330	522120	975.00
05/17/2024	PWBDD	46974	WISCONSIN HUMANE SOCIETY	ANIMAL POUND	500213	522110	30.00
05/24/2024	PWBDD	46975*#	A LYNEIS ELECTRIC LLC	REPAIR AND MAINTENANCE	500240	518100	453.74
05/24/2024	PWBDD	46977	ANTHONY SCHIEL	PUBLIC WORKS FEES	463101	000000	25.00
05/24/2024	PWBDD	46978*#	AT&T MOBILITY	TELEPHONE/COMMUNICATIONS	500225	518100	94.64
				TELEPHONE/COMMUNICATIONS	500225	533210	90.05

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Fund: 100 GENERAL FUND							
				CHECK PWBDD 46978 TOTAL FOR FUND 100:			184.69
05/24/2024	PWBDD	46979	AURORA HEALTH CARE	PROFESSIONAL SERVICES	500210	515400	50.00
05/24/2024	PWBDD	46984*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	518100	2.48
				OPERATING SUPPLIES	500350	518100	10.75
				OPERATING SUPPLIES	500350	533210	10.94
				MAINTENANCE PARTS	500353	533210	53.80
				MAINTENANCE PARTS	500353	533210	8.88
				MAINTENANCE PARTS	500353	533210	33.52
				REPAIR AND MAINTENANCE	500240	555510	29.92
				REPAIR AND MAINTENANCE	500240	555510	99.65
				REPAIR AND MAINTENANCE	500240	555510	30.19
				REPAIR AND MAINTENANCE	500240	555510	19.39
				CHECK PWBDD 46984 TOTAL FOR FUND 100:			299.52
05/24/2024	PWBDD	46988	CATALIS TAX & CAMA, INC	PROFESSIONAL SERVICES	500210	515400	7,150.00
05/24/2024	PWBDD	46989	CEDARBURG LIGHT & WATER	DUE TO L&W IMPACT FEES	256201	000000	2,107.32
				DUE TO L&W IMPACT FEES	256201	000000	2,107.32
				CHECK PWBDD 46989 TOTAL FOR FUND 100:			4,214.64
05/24/2024	PWBDD	46991*#	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	513100	8.19
				TELEPHONE/COMMUNICATIONS	500225	513200	9.14
				TELEPHONE/COMMUNICATIONS	500225	514100	32.07
				INTERNET	500220	514700	1,139.93
				TELEPHONE/COMMUNICATIONS	500225	515400	15.75
				TELEPHONE/COMMUNICATIONS	500225	515600	23.15
				TELEPHONE/COMMUNICATIONS	500225	518100	39.71
				TELEPHONE/COMMUNICATIONS	500225	522310	15.75
				INTERNET	500220	522410	149.98
				TELEPHONE/COMMUNICATIONS	500225	522410	20.35
				TELEPHONE/COMMUNICATIONS	500225	533110	22.90
				TELEPHONE/COMMUNICATIONS	500225	533210	30.50
				OPERATING SUPPLIES	500350	533210	159.98
				TELEPHONE/COMMUNICATIONS	500225	555140	15.25

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Fund: 100 GENERAL FUND							
				INTERNET	500220	555510	159.98
				INTERNET	500220	555510	109.99
				INTERNET	500220	555510	129.98
				TELEPHONE/COMMUNICATIONS	500225	566310	15.75
				CHECK PWBDD 46991 TOTAL FOR FUND 100:			2,098.35
05/24/2024	PWBDD	46992	CHUCK MOEGENBURG	REPAIR AND MAINTENANCE	500240	518100	120.00
05/24/2024	PWBDD	46996	FIRST CHOICE TREE CARE, INC.	DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	5,927.60
05/24/2024	PWBDD	46997	FIVE CORNERS DODGE	GAS AND OIL EXPENSE	500351	522120	361.80
05/24/2024	PWBDD	46998	FLYRITE LLC	REPAIR AND MAINTENANCE	500240	522100	110.00
05/24/2024	PWBDD	46999	FORWARD TS	EQUIPMENT OUTLAY	500385	514700	16.15
05/24/2024	PWBDD	47000	FP SOLUTIONS LLC	REPAIR AND MAINTENANCE	500240	522100	390.13
05/24/2024	PWBDD	47003*#	GRAFTON ACE HARDWARE	REPAIR AND MAINTENANCE	500240	555510	74.04
05/24/2024	PWBDD	47005	HEIN ELECTRIC SUPPLY CO	FUEL SYSTEM MAINTENANCE	500326	533210	39.39
05/24/2024	PWBDD	47007*#	HOUSEMAN & FEIND, LLP	EXTRAORDINARY SERVICES	500211	516100	3,029.50
				ATTORNEY/CONSULTANT	500212	522110	279.50
				ATTORNEY/CONSULTANT	500212	522110	144.00
				CHECK PWBDD 47007 TOTAL FOR FUND 100:			3,453.00
05/24/2024	PWBDD	47008	INTERNATIONAL AG LABS, INC.	REPAIR AND MAINTENANCE	500240	555510	365.50
05/24/2024	PWBDD	47010*#	JANI-KING OF MILWAUKEE	OPERATING SUPPLIES	500350	533210	414.44
05/24/2024	PWBDD	47011	JOHNSONS NURSERY, INC.	DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	820.00
05/24/2024	PWBDD	47014	LAUREN PIERRE	AWARDS, SUPPLIES	500343	519200	50.00
05/24/2024	PWBDD	47016	LIESENER SOILS INC.	TREES AND SUPPLIES	500341	555510	210.00
05/24/2024	PWBDD	47018	MATHESON TRI-GAS INC	MAINTENANCE PARTS	500353	533210	78.45
05/24/2024	PWBDD	47021*#	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	47.96

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				MAINTENANCE PARTS	500353	533210	7.49
				MAINTENANCE PARTS	500353	533210	5.33
				MAINTENANCE PARTS	500353	533210	47.96
				CHECK PWBDD 47021 TOTAL FOR FUND 100:			108.74
05/24/2024	PWBDD	47022*#	NASSCO, INC.	MAINTENANCE SUPPLIES	500340	522100	234.89
05/24/2024	PWBDD	47023	NEW LIFE CHURCH	PARK RENTAL FEES	467200	000000	183.00
05/24/2024	PWBDD	47025*#	OLSEN'S PIGGLY WIGGLY	SUPPLIES AND EXPENSES	500347	522110	60.25
05/24/2024	PWBDD	47026#	ONTECH SYSTEMS, INC	PROFESSIONAL SERVICES	500210	514700	780.00
				PROFESSIONAL SERVICES	500210	514700	648.76
				PROFESSIONAL SERVICES	500210	514700	2,250.00
				TELEPHONE/COMMUNICATIONS	500225	522110	40.00
				CHECK PWBDD 47026 TOTAL FOR FUND 100:			3,718.76
05/24/2024	PWBDD	47028	REGISTER OF DEEDS	RECORDING FEES	500311	514100	30.00
05/24/2024	PWBDD	47029	REINDERS, INC.	MAINTENANCE PARTS	500353	533210	69.91
05/24/2024	PWBDD	47030	RELIABLE PLUS CARWASH SERVICES,	REPAIR AND MAINTENANCE	500240	533210	715.00
				FUEL SYSTEM MAINTENANCE	500326	533210	3,696.66
				CHECK PWBDD 47030 TOTAL FOR FUND 100:			4,411.66
05/24/2024	PWBDD	47033	SHARP ELECTRONICS CORPORATION	EQUIPMENT OUTLAY	500385	514700	875.78
05/24/2024	PWBDD	47034	SHERWIN WILLIAMS CO.	MAINTENANCE PARTS	500353	533210	136.38
				MAINTENANCE PARTS	500353	533210	24.68
				CHECK PWBDD 47034 TOTAL FOR FUND 100:			161.06
05/24/2024	PWBDD	47035	STOPSTICK LTD	SUPPLIES AND EXPENSES	500347	522120	16.00
05/24/2024	PWBDD	47036	TRANSUNION RISK AND ALTERNATIVE	PROFESSIONAL SERVICES	500210	522130	75.00
05/24/2024	PWBDD	47037	TRIGON ROAD LLC	OFFICE SUPPLIES	500310	514200	1,200.00

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Fund: 100 GENERAL FUND							
05/24/2024	PWBDD	47038	UNIFIRST CORPORATION	OPERATING SUPPLIES	500350	533210	65.65
05/24/2024	PWBDD	47041	VILLAGE OF GRAFTON	OTHER EXPENSES - FS BEAUTIFUL GRAFTON	500390	555140	2,168.88
05/24/2024	PWBDD	47042*#	WE ENERGIES	NATURAL GAS-0713912926-00011	500224	518100	176.58
				NATURAL GAS-0713912926-00006	500224	518100	165.34
				NATURAL GAS-0713912926-00001	500224	518100	187.84
				NATURAL GAS-0711276804-00002	500224	522100	609.98
				NATURAL GAS-0711276804-00001	500224	522100	13.58
				NATURAL GAS-0713912926-00004	500224	522410	38.95
				NATURAL GAS-0713912926-00009	500224	533210	150.43
				NATURAL GAS-0719886467-00001	500224	555510	73.69
				NATURAL GAS-0707973696-00001	500224	555510	44.24
				CHECK PWBDD 47042 TOTAL FOR FUND 100:			1,460.63
05/24/2024	PWBDD	47043	WI DEPARTMENT OF FINANCIAL INSTIT	OFFICE SUPPLIES	500310	514100	20.00
05/24/2024	PWBDD	47045	WISCONSIN DEPT OF JUSTICE	TELEPHONE/COMMUNICATIONS	500225	522110	567.00
05/24/2024	PWBDD	47046	WISCONSIN DNR	STATE OF WI FEES	500323	533440	1,500.00
05/24/2024	PWBDD	47047#	WM CORPORATE SERVICES, INC	MAINT/CONTRACTED SERVICES	500290	533710	46,706.50
				MAINT/CONTRACTED SERVICES	500290	533730	21,253.60
				CHECK PWBDD 47047 TOTAL FOR FUND 100:			67,960.10
05/31/2024	PWBDD	47052*#	AT&T	TELEPHONE/COMMUNICATIONS	500225	518100	106.97
				TELEPHONE/COMMUNICATIONS	500225	533210	90.05
				CHECK PWBDD 47052 TOTAL FOR FUND 100:			197.02
05/31/2024	PWBDD	47053#	AT&T MOBILITY	TELEPHONE/COMMUNICATIONS	500225	522110	1,248.31
				TELEPHONE/COMMUNICATIONS	500225	522410	116.07
				CHECK PWBDD 47053 TOTAL FOR FUND 100:			1,364.38
05/31/2024	PWBDD	47055*#	BEYER'S HARDWARE	OPERATING SUPPLIES	500350	518100	8.07
				MAINTENANCE PARTS	500353	533210	15.04
				MAINTENANCE PARTS	500353	533210	125.88

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				MAINTENANCE PARTS	500353	533210	16.17
				REPAIR AND MAINTENANCE	500240	555510	35.57
				CHECK PWBDD 47055 TOTAL FOR FUND 100:			200.73
05/31/2024	PWBDD	47056	BLAIN'S FARM & FLEET	OPERATING SUPPLIES	500350	533210	119.99
05/31/2024	PWBDD	47060	CEDARBURG LIGHT & WATER	LIFE INSURANCE DEDUCTIONS	215901	000000	183.60
05/31/2024	PWBDD	47063*#	CINTAS CORPORATION	OPERATING SUPPLIES	500350	533210	345.75
05/31/2024	PWBDD	47064	COMPLETE OFFICE OF WISCONSIN	MAINTENANCE SUPPLIES	500340	522100	68.38
05/31/2024	PWBDD	47066	ELIZABETH ROLLAND	PROFESSIONAL SERVICES - APRIL TAIJI	500210	555140	350.00
				PROFESSIONAL SERVICES - MAY TAIJI	500210	555140	400.00
				CHECK PWBDD 47066 TOTAL FOR FUND 100:			750.00
05/31/2024	PWBDD	47067	FASTENAL COMPANY	MAINTENANCE PARTS	500353	533210	177.57
05/31/2024	PWBDD	47068	FIVE CORNERS DODGE	MAINTENANCE PARTS	500353	533210	240.00
05/31/2024	PWBDD	47069	GOLLNICK & SONS TREE SERVICE	MAINT/CONTRACTED SERVICES	500290	555510	1,450.00
05/31/2024	PWBDD	47070*#	GRAFTON ACE HARDWARE	REPAIR AND MAINTENANCE	500240	555510	5.39
05/31/2024	PWBDD	47072	J R BOEHLKE INC	MAINT/CONTRACTED SERVICES	500290	555510	618.00
				MAINT/CONTRACTED SERVICES	500290	555510	99.00
				CHECK PWBDD 47072 TOTAL FOR FUND 100:			717.00
05/31/2024	PWBDD	47073	JACQUELINE E.W.JANZ	PROFESSIONAL SERVICES - MAY MINDFUL	500210	555140	25.60
05/31/2024	PWBDD	47074	JONATHAN CENSKY	PROFESSIONAL SERVICES	500210	515400	6,005.76
05/31/2024	PWBDD	47075	JX ENTERPRISES, INC	MAINTENANCE PARTS	500353	533210	1,547.93
05/31/2024	PWBDD	47078	MILLER-BRADFORD AND RISBERG	MAINTENANCE PARTS	500353	533210	343.12
				MAINTENANCE PARTS	500353	533210	5,653.89
				CHECK PWBDD 47078 TOTAL FOR FUND 100:			5,997.01

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05/31/2024	PWBDD	47085	QUALITY STATE OIL CO., INC.	FUEL INVENTORY	161500	000000	5,981.49
05/31/2024	PWBDD	47087	SHERWIN WILLIAMS CO.	REPAIR AND MAINTENANCE	500240	533311	18.63
05/31/2024	PWBDD	47088	SOUTHSIDE TIRECO., INC	MAINTENANCE PARTS	500353	533210	645.50
				MAINTENANCE PARTS	500353	533210	278.87
				CHECK PWBDD 47088 TOTAL FOR FUND 100:			924.37
05/31/2024	PWBDD	47090	THE UNIFORM SHOPPE	UNIFORMS	500346	522120	555.15
05/31/2024	PWBDD	47091*#	U.S. CELLULAR	TELEPHONE/COMMUNICATIONS	500225	533210	89.50
				TELEPHONE/COMMUNICATIONS	500225	555510	31.50
				CHECK PWBDD 47091 TOTAL FOR FUND 100:			121.00
05/31/2024	PWBDD	47092#	UNIFIRST CORPORATION	REPAIR AND MAINTENANCE	500240	518100	182.82
				MAINTENANCE SUPPLIES	500340	522100	89.66
				OPERATING SUPPLIES	500350	533210	65.65
				CHECK PWBDD 47092 TOTAL FOR FUND 100:			338.13
05/31/2024	PWBDD	47093	WAYSIDE NURSERIES, INC.	TREES AND SUPPLIES	500341	555510	114.00
				Total for fund 100 GENERAL FUND			251,025.89
Fund: 200 CEMETERY FUND							
05/10/2024	PWBDD	46845	ADAM J ARENTZ	MISCELLANEOUS REVENUE	486000	000000	350.00
05/10/2024	PWBDD	46859	DENNIS KRAUSE	CEMETERY PROPERTY SALES	465500	000000	200.00
05/24/2024	PWBDD	46984*#	BEYER'S HARDWARE	OPERATING SUPPLIES	500350	544210	8.09
05/31/2024	PWBDD	47055*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	544210	1.21
				OPERATING SUPPLIES	500350	544210	30.25
				CHECK PWBDD 47055 TOTAL FOR FUND 200:			31.46
				Total for fund 200 CEMETERY FUND			589.55
Fund: 210 ROOM TAX FUND							
05/10/2024	PWBDD	46854	CEDARBURG CHAMBER OF COMMERCE	CHAMBER TOURISM & DEVELOPMENT	500721	566700	14,796.74

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Fund: 210 ROOM TAX FUND							
05/17/2024	PWBDD	46912	CEDARBURG CHAMBER OF COMMERCE	CHAMBER TOURISM & DEVELOPMENT	500721	566700	4,932.25
Total for fund 210 ROOM TAX FUND							19,728.99
Fund: 220 RECREATION PROGRAMS FUND							
05/10/2024	PWBDD	46875	MASTER PRINTWEAR	SUPPLIES AND EXPENSES	500347	555390	1,298.50
05/17/2024	PWBDD	46907	ASHLEY SPINK	SUMMER/WINTER REC FEES	467310	000000	40.00
05/17/2024	PWBDD	46924	ERIN MUTH	MISCELLANEOUS REVENUE	486000	000000	25.00
05/17/2024	PWBDD	46938	LAURA KJELL	MISCELLANEOUS REVENUE	486000	000000	240.00
05/17/2024	PWBDD	46939	LAUREN LESLIE	SUMMER/WINTER REC FEES	467310	000000	590.00
05/17/2024	PWBDD	46941	MICHELLE MIRONCZUK	SUMMER/WINTER REC FEES	467310	000000	40.00
05/17/2024	PWBDD	46947	NADEEN SCHROEDER	YOUTH FOOTBALL REGISTRATION	467317	000000	65.00
				SUMMER SOCCER	467329	000000	55.00
CHECK PWBDD 46947 TOTAL FOR FUND 220:							120.00
05/17/2024	PWBDD	46959	RYAN REILLY	SUMMER/WINTER REC FEES	467310	000000	140.00
05/24/2024	PWBDD	46981	BADGERETTE POM PON INC	POMS EXPENSES	500394	555390	2,300.00
05/24/2024	PWBDD	46991*#	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	555390	30.50
05/24/2024	PWBDD	46993	DANIELLE STELLMACHER	YOUTH FOOTBALL REGISTRATION	467317	000000	65.00
05/24/2024	PWBDD	47017	MASTER PRINTWEAR	SUPPLIES AND EXPENSES	500347	555390	41.78
				SUPPLIES AND EXPENSES	500347	555390	1,757.09
CHECK PWBDD 47017 TOTAL FOR FUND 220:							1,798.87
05/24/2024	PWBDD	47040	VANESSA KUEHNER	SUMMER/WINTER REC FEES	467310	000000	740.00
05/31/2024	PWBDD	47076*#	MASTER PRINTWEAR	POMS EXPENSES	500394	555390	147.00
Total for fund 220 RECREATION PROGRAMS FUND							7,574.87
Fund: 231 AMERICAN RESCUE PLAN ACT							
05/17/2024	PWBDD	46922	EHLERS AND ASSOCIATES	GRANT EXPENDITURES	500331	566721	500.00

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Fund: 231 AMERICAN RESCUE PLAN ACT				Total for fund 231 AMERICAN RESCUE PLAN ACT			500.00
Fund: 232 DONATIONS							
05/10/2024	PWBDD	46896	STEINIG TAL KENNEL, LLC	K-9 UNIT EXPENSE	500352	522120	500.00
05/31/2024	PWBDD	47061	CEDARBURG VETERINARY CLINIC	K-9 UNIT EXPENSE	500352	522120	76.63
				Total for fund 232 DONATIONS			576.63
Fund: 240 SWIMMING POOL FUND							
05/10/2024	PWBDD	46882*#	ONTECH SYSTEMS, INC	EQUIPMENT OUTLAY	500380	555320	129.00
05/17/2024	PWBDD	46932	HAWKINS , INC.	OPERATING SUPPLIES	500350	555320	3,592.68
05/17/2024	PWBDD	46951#	OZAUKEE COUNTY	LICENSES & PERMITS	500324	555320	573.00
				LICENSES & PERMITS	500324	555321	253.00
				CHECK PWBDD 46951 TOTAL FOR FUND 240:			826.00
05/17/2024	PWBDD	46962	STATE INDUSTRIAL PRODUCTS	MAINTENANCE SUPPLIES	500340	555320	257.52
05/24/2024	PWBDD	46980	BADGER POPCORN & CONCESSION	OPERATING SUPPLIES	500350	555321	5,582.75
05/24/2024	PWBDD	46983	BASSETT MECHANICAL	PROFESSIONAL SERVICES	500210	555320	464.50
05/24/2024	PWBDD	46987*#	CARRICO AQUATIC RESOURCES	OPERATING SUPPLIES	500350	555320	11,167.65
05/24/2024	PWBDD	46991*#	CHARTER COMMUNICATIONS	INTERNET	500220	555320	229.98
				TELEPHONE/COMMUNICATIONS	500225	555320	33.00
				CHECK PWBDD 46991 TOTAL FOR FUND 240:			262.98
05/24/2024	PWBDD	47004	GREAT LAKES COCA-COLA	OPERATING SUPPLIES	500350	555321	1,482.19
05/24/2024	PWBDD	47006	HOLIDAY WHOLESALE, INC	OPERATING SUPPLIES	500350	555321	171.90
05/24/2024	PWBDD	47042*#	WE ENERGIES	NATURAL GAS-0716746085-00001	500224	555320	19.37
				NATURAL GAS-0719900042-00001	500224	555320	24.65
				CHECK PWBDD 47042 TOTAL FOR FUND 240:			44.02
05/31/2024	PWBDD	47049	ABLE DISTRIBUTING	MAINTENANCE SUPPLIES	500340	555320	473.09

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Fund: 240 SWIMMING POOL FUND							
05/31/2024	PWBDD	47058	CARRICO AQUATIC RESOURCES	OPERATING SUPPLIES	500350	555320	119.02
				OPERATING SUPPLIES	500350	555320	31.90
				CHECK PWBDD 47058 TOTAL FOR FUND 240:			150.92
05/31/2024	PWBDD	47059	CEDAR CREST ICE CREAM	OPERATING SUPPLIES	500350	555321	1,202.28
05/31/2024	PWBDD	47070*#	GRAFTON ACE HARDWARE	MAINTENANCE SUPPLIES	500340	555320	384.42
05/31/2024	PWBDD	47076*#	MASTER PRINTWEAR	UNIFORMS	500346	555320	805.60
05/31/2024	PWBDD	47082	NASSCO, INC.	OPERATING SUPPLIES	500350	555320	1,334.08
05/31/2024	PWBDD	47089	STATE INDUSTRIAL PRODUCTS	OPERATING SUPPLIES	500350	555320	182.78
				Total for fund 240 SWIMMING POOL FUND			28,514.36
Fund: 260 LIBRARY FUND							
05/10/2024	PWBDD	46846	AMERICAN CITY BUSINESS JOURNALS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	190.00
05/10/2024	PWBDD	46847	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	84.87
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	458.08
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	477.95
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	33.74
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	146.25
				DONATION EXPENDITURES	500322	555110	17.00
				DONATION EXPENDITURES	500322	555110	10.00
				CHECK PWBDD 46847 TOTAL FOR FUND 260:			1,227.89
05/10/2024	PWBDD	46866	ILLINOIS LIBRARY ASSOCIATION	DONATION EXPENDITURES	500322	555110	235.98
05/17/2024	PWBDD	46908	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	470.10
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	294.80
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	208.40
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	411.86
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	148.16
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	20.09
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	73.77
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	53.74

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Fund: 260 LIBRARY FUND							
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	83.25
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	30.11
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	28.73
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	171.54
				DONATION EXPENDITURES	500322	555110	188.00
				DONATION EXPENDITURES	500322	555110	51.00
				CHECK PWBDD 46908 TOTAL FOR FUND 260:			2,233.55
05/17/2024	PWBDD	46918	DEMCO SOFTWARE	OFFICE SUPPLIES	500310	555110	95.19
05/17/2024	PWBDD	46970	VISUAL IMAGE PHOTOGRAPHY, INC.	MARKETING	500223	555110	168.00
05/24/2024	PWBDD	46978*#	AT&T MOBILITY	TELEPHONE/COMMUNICATIONS	500225	555110	126.30
05/24/2024	PWBDD	46982	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	432.23
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	89.01
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	475.89
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	62.43
				DONATION EXPENDITURES	500322	555110	16.00
				DONATION EXPENDITURES	500322	555110	40.00
				CHECK PWBDD 46982 TOTAL FOR FUND 260:			1,115.56
05/24/2024	PWBDD	46991*#	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	555110	204.97
05/24/2024	PWBDD	46995	E.L.S. LANDSCAPING & LAWN	MAINT/CONTRACTED SERVICES	500290	555110	2,618.00
05/24/2024	PWBDD	47010*#	JANI-KING OF MILWAUKEE	MAINT/CONTRACTED SERVICES	500290	555110	990.36
05/24/2024	PWBDD	47013	KANOPY, INC.	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	254.70
05/24/2024	PWBDD	47015	LAWNSCAPERS, INC	MAINT/CONTRACTED SERVICES	500290	555110	477.50
05/24/2024	PWBDD	47019	MIDWEST TAPE, LLC	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	1,098.30
05/24/2024	PWBDD	47020	MONARCH LIBRARY SYSTEM	SHARED SYSTEM SERVICES	500381	555110	24,408.85
05/24/2024	PWBDD	47022*#	NASSCO, INC.	OPERATING SUPPLIES	500350	555110	303.76

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Fund: 260 LIBRARY FUND							
05/24/2024	PWBDD	47025*#	OLSEN'S PIGGLY WIGGLY	PROGRAM SUPPLIES	500308	555110	3.59
05/24/2024	PWBDD	47027	ORKIN COMMERCIAL SERVICES	MAINT/CONTRACTED SERVICES	500290	555110	102.99
05/24/2024	PWBDD	47032	SCHOLASTIC INC	DONATION EXPENDITURES	500322	555110	758.00
05/24/2024	PWBDD	47039	VALUE LINE PUBLISHING, LLC	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	5,045.00
05/24/2024	PWBDD	47042*#	WE ENERGIES	NATURAL GAS-0714144119-00001	500224	555110	388.96
05/31/2024	PWBDD	47052*#	AT&T	TELEPHONE/COMMUNICATIONS	500225	555110	126.30
05/31/2024	PWBDD	47063*#	CINTAS CORPORATION	MAINT/CONTRACTED SERVICES	500290	555110	227.56
05/31/2024	PWBDD	47083	OTIS ELEVATOR COMPANY	MAINT/CONTRACTED SERVICES	500290	555110	3,330.12
Total for fund 260 LIBRARY FUND							45,731.43
Fund: 270 FIRE DEPT & EMS							
05/10/2024	PWBDD	46850	BOUND TREE MEDICAL, LLC	SUPPLIES AND EXPENSES	500347	522500	339.40
05/10/2024	PWBDD	46863	GALLS, LLC	UNIFORMS	500346	522500	16.64
05/10/2024	PWBDD	46881	NEWMAN CHEVROLET	REPAIR AND MAINTENANCE	500240	522500	622.77
05/10/2024	PWBDD	46886*#	QUALITY STATE OIL CO., INC.	GAS AND OIL EXPENSE	500351	522500	217.80
05/10/2024	PWBDD	46900*#	UNIFIRST CORPORATION	MAINT/CONTRACTED SERVICES	500290	522500	116.93
05/17/2024	PWBDD	46904	AIRGAS USA LLC	SUPPLIES AND EXPENSES	500347	522500	252.18
				SUPPLIES AND EXPENSES	500347	522500	666.64
CHECK PWBDD 46904 TOTAL FOR FUND 270:							918.82
05/17/2024	PWBDD	46905	ASCENSION WI EMP SOLUTIONS	OPERATING SUPPLIES	500350	522500	1,147.00
05/17/2024	PWBDD	46906	ASCENSION WISCONSIN	OPERATING SUPPLIES	500350	522500	161.65
05/17/2024	PWBDD	46909*#	BEYER'S HARDWARE	OPERATING SUPPLIES	500350	522500	57.07

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Fund: 270 FIRE DEPT & EMS							
				OPERATING SUPPLIES	500350	522500	32.37
				OPERATING SUPPLIES	500350	522500	32.32
				OPERATING SUPPLIES	500350	522500	38.45
				OPERATING SUPPLIES	500350	522500	12.56
				OPERATING SUPPLIES	500350	522500	6.07
				OPERATING SUPPLIES	500350	522500	36.85
				OPERATING SUPPLIES	500350	522500	26.26
				OPERATING SUPPLIES	500350	522500	27.85
				OPERATING SUPPLIES	500350	522500	42.66
				OPERATING SUPPLIES	500350	522500	5.72
				CHECK PWBDD 46909 TOTAL FOR FUND 270:			318.18
05/17/2024	PWBDD	46911	CAITLIN STEINBERG	TRAVEL & TRAINING	500330	522500	117.92
05/17/2024	PWBDD	46913	CEDARBURG CHAMBER OF COMMERCE	OPERATING SUPPLIES	500350	522500	50.00
05/17/2024	PWBDD	46923	EMR, LLC	REPAIR AND MAINTENANCE	500240	522500	314.08
				REPAIR AND MAINTENANCE	500240	522500	1,937.00
				CHECK PWBDD 46923 TOTAL FOR FUND 270:			2,251.08
05/17/2024	PWBDD	46925	EXTINGUISHERS AT RANDOM LLC	OPERATING EXPENSES	500235	522500	42.00
				SUPPLIES AND EXPENSES	500347	522500	117.00
				CHECK PWBDD 46925 TOTAL FOR FUND 270:			159.00
05/17/2024	PWBDD	46929*#	GENERAL COMMUNICATIONS INC	OPERATING SUPPLIES	500350	522500	(291.95)
05/17/2024	PWBDD	46930	GRAFTON ACE HARDWARE	OPERATING SUPPLIES	500350	522500	30.59
05/17/2024	PWBDD	46933	IAFC	OPERATING SUPPLIES	500350	522500	240.00
05/17/2024	PWBDD	46944	MILWAUKEE AREA TECHNICAL	TRAVEL & TRAINING	500330	522500	3,901.80
05/17/2024	PWBDD	46948*#	NAPA AUTO PARTS	REPAIR AND MAINTENANCE	500240	522500	108.81
05/17/2024	PWBDD	46950*#	OLSEN'S PIGGLY WIGGLY	OPERATING SUPPLIES	500350	522500	38.45
				OPERATING SUPPLIES	500350	522500	40.25

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Fund: 270 FIRE DEPT & EMS							
				OPERATING SUPPLIES	500350	522500	37.42
				OPERATING SUPPLIES	500350	522500	65.93
				CHECK PWBDD 46950 TOTAL FOR FUND 270:			182.05
05/17/2024	PWBDD	46952	PIONEER RESCUE & OUTFITTERS, LLC	TRAVEL & TRAINING	500330	522500	800.00
05/17/2024	PWBDD	46967	TOMASO'S	OPERATING SUPPLIES	500350	522500	99.00
05/24/2024	PWBDD	46976	ALBIERO PLUMBING- HVAC	OPERATING SUPPLIES	500350	522500	222.00
05/24/2024	PWBDD	46978*#	AT&T MOBILITY	TELEPHONE/COMMUNICATIONS	500225	522500	90.72
				TELEPHONE/COMMUNICATIONS	500225	522500	5,221.22
				CHECK PWBDD 46978 TOTAL FOR FUND 270:			5,311.94
05/24/2024	PWBDD	46985	BOUND TREE MEDICAL, LLC	SUPPLIES AND EXPENSES	500347	522500	95.73
05/24/2024	PWBDD	46990	CEDARBURG OVERHEAD DOOR CO.	OPERATING SUPPLIES	500350	522500	235.00
05/24/2024	PWBDD	46991*#	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	522500	228.75
				TELEPHONE/COMMUNICATIONS	500225	522500	15.50
				CHECK PWBDD 46991 TOTAL FOR FUND 270:			244.25
05/24/2024	PWBDD	47001	GALLS, LLC	UNIFORMS	500346	522500	34.82
				UNIFORMS	500346	522500	65.32
				UNIFORMS	500346	522500	73.74
				UNIFORMS	500346	522500	66.39
				UNIFORMS	500346	522500	63.35
				CHECK PWBDD 47001 TOTAL FOR FUND 270:			303.62
05/24/2024	PWBDD	47003*#	GRAFTON ACE HARDWARE	OPERATING SUPPLIES	500350	522500	114.03
05/24/2024	PWBDD	47012	JOIN THE FIRE SERVICE LLC	OPERATING SUPPLIES	500350	522500	429.00
05/24/2024	PWBDD	47024	NORTH SHORE PHARMACY & COMPOUNDING	SUPPLIES AND EXPENSES	500347	522500	381.02
05/24/2024	PWBDD	47031	RICOH USA, INC.	MAINT/CONTRACTED SERVICES	500290	522500	110.83

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Fund: 270 FIRE DEPT & EMS							
05/24/2024	PWBDD	47042*#	WE ENERGIES	NATURAL GAS-0713912926-00008	500224	522500	203.34
				NATURAL GAS -0713912926-00003	500224	522500	339.83
				CHECK PWBDD 47042 TOTAL FOR FUND 270:			543.17
05/24/2024	PWBDD	47048	ZOLL MEDICAL CORPORATION	SUPPLIES AND EXPENSES	500347	522500	245.18
				SUPPLIES AND EXPENSES	500347	522500	37.72
				CHECK PWBDD 47048 TOTAL FOR FUND 270:			282.90
05/31/2024	PWBDD	47050	AIRGAS USA LLC	SUPPLIES AND EXPENSES	500347	522500	138.29
05/31/2024	PWBDD	47051	ALBIERO PLUMBING- HVAC	OPERATING SUPPLIES	500350	522500	320.25
05/31/2024	PWBDD	47052*#	AT&T	TELEPHONE/COMMUNICATIONS	500225	522500	90.72
05/31/2024	PWBDD	47057	BOUND TREE MEDICAL, LLC	SUPPLIES AND EXPENSES	500347	522500	376.97
				SUPPLIES AND EXPENSES	500347	522500	483.51
				SUPPLIES AND EXPENSES	500347	522500	99.46
				SUPPLIES AND EXPENSES	500347	522500	4.99
				SUPPLIES AND EXPENSES	500347	522500	383.24
				CHECK PWBDD 47057 TOTAL FOR FUND 270:			1,348.17
05/31/2024	PWBDD	47062	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	522500	349.95
05/31/2024	PWBDD	47065	CONWAY SHIELD	EQUIPMENT OUTLAY	500380	522500	240.50
05/31/2024	PWBDD	47071	IMAGE TREND, INC	OPERATING SUPPLIES	500350	522500	2,898.19
05/31/2024	PWBDD	47079	MILWAUKEE AREA TECHNICAL	TRAVEL & TRAINING	500330	522500	2,683.90
05/31/2024	PWBDD	47091*#	U.S. CELLULAR	TELEPHONE/COMMUNICATIONS	500225	522500	10.50
				Total for fund 270 FIRE DEPT & EMS			27,861.45
Fund: 350 TIF DISTRICT FUND #4							
05/24/2024	PWBDD	47007*#	HOUSEMAN & FEIND, LLP	ATTORNEY/CONSULTANT	500212	566710	623.50
				Total for fund 350 TIF DISTRICT FUND #4			623.50
Fund: 353 TIF DISTRICT #6							

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Fund: 353 TIF DISTRICT #6							
05/24/2024	PWBDD	47007*#	HOUSEMAN & FEIND, LLP	ATTORNEY/CONSULTANT	500212	566710	1,118.00
05/24/2024	PWBDD	47009*#	J MILLER ELECTRIC	TIF - SANITARY SEWER	500451	566710	14,787.85
Total for fund 353 TIF DISTRICT #6							15,905.85
Fund: 354 TIF DISTRICT #7							
05/17/2024	PWBDD	46954	R.A. SMITH NATIONAL	PROFESSIONAL SERVICES	500210	566710	10,879.37
Total for fund 354 TIF DISTRICT #7							10,879.37
Fund: 400 CAPITAL IMPROVEMENTS FUND							
05/10/2024	PWBDD	46873	LEE RECREATION, LLC	PARK IMPROVEMENTS	500861	555510	38,500.00
				ASSEMBLY /INSTALLATION	500864	555510	32,000.00
				PLAYBOUND POURED IN PLACE SURFACING	500864	555510	102,608.00
				GOLF BALL BOLLARDS/INSTALLED	500864	555510	5,200.00
				SITE PREP EXCAVATION	500864	555510	1,100.00
CHECK PWBDD 46873 TOTAL FOR FUND 400:							179,408.00
05/10/2024	PWBDD	46887	RAMBOLL AMERICAS ENGINEERING	PROCHNOW	500841	533750	524.54
05/17/2024	PWBDD	46920*#	DORNER INC.	DUE FROM LIGHT & WATER	156200	000000	434,754.20
				STREET IMPROVEMENTS	500854	533311	55,677.51
				PUBLIC SIDE - LEAD PIPE REMOVAL	500871	533750	38,834.81
CHECK PWBDD 46920 TOTAL FOR FUND 400:							529,266.52
05/17/2024	PWBDD	46929*#	GENERAL COMMUNICATIONS INC	VEHICLE REPLACEMENTS	500811	522230	1,445.05
05/24/2024	PWBDD	46975*#	A LYNEIS ELECTRIC LLC	PARK IMPROVEMENTS	500861	555510	4,216.86
05/24/2024	PWBDD	46987*#	CARRICO AQUATIC RESOURCES	PARK IMPROVEMENTS	500861	555510	175,100.00
05/24/2024	PWBDD	46994	DRONE NERDS, INC.	OFFICER EQUIPMENT	500724	522120	7,699.00
05/24/2024	PWBDD	47002	GENERAL COMMUNICATIONS INC	VEHICLE REPLACEMENTS	500811	522120	325.00
Total for fund 400 CAPITAL IMPROVEMENTS FUND							897,984.97
Fund: 601 WATER RECYCLING CENTER							

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Fund: 601 WATER RECYCLING CENTER							
05/10/2024	PWBDD	46849*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES	500340	573830	88.97
				MAINTENANCE SUPPLIES	500340	573830	8.76
				JANITORIAL SUPPLIES	500342	573830	38.11
				CHECK PWBDD 46849 TOTAL FOR FUND 601:			135.84
05/10/2024	PWBDD	46851	BRIDGE PHOA	CONTINGENCY RESERVE	500990	573855	20.00
05/10/2024	PWBDD	46856	CINTAS CORPORATION	SAFETY EQUIPMENT	500372	573825	135.13
05/10/2024	PWBDD	46878	MULCAHY SHAW WATER, INC.	LAB SUPPLIES	500370	573825	5,464.65
05/10/2024	PWBDD	46879*#	NAPA AUTO PARTS	MAINTENANCE SUPPLIES	500340	573830	7.99
05/10/2024	PWBDD	46883	PACE ANALYTICAL SERVICES, LLC	LAB SUPPLIES	500370	573825	175.09
05/17/2024	PWBDD	46910	BOGIE ENTERPRISES, INC.	COLLECTION SYSTEM MAINT	500360	573835	1,362.75
05/17/2024	PWBDD	46914*#	CINTAS CORPORATION	SAFETY EQUIPMENT	500372	573825	135.16
05/17/2024	PWBDD	46920*#	DORNER INC.	COLLECTION MAINS AND ACCESS.	184313	000000	124,177.67
05/17/2024	PWBDD	46950*#	OLSEN'S PIGGLY WIGGLY	LAB SUPPLIES	500370	573825	20.90
05/17/2024	PWBDD	46971	WATERTECH OF AMERICA, INC	COAGULANTS	500371	573825	1,468.60
05/24/2024	PWBDD	46978*#	AT&T MOBILITY	TELEPHONE/COMMUNICATIONS	500225	573825	116.19
05/24/2024	PWBDD	46986	BROWN EQUIPMENT COMPANY	COLLECTION SYSTEM MAINT	500360	573835	72.29
05/24/2024	PWBDD	46991*#	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	573825	52.00
				TELEPHONE/COMMUNICATIONS	500225	573825	149.98
				CHECK PWBDD 46991 TOTAL FOR FUND 601:			201.98
05/24/2024	PWBDD	47009*#	J MILLER ELECTRIC	LIFT STATIONS	185324	000000	14,787.85
05/24/2024	PWBDD	47021*#	NAPA AUTO PARTS	MAINTENANCE SUPPLIES	500340	573830	247.65

06/04/2024 11:00 AM
User: mrusso
DB: Cedarburg

CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 05/04/2024 - 05/31/2024
Banks: PWBDD

Page 23/24

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 601 WATER RECYCLING CENTER							
05/24/2024	PWBDD	47042*#	WE ENERGIES	ELECTRIC 1838 PIONEER 0711836389-00004	500222	573825	16.69
				NATURAL GAS-0712590709-00001	500224	573825	222.17
				NATURAL GAS-0713182701-00001	500224	573825	23.15
				MAINTENANCE SUPPLIES-0711836389-00001	500340	573840	13.36
				MAINTENANCE SUPPLIES-0713912926-00002	500340	573840	10.44
				MAINTENANCE SUPPLIES-0713912926-00012	500340	573840	17.18
				MAINTENANCE SUPPLIES-0713912926-00007	500340	573840	10.44
				MAINTENANCE SUPPLIES-0713912926-00010	500340	573840	11.07
				CHECK PWBDD 47042 TOTAL FOR FUND 601:			324.50
05/24/2024	PWBDD	47044	WI DEPT OF NATURAL RESOURCES	STATE OF WI FEES	500323	573850	8,918.81
05/31/2024	PWBDD	47052*#	AT&T	TELEPHONE/COMMUNICATIONS	500225	573825	112.21
05/31/2024	PWBDD	47054	BADGER STATE WASTE, LLC	SLUDGE HAULING	500294	573825	24,236.00
05/31/2024	PWBDD	47063*#	CINTAS CORPORATION	SAFETY EQUIPMENT	500372	573825	155.85
				SAFETY EQUIPMENT	500372	573825	152.90
				CHECK PWBDD 47063 TOTAL FOR FUND 601:			308.75
05/31/2024	PWBDD	47077	MID-AMERICAN RESEARCH CHEMICAL	MAINTENANCE SUPPLIES	500340	573840	2,500.00
05/31/2024	PWBDD	47080#	MULCAHY SHAW WATER, INC.	LAB SUPPLIES	500370	573825	230.00
				MAINTENANCE SUPPLIES	500340	573830	3,217.04
				CHECK PWBDD 47080 TOTAL FOR FUND 601:			3,447.04
05/31/2024	PWBDD	47081	NAPA AUTO PARTS	MAINTENANCE SUPPLIES	500340	573830	64.04
05/31/2024	PWBDD	47084	OZAUKEE DISPOSAL CORPORATION	REFUSE COLLECTION	500297	573830	1,525.00
05/31/2024	PWBDD	47086	SHARE CORPORATION	MAINTENANCE SUPPLIES	500340	573840	943.13
05/31/2024	PWBDD	47091*#	U.S. CELLULAR	TELEPHONE/COMMUNICATIONS	500225	573825	46.50
05/31/2024	PWBDD	47094	WE ENERGIES	NATURAL GAS	500224	573825	18.98
Total for fund 601 WATER RECYCLING CENTER							190,974.70

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
TOTAL - ALL FUNDS							1,498,471.56

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

CITY OF CEDARBURG
TRANSFER LIST
5/8/24-6/5/24

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
5/10/2024	\$100.00	Associated Bank-April FSA fees
5/15/2024	\$966.12	AFLAC-April deductions
5/16/2024	\$267,000.00	PWSB Payroll
5/16/2024	\$946.14	ICMA-contributions for 4/28/24-5/11/24
5/16/2024	\$5,230.00	North Shore Bank-contributions for 4/28/24-5/11/24
5/16/2024	\$622.11	State of Wisconsin-child support for 4/28/24-5/11/24
5/16/2024	\$1,215.75	Wis Deferred Comp-contributions for 4/28/24-5/11/24
5/16/2024	\$522.50	Police Association-dues for 4/28/24-5/11/24
5/16/2024	\$16,677.88	Elan Financial Services-April invoice
5/17/2024	\$2,323.44	Minnesota Life-June premiums, April deductions
5/20/2024	\$156,689.70	ETF-June health insurance premiums
5/22/2024	\$2,383.41	ADP-fees
5/20/2024	\$39,388.31	Cedarburg Light & Water-invoices
5/31/2024	\$99,855.87	ETF-April WRS remittance
5/31/2024	\$254,000.00	PWSB Payroll
6/3/2024	\$2,804.40	Delta Dental-June dental & vision premiums
6/3/2024	\$894.84	ICMA-contributions for 5/12/24-5/25/24
6/3/2024	\$5,230.00	North Shore Bank-contributions for 5/12/24-5/25/24
6/3/2024	\$522.50	Police Association-dues for 5/12/24-5/25/24
6/5/2024	\$622.11	State of Wisconsin-child support for 5/12/24-5/25/24
6/5/2024	\$1,222.58	Wis Deferred Comp-contributions for 5/12/24-5/25/24
6/5/2024	\$966.12	AFLAC-May deductions
	<u>\$860,183.78</u>	
PWSB PAYROLL CHECKING ACCOUNT		
5/17/2024	\$189,695.35	Payroll for 4/28/24-5/11/24
5/17/2024	\$77,146.79	Payroll taxes for 4/28/24-5/11/24
5/31/2024	\$180,557.24	Payroll for 5/12/24-5/25/24
5/31/2024	\$73,276.95	Payroll taxes for 5/12/24-5/25/24
	<u>\$520,676.33</u>	
PWSB MONEY MARKET ACCOUNT		
5/20/2024	\$750,000.00	PWSB Checking
5/31/2024	\$500,000.00	PWSB Checking
	<u>\$1,250,000.00</u>	



City of Cedarburg

City Administrator's Report

June 3, 2024

Department News

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

Dept. of Public Works– Crews are working on tree planting. Kara planted the baskets and flower beds. Street sweeping is ongoing. Brush pickup is slightly delayed. Pothole patching has begun. Summer hours have begun, crews work 6:30-3:30 Monday-Thursday, and 6:30-10:30 on Fridays. Joel to be on vacation June 6th through the following week.

Library– The Summer Reading Program has officially begun.

Planner– Mary Censky was introduced as the new City Planner.

Clerk– Liquor & Operator license renewals continue. Operator licenses no longer have to be approved by the Common Council.

Senior Center– The Senior Games are going on now. The Ozaukee County Senior Conference is on June 11th. Gretel will be on vacation for two weeks, Aubrey will cover.

Parks & Recreation– The pool opened Saturday 6/1. Summer camp and youth soccer camps begin June 10th. Rotary All Children's Playground surfacing is complete and the park is reopened.

Engineering– The Street Utility Project is underway. Lead service replacement began June 3rd. Sidewalk sawcutting will be done before Strawberry Festival. Sewer work has been progressing at Stone Lake.

Fire– A new position was posted for a July hire. The department is preparing for summer festivals and events.

Water Recycling– Dorchester Lift Station work continues. The ditch parts have been ordered. One of the pumps is currently down.

Police– Run & Walk events have been going well. The department is enforcing parking downtown.

Respectfully submitted,

Mikko Hilvo