**CITY OF CEDARBURG**
**MEETING OF COMMON COUNCIL**
**MONDAY JANUARY 10, 2022 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, January 10, 2022 at 7:00 p.m.** The meeting will be held online utilizing the zoom app and in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI., in the second floor Council Chambers. Information on how to access the meeting is attached to the meeting packet or can be requested by emailing: mhilvo@ci.cedarburg.wi.us.

## AGENDA

1. CALL TO ORDER - Mayor Mike O'Keefe

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL: Present – Common Council – Mayor Mike O'Keefe, Council Members Sherry Bublitz, Jack Arnett, Rick Verhaalen, Robert Simpson, Barbara Lythjohan, Kristen Burkart and Patricia Thome

5. STATEMENT OF PUBLIC NOTICE

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

7. APPROVAL OF MINUTES – December 13, 2021 Common Council Minutes*

8. NEW BUSINESS

   A. Oaths of Office – Police Captain Joseph Kell, Police Captain Ryan Fitting, and Chief of Police Michael McNerney

   B. Discussion and possible action on Resolution No. 2022-02 Honoring Police Chief Thomas Frank*

   C. Discussion and possible action on Resolution No. 2022-03 Honoring Finance Director/Treasurer Christy Mertes*

   D. Discussion and possible action on Mayoral appointment of Tom Wiza to the Plan Commission

E. Discussion and possible action on creating the City of Cedarburg Façade Improvement Program*

F. Discussion and possible action on the construction of a path to connect sidewalk on the east side of Sheboygan Road directly south of The Glen at Cedar Creek Subdivision*

G. Discussion and possible action on Ordinance No 2022-04 requiring replacement of privately owned lead service laterals*

H Discussion and possible action on Resolution 2022-01 designating depositories and authorizing signatures for the City of Cedarburg Checking and Savings accounts*

I. Discussion and possible action on approval of Resolution 2022-04 appointing Bond Trust Services Corporation as Fiscal Agent in connection with certain outstanding obligations*

J. Discussion and possible action on License/Permit applications***

1. Authorize issuance of a Festival Celebration Permit to Festivals of Cedarburg, Inc. for Winter Festival to be held on Saturday, February 19, 2022 from 8:30 a.m. to 10:00 p.m. and on Sunday, February 20, 2022 from 8:30 a.m. to 4:00 p.m.

K. Discussion and possible action on payment of bills dated 12/04/2021 through 12/30/2021, transfers for the period 12/10/2021 through 12/31/2021 and payroll for period 11/28/2021 through 12/25/2021*

9. <u>REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS</u>

A. Building Inspector's Report*

10. <u>COMMUNICATIONS</u>

A. Comments and suggestions from citizens**

B. Comments and announcements by Council Members

C. Mayor's Report

11. <u>ADJOURNMENT</u>

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 <u>State ex. rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 NW 2d 408 (1993)</u>. This notice does not authorize attendance at either the above meeting or the Badke Meeting but is given solely to comply with the notice requirements of the open meeting law.

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

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

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

City of Cedarburg is an affirmative action and equal opportunity employer.
All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information.
City of Cedarburg is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities.
To request reasonable accommodation, contact the Clerk's Office, (262) 375-7606, email: cityhall@ci.cedarburg.wi.us.

(01/07/22 tas)

CEDARBURG
WISCONSIN

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

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

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

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

To download zoom on your mobile device, click on one of the following: Download in App Store Download in Google Play

Here are the procedures for public to be able to view a meeting live through zoom.

1. Contact the City Administrator, Mikko Hilvo, 2 hours in advance of the meeting you wish to attend via zoom by emailing him at mhilvo@ci.cedarburg.wi.us.

2. In your email Subject line please put down the meeting that you wish to attend (example: Common Council Meeting on 3-30-20 at 7:00pm).

3. Provide your Name, Address, Email, Phone Number to him via email with a request to join the meeting.

4. You will receive an invite to the meeting via email. Click on the invite prior to the meeting being held. The meeting will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.

5. All public participants will have their microphone muted.

6. If, during public comment, anyone wishes to talk they should request to do so through the chat feature or by using the “hand” to wave at the meeting organizer. The administrator of the meeting will unmute you at the appropriate time and ask you to make your comments.

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

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

CEDARBURG
WISCONSIN

**CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 –**
**<u>FOR STAFF & BOARD MEMBERS</u>**

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

Here are the procedures for staff and board members to utilize zoom.

1. The City Administrator, Mikko Hilvo, will email a meeting invite to each staff and board member 24 hours prior to the meeting.

2. If another staff member, council member, or presenter needs access to the meeting and the ability to discuss an item they should request to get a meeting invite by emailing mhilvo@ci.cedarburg.wi.us at minimum 6 hours prior to the meeting.

3. In your email Subject line please put down the meeting that you wish to attend. (Example: Common Council Meeting on 3-30-20 at 7:00pm)

4. Provide your Name, Address, Email, Phone Number and reason for attending the meeting to the administrator.

5. All agendas and documents that need to be shared during the meeting will be sent to members ahead of time and also provided electronically to the meeting organizer (City Administrator).
6. All meetings will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.

7. All staff and/or board members will have their microphones on unless they mute it themselves. All public participants will have their microphone muted except during public comments or if they use the chat feature asking the administrator for permission to speak.

8. All Votes will be done through roll call.

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

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

**CITY OF CEDARBURG** **CC20211213-1**
**COMMON COUNCIL** **UNAPPROVED**
**DECEMBER 13, 2021**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, December 13, 2021, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers, and online utilizing the Zoom app.

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

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|---|---|---|
| Roll Call: | Present - | Mayor Michael O'Keefe, Council Members Jack Arnett, Barbara Lythjohan, Robert Simpson, Kristin Burkart, Rick Verhaalen, Patricia Thome |
| | Excused – | Council Member Sherry Bublitz |
| | Also Present - | City Administrator Mikko Hilvo, Attorney Michael Herbrand, City Clerk Tracie Sette, City Engineer Mike Wieser, Cedarburg Light & Water General Manager Dale Lythjohan, Cedarburg Light & Water Superintendent Tim Martin, Water Recycling Center Lead Operator Dennis Grulkowski, news media and interested citizens. |

**STATEMENT OF PUBLIC NOTICE**

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

**COMMENTS AND SUGGESTIONS FROM CITIZENS -** None

**APPROVAL OF MINUTES**

A motion was made by Council Member Thome, seconded by Council Member Burkart, to approve the November 29, 2021 Common Council minutes. Motion carried without a negative vote with Council Member Bublitz excused.

**NEW BUSINESS**

**DISCUSSION AND POSSIBLE ACTION FOR REQUEST TO CONTRACT WITH SYMBIONT ENGINEERING FOR SERVICES TO MANAGE THE 5-YEAR ADAPTIVE MANAGEMENT PROGRAM STARTING IN 2022**

The Water Recycling Center will be receiving a new permit in April 2022. This permit will be based on participation in an Adaptive Management Program that has been submitted to the DNR, and is awaiting approval from the EPA. The proposal includes management and report preparation for all items listed in the proposal from Symbiont Engineering. Symbiont has been crucial in the development of this program and partnered with the City in preparing the last permit.

A motion was made by Council Member Thome, seconded by Council Member Burkart, to approve the contract with Symbiont Engineering for services to manage the 5-year Adaptive Management Program starting in 2022. Motion carried without a negative vote with Council Member Bublitz excused.

**DISCUSSION AND POSSIBLE ACTION ON REQUEST TO CONTRACT WITH RUEKERT & MIELKE ENGINEERING FOR DESIGN WORK TO UPGRADE DORCHESTER LIFT STATION**

The Water Recycling Center will be upgrading the Dorchester Lift Station to eliminate safety issues of confined space by replacing the control panel and generator with an enclosed Arrow building. This new building will include all the controls and generator in arc-flash safe panels. Replacement of old pumps with new efficient submersible pumps which can be removed from the top of the well will also be completed.

A motion was made by Council Member Burkart, seconded by Council Member Thome, to approve of contracting with Ruekert & Mielke Engineering for design work to upgrade Dorchester Lift Station. Motion carried without a negative vote with Council Member Bublitz excused.

**DISCUSSION ONLY ON ORDINANCE NO. 2021-29 REQUIRING LEAD SERVICE LINE REPLACEMENTS**

Cedarburg Light & Water General Manager Lythjohan explained that the City is currently in full EPA compliance with respect to lead in the drinking water. Tests are conducted every three (3) years. The DNR is expected to tighten restrictions in the future; so the City is seeking to proactively replace all lead-based laterals to minimize any future risk. The Water Utility and City Engineer collaborated to draft an ordinance requiring private homeowners to replace their water service lateral. Having an ordinance on file will allow the City/Utility to apply for funds from the State or Federal resources to offset most of the cost to individual customers. Construction inspection costs are not allowed to be funded by any grant. As a result, the ordinance is drafted for individual homeowners to pay $500 to offset the cost of inspection. All other costs would be paid by available grant funds. Sewer laterals may be replaced at no cost to the City if the laterals are located within close proximity to the water laterals.

Cedarburg Light & Water General Manager Lythjohan discussed a goal of replacing approximately 200 laterals each year. The details must still be finalized.

A few Council Members expressed concern over the homeowner’s potential responsible portion of $500.00 and would like to see a payment plan developed for homeowners. Another possibility is allowing for a special assessment, but these details will need to be resolved. The Council will finalize the homeowner’s portion at a meeting in January.

The goal of this presentation was to seek Council input; therefore, no official action was taken.

**DISCUSSION AND POSSIBLE ACTION ON ORDINANCE NO. 2021-30 DECLARING ONE-WAY STREETS IN HIDDEN GROVE SUBDIVISION ON MAGNOLIA COURT, NORTH OF SUSAN LANE.**

The Hidden Grove Subdivision, located north of Susan Lane, would benefit greatly from allowing traffic to flow in only one direction. City staff recommended that Magnolia Court be declared a one-way street. The Police Department and Public Works Commission support this request.

A motion was made by Council Member Burkart, seconded by Council Member Thome, to approve Ordinance No. 2021-30 declaring a one-way street in Hidden Grove subdivision on Magnolia Court. Motion carried without a negative vote with Council Member Bublitz excused.

**DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF 2022-2023 ELECTION WORKERS**

Clerk Sette explained to the Council that Election Inspectors need to be certified every two years. The list of current Election Inspectors for the 2022-2023 election cycle was included in the Council packet.

A motion was made by Council Member Arnett, seconded by Council Member Verhaalen, to approve the 2022-2023 Election Inspectors. Motion carried without a negative vote with Council Member Bublitz excused.

**DISCUSSION AND POSSIBLE ACTION ON THE USE OF AMERICAN RESCUE PLAN (ARP) FUNDS**

The Tourism, Promotion, and Development Committee (TP&D) is requesting funding for increased hours for the Tourism Coordinator and branding, marketing, and tourism promotion. Currently, the Chamber is working to create a new *Visit Cedarburg* website, increasing the City's presence in the Chicago and Minneapolis markets, creating new branding materials, and enhancing tourism offerings. Currently, the tourism coordinator position was created for an 18-hour work week which does not provide adequate time to accomplish the goals that have been set forth for tourism, promotion and development. The funds would be used to increase the hours of the Tourism Coordinator to 30 hours per week for the next three (3) years which equates to $31,000. The room tax funds provided to TP&D will continue to fund the 18-hour position which is already budgeted. After three (3) years, funding for this position will be completed through increased room tax revenue and/or future grants. The additional $9,000 will be used by TP&D for branding, marketing, and tourism promotion to include the creation of ads that will be featured in targeted markets, creation of brand videos featuring Cedarburg as a tourist location, and increased brand awareness.

Administrator Hilvo explained that the City will not be responsible for the funding of this position.

Council Member Thome would like to see the Chamber Event Coordinator position added back in.

A motion was made by Council Member Arnett, seconded by Council Member Burkart, to approve the Tourism, Promotion, and Development allotment of ARP funds for $40,000 for the uses outlined on the blue sheet (specifically to increase the hours of the Tourism Coordinator position to 30 hours to accomplish the creation of a new Cedarburg website, increasing presence in the Chicago and Minneapolis markets, creating new branding materials, & enhancing tourism offerings). Motion carried without a negative vote with Council Member Bublitz excused.

A discussion occurred about the additional Chamber position, however, that item was not listed on the

ARP spreadsheet. The Chamber once had a Chamber Events Coordinator position (pre-Covid times). Council Member Thome would like to see this position added to the ARP worksheet. Council Member Arnett questioned the amount of funding required for both positions and would like to discuss both positions at the January 10th meeting.

A five (5) minute recess took place to review the previous motion made and confirmation of the Council vote. Motion stands.

Clerk Sette explained with four (4) elections, including the Governors election in November, it will be important to look at ways to improve how elections are run and be able to decrease the amount of staff time required for each election. The $25,000 request will be used to purchase Badger Books software which is an electronic poll book system. The response from other communities utilizing badger books for elections has been overwhelmingly positive.

Clerk Sette summarized the significant savings of Election Worker salaries, pre and post-election set up, and the amount of paper required.

A motion was made by Council Member Verhaalen, seconded by Council Member Thome, to approve the purchase of Badger Books in the amount of $25,963. Motion carried without a negative vote with Council Member Bublitz excused.

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

A motion was made by Council Member Verhaalen, seconded by Council Member Burkart, to approve the New Operator License applications for the period ending June 30, 2022 for Megan E. Gerner and Veronica M. Hammes. Motion carried without a negative vote with Council Member Bublitz excused.

**DISCUSSION AND POSSIBLE ACTION ON PAYMENT OF BILLS DATED 11/24/2021 THROUGH 12/03/2021, TRANSFERS FOR THE PERIOD 11/20/2021 THROUGH 12/08/2021 AND PAYROLL FOR PERIOD 11/14/2021 THROUGH 11/27/21.**

A motion was made by Council Member Burkart, seconded by Council Member Thome, to approve the payment of bills dated 11/24/2021 through 12/03/2021, transfers for the period 11/20/2021 through 12/08/2021, and payroll for period 11/14/2021 through 11/27/2021. Motion carried without a negative vote with Council Member Bublitz excused.

**ADMINISTRATOR'S REPORT**

The Administrator's report was included in the Council packet. Administrator Hilvo explained the City Hall custodial position has been reposted with flexible hours.

**COMMENTS AND SUGGESTIONS FROM CITIZENS -** None

**COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS**

Council Member Arnett shared that Cedarburg has a renowned brand recognized nation-wide as evidenced on his trip to Florida.

## MAYOR'S REPORT

Mayor O'Keefe read the obituary for Robert Thompson who lived in Cedarburg during the 70's and 80's and served as Alderperson in District (7) for ten (10) years.

## ADJOURNMENT

A motion was made by Council Member Arnett, seconded by Council Member Burkart, to adjourn the meeting at 8:48 p.m. Motion carried without a negative vote with Council Member Bublitz excused.

Tracie Sette
City Clerk

RESOLUTION NO. 2022-02

A Resolution Honoring Police Chief Thomas J. Frank

WHEREAS, Thomas J. Frank joined the Cedarburg Police Department on June 14, 1976 as a part-time Dispatcher from 1976 – 1978, Police Officer from 1978 – 1984, Sergeant from 1984 – 1989, Sergeant/Juvenile Officer 1989 – 1999, and Police Chief from 1999 – 2022, a total of 46 years; and

WHEREAS, during his 22 years as Police Chief, Thomas J. Frank has conscientiously and capably served the community and has demonstrated the highest principles of community service while exhibiting high moral and ethical standards; and

WHEREAS, Thomas J. Frank was instrumental in building and updating the Cedarburg Police Department by establishing a level of trust and credibility for department personnel and citizens of Cedarburg, initiating the rewriting and updating the department's rules, regulations and policies and procedures resulting in an accreditation through the Wisconsin Law Enforcement Accreditation Group since 2010, and implementing technological advances currently utilized by the City's officers to better assist in serving the citizens of Cedarburg; and

WHEREAS, the City of Cedarburg has greatly benefited from the dedicated skills, services and positive attitude of Thomas J. Frank and such dedicated service has been accompanied by integrity, courtesy and professionalism, earning him the great respect of co-workers and peers; and

WHEREAS, Thomas J. Frank has also been instrumental in furthering the professionalism of the department; providing over 16 years of service as a Charter Member of the Ozaukee County Sheriff's Special Response Team prior to becoming Police Chief; providing dedicated and unwavering support to the Ozaukee County Chief's Association, serving as a firearms instructor for the Cedarburg Police Department, providing his continuing support to the City through officer-led programs such as D.A.R.E., Safety Town, Hunter Safety, Citizen Academy, Open Houses, and Cops and Bobbers; and providing support for officer training and education resulting in the highest quality of law enforcement services to the citizens of Cedarburg; and

WHEREAS, Thomas J. Frank demonstrated outstanding leadership, a cost-saving approach to budget management, established a chaplain service, merged with the Mid-Moraine Municipal Court, negotiated union settlements, established a K9 program, and mentored new Police Chief's in 2009 and 2010 through the International Association of Chiefs of Police (IACP); and

WHEREAS, Thomas J. Franks' commendable public service is of the highest degree.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Cedarburg, members of the Cedarburg Police and Fire Commission, the men and women of the Cedarburg Police Department, and citizens of the City of Cedarburg join in expressing their sincere appreciation to Thomas J. Frank for his many years of law enforcement service and extend to him best wishes for a happy and healthy retirement.

Passed and adopted this 10th day of January 2022.

________________________________
Michael O'Keefe, Mayor

________________________________
Tracie Sette, City Clerk

RESOLUTION NO. 2022-03

A Resolution Honoring Finance Director/Treasurer Christy Mertes

WHEREAS, Christy Mertes has completed thirty-one years of employment with the City of Cedarburg; six years as Payroll Clerk, seven years as Treasurer, three years as Comptroller/Treasurer, thirteen years as Administrator/Treasurer, and two years as Finance Director/Treasurer; and

WHEREAS, during these thirty-one years, Christy Mertes has conscientiously and capably served the City of Cedarburg and its citizens and has been dedicated to the highest principles of community service; and

WHEREAS, Christy Mertes has served under seven Mayors and numerous Common Councils during her tenure; and

WHEREAS, in addition to the completion of many significant projects, Christy Mertes was instrumental in the recent implementation of new accounting software and her continuous oversight of the City's Information Technology; and

WHEREAS, Christy Mertes was a strong advocate of education for all City employees as demonstrated by her continuous involvement with CVMIC and completing well over 75 classes earning the CVMIC Certificate in Management; and

WHEREAS, Christy Mertes, while serving as City Administrator, provided strong leadership and demonstrated sound judgement and decision-making in matters involving the City while establishing significant working relationships with City employees, local groups, surrounding Municipalities, and State agencies; and

WHEREAS, Christy Mertes was an advocate of sound fiscal management and created exemplary annual budgets for which the City received the prestigious Government Finance Officers Association Awards for the last twenty-two years which reflects her ongoing commitment to operate an effective and efficient city government dedicated to providing quality services at an affordable cost, with an exceptional talent for working with the Revolving Loan Fund Committee, ad hoc Debt Investment Committee, Finance Committee, Auditors, Department Heads, and Common Council; and

WHEREAS, Christy Mertes has promoted the Treasurer's role in government by serving as a District Chairperson and on the Manual Committee for the Municipal Treasurer's Association of Wisconsin and achieving her Certified Municipal Treasurer of Wisconsin designation along with the City Administrator's role in government by serving as Regional Coordinator for the Wisconsin City/County Manager Association, on the Board of the Mid-Moraine Municipal Court System, and on the Local Government Property Insurance Fund's Advisory Committee; and

WHEREAS, the City of Cedarburg, as well as Christy's co-workers and peers have greatly benefited from her professional skills, and courteous and positive attitude during her years of service to the community.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Cedarburg hereby joins the citizens of the City and her colleagues in expressing their sincere appreciation to Christy Mertes for her many accomplishments and extend their best wishes to her for a well-deserved and enjoyable retirement.

Passed and adopted this 10th day of January, 2022.

____________________________________

Michael O'Keefe, Mayor

Attest:

____________________________________

Tracie Sette, City Clerk

**CITY OF CEDARBURG**

**MEETING DATE:** January 10, 2022 **ITEM NO: 8.E.**

**TITLE:** Discuss and possible action on creating the City of Cedarburg Façade Improvement Program (Common Council 10/25/2021)

**ISSUE SUMMARY:** Council members are reminded that at your October 25, 2021, meeting, you voted to approve the use of American Rescue Plan funds for, among other things, business grants for façade improvements. Your approval established a maximum amount of $60,000 dedicated to the program with the understanding that the City's participation would be limited to 50% of the rehabilitation costs up to a maximum per project cost of $5,000. To facilitate the grant, staff has researched other communities with similar programs and provided you with a draft of a program that seemingly fits Cedarburg's needs. This draft serves to create a Select Committee made up of key City representatives to administer the program. This committee will be responsible for accepting and reviewing all applications for funds and making their recommendation based on the criteria set forth therein, to the Common Council.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** At your October 25, 2021 meeting, approved this program by unanimous vote.

**BUDGETARY IMPACT:** n/a

**ATTACHMENTS:**

- October 25, 2021, Common Council Minutes, Façade Improvement Program, Façade application, Façade grant agreement, Façade loan agreement

**INITIATED/REQUESTED BY:** Common Council

**FOR MORE INFORMATION CONTACT:** Jonathan P. Censky, City Planner, 262-375-7610 volume level. The decibel levels provided in the City ordinance do not account for other factors that project the sound to various areas of the City.

The Council discussed the pros and cons of allowing amplified music citing the following points:

- Outdoor music increases social gatherings, hopefully attracting people to the City
- Outdoor music boosts local business
- Police Captain McNerney confirmed most sound checks were in compliance with decibel levels
- Outdoor music needs more control
- The responsibility rests with business owners to make sure volume is reasonable

The owners of Lime Cantina and the Stagecoach Inn explained to the Council how much business increased due to having outdoor amplified music. They both diligently keep the music below allowable decibel levels.

Four (4) interested citizens spoke to the Council in support of continued outdoor amplified music.

A motion was made by Council Member Arnett, seconded by Council Member Verhaalen, to amend City Code Section 7-2-17(e) regarding outdoor amplified sound and music by removing the verbiage "during the calendar year 2021" and "temporarily"; and removing items E4 and E5 and amending item E6 to "90 decibels"; and changing the maximum number of events per week from two (2) to three (3) in item E10. Motion carried without a negative vote with Council Member Lythjohan excused.

## DISCUSSION AND POSSIBLE ACTION ON THE USE OF AMERICAN RESCUE PLAN (ARP) FUNDS

The City of Cedarburg is receiving a total of $1,214,469.24 of ARP funds. The U.S. Department of Treasury provided interim and final rules for the use of the funds with a requirement that the funds be obligated by December 31, 2024 and spent by December 31, 2026. Discussions with City staff and requests from non-profits have resulted in a list of potential uses of the funds. Ehlers Public Financial Advisors are currently assisting the City with the list of fund opportunities. The Council brought additional ideas for future funding needs which included Broadband, Lead Pipe Replacement, usage of farm animals, children's playground, and a car charging station for electric vehicles.

A motion was made by Council Member Arnett, seconded by Council Member Bublitz, to approve the use of ARP funds for Hazard Pay for the Fire Department in the amount of $39,700.00, small business reimbursement of licenses and permits for $40,000, and business grants for facade improvements for $60,000. Motion carried without a negative vote with Council Lythjohan excused.

A motion was made by Council Member Bublitz, seconded by Council Member Simpson, to immediately approve the use of ARP funds for Cedarburg Crush Softball and Cedarburg Baseball for $5,000 each under the direction of the Parks & Recreation Department, to approve the Book Drop for the Library in the amount of $60,000, and repairs to the Interurban Trail. Motion carried without a negative vote with Council Member Lythjohan excused.

A motion was made by Council Member Simpson, seconded by Council Member Verhaalen, to approve the use of ARP funds for the replacement of a Cedarburg Police Department Patrol Vehicle in

# CITY OF CEDARBURG
# FAÇADE IMPROVEMENT PROGRAM

## GOALS AND OBJECTIVES

The City of Cedarburg is interested in actively supporting initiatives that will enhance the appearance of the historic downtown area and other retail/commercial areas within the City; therefore, the City has created the Façade Improvement Program (FIP). This program is intended to encourage building façade improvements by providing financial assistance in the form of grants and/or loans to incentivize building façade improvements in and around the City's commercial districts.

## THE SELECT COMMITTEE

The FIP Select Committee is herein created to administer the FIP and is composed of the following members:

- Mayor
- Council Chair
- Financial Committee Chair
- Landmarks Commission Member
- Plan Commission Member

## POLICY STATEMENT

The Select Committee will accept and consider applications for the program for projects that will improve or enhance the condition and appearance of properties located within the City's commercial districts.

The Select Committee is the sole authority for approval or denial of applications to this program. The Select Committee reserves the right to deny any application that is found to be inconsistent with the vision, strategy, and intent of FIP.

It is the intent of the City of Cedarburg and the Select Committee that the funds from this program serve as development incentives to encourage the desired kind of improvements that are sensitive to Cedarburg's history and to increase the overall tax base.

The Select Committee will work with local lenders and others to maximize the leverage of the FIP dollars so that the result is the maximum possible development. It is further intended that the Select Committee's use of the program is to supplement, not compete with, capital that may already exist.

Applicants shall not be disqualified based on age, race, religion, color, handicap, sex, physical condition, developmental disability, sexual orientation, or national origin.

## FINANCIAL ASSISTANCE & INCENTIVES

The City has established the FIP to provide financial assistance to commercial property owners in the City to rehabilitate the exteriors of their properties. The City's financial assistance is designed to enhance the historical character of the downtown area by providing financial incentives to property owners whose rehabilitation plans seek to restore some of the historic character to their properties. Preference will be given to historic buildings; however, other buildings may be eligible, but all awards will be at the sole discretion of the Select Committee. Preference will also be given to those who have not applied previously.

## ELIGIBLE APPLICANTS

To be eligible for funding, a proposed project must meet all the following minimum requirements:

- Property location. Owners of commercial real estate properties located within the B-1, B-2, and B-3 Districts.
- Private Funds Leverage. One dollar of private sector investment shall be provided for each dollar of program investment. Private sector investment is defined as financing from a private lending institution, public sector funding programs, or new equity that is part of the project.
- Financial Feasibility and Viability. The applicant shall demonstrate that the proposed project is viable, and they have the economic ability to repay any loan.
- Compliance with Applicable Laws. Applicants shall comply with all applicable local, State and Federal laws and codes.

The City's financial participation shall be limited to 50% of the rehabilitation costs up to a maximum per project of $5,000. The availability of funds for the FIP is subject to annual appropriation of $20,000 in 2022, 2023, and 2024. Awards for assistance under the program will be made on a first-come, first-served basis. The deadline for applications will be March 1 of each year. If funds are not committed to the FIP by March 1, for projects in the downtown area, funds may then be used for:

- Other façade improvement projects throughout the City.
- Façade and/or beautification projects undertaken by the City to improve the downtown area.

## TYPES OF PROJECTS ELIGIBLE FOR PROGRAM FUNDING

The Select Committee retains the sole discretion to determine if a project is eligible for program funding base on the expected improvement and enhancement of the condition and appearance of the property. The types of projects include, but will not be limited to:

Eligible Improvements:

- Cleaning of building exterior.

- Painting.
- Masonry repair and tuck pointing.
- Structural improvements of a permanent or fixed nature that increase property value or viability.
- Energy efficiency and safety improvements.
- Other repairs that may improve the aesthetic quality of the building (such as removal of metal or wood material covering historic façades).
- Repair to building exterior façades including front, rear and side façades, repairing or replacing cornices, entrances, doors, windows, decorative details, and awnings.
- Signage removal, repair or replacement when included as part of a comprehensive façade improvement project.
- Other labor and materials used to rehabilitate the façade. In cases where property owners hire a contractor to complete the work, the contractor must be licensed and registered with the City of Cedarburg or approved through the Select Committee.

Ineligible Improvements:

- Demolition of buildings.
- Inappropriate cleaning methods, repairs, or replacement.
- Installation of metal or vinyl siding.
- Interior improvements.
- Roofing.
- Parking lots.

## TYPES OF AWARDS AVAILABLE

Grants.

## GRANTS TERMS AND CONDITIONS

Amount.
The maximum amount of a single grant may not exceed $5,000.

Matching Amount.
Grants may be provided in an amount up to 50% of the total project cost.

Application Fee.
A non-refundable application fee of $50 will be due at the time of application submittal.

Application Status.
Applicants must be in good standing with the City of Cedarburg, with current taxes and utilities paid in full. Any outstanding building code violations must be resolved by the conclusion of the project. The applicant must provide proof of property and liability insurance prior to the start of the grant performance period.

Eligible Projects.
Grants will be awarded for projects that will improve the façade of any building or property.

The façade is defined as the side of the building facing the street and each side of the building.

Reimbursement Basis.
Grants will be provided on a reimbursement basis only, upon full project completion. Payment of an approved grant will require submittal of all project invoices, receipts, or similar documentation of actual costs incurred in the completion of the project. No funds will be disbursed until the property is in complete compliance with the building code.

Combined Funding.
Grants will be provided in addition to, or independent of, loans issued under this program subject to review and approval of separate application of each means of assistance.

Required Documentation.
Applicants must document the sources of all matching funds.

Grant Agreement.
Within six months of the Select Committee approval, applicants must enter into a Grant Agreement with the Select Committee, obtain any required building permit(s), and commence work.

Start Date.
Projects cannot start prior to grant approval.

Completion Date.
The project will be completed and grant funds requested no later than two years from the date of the Grant Agreement. Extensions may be authorized subject to sufficient justification.

## APPLICATION PROCESS

All applicants for program funding will be required to complete an application form, and provide verifiable data which demonstrates that their proposed projects are economically feasible and will produce improvements for the subject property. Applicants will be notified whether their application is complete and may be granted additional time to provide requested information or make necessary corrections. Applications will not be considered complete until the following required attachments have been received:

- Photos of existing conditions of the subject property.
- Architectural drawings, renderings, or photos of the proposed project, if applicable.
- Copies of estimates, bids, contracts, or quotations to be done in connection with the project.

## APPLICATION SELECTION PROCESS:

Select Committee Review.
Applications will be reviewed by the Select Committee for completeness and accuracy. Applicants will be notified whether their application is complete and may be granted additional time to provide requested information or make necessary corrections.

Select Committee Recommendation.
The Select Committee will make its recommendation to the Common Council, and the Council will review and approve each individual application.

Notification.
All applicants will be notified in writing of the Common Council's decision.

**AWARD CRITERIA:**

- Grants will be awarded based on availability of funds.
- Expected impact of the project, both on the subject property and the surrounding area.
- Project increase in property value.
- Environmental or safety hazard elimination.
- Expected increase in energy efficiency.
- Improvement of accessibility.
- Compatibility with the aesthetics and general appearance of the downtown district or surrounding area.

**MORE INFORMATION**

For more information please call (262) 375-7917

# CITY OF CEDARBURG
# FAÇADE AND BUILDING IMPROVEMENT APPLICATION

Date: ______________________________

Applicant Name: ______________________________

Applicant Address: ______________________________

Phone No: ______________________ Email: ______________________

Property Address: ______________________________

Tax Key No: ______________________ Assessed Value: $ ______________________

Social Security No or Tax Id No: ______________________________

Award Amount Requested: $ ______________ Total Project Cost: $ ______________

***(Cannot exceed 50% of project cost; maximum amount will depend on type of award granted)***

## BUSINESS INFORMATION – IF APPLICABLE

Legal Name: ______________________________

Trade Name: ______________________________

Business Address: ______________________________

Phone No: ______________________ Email: ______________________

Property Address: ______________________________

FEIN or Tax ID: ______________________ SIC or NAICS: ______________________
(Standard Industrial Code or North American Industrial Classification)

State of Organization: ______________________

Type of Business (check applicable):

☐ C – Corp ☐ S Corp ☐ LLC ☐ LLP ☐ Partnership ☐ Sole Proprietor ☐ Non-Profit

Website: ______________________ Primary Product or Service: ______________________

# of Employees (Full-Time Equivalent): ________ # of Project Location Employees (FTE): ________

Three major customers (name, address, percentage of sales):

1) ______________________________

2) ______________________________

3) ______________________________

## PROJECT DESCRIPTION

Desired timeline for start and completion of project:______________________________

Written description of project:

______________________________

______________________________

______________________________

______________________________

______________________________

Budget and funding information (provide an estimate of the total budget for this project and identify the sources of the matching funding that will be used):

______________________________

______________________________

______________________________

______________________________

Provide contact information for the funding sources above (name, title, phone, email):

1) ______________________________

2) ______________________________

3) ______________________________

Awards will be issued based on criteria listed in application instructions. Explain how this project meets criteria being considered:

______________________________________________________________________

______________________________________________________________________

______________________________________________________________________

## LEGAL INFORMATION

Has the applicant or any business owner or officer been involved in any lawsuits in the last 5 years, or have any lawsuits pending? ☐ YES ☐ NO

Has the applicant or any business owner or officer ever been involved in any bankruptcy or insolvency proceedings or have any proceedings pending? ☐ YES ☐ NO

Has the applicant or any business owner or officer had any civil or criminal charges in the last 5 years that could have a material adverse impact on the project or have any charges pending? ☐ YES ☐ NO

Does the applicant or any business owner or officer have any outstanding tax liens?
☐ YES ☐ NO

*Please attach a detailed explanation of any* YES *responses.*

## CERTIFICATION STATEMENT

The undersigned hereby:

Certifies that to the best of the applicant's knowledge and belief, the information being submitted to the City of Cedarburg as part of the application is true and correct.

Certifies that the applicant is in compliance with all laws, regulations, ordinances, and orders of public authorities applicable to it.

Certifies that the applicant is not in default under the terms and conditions of any grant or loan agreements, leases, or financing agreements with its other creditors.

Certifies that the City of Cedarburg is authorized to obtain a credit check and Dun & Bradstreet report on the applicant, the business, and/or individuals associated with the business.

Certifies that the applicant has disclosed and will continue to disclose any occurrence or event that could have an adverse material impact on the project. Adverse materials impact includes but is not limited to lawsuits, criminal or civil actions, bankruptcy proceedings, regulatory intervention, or inadequate capital to complete the project.

| | |
|---|---|
| ______________________________ | ______________________________ |
| *Applicant signature* | *Date* |

______________________________
*Printed name*

Applications will not be considered complete until the following required attachments have been received:

- Photos of existing conditions of the subject property.
- Architectural drawings or rending of the proposed project, if applicable.
- Copies of estimates, bids, contracts, or quotations to be done in connection with the project.

Any questions regarding this application or process should be addressed to:

Mikko Hilvo, City Administrator
262-375-7917
mhilvo@ci.cedarburg.wi.us

Tracie Sette, City Clerk
262-376-3919
tsette@ci.cedarburg.wi.us

Applications and attachments may be submitted in one of the following ways:

- Emailed to the contacts listed above
- Mailed to City Hall at PO Box 49, Cedarburg WI 53012
- Dropped off at the clerk's office at W63N645 Washington Avenue

This Grant Agreement is made this______ day of__________________ , 20_____ between the City of Cedarburg, hereinafter referred to as the "City" and______________ __________________________________________, hereinafter referred to as the "Owner".

WITNESSETH

WHEREAS, the City has established a Façade and Building Improvement Program (the "Program") to provide funding assistance for qualified projects to incentivize development in and around the City's traditional downtown area and other commercial areas; and

WHEREAS, the Owner has successfully applied for assistance under this Program to finance improvements to their property at _____________________________________ (the "Project"); and

WHEREAS, the City agrees to provide a grant and the Owner agrees to accept a grant in an amount not to exceed ___________________________; and

NOW, THEREFORE, in consideration of the foregoing premise and the mutual promises hereinafter set forth, the parties hereto, intending to be legally bound, agree as follows:

ARTICLE I

Section 1.1 Owner's Obligations

The Owner will:

(a) Ensure that the Project is completed as it was contemplated in the Program Application and in accordance with the terms of this Agreement.

(b) Use City funds and matching funds for eligible project costs, incurred between the date of this Agreement and the Project end date.

(c) Secure matching funds from non-City sources sufficient to achieve the 1:1 match requirement of the City funds under this Agreement. Matching funds must equal at least _________________________ in order for the Owner to obtain the maximum amount of the City funds, and must be documented prior to final reimbursement.

(d) Remain in good standing with the City, with current taxes and utilities paid in full throughout the duration of the Project.

(e) Ensure that acknowledgement of City participation in the Project is provided in any signage at the Project location upon request of the City.

(f) Maintain sufficient documentation of relevant Project costs to be submitted for reimbursement.

ARTICLE II

Section 2.1 Release of Funds

(a) Grant funds will he released on a reimbursement basis upon completion of the Project and only after the property is in complete compliance with the building code.

(b) Owner will submit adequate documentation to show that costs have been paid in an amount that will equal a 1:1 match between grant funds and non-City funds.

(c) The Project should be completed, and grant funds requested no later than two (2) years from the date of this Agreement. Extensions may be authorized subject to sufficient justification.

ARTICLE III

Section 3.1 Successors Bound

All provisions of this Agreement shall be binding upon and inure to the benefit of the heirs, administrators, executors, successors in interest and assigns of each of the parties.

Section 3.2 Remedies Not Impaired

No delay or omission by the City in exercising any right or remedy available under this Agreement shall impair any such right or remedy or constitute a waiver of any rights or default as defined in the attached Security Agreement.

Section 3.3 Severability

The invalidity of any article, section, subsection, clause or provision of this Agreement, including its exhibits, shall not affect the validity of the remaining articles, sections, subsections, clauses or provisions hereof.

Section 3.4 Entire Agreement

This Agreement constitutes the entire agreement between the City and the Owner with respect to the matters contained herein and supersedes all prior oral and written agreements and all subsequent oral agreements between the Owner and the City with respect to such matters.

IN WITNESS WHEREOF, the parties execute this Agreement as of the date first above written, and warrant that they possess all of the required power and authority to enter into this Agreement.

CITY:

By:

| | |
|---|---|
| ______________________________ | ______________________________ |
| *Signature* | *Printed Name/Title* |

By:

| | |
|---|---|
| ______________________________ | ______________________________ |
| *Signature* | *Printed Name/Title* |

STATE OF WISCONSIN
} SS
WASHINGTON COUNTY

Personally came before me this _______ day of _______________________ , 20____ the above-named, properly authorized representatives of the City to me known to be the persons who executed the foregoing instrument and acknowledged the same.

______________________________
*Notary Public, State of Wisconsin*
My Commission expires: ___________________

OWNER:

By:

| | |
|---|---|
| ______________________________ | ______________________________ |
| *Signature* | *Printed Name/Title* |

By:

| | |
|---|---|
| ______________________________ | ______________________________ |
| *Signature* | *Printed Name/Title* |

STATE OF WISCONSIN
} SS
WASHINGTON COUNTY

Personally came before me this_______ day of _______________________ , 20____ the above-named, properly authorized representatives of the Owner to me known to be the persons who executed the foregoing instrument and acknowledged the same.

______________________________
*Notary Public, State of Wisconsin*
My Commission expires: ___________________

# CITY OF CEDARBURG
# FAÇADE AND BUILDING IMPROVEMENT LOAN AGREEMENT

This Loan Agreement is made this _______ day of _________________, 20___ between the City of Cedarburg, hereinafter referred to as the "City" and _____________________________, hereinafter referred to as the "Owner".

WITNESSETH

WHEREAS, the City has established a Façade and Building Improvement Program (the "Program") to provide funding assistance for qualified projects to incentivize development in and around the City's traditional downtown area and other commercial areas; and

WHEREAS, the Owner has successfully applied for assistance under this Program to finance improvements to their property at __________________________________________ (the "Project"); and

WHEREAS, the City agrees to provide a loan and the Owner agrees to accept a loan in an amount not to exceed ____________________ ; and

NOW, THEREFORE, in consideration of the foregoing premise and the mutual promises hereinafter set forth, the parties hereto, intending to be legally bound, agree as follows:

ARTICLE I

Section 1.1 Schedule of Attachments

The following attachments are appended to this Agreement and are hereby incorporated by reference:

| | | |
|---|---|---|
| | Attachment A | Promissory Note |
| | Attachment B | Waiver of Special Assessment Notices and Hearings |

Section 1.2 Owner's Obligations

The Owner will:

(a) Ensure that the Project is completed as it was contemplated in the Program Application and in accordance with the terms of this Agreement.

(b) Use City funds and matching funds for eligible project costs, incurred between the date of this Agreement and the Project end date.

(c) Secure matching funds from non-City sources sufficient to achieve the 1:1 match requirement of the City funds under this Agreement. Matching funds must equal at least _______ in order for the Owner to obtain the maximum amount of the City funds, and must be documented prior to final reimbursement.

(d) Remain in good standing with the City of Cedarburg, with current taxes and utilities paid in full throughout the duration of the Project.

(e) Ensure that acknowledgement of City participation in the Project is provided in any signage at the Project location upon request of the City.

(f) Maintain sufficient documentation of relevant Project costs to be submitted for reimbursement.

ARTICLE II

Section 2.1 Release of Funds

(a) Loan funds will he released on a reimbursement basis upon completion of the Project and only after the property is in complete compliance with the building code.

(b) Owner will submit adequate documentation to show that costs have been paid in an amount that will equal a 1:1 match between loan funds and non-City funds.

(c) The Project should be completed, and loan funds requested no later than two (2) years from the date of this Agreement. Extensions may be authorized subject to sufficient justification.

ARTICLE III

Section 3.1 Successors Bound

All provisions of this Agreement shall be binding upon and inure to the benefit of the heirs, administrators, executors, successors in interest and assigns of each of the parties.

Section 3.2 Remedies Not Impaired

No delay or omission by the City in exercising any right or remedy available under this Agreement shall impair any such right or remedy or constitute a waiver of any rights or default as defined in the attached Security Agreement.

Section 3.3 Severability

The invalidity of any article, section, subsection, clause or provision of this Agreement, including its exhibits, shall not affect the validity of the remaining articles, sections, subsections, clauses or provisions hereof.

Section 3.4 Entire Agreement

This Agreement constitutes the entire agreement between the City and the Owner with respect to the matters contained herein and supersedes all prior oral and written agreements and all subsequent oral agreements between the Owner and the City with respect to such matters.

Section 3.5 Table of Contents, Titles and Headings

Any table of contents, the title of any Articles and headings of the sections and subsections set forth herein are not a party of the Agreement and shall not be deemed to affect the meaning or construction of any of its provisions.

Section 3.6 Rules of Interpretation

(a) This Agreement shall be interpreted in accordance with and governed by the laws of the State of Wisconsin.

(b) The words “herein” and “hereof” and words of similar import, without reference to any particular section or subdivision, refer to this Agreement as a whole rather than to any particular section of subdivision hereof.

IN WITNESS WHEREOF, the parties execute this Agreement as of the date first above written, and warrant that they possess all of the required power and authority to enter into this Agreement.

CITY:

By:

| | |
|---|---|
| *Signature* | *Printed Name/Title* |

By:

| | |
|---|---|
| *Signature* | *Printed Name/Title* |

STATE OF WISCONSIN
} SS
WASHINGTON COUNTY

Personally came before me this ______ day of _________________ , 20____ the above-named and, Properly authorized representatives of the CITY OF CEDARBURG to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_______________________________
NOTARY PUBLIC, STATE OF WISCONSIN

My Commission expires: ________________

OWNER:

By:

| | |
|---|---|
| *Signature* | *Printed Name/Title* |

By:

| | |
|---|---|
| *Signature* | *Printed Name/Title* |

STATE OF WISCONSIN
} SS
WASHINGTON COUNTY

Personally came before me this _____ day of _________________ , 20____the above-named and, Properly authorized representatives of the CITY OF CEDARBURG to me known to be the persons who executed the foregoing instrument and acknowledged the same.

NOTARY PUBLIC, STATE OF WISCONSIN

My Commission expires: _______________

**CITY OF CEDARBURG**

**MEETING DATE:** January 10, 2022 **ITEM NO: 8.F.**

**TITLE:** Discussion and possible action on the construction of a path to connect sidewalk on the east side of Sheboygan Road directly south of The Glen at Cedar Creek Subdivision.

**ISSUE SUMMARY:** At the August 30th Common Council meeting, staff was directed to provide a safe walking path to connect City sidewalk on the east side of Sheboygan Road. The path will be constructed as part of the 2022 Street and Utility Project. The Street project is in the early design phase and staff is looking for Common Council input on two options for the walking path.

**STAFF RECOMMENDATION:** None

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

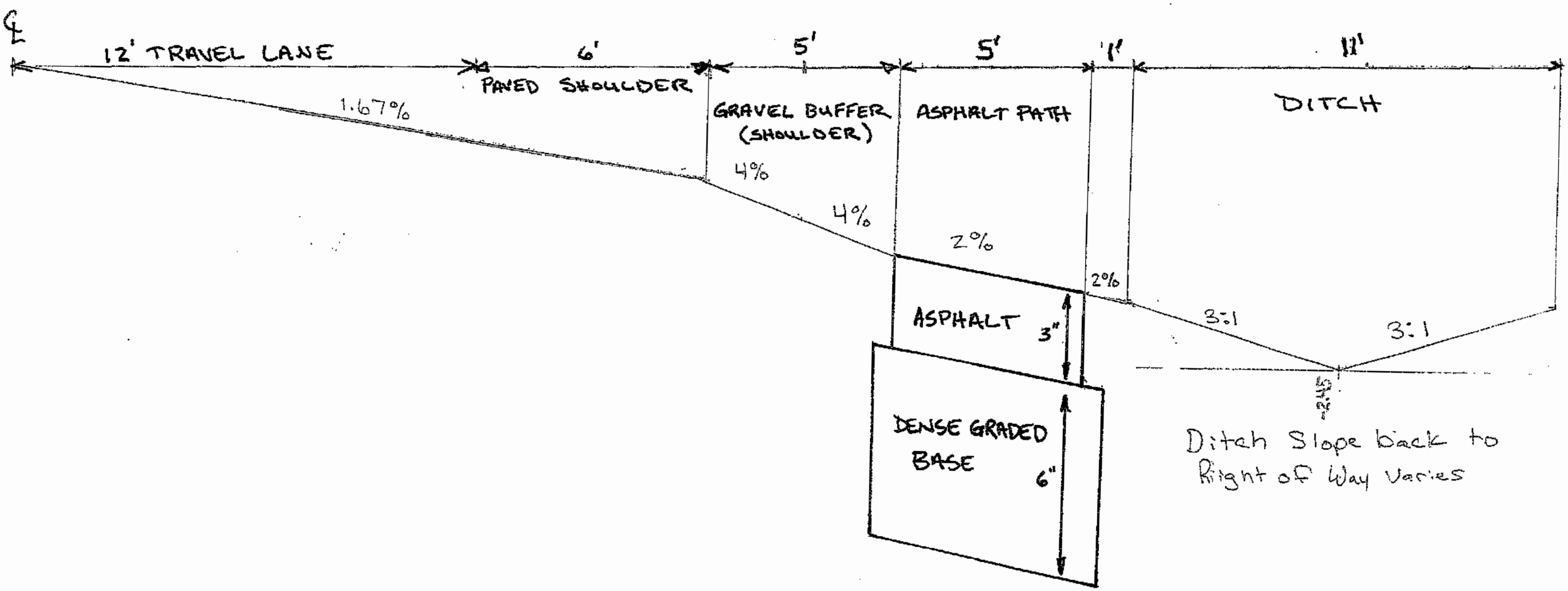
**BUDGETARY IMPACT:** \$20,000-\$25,000 (Costs to be recovered when land is developed)

**ATTACHMENTS:** Option 1 Detail
Option 2 Detail

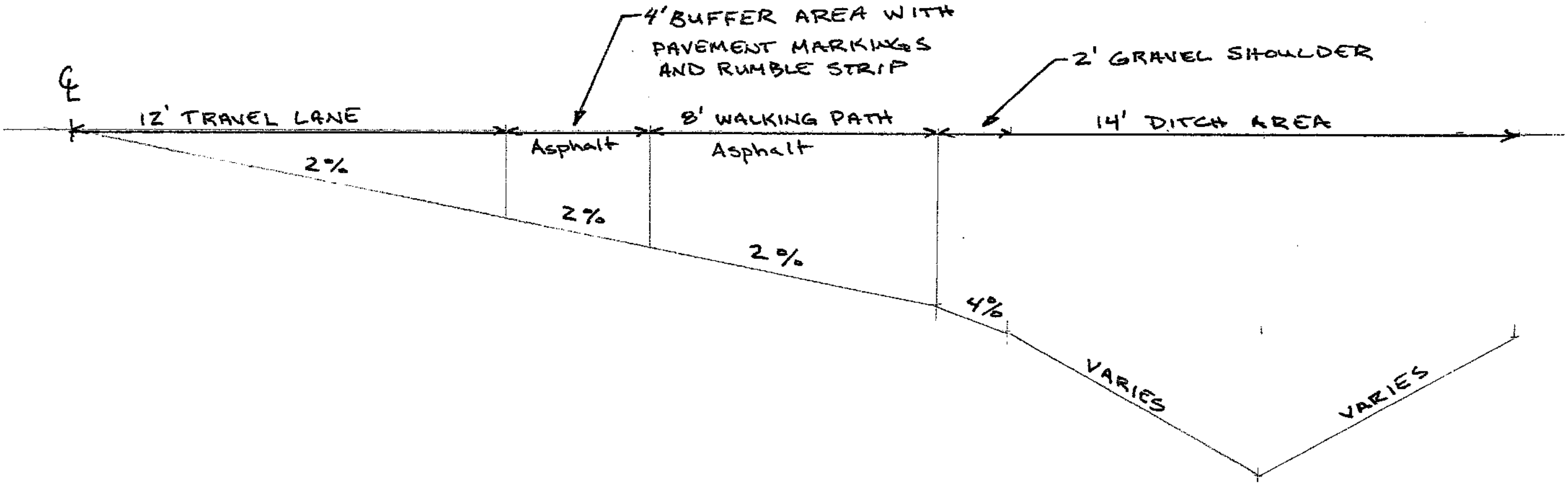
**INITIATED/REQUESTED BY:** Mike Wieser

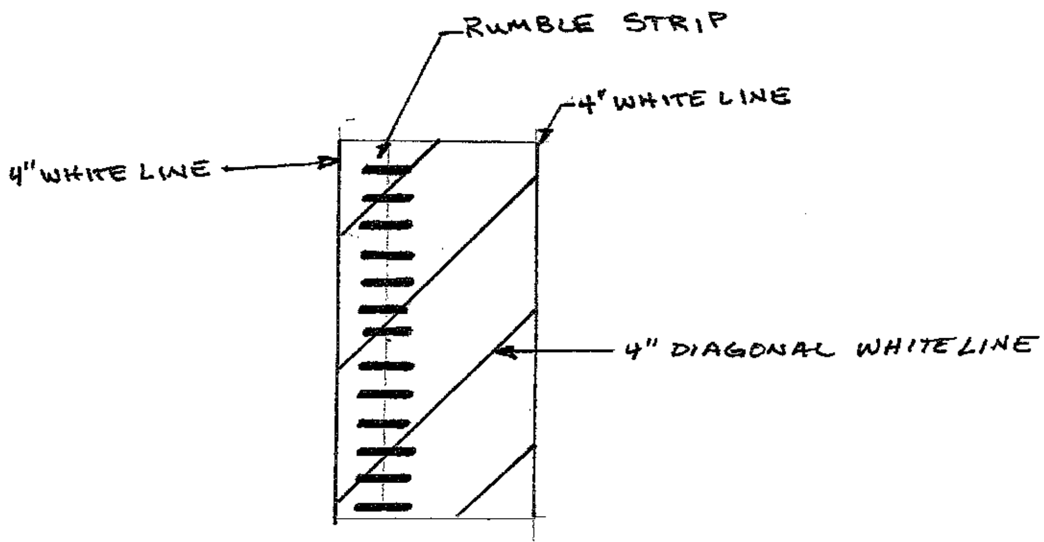
**FOR MORE INFORMATION CONTACT:** Mike Wieser – Director of Engineering and Public Works
262-375-7610

# SHEBOYGAN ROAD PATH (OPTION 1)



# SHEBOYGAN ROAD PATH (OPTION 2)



**CITY OF CEDARBURG**

**MEETING DATE:** January 10, 2022 **ITEM NO: 8.G.**

**TITLE:** Discussion and possible action on Ordinance No. 2022-04 requiring replacement of privately owned lead service laterals*

**ISSUE SUMMARY:** Staff made a presentation on December 13 on this proposed ordinance. One of the provisions in the ordinance where there were questions was on the homeowner responsibility of $500 per installation on their property. Staff has proposed revised language that states:

***"In the event the aforementioned funding of the lead lateral replacement program does not cover inspection costs, the Utility will provide funding for all costs up to the last $500 for replacing private water service lines containing lead, with the property owner responsible to cover the last $500 to help offset the inspection costs."***

Staff is proposing this change in the event current or future grant funding rules may change. If the Council approves an ordinance, the Utility will work with our consultant to finalize the grant application and submit it before the January 20th deadline. The Utility intends to apply for funding for 200 private lead service laterals for 2022. The DNR has indicated that we will become aware of our grant funding status in mid to late February.

**STAFF RECOMMENDATION:** Approve

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** n/a

**BUDGETARY IMPACT:** Internal staff time

**ATTACHMENTS:** Ordinance No 2022-04

**INITIATED/REQUESTED BY:** Light and Water General Manager Dale Lythjohan

**FOR MORE INFORMATION CONTACT:** Dale Lythjohan

**DRAFT ORDINANCE NO. 2022-04**

**An Ordinance Requiring Lead Service Line Replacements**

**Recitals, Intent, and Purpose**

The Common Council of the City of Cedarburg finds that it is in the public interest to establish a comprehensive program for the removal and replacement of lead water service laterals in use within utility owned and customer owned portions of service and to that end declares the purposes of this ordinance to be as follows:

(a) To ensure the water quality at the tap of each Utility customer meets the water quality standards specified under the Federal Safe Drinking Water Act; and
(b) In locations where lead services are present, to reduce the potential of lead leaching into the drinking water so as to meet Environmental Protection Agency (EPA) standards and ideally to reduce the lead contaminant level to zero for the health of City residents; and
(c) To meet the Wisconsin Department of Natural Resources (WDNR) requirements for local compliance with the Lead and Copper Rules (56 C.F.R. § 6460, 40 C.F.R. §§ 141.80-141.91, Wis. Admin. Code §§ NR 809.54-809.55); and
(d) To replace any lead services found in non-compliance with any state or federal contaminant levels as defined in the aforementioned Lead and Copper Rules within 45 days; and
(e) To effect the replacement of all high risk (as defined in the Lead and Copper rules) lead service lines and the replacement of all remaining lead pipe water service lines in use in the City.

**Therefore, the Common Council of the City of Cedarburg do ordain as follows:**

**1.** Section 9-1-32 of the Code of Ordinances of the City of Cedarburg is hereby created as follows:

**SECTION 9-1-32 LEAD WATER SERVICE REPLACEMENT PROGRAM**

**(a) Definitions.** In this section:
"Program" means the Lead Water Service Replacement Program.
"Utility" means the City of Cedarburg Light & Water Utility.

**(b) Applicability Dependent on Funding.** This Program shall be effective only if and when the City receives funding to do so from federal and/or state programs. In the event funding is not available for this purpose for any reason, the utility has the option to discontinue the Program until funding is available.

**(c) Identification of Lead Water Service Lines.**
(1) Pursuant to Wis. Stat. § 196.171(1), upon notice from the Utility, any person or entity who owns, manages or otherwise exercises control over a property connected to the Utility's water distribution system shall allow the Utility or its designee to inspect the customer side service line to determine the material of construction.
(2) Prior to or at the time of any repairs to or reconstruction of the Utility's public water mains, the Utility or its designee shall inspect all private connections to the public water mains for the presence of lead pipe.
(3) The Utility shall have the right to request entry at any reasonable time to examine any

property served by a connection to the public water system of the Utility for inspection of service line. If entry is refused, the Utility may apply for a special inspection warrant under Wis. Stat. § 66.0119. Upon request, the owner, lessee or occupant of any property so served shall furnish to the Utility any pertinent information regarding the piping system on such property.

(4) The Utility shall create and maintain a record of the location of all identified lead service lines in the Utility's service area.

(5) If the Utility determines a private service line does not contain lead, the Utility or its designee shall notify the property owner of that fact in writing, along with information about the Lead Water Service Lateral Replacement Program.

**(d) Replacement of Lead Water Service Lines.**

(1) At least 30 days prior to commencement of construction, the Utility shall provide written notice to the owner, lessee, or manager of property where the Utility intends to replace a lead water service line.

(2) If selected under this Program, the Utility will replace an existing lead water service lateral from the curb stop box to the water meter inside the property with a water service lateral made of suitable material. Replacement shall be completed on schedule with the replacement lead service replacement program as determined by the Utility, provided, however that the Utility will replace a lateral within 45 days if required by the Lead and Copper Rule.

**(e) Cost of Inspection and Replacement.**

(1) The Utility shall request unit bid prices to calculate the cost for each private lead water service lateral replacement. The unit bid price shall include removing the entire lateral from the curb stop box to the water meter inside of the house, replacing all lead piping with suitable material, and appropriate restoration.

(2) If funding is available to the Utility, the replacement of lead water service from the curb stop box to the water meter inside the property will be done at the Utility's expense.

(3) If funding for this Program does not cover inspection costs, the Utility will provide funding for all costs up to the last $500 for replacing private water service lines containing lead, with the property owner responsible for the last $500 to offset the inspection costs. The amount of funding apportioned to each property will be calculated based on the unit bid prices received under (e)(1).

**(f) Property Owner Self-Repair.**

Upon selection and notice to the landowner, pursuant to Section 9-1-32(d) herein, replacement of the existing lead water service lateral shall be mandatory. ~~In the event a property owner notifies the Utility that the owner does not want to participate in this Program, the~~ The property owner may elect to contract with a licensed contractor to complete the replacement. If the owner selects this option, the property owner ~~must~~shall, within 14 days of receipt of the notice from the Utility under Section 9-1-32(d) herein, provide the Utility with written notice of the property owner's election to self-repair under this Section, ~~of when the replacement will occur,~~ and the lead water service lateral shall be replaced before the start of or during construction of the Utility project for that calendar year. The property owner ~~wi~~shall pay the entire cost of removal and replacement as required by the Utility to meet the requirements of the Program. ~~In addition, a~~All restoration ~~wi~~shall be the responsibility of the owner (~~for example~~including, but not limited to, top soil, concrete, steps, asphalt, bushes, and porches.) Any replacement of water service done outside of this Program shall follow all state and federal regulations and comply with city and utility requirements for restoration, connections, and materials. The Utility has the right to inspect the installation at the property owner's expense. In the event that a property owner: i) fails to timely notify the Utility of the owner's election to self-repair or ii) upon timely election to self-repair, fails to timely replace the existing lead water service lateral as required herein, then the Utility shall complete the replacement pursuant to the Program.

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

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

Passed and adopted by the Common Council of the City of Cedarburg this ~~XXXX~~10th day of ~~XXXXXXX~~January 202~~X~~2.

______________________________
Michael O'Keefe, Mayor

Attest:

______________________________
Tracie Sette, City Clerk

Approved as to form:

______________________________
Michael P. Herbrand, City Attorney

**RESOLUTION NO. 2022-01**

**A Resolution designating Depositories and Authorizing Signatures for the City of Cedarburg Checking and Savings Accounts**

RESOLVED, by the Common Council of the City of Cedarburg, that the following banking institutions or their successors:

Associated Bank, Grafton Wisconsin
U.S. Bank, Cedarburg & Milwaukee, Wisconsin
BMO Harris Bank, Milwaukee & Cedarburg, Wisconsin
Local Government Investment Pool, State of Wisconsin
Cornerstone Community Bank, Grafton, Wisconsin
Port Washington State Bank, Cedarburg, Wisconsin
Commerce State Bank, Cedarburg & West Bend, Wisconsin

qualified as depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated until further action as public depositories for all monies coming into the hands of the Finance Director/Treasurer of the City of Cedarburg, State of Wisconsin, and all other city officers included in the provisions of Chapter 34 of the Wisconsin Statutes.

RESOLVED FURTHER, that Port Washington State Bank, Cedarburg, Wisconsin, be designated as the working bank for January 11, 2022 through April 30, 2023 and that the Common Council and the Finance Director/Treasurer be authorized and directed to distribute the city funds.

RESOLVED FUTHER, that the Finance Director/Treasurer be hereby instructed to deposit city funds only in such institutions as may be approved by the State of Wisconsin Investment Board and are eligible to receive public funds.

RESOLVED FURTHER, that the depositories shall furnish collateral for city funds on deposit pursuant to Investment Policy FC-4.

RESOLVED FURTHER, that withdrawal or disbursement from any of the above-named depositories shall be by order check, written wire transfer, telephone wire transfer, or other money transfer techniques, and, in the case of savings accounts, by savings withdrawal form, as provided in Section 66.0607 of the Wisconsin Statutes. Written and telephone wire transfers shall be in accordance with the named depositories guidelines and shall only be made by authorized personnel. In accordance therewith all order check and savings withdrawal forms, effective immediately, shall be signed by any three of the following persons:

Tracie Sette, City Clerk
Kelly Livingston, Finance Director/Treasurer
Michael J. O'Keefe, Mayor or
Patricia Thome, Acting Mayor

RESOLVED FURTHER, that in lieu of their personal signatures, the following signatures, which have been adopted by them as below shown:

Michael J. O'Keefe, Mayor

Tracie Sette, City Clerk

Kelly Livingston, Finance Director/Treasurer

may be affixed on such order checks and savings withdrawal forms that any one of the above-named depositories shall be fully warranted and protected in making payment on any other check bearing such facsimiles notwithstanding that the same may have been placed thereon without the authority of the designated person or persons.

Passed and adopted by the Common Council of the City of Cedarburg this 10th day of January 2022.

______________________
Michael O'Keefe, Mayor

Attest:

____________________
Tracie Sette, City Clerk

_______________________________
Michael P. Herbrand, City Attorney

CITY OF CEDARBURG

**MEETING DATE:** January 10, 2022 **ITEM NO: 8.I.**

**TITLE:** Discussion and possible action on approval of Resolution 2022-04 appointing Bond Trust Services Corporation as Fiscal Agent in connection with certain outstanding obligations

**ISSUE SUMMARY:** This request is to move the bond trust service from Depository Trust Company (DTC) in New York, to Ehlers, our financial advisor. This will simplify the process for the person taking over the bond payments moving forward. Currently some debt payments are made to DTC and the newest issues are handled through Ehlers. With this change all debt payments will be handled through Ehlers and there will be a local contact for questions.

**STAFF RECOMMENDATION:** Approval of Resolution 2022-04

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** n/a

**BUDGETARY IMPACT:** n/a

**ATTACHMENTS:** Resolution 2022-04, BTSC Agreements 2012A, 2015A, 2016A, 2018A

**INITIATED/REQUESTED BY:** Finance Director/Treasurer Department

**FOR MORE INFORMATION CONTACT:** Finance Director/Treasurer

## CITY OF CEDARBURG, WISCONSIN

## RESOLUTION NO. 2022-04 APPOINTING BOND TRUST SERVICES CORPORATION AS FISCAL AGENT IN CONNECTION WITH CERTAIN OUTSTANDING OBLIGATIONS

WHEREAS, the City of Cedarburg, Ozaukee County, Wisconsin (the City) has outstanding certain debt obligations described below (collectively, the "Obligations");

(i) $5,565,000 General Obligation Corporate Purpose Bonds, Series 2012A dated September 5, 2012;
(ii) $3,470,000.00 General Obligation Promissory Notes, Series 2015A dated June 3, 2015;
(iii) $9,705,000.00 General Obligation Corporate Purpose Bonds, Series 2016A dated May 18, 2016;
(iv) $1,230,000.00 General Obligation Promissory Notes, Series 2018A dated June 28, 2018;

WHEREAS, the Obligations were issued in book-entry-only form registered in the name of CEDE & CO. as nominee of The Depository Trust Company, New York, New York ("DTC"), and DTC acts as securities depository for the Obligations;

WHEREAS, the City Council deems it to be necessary, desirable and in the best interest of the City to appoint a bank or trust company to serve as fiscal agent and to perform the duties of registrar and fiscal agent for such Obligations; and

WHEREAS, the City is currently acting as fiscal agent for the Obligations and deems it to be necessary, desirable and in the best interest of the City to appoint Bond Trust Services Corporation as successor paying agent for the Obligations.

NOW, THEREFORE, the City Council of the City of Cedarburg, Ozaukee County, Wisconsin, does resolve that:

Section 1. Appointment of Fiscal Agent. The principal of and interest on the Obligations shall be paid by Bond Trust Services Corporation, Roseville, Minnesota, which is hereby appointed as the issuer's registrar and, fiscal agent, pursuant to the provisions of Section 67.10(2), Wisconsin Statues (the "Fiscal Agent"), to be effective immediately upon adoption and approval as of the date of this resolution.

Section 2. Fiscal Agency Agreement. The Fiscal Agency Agreement between the City and the Fiscal Agent shall be substantially in the forms attached hereto as Exhibit A and is hereby approved, and the City shall pay such fees and expenses of the Fiscal Agent set forth in the Fiscal Agency Agreement. The City Mayor and City Clerk are hereby authorized to execute the Fiscal Agency Agreement.

Section 3. Notice of Appointment of Fiscal Agent. The officers of the City are authorized and directed to work with the City's financial advisor and dissemination agent, Ehlers & Associates, Inc., to provide notice of the appointment of the Fiscal Agent to DTC.

Adopted and recorded this 10th Day of January ,2022

________________________

Michael O'Keefe, Mayor

Attest:

____________________

Tracie Sette, City Clerk

[SEAL]

# AGREEMENT RELATING TO PAYING AGENCY, REGISTRAR, AND TRANSFER AGENCY

THIS AGREEMENT, entered into on January 10, 2022, by and between the City of Cedarburg, Wisconsin (the "Issuer") and **BOND TRUST SERVICES CORPORATION,** a wholly owned subsidiary of Ehlers & Associates, Inc. (the "Agent"), a corporation duly organized and existing as a limited purpose trust company under the laws of the State of Minnesota, Section 48A.03.

WHEREAS, the Issuer has by Resolution (the "Bond Resolution"), adopted on August 13, 2012, authorized the issuance of $5,565,000 General Obligation Corporate Purpose Bonds, Series 2012A (the "Bonds");

WHEREAS, the Issuer has designated the Agent as the paying agent, registrar and transfer agent for the Bonds;

WHEREAS, the Agent has agreed to serve in such capacities for and on behalf of the Issuer and has full power and authority to perform and serve in such capacities for the Bonds;

NOW THEREFORE, the Issuer and the Agent, each in consideration of the representations, covenants and agreements of the other as set forth herein, mutually represent, covenant and agree as follows:

**Section 1**. **Agent's Duties**.

1.1 Registrar. The Agent shall keep at its principal corporate trust office in Roseville, Minnesota a Bond Register in which the Agent, in its capacity as registrar, shall provide for the registration of ownership of the bonds and the registration of transfers and exchanges of the Bonds entitled to be registered, transferred or exchanged pursuant to the terms of the Bonds Resolution and the Bonds.

1.2. Transfer of Bonds. Upon surrender to the Agent for transfer of any Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Agent duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, together with a guarantee of the signature satisfactory to the Agent, the Agent shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Agent may, however, close the books for registration of any transfer after the 15th day of the month preceding each interest payment date and until such interest payment date.

1.3. Exchange of Bonds. Whenever any Bonds are surrendered to the Agent for exchange, the Agent shall authenticate and deliver the Bonds which, under the Bond Resolution, the owner making the exchange is entitled to receive.

1.4. Cancellation. All Bonds or coupons surrendered upon any transfer or exchange and unissued inventory at maturity shall be marked paid and canceled by the Agent and destroyed pursuant to Minnesota statutes, Section 475.553, subd. 2, unless otherwise directed by the Issuer.

1.5. Improper or Unauthorized Transfer. When any Bond is presented to the Agent for transfer, the Agent may refuse to transfer the same until it is satisfied that the endorsement on such Bond or written instrument of transfer is valid and genuine and the requested transfer is legally authorized. The Agent shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

1.6. Persons Deemed Owners. The Agent shall treat the person in whose name any Bond is at any time registered in the Bond Register as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on such Bond and for all other purposes, and all such payments so made to any such registered owner or upon his order shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

1.7. Taxes, Fees and Charges. For every transfer or exchange of Bonds the Agent may impose upon the owner thereof a charge sufficient to pay or reimburse the Agent for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.

1.8. Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Agent shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any such Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Agent in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing by the owner with the Agent of evidence satisfactory to it that such Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Agent of an appropriate bond of indemnity in form, substance and amount as may be required by law and as is satisfactory to the Agent, in which bond the Issuer and the Agent shall be named as obligees. All Bonds so surrendered to the Agent shall be canceled by it and evidence of such cancellation shall be given to the Issuer. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment, provided that the owner shall first provide the Agent with a bond of indemnity as set forth above.

1.9. Records, Statements, Payment of Interest and Principal. The Agent shall:

(a) keep true and accurate accounts of the outstanding principal balance of the Bonds;
(b) not less than thirty (30) days before the due date of any principal of or interest on the Bonds, send a statement to the Issuer of the amount which will be required to pay the principal of and interest on the Bonds on such date;
(c) pay such of the interest on the Bonds as is due on each stated interest payment date, with the funds received from the Issuer, by check or draft mailed, no later than the interest payment date, to the registered owners of the Bonds as of the close of business on the 15th day (whether or not a business day) of the preceding month, at their addresses as they appear on the Bond Register;
(d) pay such of the principal of the Bonds as is due on the stated payment dates, with the funds received from the Issuer, upon presentation of the Bonds for payment;
(e) if Agent fails to make timely payment, the Agent will pay all charges from depositories for untimely payments;.
(f) forthwith upon presentation and payment of the Bonds cancel the same and retain and dispose of the same in the manner set forth in Section 1.4 hereof; and

The Agent shall not be required to pay interest on any funds of the Issuer for any period during which such funds are held by the Agent awaiting the interest payment date or the presentation of the Bonds for payment. Any funds remaining in the possession of the Agent for payment of the Bonds three (3) years after the date for the payment thereof has expired shall, subject to any applicable escheat law, be returned to the Issuer upon demand.

1.10. Reliance on Documents. The Agent may conclusively rely, as to the truth of the statements and correctness of the opinions expressed therein, on certificates, opinions or other documents furnished to the Agent by or on behalf of the Issuer. The Agent shall not be liable for any error or judgment made in good faith by or on behalf of Agent in the performance of the duties of Agent herein.

1.11. Delivery of Records to Issuer; Retention. The Agent may, from time to time at its discretion, deliver to the Issuer, for safekeeping or disposition by the Issuer in accordance with law, such records accumulated in the performance of its duties as it may deem expedient, and the Issuer assumes all responsibility for any failure thereafter to produce any paper, record or document so returned, if and when required.

**Section 2. Issuer's Duties.**

2.1 Provision of the Executed Bonds. The Issuer shall provide the Agent with such executed Bonds as are required to issue the Bonds in exchange for or upon transfer of outstanding Bonds.

2.2 Provision of Funds to pay Principal and Interest. The Issuer may pay the Agent for the interest and principal due by check, however, the check must be received by the Agent for deposit no later than *five business days* before the debt service payment date in order for the bondholder payments to be released on the payment date. Check payments received from the Issuer after the deadline will result in bondholder payments being released after a *three business day* clearance. If the Issuer pays by wire, the wire should be sent to the Agent *one* *business day* prior to the debt service payment date.

2.3 Payment of Fees and Charges of Agent. The Issuer shall pay to the Agent reasonable fees and charges for services performed hereunder in accordance with the Agent's fee schedule attached hereto as Schedule A for the first two years of the Agreement and thereafter according to Agent's then current fee schedule in effect at the time of the service. The fees and charges of said Agent shall in no event become a charge against the funds remitted by the Issuer for payment of principal and interest on the Bonds.

2.4 Payment of Reimbursable Charges Incurred by Agent. The Issuer agrees to reimburse Agent, upon Agent's request, for all reasonable expenses, disbursements and advances incurred or made by the Agent in accordance with any of the provisions of the Agreement (including the reasonable compensation and the expenses and disbursements of its agents and counsel)

2.5 Failure to Provide Funds. If available funds needed for payment do not reach the Agent by any interest payment date, payment of items may be refused and the Issuer may be charged for reasonable expenses incurred and extra service performed in accordance with the Agent's fee schedule in effect at the time of the payment date. The Issuer shall pay all charges or penalties from depositories if they fail to make timely payments provided, however, that the Agent agrees to abide by the depository requirement for same day wire transfer of funds for debt service payment.

2.6 Indemnification. The Issuer shall indemnify and hold the Agent harmless from and against any loss, cost, charge, expense, judgment or liability that it may incur in the exercise of its powers and duties hereunder and which is not due to its negligence or default.

**Section 3. Termination.**

This agreement will terminate upon the later of the date of final payment of the principal and interest on the Bonds to the holders thereof or the date on which any remaining funds held by the Agent are remitted to the Issuer. Either party may terminate this agreement by written notice mailed to the other party at least thirty (30) days prior to termination date, upon which event the Agent shall return all cash and Bonds in its possession to the Issuer or its order and shall deliver the Bond Register to the Issuer or its order and the Issuer shall pay any accrued and unpaid fees and service charges to the Agent. In the event that such termination is by the Issuer, Issuer shall pay a termination fee as set forth by the Agent at the time of termination. No termination fee will be charged to the Issuer if the termination is due to the failure by the Agent to provide the services outlined in this Agreement. No early termination hereunder shall be effective until a successor Paying Agent/Registrar has been appointed by the Issuer and notice of the appointment of the successor has been given to the holder of Bonds.

IN WITNESS WHEREOF, the Issuer and the Agent have caused this agreement to be executed in their respective names by their duly authorized representatives, in two counterparts, each of which shall be deemed an original.

City of Cedarburg, Wisconsin
W63N645 Washington Ave
PO Box 49
Cedarburg, WI 53012

By: ______________________________
Printed Name:
Printed Title:

**BOND TRUST SERVICES CORPORATION**
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113

By:

# REGISTRAR AND PAYING AGENT FEE SCHEDULE FOR BOOK-ENTRY ONLY TRANSACTION

## II. Annual Administration Fee: $400.00

The annual fee, payable in advance, covers:

1) Invoicing and collection of scheduled debt service payments;
2) Documentation and wiring of scheduled debt service payments;
3) Handling all correspondence and communications with The Depository Trust Company;
4) Maintenance of Issuer's account;
5) Destruction of Bond(s);
6) Processing of optional redemption notices; and
7) Audit verification letters.

## III. Additional Services:

1) Processing of Mandatory Sinking Fund Notices - $100 per notice

Fees for services other than those listed above not contemplated at the time of issuance will be charged based on the type of service performed, expenses incurred, time involved, and responsibility assumed.

*The above fees may be subject to periodic review and/or adjustment.*

# AGREEMENT RELATING TO PAYING AGENCY, REGISTRAR, AND TRANSFER AGENCY

THIS AGREEMENT, entered into on January 10, 2022, by and between the City of Cedarburg, Wisconsin (the "Issuer") and **BOND TRUST SERVICES CORPORATION,** a wholly owned subsidiary of Ehlers & Associates, Inc. (the "Agent"), a corporation duly organized and existing as a limited purpose trust company under the laws of the State of Minnesota, Section 48A.03.

WHEREAS, the Issuer has by Resolution (the "Note Resolution"), adopted on May 11, 2015, authorized the issuance of $3,470,000 General Obligation Promissory Notes, Series 2015A (the "Notes");

WHEREAS, the Issuer has designated the Agent as the paying agent, registrar and transfer agent for the Notes;

WHEREAS, the Agent has agreed to serve in such capacities for and on behalf of the Issuer and has full power and authority to perform and serve in such capacities for the Notes;

NOW THEREFORE, the Issuer and the Agent, each in consideration of the representations, covenants and agreements of the other as set forth herein, mutually represent, covenant and agree as follows:

**Section 1**. **Agent's Duties**.

1.1 Registrar. The Agent shall keep at its principal corporate trust office in Roseville, Minnesota a Bond Register in which the Agent, in its capacity as registrar, shall provide for the registration of ownership of the bonds and the registration of transfers and exchanges of the Notes entitled to be registered, transferred or exchanged pursuant to the terms of the Notes Resolution and the Notes.

1.2. Transfer of Notes. Upon surrender to the Agent for transfer of any Note duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Agent duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, together with a guarantee of the signature satisfactory to the Agent, the Agent shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Notes of a like aggregate principal amount and maturity, as requested by the transferor. The Agent may, however, close the books for registration of any transfer after the 15th day of the month preceding each interest payment date and until such interest payment date.

1.3. Exchange of Notes. Whenever any Notes are surrendered to the Agent for exchange, the Agent shall authenticate and deliver the Notes which, under the Note Resolution, the owner making the exchange is entitled to receive.

1.4. Cancellation. All Notes or coupons surrendered upon any transfer or exchange and unissued inventory at maturity shall be marked paid and canceled by the Agent and destroyed pursuant to Minnesota statutes, Section 475.553, subd. 2, unless otherwise directed by the Issuer.

1.5. Improper or Unauthorized Transfer. When any Note is presented to the Agent for transfer, the Agent may refuse to transfer the same until it is satisfied that the endorsement on such Note or written instrument of transfer is valid and genuine and the requested transfer is legally authorized. The Agent shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

1.6. Persons Deemed Owners. The Agent shall treat the person in whose name any Note is at any time registered in the Bond Register as the absolute owner of such Note, whether such Note shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on such Note and for all other purposes, and all such payments so made to any such registered owner or upon his order shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

1.7. Taxes, Fees and Charges. For every transfer or exchange of Notes the Agent may impose upon the owner thereof a charge sufficient to pay or reimburse the Agent for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange except in the case of the issuance of a Note or Notes for the unredeemed portion of a Note surrendered for redemption.

1.8. Mutilated, Lost, Stolen or Destroyed Bonds. In case any Note shall become mutilated or be destroyed, stolen or lost, the Agent shall deliver a new Note of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Note or in lieu of and in substitution for any such Note destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Agent in connection therewith; and, in the case of a Note destroyed, stolen or lost, upon filing by the owner with the Agent of evidence satisfactory to it that such Note was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Agent of an appropriate bond of indemnity in form, substance and amount as may be required by law and as is satisfactory to the Agent, in which bond the Issuer and the Agent shall be named as obligees. All Notes so surrendered to the Agent shall be canceled by it and evidence of such cancellation shall be given to the Issuer. If the mutilated, destroyed, stolen or lost Note has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Note prior to payment, provided that the owner shall first provide the Agent with a bond of indemnity as set forth above.

1.9. Records, Statements, Payment of Interest and Principal. The Agent shall:

(a) keep true and accurate accounts of the outstanding principal balance of the Notes;

(b) not less than thirty (30) days before the due date of any principal of or interest on the Notes, send a statement to the Issuer of the amount which will be required to pay the principal of and interest on the Notes on such date;

(c) pay such of the interest on the Notes as is due on each stated interest payment date, with the funds received from the Issuer, by check or draft mailed, no later than the interest payment date, to the registered owners of the Notes as of the close of business on the 15th day (whether or not a business day) of the preceding month, at their addresses as they appear on the Bond Register;

(d) pay such of the principal of the Notes as is due on the stated payment dates, with the funds received from the Issuer, upon presentation of the Notes for payment;

(e) if Agent fails to make timely payment, the Agent will pay all charges from depositories for untimely payments;.

(f) forthwith upon presentation and payment of the Notes cancel the same and retain and dispose of the same in the manner set forth in Section 1.4 hereof; and

The Agent shall not be required to pay interest on any funds of the Issuer for any period during which such funds are held by the Agent awaiting the interest payment date or the presentation of the Notes for payment. Any funds remaining in the possession of the Agent for payment of the Notes three (3) years after the date for the payment thereof has expired shall, subject to any applicable escheat law, be returned to the Issuer upon demand.

1.10. Reliance on Documents. The Agent may conclusively rely, as to the truth of the statements and correctness of the opinions expressed therein, on certificates, opinions or other documents furnished to the Agent by or on behalf of the Issuer. The Agent shall not be liable for any error or judgment made in good faith by or on behalf of Agent in the performance of the duties of Agent herein.

1.11. Delivery of Records to Issuer; Retention. The Agent may, from time to time at its discretion, deliver to the Issuer, for safekeeping or disposition by the Issuer in accordance with law, such records accumulated in the performance of its duties as it may deem expedient, and the Issuer assumes all responsibility for any failure thereafter to produce any paper, record or document so returned, if and when required.

**Section 2. Issuer's Duties.**

2.1 Provision of the Executed Notes. The Issuer shall provide the Agent with such executed Notes as are required to issue the Notes in exchange for or upon transfer of outstanding Notes.

2.2 Provision of Funds to pay Principal and Interest. The Issuer may pay the Agent for the interest and principal due by check, however, the check must be received by the Agent for deposit no later than *five business days* before the debt service payment date in order for the bondholder payments to be released on the payment date. Check payments received from the Issuer after the deadline will result in bondholder payments being released after a *three business day* clearance. If the Issuer pays by wire, the wire should be sent to the Agent *one business day* prior to the debt service payment date.

2.3 Payment of Fees and Charges of Agent. The Issuer shall pay to the Agent reasonable fees and charges for services performed hereunder in accordance with the Agent's fee schedule attached hereto as Schedule A for the first two years of the Agreement and thereafter according to Agent's then current fee schedule in effect at the time of the service. The fees and charges of said Agent shall in no event become a charge against the funds remitted by the Issuer for payment of principal and interest on the Notes.

2.4 Payment of Reimbursable Charges Incurred by Agent. The Issuer agrees to reimburse Agent, upon Agent's request, for all reasonable expenses, disbursements and advances incurred or made by the Agent in accordance with any of the provisions of the Agreement (including the reasonable compensation and the expenses and disbursements of its agents and counsel)

2.5 Failure to Provide Funds. If available funds needed for payment do not reach the Agent by any interest payment date, payment of items may be refused and the Issuer may be charged for reasonable expenses incurred and extra service performed in accordance with the Agent's fee schedule in effect at the time of the payment date. The Issuer shall pay all charges or penalties from depositories if they fail to make timely payments provided, however, that the Agent agrees to abide by the depository requirement for same day wire transfer of funds for debt service payment.

2.6 Indemnification. The Issuer shall indemnify and hold the Agent harmless from and against any loss, cost, charge, expense, judgment or liability that it may incur in the exercise of its powers and duties hereunder and which is not due to its negligence or default.

**Section 3. Termination.**

This agreement will terminate upon the later of the date of final payment of the principal and interest on the Notes to the holders thereof or the date on which any remaining funds held by the Agent are remitted to the Issuer. Either party may terminate this agreement by written notice mailed to the other party at least thirty (30) days prior to termination date, upon which event the Agent shall return all cash and Notes in its possession to the Issuer or its order and shall deliver the Bond Register to the Issuer or its order and the Issuer shall pay any accrued and unpaid fees and service charges to the Agent. In the event that such termination is by the Issuer, Issuer shall pay a termination fee as set forth by the Agent at the time of termination. No termination fee will be charged to the Issuer if the termination is due to the failure by the Agent to provide the services outlined in this Agreement. No early termination hereunder shall be effective until a successor Paying Agent/Registrar has been appointed by the Issuer and notice of the appointment of the successor has been given to the holder of Notes.

IN WITNESS WHEREOF, the Issuer and the Agent have caused this agreement to be executed in their respective names by their duly authorized representatives, in two counterparts, each of which shall be deemed an original.

City of Cedarburg, Wisconsin
W63N645 Washington Ave
PO Box 49
Cedarburg, WI 53012

By: ______________________________
Printed Name:
Printed Title:

**BOND TRUST SERVICES CORPORATION**
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113

By: Kurt Schmitt

# REGISTRAR AND PAYING AGENT FEE SCHEDULE FOR BOOK-ENTRY ONLY TRANSACTION

## I. Annual Administration Fee: $400.00

The annual fee, payable in advance, covers:

1) Invoicing and collection of scheduled debt service payments;
2) Documentation and wiring of scheduled debt service payments;
3) Handling all correspondence and communications with The Depository Trust Company;
4) Maintenance of Issuer's account;
5) Destruction of Note(s);
6) Processing of optional redemption notices; and
7) Audit verification letters.

## II. Additional Services:

1) Processing of Mandatory Sinking Fund Notices - $100 per notice

Fees for services other than those listed above not contemplated at the time of issuance will be charged based on the type of service performed, expenses incurred, time involved, and responsibility assumed.

*The above fees may be subject to periodic review and/or adjustment.*

## AGREEMENT RELATING TO PAYING AGENCY, REGISTRAR, AND TRANSFER AGENCY

THIS AGREEMENT, entered into on January 10, 2022, by and between the City of Cedarburg, Wisconsin (the "Issuer") and **BOND TRUST SERVICES CORPORATION,** a wholly owned subsidiary of Ehlers & Associates, Inc. (the "Agent"), a corporation duly organized and existing as a limited purpose trust company under the laws of the State of Minnesota, Section 48A.03.

WHEREAS, the Issuer has by Resolution (the "Bond Resolution"), adopted on April 25, 2016, authorized the issuance of $9,705,000 General Obligation Corporate Purpose Bonds, Series 2016A (the "Bonds");

WHEREAS, the Issuer has designated the Agent as the paying agent, registrar and transfer agent for the Bonds;

WHEREAS, the Agent has agreed to serve in such capacities for and on behalf of the Issuer and has full power and authority to perform and serve in such capacities for the Bonds;

NOW THEREFORE, the Issuer and the Agent, each in consideration of the representations, covenants and agreements of the other as set forth herein, mutually represent, covenant and agree as follows:

**Section 1**. **Agent's Duties**.

1.1 Registrar. The Agent shall keep at its principal corporate trust office in Roseville, Minnesota a Bond Register in which the Agent, in its capacity as registrar, shall provide for the registration of ownership of the bonds and the registration of transfers and exchanges of the Bonds entitled to be registered, transferred or exchanged pursuant to the terms of the Bonds Resolution and the Bonds.

1.2. Transfer of Bonds. Upon surrender to the Agent for transfer of any Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Agent duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, together with a guarantee of the signature satisfactory to the Agent, the Agent shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Agent may, however, close the books for registration of any transfer after the 15th day of the month preceding each interest payment date and until such interest payment date.

1.3. Exchange of Bonds. Whenever any Bonds are surrendered to the Agent for exchange, the Agent shall authenticate and deliver the Bonds which, under the Bond Resolution, the owner making the exchange is entitled to receive.

1.4. Cancellation. All Bonds or coupons surrendered upon any transfer or exchange and unissued inventory at maturity shall be marked paid and canceled by the Agent and destroyed pursuant to Minnesota statutes, Section 475.553, subd. 2, unless otherwise directed by the Issuer.

1.5. Improper or Unauthorized Transfer. When any Bond is presented to the Agent for transfer, the Agent may refuse to transfer the same until it is satisfied that the endorsement on such Bond or written instrument of transfer is valid and genuine and the requested transfer is legally authorized. The Agent shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

1.6. Persons Deemed Owners. The Agent shall treat the person in whose name any Bond is at any time registered in the Bond Register as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on such Bond and for all other purposes, and all such payments so made to any such registered owner or upon his order shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

1.7. Taxes, Fees and Charges. For every transfer or exchange of Bonds the Agent may impose upon the owner thereof a charge sufficient to pay or reimburse the Agent for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.

1.8. Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Agent shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any such Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Agent in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing by the owner with the Agent of evidence satisfactory to it that such Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Agent of an appropriate bond of indemnity in form, substance and amount as may be required by law and as is satisfactory to the Agent, in which bond the Issuer and the Agent shall be named as obligees. All Bonds so surrendered to the Agent shall be canceled by it and evidence of such cancellation shall be given to the Issuer. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment, provided that the owner shall first provide the Agent with a bond of indemnity as set forth above.

1.9. Records, Statements, Payment of Interest and Principal. The Agent shall:

(a) keep true and accurate accounts of the outstanding principal balance of the Bonds;
(b) not less than thirty (30) days before the due date of any principal of or interest on the Bonds, send a statement to the Issuer of the amount which will be required to pay the principal of and interest on the Bonds on such date;
(c) pay such of the interest on the Bonds as is due on each stated interest payment date, with the funds received from the Issuer, by check or draft mailed, no later than the interest payment date, to the registered owners of the Bonds as of the close of business on the 15th day (whether or not a business day) of the preceding month, at their addresses as they appear on the Bond Register;
(d) pay such of the principal of the Bonds as is due on the stated payment dates, with the funds received from the Issuer, upon presentation of the Bonds for payment;
(e) if Agent fails to make timely payment, the Agent will pay all charges from depositories for untimely payments;.
(f) forthwith upon presentation and payment of the Bonds cancel the same and retain and dispose of the same in the manner set forth in Section 1.4 hereof; and

The Agent shall not be required to pay interest on any funds of the Issuer for any period during which such funds are held by the Agent awaiting the interest payment date or the presentation of the Bonds for payment. Any funds remaining in the possession of the Agent for payment of the Bonds three (3) years after the date for the payment thereof has expired shall, subject to any applicable escheat law, be returned to the Issuer upon demand.

1.10. Reliance on Documents. The Agent may conclusively rely, as to the truth of the statements and correctness of the opinions expressed therein, on certificates, opinions or other documents furnished to the Agent by or on behalf of the Issuer. The Agent shall not be liable for any error or judgment made in good faith by or on behalf of Agent in the performance of the duties of Agent herein.

1.11. Delivery of Records to Issuer; Retention. The Agent may, from time to time at its discretion, deliver to the Issuer, for safekeeping or disposition by the Issuer in accordance with law, such records accumulated in the performance of its duties as it may deem expedient, and the Issuer assumes all responsibility for any failure thereafter to produce any paper, record or document so returned, if and when required.

**Section 2. Issuer's Duties.**

2.1 Provision of the Executed Bonds. The Issuer shall provide the Agent with such executed Bonds as are required to issue the Bonds in exchange for or upon transfer of outstanding Bonds.

2.2 Provision of Funds to pay Principal and Interest. The Issuer may pay the Agent for the interest and principal due by check, however, the check must be received by the Agent for deposit no later than *five business days* before the debt service payment date in order for the bondholder payments to be released on the payment date. Check payments received from the Issuer after the deadline will result in bondholder payments being released after a *three business day* clearance. If the Issuer pays by wire, the wire should be sent to the Agent *one* *business day* prior to the debt service payment date.

2.3 Payment of Fees and Charges of Agent. The Issuer shall pay to the Agent reasonable fees and charges for services performed hereunder in accordance with the Agent's fee schedule attached hereto as Schedule A for the first two years of the Agreement and thereafter according to Agent's then current fee schedule in effect at the time of the service. The fees and charges of said Agent shall in no event become a charge against the funds remitted by the Issuer for payment of principal and interest on the Bonds.

2.4 Payment of Reimbursable Charges Incurred by Agent. The Issuer agrees to reimburse Agent, upon Agent's request, for all reasonable expenses, disbursements and advances incurred or made by the Agent in accordance with any of the provisions of the Agreement (including the reasonable compensation and the expenses and disbursements of its agents and counsel)

2.5 Failure to Provide Funds. If available funds needed for payment do not reach the Agent by any interest payment date, payment of items may be refused and the Issuer may be charged for reasonable expenses incurred and extra service performed in accordance with the Agent's fee schedule in effect at the time of the payment date. The Issuer shall pay all charges or penalties from depositories if they fail to make timely payments provided, however, that the Agent agrees to abide by the depository requirement for same day wire transfer of funds for debt service payment.

2.6 Indemnification. The Issuer shall indemnify and hold the Agent harmless from and against any loss, cost, charge, expense, judgment or liability that it may incur in the exercise of its powers and duties hereunder and which is not due to its negligence or default.

**Section 3. Termination.**

This agreement will terminate upon the later of the date of final payment of the principal and interest on the Bonds to the holders thereof or the date on which any remaining funds held by the Agent are remitted to the Issuer. Either party may terminate this agreement by written notice mailed to the other party at least thirty (30) days prior to termination date, upon which event the Agent shall return all cash and Bonds in its possession to the Issuer or its order and shall deliver the Bond Register to the Issuer or its order and the Issuer shall pay any accrued and unpaid fees and service charges to the Agent. In the event that such termination is by the Issuer, Issuer shall pay a termination fee as set forth by the Agent at the time of termination. No termination fee will be charged to the Issuer if the termination is due to the failure by the Agent to provide the services outlined in this Agreement. No early termination hereunder shall be effective until a successor Paying Agent/Registrar has been appointed by the Issuer and notice of the appointment of the successor has been given to the holder of Bonds.

IN WITNESS WHEREOF, the Issuer and the Agent have caused this agreement to be executed in their respective names by their duly authorized representatives, in two counterparts, each of which shall be deemed an original.

City of Cedarburg, Wisconsin
W63N645 Washington Ave
PO Box 49
Cedarburg, WI 53012

By: ______________________________
Printed Name:
Printed Title:

**BOND TRUST SERVICES CORPORATION**
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113

By: Keith Schmidt

EHLERS
BOND TRUST SERVICES

**REGISTRAR AND PAYING AGENT FEE SCHEDULE FOR BOOK-ENTRY ONLY TRANSACTION**

**I. Annual Administration Fee: $400.00**

The annual fee, payable in advance, covers:

1) Invoicing and collection of scheduled debt service payments;
2) Documentation and wiring of scheduled debt service payments;
3) Handling all correspondence and communications with The Depository Trust Company;
4) Maintenance of Issuer's account;
5) Destruction of Bond(s);
6) Processing of optional redemption notices; and
7) Audit verification letters.

**II. Additional Services:**

1) Processing of Mandatory Sinking Fund Notices - $100 per notice

Fees for services other than those listed above not contemplated at the time of issuance will be charged based on the type of service performed, expenses incurred, time involved, and responsibility assumed.

*The above fees may be subject to periodic review and/or adjustment.*

## AGREEMENT RELATING TO PAYING AGENCY, REGISTRAR, AND TRANSFER AGENCY

THIS AGREEMENT, entered into on January 10, 2022, by and between the City of Cedarburg, Wisconsin (the "Issuer") and **BOND TRUST SERVICES CORPORATION,** a wholly owned subsidiary of Ehlers & Associates, Inc. (the "Agent"), a corporation duly organized and existing as a limited purpose trust company under the laws of the State of Minnesota, Section 48A.03.

WHEREAS, the Issuer has by Resolution (the "Note Resolution"), adopted on June 11, 2018, authorized the issuance of $1,230,000 General Obligation Promissory Notes, Series 2018A (the "Notes");

WHEREAS, the Issuer has designated the Agent as the paying agent, registrar and transfer agent for the Notes;

WHEREAS, the Agent has agreed to serve in such capacities for and on behalf of the Issuer and has full power and authority to perform and serve in such capacities for the Notes;

NOW THEREFORE, the Issuer and the Agent, each in consideration of the representations, covenants and agreements of the other as set forth herein, mutually represent, covenant and agree as follows:

**Section 1**. **Agent's Duties**.

1.1 Registrar. The Agent shall keep at its principal corporate trust office in Roseville, Minnesota a Bond Register in which the Agent, in its capacity as registrar, shall provide for the registration of ownership of the bonds and the registration of transfers and exchanges of the Notes entitled to be registered, transferred or exchanged pursuant to the terms of the Notes Resolution and the Notes.

1.2. Transfer of Notes. Upon surrender to the Agent for transfer of any Note duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Agent duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, together with a guarantee of the signature satisfactory to the Agent, the Agent shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Notes of a like aggregate principal amount and maturity, as requested by the transferor. The Agent may, however, close the books for registration of any transfer after the 15th day of the month preceding each interest payment date and until such interest payment date.

1.3. Exchange of Notes. Whenever any Notes are surrendered to the Agent for exchange, the Agent shall authenticate and deliver the Notes which, under the Note Resolution, the owner making the exchange is entitled to receive.

1.4. Cancellation. All Notes or coupons surrendered upon any transfer or exchange and unissued inventory at maturity shall be marked paid and canceled by the Agent and destroyed pursuant to Minnesota statutes, Section 475.553, subd. 2, unless otherwise directed by the Issuer.

1.5. Improper or Unauthorized Transfer. When any Note is presented to the Agent for transfer, the Agent may refuse to transfer the same until it is satisfied that the endorsement on such Note or written instrument of transfer is valid and genuine and the requested transfer is legally authorized. The Agent shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

1.6. Persons Deemed Owners. The Agent shall treat the person in whose name any Note is at any time registered in the Bond Register as the absolute owner of such Note, whether such Note shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on such Note and for all other purposes, and all such payments so made to any such registered owner or upon his order shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

1.7. Taxes, Fees and Charges. For every transfer or exchange of Notes the Agent may impose upon the owner thereof a charge sufficient to pay or reimburse the Agent for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange except in the case of the issuance of a Note or Notes for the unredeemed portion of a Note surrendered for redemption.

1.8. Mutilated, Lost, Stolen or Destroyed Bonds. In case any Note shall become mutilated or be destroyed, stolen or lost, the Agent shall deliver a new Note of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Note or in lieu of and in substitution for any such Note destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Agent in connection therewith; and, in the case of a Note destroyed, stolen or lost, upon filing by the owner with the Agent of evidence satisfactory to it that such Note was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Agent of an appropriate bond of indemnity in form, substance and amount as may be required by law and as is satisfactory to the Agent, in which bond the Issuer and the Agent shall be named as obligees. All Notes so surrendered to the Agent shall be canceled by it and evidence of such cancellation shall be given to the Issuer. If the mutilated, destroyed, stolen or lost Note has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Note prior to payment, provided that the owner shall first provide the Agent with a bond of indemnity as set forth above.

1.9. Records, Statements, Payment of Interest and Principal. The Agent shall:

(a) keep true and accurate accounts of the outstanding principal balance of the Notes;

(b) not less than thirty (30) days before the due date of any principal of or interest on the Notes, send a statement to the Issuer of the amount which will be required to pay the principal of and interest on the Notes on such date;

(c) pay such of the interest on the Notes as is due on each stated interest payment date, with the funds received from the Issuer, by check or draft mailed, no later than the interest payment date, to the registered owners of the Notes as of the close of business on the 15th day (whether or not a business day) of the preceding month, at their addresses as they appear on the Bond Register;

(d) pay such of the principal of the Notes as is due on the stated payment dates, with the funds received from the Issuer, upon presentation of the Notes for payment;

(e) if Agent fails to make timely payment, the Agent will pay all charges from depositories for untimely payments;.

(f) forthwith upon presentation and payment of the Notes cancel the same and retain and dispose of the same in the manner set forth in Section 1.4 hereof; and

The Agent shall not be required to pay interest on any funds of the Issuer for any period during which such funds are held by the Agent awaiting the interest payment date or the presentation of the Notes for payment. Any funds remaining in the possession of the Agent for payment of the Notes three (3) years after the date for the payment thereof has expired shall, subject to any applicable escheat law, be returned to the Issuer upon demand.

1.10. Reliance on Documents. The Agent may conclusively rely, as to the truth of the statements and correctness of the opinions expressed therein, on certificates, opinions or other documents furnished to the Agent by or on behalf of the Issuer. The Agent shall not be liable for any error or judgment made in good faith by or on behalf of Agent in the performance of the duties of Agent herein.

1.11. Delivery of Records to Issuer; Retention. The Agent may, from time to time at its discretion, deliver to the Issuer, for safekeeping or disposition by the Issuer in accordance with law, such records accumulated in the performance of its duties as it may deem expedient, and the Issuer assumes all responsibility for any failure thereafter to produce any paper, record or document so returned, if and when required.

**Section 2. Issuer's Duties.**

2.1 Provision of the Executed Notes. The Issuer shall provide the Agent with such executed Notes as are required to issue the Notes in exchange for or upon transfer of outstanding Notes.

2.2 Provision of Funds to pay Principal and Interest. The Issuer may pay the Agent for the interest and principal due by check, however, the check must be received by the Agent for deposit no later than *five business days* before the debt service payment date in order for the bondholder payments to be released on the payment date. Check payments received from the Issuer after the deadline will result in bondholder payments being released after a *three business day* clearance. If the Issuer pays by wire, the wire should be sent to the Agent *one business day* prior to the debt service payment date.

2.3 Payment of Fees and Charges of Agent. The Issuer shall pay to the Agent reasonable fees and charges for services performed hereunder in accordance with the Agent's fee schedule attached hereto as Schedule A for the first two years of the Agreement and thereafter according to Agent's then current fee schedule in effect at the time of the service. The fees and charges of said Agent shall in no event become a charge against the funds remitted by the Issuer for payment of principal and interest on the Notes.

2.4 Payment of Reimbursable Charges Incurred by Agent. The Issuer agrees to reimburse Agent, upon Agent's request, for all reasonable expenses, disbursements and advances incurred or made by the Agent in accordance with any of the provisions of the Agreement (including the reasonable compensation and the expenses and disbursements of its agents and counsel)

2.5 Failure to Provide Funds. If available funds needed for payment do not reach the Agent by any interest payment date, payment of items may be refused and the Issuer may be charged for reasonable expenses incurred and extra service performed in accordance with the Agent's fee schedule in effect at the time of the payment date. The Issuer shall pay all charges or penalties from depositories if they fail to make timely payments provided, however, that the Agent agrees to abide by the depository requirement for same day wire transfer of funds for debt service payment.

2.6 Indemnification. The Issuer shall indemnify and hold the Agent harmless from and against any loss, cost, charge, expense, judgment or liability that it may incur in the exercise of its powers and duties hereunder and which is not due to its negligence or default.

**Section 3. Termination.**

This agreement will terminate upon the later of the date of final payment of the principal and interest on the Notes to the holders thereof or the date on which any remaining funds held by the Agent are remitted to the Issuer. Either party may terminate this agreement by written notice mailed to the other party at least thirty (30) days prior to termination date, upon which event the Agent shall return all cash and Notes in its possession to the Issuer or its order and shall deliver the Bond Register to the Issuer or its order and the Issuer shall pay any accrued and unpaid fees and service charges to the Agent. In the event that such termination is by the Issuer, Issuer shall pay a termination fee as set forth by the Agent at the time of termination. No termination fee will be charged to the Issuer if the termination is due to the failure by the Agent to provide the services outlined in this Agreement. No early termination hereunder shall be effective until a successor Paying Agent/Registrar has been appointed by the Issuer and notice of the appointment of the successor has been given to the holder of Notes.

IN WITNESS WHEREOF, the Issuer and the Agent have caused this agreement to be executed in their respective names by their duly authorized representatives, in two counterparts, each of which shall be deemed an original.

City of Cedarburg, Wisconsin
W63N645 Washington Ave
PO Box 49
Cedarburg, WI 53012

By: ______________________________
Printed Name:
Printed Title:

**BOND TRUST SERVICES CORPORATION**
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113

By: Keith Schmitt

EHLERS
BOND TRUST SERVICES

**REGISTRAR AND PAYING AGENT FEE SCHEDULE FOR BOOK-ENTRY ONLY TRANSACTION**

**I. Annual Administration Fee: $400.00**

The annual fee, payable in advance, covers:

1) Invoicing and collection of scheduled debt service payments;
2) Documentation and wiring of scheduled debt service payments;
3) Handling all correspondence and communications with The Depository Trust Company;
4) Maintenance of Issuer's account;
5) Destruction of Note(s);
6) Processing of optional redemption notices; and
7) Audit verification letters.

**II. Additional Services:**

1) Processing of Mandatory Sinking Fund Notices - $100 per notice

Fees for services other than those listed above not contemplated at the time of issuance will be charged based on the type of service performed, expenses incurred, time involved, and responsibility assumed.

*The above fees may be subject to periodic review and/or adjustment.*

CITY OF CEDARBURG
W63 N645 Washington Avenue
P.O. Box 49
Cedarburg, WI 53012

City Clerk

(262) 375-7606
FAX (262) 375-7906

## *APPLICATION FOR FESTIVAL CELEBRATION PERMIT*

**Name of Festival** Winterfestival

**Date(s)** Feb 19-20 2021 **Starting Time(s)** 8:30 am **Ending Time(s)** Sat 10 pm Sun 4:00 pm

**Name of Committee** Festivals of Cedarburg Inc.

**Address** PO Box 406 Cedarburg, WI 53012
**Street** **City** **State**

**Chairperson of Festival** James Pape

**Address** W63 N643 Washington Ave Cedarburg **Telephone** 262-377-3891
**Street** **City** **State**

**PERMIT FEE: $300** -paid 12/16/21

X James B Pape 12/15/21
**Signature of Chairperson** **Date**

*****************************************************************************************************

**FOR OFFICE USE ONLY**

**City Clerk's Office**

- ________ **Certificate of Insurance provided**
- ✓ **Map of festival area provided**
- ✓ **List of Festival Cmte. members, sponsors, and participants**
- ________ **Date of Common Council approval**
- 12/16/21 **Permit fee paid** - Rec'd
- ________ **Date Permit issued**
- ________ **Application(s) for Special Class B License(s) received & approved (if applicable)**
- N/A **Application(s) for Block Party(s) approved (if applicable)**
- N/A **Application for rental of City Hall meeting rooms approved (if applicable)**

**City Administrator**

**Recreation Department**

- ________ **Application for rental of City Park approved (if applicable)**
- ________ **Application for rental of Community Center approved (if applicable)**
- ________ **Application for rental of City Hall lawn approved (if applicable)**

**Police Department**

- ________ **Additional Police Officers approved (if applicable)**
- ________ **List of booth locations and special parking provisions**

**Public Works Department**

- ________ **Work order for Public Works services received (if applicable)**

**City Treasurer's Office**

- ________ **Invoice date (if applicable)**
- ________ **Payment received (due within 30 days)**

**********Senior Center**

________ **Senior Parking**

**Fire Department**

- ________ **Approval for health & safety (if applicable)**

TJF/adk
12/23/21

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|
| Fund: 100 GENERAL FUND | | | | | | | |
| 12/10/2021 | PWBDD | 39269 | BAXTER & WOODMAN | MAINT/CONTRACTED SERVICES | 500290 | 555510 | 280.00 |
| 12/10/2021 | PWBDD | 39270# | BEYER'S HARDWARE | MAINTENANCE SUPPLIES | 500340 | 522410 | 44.97 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 555510 | 76.45 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 555510 | 64.25 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 555510 | 95.29 |
| | | | | CHECK PWBDD 39270 TOTAL FOR FUND 100: | | | 280.96 |
| 12/10/2021 | PWBDD | 39271 | BURKE TRUCK & EQUIPMENT INC. | MAINTENANCE SUPPLIES | 500340 | 533450 | 103.02 |
| 12/10/2021 | PWBDD | 39272*# | CARDMEMBER SERVICE | TRAVEL & TRAINING | 500330 | 513200 | 40.00 |
| | | | | OFFICE SUPPLIES | 500310 | 514100 | 63.26 |
| | | | | OFFICE SUPPLIES | 500310 | 514100 | 53.85 |
| | | | | PROFESSIONAL SERVICES | 500210 | 519200 | 94.26 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 522110 | 17.99 |
| | | | | TRAVEL & TRAINING | 500330 | 522110 | (154.82) |
| | | | | OTHER EXPENSES | 500390 | 522110 | 17.99 |
| | | | | TRAVEL & TRAINING | 500330 | 522120 | 51.45 |
| | | | | SUPPLIES AND EXPENSES | 500347 | 522120 | 70.00 |
| | | | | TRAVEL & TRAINING | 500330 | 522130 | 440.00 |
| | | | | TRAVEL & TRAINING | 500330 | 522410 | 36.98 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 533210 | 77.45 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 1,546.07 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 339.97 |
| | | | | RECYCLING EXPENSES | 500344 | 533730 | 149.70 |
| | | | | SUPPLIES AND EXPENSES | 500347 | 555220 | 2,243.72 |
| | | | | SUPPLIES AND EXPENSES | 500347 | 555220 | 91.67 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 555510 | 151.94 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 555510 | 71.71 |
| | | | | TRAVEL & TRAINING | 500330 | 555510 | 650.00 |
| | | | | CHECK PWBDD 39272 TOTAL FOR FUND 100: | | | 6,053.19 |
| 12/10/2021 | PWBDD | 39273*# | CINTAS CORPORATION | OPERATING SUPPLIES | 500350 | 533210 | 192.97 |
| 12/10/2021 | PWBDD | 39274 | COLUMBIA ST MARY'S INC | PROFESSIONAL SERVICES | 500210 | 522130 | 112.00 |

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|
| Fund: 100 GENERAL FUND | | | | | | | |
| 12/10/2021 | PWBDD | 39275# | CONLEY MEDIA, LLC | LEGAL PUBLICATIONS | 500325 | 514100 | 178.73 |
| | | | | ELECTIONS LEGAL NOTICES | 500321 | 514200 | 27.11 |
| | | | | CHECK PWBDD 39275 TOTAL FOR FUND 100: | | | 205.84 |
| 12/10/2021 | PWBDD | 39276 | DANIEL S POPPE | OVERPAYMENT OF TAXES | 261400 | 000000 | 529.63 |
| 12/10/2021 | PWBDD | 39277 | DECORAH ANIMAL HOSPITAL | K-9 UNIT EXPENSE | 500352 | 522120 | 43.50 |
| | | | | K-9 UNIT EXPENSE | 500352 | 522120 | 78.40 |
| | | | | CHECK PWBDD 39277 TOTAL FOR FUND 100: | | | 121.90 |
| 12/10/2021 | PWBDD | 39279 | EGELHOFF LAWNMOWER SERVICE | MAINTENANCE PARTS | 500353 | 533210 | 83.30 |
| 12/10/2021 | PWBDD | 39280 | ELIZABETH ROLLAND | PROFESSIONAL SERVICES - NOV TAIJI | 500210 | 555140 | 102.00 |
| 12/10/2021 | PWBDD | 39282 | FIVE CORNERS DODGE | REPAIR AND MAINTENANCE | 500240 | 522120 | 91.80 |
| 12/10/2021 | PWBDD | 39283 | GALLS LLC | UNIFORMS | 500346 | 522410 | 170.45 |
| 12/10/2021 | PWBDD | 39285 | GUETZKE & ASSOCIATES, INC. | REPAIR AND MAINTENANCE | 500240 | 522230 | 510.00 |
| 12/10/2021 | PWBDD | 39287*# | HOME DEPOT CREDIT SERVICES | OPERATING SUPPLIES | 500350 | 533210 | 518.16 |
| 12/10/2021 | PWBDD | 39288 | HUCKSTORE DIESEL PUMP & INJECTOR | MAINTENANCE PARTS | 500353 | 533210 | 2,245.00 |
| 12/10/2021 | PWBDD | 39289 | J.P. COOKE CO. | TREAS OFF-2022 CAT LICENSES | 500310 | 515600 | 70.50 |
| 12/10/2021 | PWBDD | 39291 | LES THOMPSON | PROFESSIONAL SERVICES - WTRCLR INS LEST | 500210 | 555140 | 110.00 |
| 12/10/2021 | PWBDD | 39292 | NAPA AUTO PARTS | GAS AND OIL EXPENSE | 500351 | 533210 | 110.82 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 16.49 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 45.35 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 74.87 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 46.50 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | (2.49) |
| | | | | CHECK PWBDD 39292 TOTAL FOR FUND 100: | | | 291.54 |
| 12/10/2021 | PWBDD | 39293 | NORTH WOODS | OPERATING SUPPLIES | 500350 | 533210 | 376.80 |

Fund: 100 GENERAL FUND

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|
| 12/10/2021 | PWBDD | 39294*# | OFFICE DEPOT | OFFICE SUPPLIES | 500310 | 522110 | 297.15 |
| | | | | OFFICE SUPPLIES | 500310 | 522110 | 107.96 |
| | | | | CHECK PWBDD 39294 TOTAL FOR FUND 100: | | | 405.11 |
| 12/10/2021 | PWBDD | 39295*# | ONTECH SYSTEMS, INC | PROFESSIONAL SERVICES | 500210 | 514700 | 456.72 |
| | | | | PROFESSIONAL SERVICES | 500210 | 514700 | 922.00 |
| | | | | CHECK PWBDD 39295 TOTAL FOR FUND 100: | | | 1,378.72 |
| 12/10/2021 | PWBDD | 39300*# | RNOW INC | MAINTENANCE PARTS | 500353 | 533210 | 620.89 |
| 12/10/2021 | PWBDD | 39304 | SES LLC | MAINTENANCE PARTS | 500353 | 533210 | 108.80 |
| 12/10/2021 | PWBDD | 39307 | STEPHEN J BEAVER | OVERPAYMENT OF TAXES | 261400 | 000000 | 304.78 |
| 12/10/2021 | PWBDD | 39308 | SUSAN KRUEGER | PUBLIC WORKS FEES | 463101 | 000000 | 25.00 |
| 12/10/2021 | PWBDD | 39309 | TAKAKO WILLDEN | PROFESSIONAL SERVICES - NOV YOGA | 500210 | 555140 | 108.00 |
| 12/10/2021 | PWBDD | 39310 | THE UNIFORM SHOPPE | UNIFORMS | 500346 | 522110 | 151.95 |
| 12/10/2021 | PWBDD | 39311 | THOMAS SCHELLINGER | UNIFORMS | 500346 | 522120 | 316.90 |
| 12/10/2021 | PWBDD | 39312 | TRUCK COUNTRY-MILWAUKEE NORTH | MAINTENANCE PARTS | 500353 | 533210 | 924.92 |
| 12/10/2021 | PWBDD | 39313 | ULINE | OPERATING SUPPLIES | 500350 | 533110 | 107.67 |
| 12/10/2021 | PWBDD | 39314 | WATERS EDGE NUMBER 1 LLC | OVERPAYMENT OF TAXES | 261400 | 000000 | 101.69 |
| 12/17/2021 | PWBDD | 39316 | A LYNEIS ELECTRIC LLC | BEHLING FIELD LIGHTS AND PARTIAL | 500240 | 555510 | 22,000.00 |
| | | | | BEHLING FIELD LIGHTS AND PARTIAL | 500290 | 555510 | 18,000.00 |
| | | | | CHECK PWBDD 39316 TOTAL FOR FUND 100: | | | 40,000.00 |
| 12/17/2021 | PWBDD | 39318 | ABT MAILCOM | OFFICE SUPPLIES | 500310 | 515600 | 1,250.56 |
| 12/17/2021 | PWBDD | 39320 | AURORA HEALTH CARE | OPERATING SUPPLIES | 500350 | 518100 | 48.00 |
| 12/17/2021 | PWBDD | 39321# | BEYER'S HARDWARE | REPAIR AND MAINTENANCE | 500240 | 518100 | 14.39 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 518100 | 4.84 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 518100 | 8.95 |

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| Fund: 100 GENERAL FUND | | | | | | | |
| | | | | OPERATING SUPPLIES | 500350 | 518100 | 15.40 |
| | | | | SUPPLIES AND EXPENSES | 500347 | 522110 | 6.29 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 10.33 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 8.99 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 9.49 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 533421 | 10.03 |
| | | | | CHECK PWBDD 39321 TOTAL FOR FUND 100: | | | 88.71 |
| 12/17/2021 | PWBDD | 39323 | CEDARBURG CHAMBER OF COMMERCE | OTHER EXPENSES - VOLUNTEER THANKYOU | 500390 | 555140 | 265.00 |
| 12/17/2021 | PWBDD | 39324 | CEDARBURG LIGHT & WATER | WATER SERVICE | 500226 | 555510 | 951.69 |
| 12/17/2021 | PWBDD | 39325 | CHARTER COMMUNICATIONS | TELEPHONE/COMMUNICATIONS | 500225 | 522110 | 426.49 |
| 12/17/2021 | PWBDD | 39326 | CHUCK MOEGENBURG | REPAIR AND MAINTENANCE | 500240 | 518100 | 110.00 |
| 12/17/2021 | PWBDD | 39327*# | CINTAS CORPORATION | OTHER EXPENSES | 500390 | 555140 | 180.00 |
| 12/17/2021 | PWBDD | 39328 | COMPLETE OFFICE OF WISCONSIN | BLDG INSP-DYMO LABELS & CORR TAPES | 500310 | 522310 | 29.38 |
| 12/17/2021 | PWBDD | 39331 | DIGITAL EDGE OF GRAFTON | PRINTING-NEWSLETTERS, ETC | 500313 | 522110 | 743.00 |
| 12/17/2021 | PWBDD | 39333*# | ESRI, INC. | ENGINEERING 100533110318 | 162000 | 000000 | 1,500.00 |
| | | | | FORESTRY-100555510390 | 162000 | 000000 | 350.00 |
| | | | | CHECK PWBDD 39333 TOTAL FOR FUND 100: | | | 1,850.00 |
| 12/17/2021 | PWBDD | 39334# | FIRST ADVANTAGE | DUE FROM LIGHT & WATER | 156200 | 000000 | 79.90 |
| | | | | PROFESSIONAL SERVICES | 500210 | 519200 | 79.90 |
| | | | | CHECK PWBDD 39334 TOTAL FOR FUND 100: | | | 159.80 |
| 12/17/2021 | PWBDD | 39335# | FIVE CORNERS DODGE | K-9 UNIT EXPENSE | 500352 | 522120 | 1,164.48 |
| | | | | REPAIR AND MAINTENANCE - 4 TIRES/ALIGN | 500240 | 555145 | 805.35 |
| | | | | CHECK PWBDD 39335 TOTAL FOR FUND 100: | | | 1,969.83 |
| 12/17/2021 | PWBDD | 39337 | GRAFTON ACE HARDWARE | MAINTENANCE PARTS | 500353 | 533210 | 65.03 |
| 12/17/2021 | PWBDD | 39338 | GROTHS COUNTRY GARDENS | SUPPLIES AND EXPENSES | 500347 | 555220 | 1,211.50 |

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
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| Fund: 100 GENERAL FUND | | | | | | | |
| 12/17/2021 | PWBDD | 39340 | HERMAN'S AUTO SERVICE | REPAIR AND MAINTENANCE | 500240 | 522120 | 90.00 |
| 12/17/2021 | PWBDD | 39342*# | HOUSEMAN & FEIND, LLP | EXTRAORDINARY SERVICES | 500211 | 516100 | 2,535.00 |
| | | | | ATTORNEY/CONSULTANT | 500212 | 522110 | 40.00 |
| | | | | ATTORNEY/CONSULTANT | 500212 | 522110 | 773.30 |
| | | | | CHECK PWBDD 39342 TOTAL FOR FUND 100: | | | 3,348.30 |
| 12/17/2021 | PWBDD | 39343*# | JANI-KING OF MILWAUKEE | OPERATING SUPPLIES | 500350 | 533210 | 390.53 |
| 12/17/2021 | PWBDD | 39344 | JM BRENNAN, INC. | REPAIR AND MAINTENANCE | 500240 | 518100 | 485.00 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 518100 | 625.00 |
| | | | | CHECK PWBDD 39344 TOTAL FOR FUND 100: | | | 1,110.00 |
| 12/17/2021 | PWBDD | 39347 | LANGE ENTERPRISES, INC. | OFFICE SUPPLIES | 500310 | 522310 | 326.61 |
| 12/17/2021 | PWBDD | 39349 | M SQUARED ENGINEERING | DEVELOPERS AGREE-FAIRWAY VIL | 239254 | 000000 | 6,498.26 |
| 12/17/2021 | PWBDD | 39350 | MCKESSON MEDICAL -SURGICAL | REPAIR AND MAINTENANCE | 500240 | 555510 | 3.15 |
| 12/17/2021 | PWBDD | 39351 | MID-STATE EQUIPMENT | MAINTENANCE PARTS | 500353 | 533210 | 48.98 |
| 12/17/2021 | PWBDD | 39352# | MINOR'S GARDEN CENTER | DEVELOPERS DEPOSIT-TREE PLNTG | 239837 | 000000 | 725.00 |
| | | | | TREES AND SUPPLIES | 500341 | 555510 | 685.00 |
| | | | | CHECK PWBDD 39352 TOTAL FOR FUND 100: | | | 1,410.00 |
| 12/17/2021 | PWBDD | 39354 | NAPA AUTO PARTS | MAINTENANCE PARTS | 500353 | 533210 | 11.09 |
| 12/17/2021 | PWBDD | 39355 | NORTH WOODS | REPAIR AND MAINTENANCE | 500240 | 555510 | 176.59 |
| 12/17/2021 | PWBDD | 39356 | OUT & OUT CATERING | TRAVEL & TRAINING | 500330 | 522110 | 292.35 |
| 12/17/2021 | PWBDD | 39358 | PITNEY BOWES GLOBAL FINANCIAL | POSTAGE | 500315 | 514100 | 379.89 |
| 12/17/2021 | PWBDD | 39359# | QUALITY STATE OIL CO.,INC. | FUEL INVENTORY | 161500 | 000000 | 4,756.32 |
| | | | | FUEL INVENTORY | 161500 | 000000 | 4,752.18 |
| | | | | GAS AND OIL EXPENSE | 500351 | 533210 | 186.79 |
| | | | | GAS AND OIL EXPENSE | 500351 | 533210 | 1,884.77 |

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| Fund: 100 GENERAL FUND | | | | | | | |
| | | | | CHECK PWBDD 39359 TOTAL FOR FUND 100: | | | 11,580.06 |
| 12/17/2021 | PWBDD | 39362 | SHERWIN INDUSTRIES, INC. | REPAIR AND MAINTENANCE | 500240 | 533311 | 2,015.36 |
| 12/17/2021 | PWBDD | 39363# | SPECTRUM | TELEPHONE/COMMUNICATIONS | 500225 | 522110 | 26.26 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 8.75 |
| | | | | CHECK PWBDD 39363 TOTAL FOR FUND 100: | | | 35.01 |
| 12/17/2021 | PWBDD | 39364# | STAPLES | TREAS-DURACELL AAA BATTERIES | 500310 | 515600 | 17.28 |
| | | | | SR CTR-ASTROBRIGHT 60# CARDSTOCK WHITE | 500310 | 555140 | 21.96 |
| | | | | CHECK PWBDD 39364 TOTAL FOR FUND 100: | | | 39.24 |
| 12/17/2021 | PWBDD | 39367 | TOWN OF CEDARBURG | REPAIR AND MAINTENANCE | 500240 | 533440 | 1,000.00 |
| 12/17/2021 | PWBDD | 39368 | TRANS UNION LLC | TELEPHONE/COMMUNICATIONS | 500225 | 522110 | 55.00 |
| 12/17/2021 | PWBDD | 39369# | UNIFIRST CORPORATION | REPAIR AND MAINTENANCE | 500240 | 518100 | 128.89 |
| | | | | MAINTENANCE SUPPLIES | 500340 | 522100 | 78.63 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 53.12 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 53.96 |
| | | | | CHECK PWBDD 39369 TOTAL FOR FUND 100: | | | 314.60 |
| 12/17/2021 | PWBDD | 39370*# | WE ENERGIES | NATURAL GAS-0713912926-00011 | 500224 | 518100 | 959.12 |
| | | | | NATURAL GAS-0713912926-00006 | 500224 | 518100 | 1,077.98 |
| | | | | NATURAL GAS-0713912926-00001 | 500224 | 518100 | 883.21 |
| | | | | NATURAL GAS-0711276804-00002 | 500224 | 522100 | 1,099.43 |
| | | | | NATURAL GAS-0711276804-00001 | 500224 | 522100 | 10.89 |
| | | | | NATURAL GAS-0713912926-00008 | 500224 | 522230 | 701.46 |
| | | | | NATURAL GAS-0713912926-00003 | 500224 | 522230 | 1,097.65 |
| | | | | NATURAL GAS-0713912926-00004 | 500224 | 522410 | 70.87 |
| | | | | NATURAL GAS-0713912926-00009 | 500224 | 533210 | 589.36 |
| | | | | NATURAL GAS-0719886467-00001 | 500224 | 555510 | 221.83 |
| | | | | NATURAL GAS-0707973696-00001 | 500224 | 555510 | 144.00 |
| | | | | CHECK PWBDD 39370 TOTAL FOR FUND 100: | | | 6,855.80 |

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| Fund: 100 GENERAL FUND | | | | | | | |
| 12/23/2021 | PWBDD | 39373*# | ABLE DISTRIBUTING | REPAIR AND MAINTENANCE | 500240 | 555510 | 92.24 |
| 12/23/2021 | PWBDD | 39375 | AIRGAS USA LLC | MAINTENANCE PARTS | 500353 | 533210 | 39.00 |
| 12/23/2021 | PWBDD | 39376 | ARNOLD'S ENVIROMENTAL SERVICES, | TRAVEL & TRAINING | 500330 | 522120 | 185.00 |
| 12/23/2021 | PWBDD | 39377 | AT&T MOBILITY | TELEPHONE/COMMUNICATIONS | 500225 | 522410 | 123.55 |
| 12/23/2021 | PWBDD | 39381 | BURKE TRUCK & EQUIPMENT INC. | MAINTENANCE SUPPLIES | 500340 | 533450 | 217.46 |
| 12/23/2021 | PWBDD | 39384*# | CHARTER COMMUNICATIONS | ACCTS REC - FIRE DEPARTMENT | 136100 | 000000 | 212.27 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 513100 | 7.62 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 513200 | 7.62 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 514100 | 38.08 |
| | | | | INTERNET | 500220 | 514700 | 1,077.99 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 515400 | 15.23 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 515600 | 22.85 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 518100 | 67.89 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 522230 | 15.23 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 522310 | 15.23 |
| | | | | INTERNET | 500220 | 522410 | 134.98 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 522410 | 22.85 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 533110 | 22.85 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 533210 | 30.46 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 117.48 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 555140 | 15.23 |
| | | | | INTERNET | 500220 | 555510 | 117.48 |
| | | | | INTERNET | 500220 | 555510 | 107.98 |
| | | | | INTERNET | 500220 | 555510 | 122.97 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 566310 | 15.23 |
| | | | | CHECK PWBDD 39384 TOTAL FOR FUND 100: | | | 2,187.52 |
| 12/23/2021 | PWBDD | 39386 | CKC GRAPHICS & SIGNS | OTHER EXPENSES - CRAFT FAIR SIGNS | 500390 | 555140 | 60.00 |
| 12/23/2021 | PWBDD | 39387 | DISCOVERY COACH | PREPAID EXPENSES | 162000 | 000000 | 100.00 |
| 12/23/2021 | PWBDD | 39389 | EXCEL DISPOSAL OF WISCONSIN LLC | PUBLIC WORKS FEES | 463101 | 000000 | 258.12 |
| 12/23/2021 | PWBDD | 39390*# | EXTINGUISHERS AT RANDOM LLC | REPAIR AND MAINTENANCE | 500240 | 518100 | 175.50 |

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| Fund: 100 GENERAL FUND | | | | | | | |
| | | | | MAINTENANCE SUPPLIES | 500340 | 522100 | 33.00 |
| | | | | MAINT/CONTRACTED SERVICES | 500290 | 522410 | 166.00 |
| | | | | PROFESSIONAL SERVICES | 500210 | 533210 | 801.60 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 555510 | 36.50 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 555510 | 43.00 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 555510 | 24.50 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 555510 | 9.00 |
| | | | | CHECK PWBDD 39390 TOTAL FOR FUND 100: | | | 1,289.10 |
| 12/23/2021 | PWBDD | 39391 | FP SOLUTIONS LLC | REPAIR AND MAINTENANCE | 500240 | 522100 | 1,035.00 |
| 12/23/2021 | PWBDD | 39392 | GS SYSTEMS, INC. | PREPAID EXPENSES | 162000 | 000000 | 2,195.00 |
| 12/23/2021 | PWBDD | 39393 | JEANNIE M DANIELS | OVERPAYMENT OF TAXES | 261400 | 000000 | 103.80 |
| 12/23/2021 | PWBDD | 39394 | JOHN SCHWALENBERG | OVERPAYMENT OF TAXES | 261400 | 000000 | 136.41 |
| 12/23/2021 | PWBDD | 39395 | JONATHAN FOLMAR | OVERPAYMENT OF TAXES | 261400 | 000000 | 642.81 |
| 12/23/2021 | PWBDD | 39396 | LEAGUE OF WI .MUNICIPALITIES | PREPAID EXPENSES | 162000 | 000000 | 5,360.71 |
| 12/23/2021 | PWBDD | 39397 | MACQUEEN EQUIPMENT | MAINTENANCE PARTS | 500353 | 533210 | 137.74 |
| 12/23/2021 | PWBDD | 39398*# | MASTER PRINTWEAR | OPERATING SUPPLIES | 500350 | 533210 | 85.00 |
| 12/23/2021 | PWBDD | 39399 | MATHESON TRI-GAS INC | MAINTENANCE PARTS | 500353 | 533210 | 36.15 |
| 12/23/2021 | PWBDD | 39400 | NAPA AUTO PARTS | MAINTENANCE PARTS | 500353 | 533210 | 19.21 |
| 12/23/2021 | PWBDD | 39402 | OFFICE DEPOT | OFFICE SUPPLIES | 500310 | 522110 | 55.25 |
| 12/23/2021 | PWBDD | 39403*# | OLSEN'S PIGGLY WIGGLY | AWARDS, SUPPLIES | 500343 | 519200 | 26.99 |
| | | | | OTHER EXPENSES | 500390 | 522110 | 106.35 |
| | | | | CHECK PWBDD 39403 TOTAL FOR FUND 100: | | | 133.34 |
| 12/23/2021 | PWBDD | 39404 | ONTECH SYSTEMS, INC | PROFESSIONAL SERVICES | 500210 | 514700 | 690.00 |
| 12/23/2021 | PWBDD | 39406 | RECOGNITION SPECIALISTS, INC. | OFFICE SUPPLIES | 500310 | 522110 | 9.00 |
| 12/23/2021 | PWBDD | 39407 | RENNERTS | STREET SWEEPING | 500295 | 533440 | 38.25 |

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
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| Fund: 100 GENERAL FUND | | | | | | | |
| 12/23/2021 | PWBDD | 39408 | ROAD EQUIPMENT PARTS CENTER | MAINTENANCE PARTS | 500353 | 533210 | 85.33 |
| 12/23/2021 | PWBDD | 39409 | STREICHER'S POLICE EQUIPMENT | UNIFORMS | 500346 | 522120 | 388.99 |
| | | | | UNIFORMS | 500346 | 522120 | 286.99 |
| | | | | UNIFORMS | 500346 | 522120 | 11.99 |
| | | | | CHECK PWBDD 39409 TOTAL FOR FUND 100: | | | 687.97 |
| 12/23/2021 | PWBDD | 39412 | UNIFIRST CORPORATION | OPERATING SUPPLIES | 500350 | 533210 | 53.12 |
| 12/23/2021 | PWBDD | 39413 | VANTAGE FINANCIAL | PREPAID EXPENSES | 162000 | 000000 | 3,608.00 |
| 12/23/2021 | PWBDD | 39414 | WAYSIDE NURSERIES, INC. | LEGACY TREE & BENCH PROGRAM | 500384 | 555510 | 247.00 |
| 12/23/2021 | PWBDD | 39415 | WISCONSIN CHIEFS OF POLICE ASSOC. | PREPAID EXPENSES | 162000 | 000000 | 100.00 |
| 12/23/2021 | PWBDD | 39416# | WM CORPORATE SERVICES, INC | MAINT/CONTRACTED SERVICES | 500290 | 533710 | 40,393.40 |
| | | | | MAINT/CONTRACTED SERVICES | 500290 | 533730 | 18,398.52 |
| | | | | CHECK PWBDD 39416 TOTAL FOR FUND 100: | | | 58,791.92 |
| 12/30/2021 | PWBDD | 39418 | A/E GRAPHICS | OPERATING SUPPLIES | 500350 | 533110 | 430.00 |
| 12/30/2021 | PWBDD | 39419 | ALEXANDER A CHURCHILL | OVERPAYMENT OF TAXES | 261400 | 000000 | 229.81 |
| 12/30/2021 | PWBDD | 39420 | ANDREW J SIEFKES | OVERPAYMENT OF TAXES | 261400 | 000000 | 492.49 |
| 12/30/2021 | PWBDD | 39421 | ANGUS FORBES | OVERPAYMENT OF TAXES | 261400 | 000000 | 158.86 |
| 12/30/2021 | PWBDD | 39422*# | AT&T | TELEPHONE/COMMUNICATIONS | 500225 | 518100 | 117.37 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 522110 | 101.46 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 522230 | 89.67 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 533210 | 82.85 |
| | | | | CHECK PWBDD 39422 TOTAL FOR FUND 100: | | | 391.35 |
| 12/30/2021 | PWBDD | 39423 | AT&T MOBILITY | TELEPHONE/COMMUNICATIONS | 500225 | 522110 | 1,032.43 |
| 12/30/2021 | PWBDD | 39426# | BEST HEATING & AIR CONDITION | ACCTS REC - FIRE DEPARTMENT | 136100 | 000000 | 2,323.72 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 522230 | 3,954.12 |
| | | | | CHECK PWBDD 39426 TOTAL FOR FUND 100: | | | 6,277.84 |

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| Fund: 100 GENERAL FUND | | | | | | | |
| 12/30/2021 | PWBDD | 39427*# | BEYER'S HARDWARE | REPAIR AND MAINTENANCE | 500240 | 518100 | 30.39 |
| | | | | MAINTENANCE SUPPLIES | 500340 | 522100 | 1.79 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 522110 | 10.16 |
| | | | | SUPPLIES AND EXPENSES | 500347 | 522110 | 11.69 |
| | | | | SUPPLIES AND EXPENSES | 500347 | 522120 | 6.30 |
| | | | | SUPPLIES AND EXPENSES | 500347 | 522120 | 3.24 |
| | | | | SUPPLIES AND EXPENSES | 500347 | 522120 | 8.99 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 57.64 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 145.13 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 35.07 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 2.68 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 6.44 |
| | | | | CHECK PWBDD 39427 TOTAL FOR FUND 100: | | | 319.52 |
| 12/30/2021 | PWBDD | 39428 | BLOCH HEATING & AIR CONDITIONI | REPAIR AND MAINTENANCE | 500240 | 522410 | 287.17 |
| 12/30/2021 | PWBDD | 39429*# | BOEHLKE BOTTLED GAS CORP. | REPAIR AND MAINTENANCE | 500240 | 533210 | 8.00 |
| 12/30/2021 | PWBDD | 39431 | BRADLEY H TEPLIN | OVERPAYMENT OF TAXES | 261400 | 000000 | 440.50 |
| 12/30/2021 | PWBDD | 39432 | BRIAN C DRAPER | OVERPAYMENT OF TAXES | 261400 | 000000 | 16.20 |
| | | | | OVERPAYMENT OF TAXES | 261400 | 000000 | 214.81 |
| | | | | CHECK PWBDD 39432 TOTAL FOR FUND 100: | | | 231.01 |
| 12/30/2021 | PWBDD | 39435 | CATHERINE G PULLAR | OVERPAYMENT OF TAXES | 261400 | 000000 | 219.42 |
| 12/30/2021 | PWBDD | 39436 | CEDARBURG LIGHT & WATER | MAINT/CONTRACTED SERVICES | 500290 | 555510 | 4,000.00 |
| 12/30/2021 | PWBDD | 39438*# | CINTAS CORPORATION | OPERATING SUPPLIES | 500350 | 533210 | 114.41 |
| 12/30/2021 | PWBDD | 39439 | CITGO SUPER SALES | OPERATING SUPPLIES | 500350 | 522410 | 139.98 |
| 12/30/2021 | PWBDD | 39440 | COLEEN MADISON | OVERPAYMENT OF TAXES | 261400 | 000000 | 215.47 |
| 12/30/2021 | PWBDD | 39441 | CONLEY MEDIA, LLC | OTHER EXPENSES - CRAFT FAIR ADVERTISING | 500390 | 555140 | 154.87 |
| 12/30/2021 | PWBDD | 39442 | CONOR HANRAHAN | OVERPAYMENT OF TAXES | 261400 | 000000 | 186.10 |

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|
| Fund: 100 GENERAL FUND | | | | | | | |
| 12/30/2021 | PWBDD | 39443 | CYNTHIA A HASSETT | OVERPAYMENT OF TAXES | 261400 | 000000 | 108.06 |
| 12/30/2021 | PWBDD | 39444 | DSI RECYCLING SYSTEMS INC. | REPAIR AND MAINTENANCE | 500240 | 533210 | 176.00 |
| 12/30/2021 | PWBDD | 39446 | ELIZABETH ROLLAND | PROFESSIONAL SERVICES - DEC TAIJI | 500210 | 555140 | 54.00 |
| 12/30/2021 | PWBDD | 39447 | FASTENAL COMPANY | MAINTENANCE PARTS | 500353 | 533210 | 287.57 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 100.87 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 19.40 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 123.52 |
| | | | | CHECK PWBDD 39447 TOTAL FOR FUND 100: | | | 531.36 |
| 12/30/2021 | PWBDD | 39448 | GALLS LLC | UNIFORMS | 500346 | 522410 | 170.45 |
| 12/30/2021 | PWBDD | 39449 | GENERAL COMMUNICATIONS, INC. | EQUIPMENT/CAPITAL OUTLAY | 500380 | 522120 | 4,495.32 |
| 12/30/2021 | PWBDD | 39450 | GOLDFISH UNIFORMS | UNIFORMS | 500346 | 522410 | 163.80 |
| 12/30/2021 | PWBDD | 39451 | GREG J MICHAELS | OVERPAYMENT OF TAXES | 261400 | 000000 | 250.91 |
| 12/30/2021 | PWBDD | 39452 | HENRY T NELSON | OVERPAYMENT OF TAXES | 261400 | 000000 | 359.20 |
| 12/30/2021 | PWBDD | 39453 | INTERSTATE POWER SYSTEMS INC | MAINTENANCE PARTS | 500353 | 533210 | 242.38 |
| 12/30/2021 | PWBDD | 39454 | JOE JACOBS | PROFESSIONAL SERVICES | 500210 | 522310 | 405.00 |
| 12/30/2021 | PWBDD | 39455 | JOYCE IGHOSA NWATUOBI | OVERPAYMENT OF TAXES | 261400 | 000000 | 372.78 |
| 12/30/2021 | PWBDD | 39456 | KATHLEEN M MILES | OVERPAYMENT OF TAXES | 261400 | 000000 | 137.65 |
| 12/30/2021 | PWBDD | 39457 | MACHINE SERVICE, INC. | MAINTENANCE PARTS | 500353 | 533210 | 100.54 |
| 12/30/2021 | PWBDD | 39458 | MARK A GWIDT | OVERPAYMENT OF TAXES | 261400 | 000000 | 244.96 |
| 12/30/2021 | PWBDD | 39460 | MEGAN E ZINGELMAN | OVERPAYMENT OF TAXES | 261400 | 000000 | 288.76 |
| 12/30/2021 | PWBDD | 39461 | MICHAEL D COLSON | OVERPAYMENT OF TAXES | 261400 | 000000 | 262.11 |
| 12/30/2021 | PWBDD | 39465 | MOTION & CONTROL ENTERPRISES LLC | MAINTENANCE PARTS | 500353 | 533210 | 25.55 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 36.01 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 283.77 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 253.67 |

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| Fund: 100 GENERAL FUND | | | | | | | |
| | | | | CHECK PWBDD 39465 TOTAL FOR FUND 100: | | | 599.00 |
| 12/30/2021 | PWBDD | 39466 | NAPA AUTO PARTS | GAS AND OIL EXPENSE | 500351 | 533210 | 220.80 |
| | | | | GAS AND OIL EXPENSE | 500351 | 533210 | 177.32 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 245.80 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 88.55 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 67.52 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 83.96 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 6.18 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | (20.00) |
| | | | | CHECK PWBDD 39466 TOTAL FOR FUND 100: | | | 870.13 |
| 12/30/2021 | PWBDD | 39467 | NIGEL VILLIERS | OVERPAYMENT OF TAXES | 261400 | 000000 | 521.39 |
| 12/30/2021 | PWBDD | 39469 | OFFICE COPYING EQUIPMENT LTD | EQUIPMENT OUTLAY | 500385 | 514700 | 9.23 |
| 12/30/2021 | PWBDD | 39472 | OZAUKEE COUNTY CLERK OF COURTS | COURT PENALTIES & COSTS | 451101 | 000000 | 200.00 |
| 12/30/2021 | PWBDD | 39473 | PIONEER MANUFACTURING COMPANY | FIELD MAINTENANCE SUPPLIES | 500243 | 555510 | 837.00 |
| 12/30/2021 | PWBDD | 39474 | QUALITY ELECTRIC SERVICE,INC. | REPAIR AND MAINTENANCE | 500240 | 518100 | 473.50 |
| 12/30/2021 | PWBDD | 39475 | QUALITY STATE OIL CO.,INC. | GAS AND OIL EXPENSE | 500351 | 533210 | 262.95 |
| 12/30/2021 | PWBDD | 39476*# | R.A. SMITH NATIONAL | DEVELOPERS AGREEMENT HIDDEN GROVE | 239251 | 000000 | 2,369.44 |
| | | | | DEVELOPERS AGREEMENT HIDDEN GROVE | 239251 | 000000 | 3,245.00 |
| | | | | WEBSTER AVE DEVELOPMENT-DUNSTONE | 239260 | 000000 | 9,960.00 |
| | | | | CHECK PWBDD 39476 TOTAL FOR FUND 100: | | | 15,574.44 |
| 12/30/2021 | PWBDD | 39477 | ROAD EQUIPMENT PARTS CENTER | MAINTENANCE PARTS | 500353 | 533210 | 106.27 |
| | | | | MAINTENANCE PARTS | 500353 | 533210 | 106.27 |
| | | | | CHECK PWBDD 39477 TOTAL FOR FUND 100: | | | 212.54 |
| 12/30/2021 | PWBDD | 39478 | ROBERT A THILL III | OVERPAYMENT OF TAXES | 261400 | 000000 | 183.66 |
| 12/30/2021 | PWBDD | 39479 | ROBERT J ALLCOX | OVERPAYMENT OF TAXES | 261400 | 000000 | 465.18 |
| 12/30/2021 | PWBDD | 39481 | SARAH WENDLANDT | OVERPAYMENT OF TAXES | 261400 | 000000 | 270.97 |

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| Fund: 100 GENERAL FUND | | | | | | | |
| 12/30/2021 | PWBDD | 39482 | SCOTT C DURSO | OVERPAYMENT OF TAXES | 261400 | 000000 | 214.15 |
| 12/30/2021 | PWBDD | 39483 | SES LLC | MAINTENANCE PARTS | 500353 | 533210 | 19.12 |
| 12/30/2021 | PWBDD | 39484 | SHAWN C MOEDE | OVERPAYMENT OF TAXES | 261400 | 000000 | 183.18 |
| 12/30/2021 | PWBDD | 39485# | SHERWIN INDUSTRIES, INC. | REPAIR AND MAINTENANCE | 500240 | 533311 | 1,100.00 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 533440 | 1,524.00 |
| | | | | CHECK PWBDD 39485 TOTAL FOR FUND 100: | | | 2,624.00 |
| 12/30/2021 | PWBDD | 39486 | SHORT ELLIOTT HENDRICKSON INC | PROFESSIONAL SERVICES | 500210 | 533110 | 2,317.75 |
| 12/30/2021 | PWBDD | 39488 | STEPHANIE MEIER | OVERPAYMENT OF TAXES | 261400 | 000000 | 460.65 |
| 12/30/2021 | PWBDD | 39489# | STREICHER'S POLICE EQUIPMENT | UNIFORMS | 500346 | 522110 | 11.19 |
| | | | | EQUIPMENT/CAPITAL OUTLAY | 500380 | 522120 | 1,394.00 |
| | | | | CHECK PWBDD 39489 TOTAL FOR FUND 100: | | | 1,405.19 |
| 12/30/2021 | PWBDD | 39490 | STUMP GRINDING 4 LESS, LLC | MAINT/CONTRACTED SERVICES | 500290 | 555510 | 9,354.84 |
| 12/30/2021 | PWBDD | 39491 | TAKAKO WILLDEN | PROFESSIONAL SERVICES - DEC YOGA INSTR | 500210 | 555140 | 56.00 |
| 12/30/2021 | PWBDD | 39492 | THE UNIFORM SHOPPE | UNIFORMS | 500346 | 522110 | 47.85 |
| 12/30/2021 | PWBDD | 39493 | TIRES UNLIMITED AUTOMOTIVE | REPAIR AND MAINTENANCE | 500240 | 522120 | 584.04 |
| 12/30/2021 | PWBDD | 39494 | TKK ELECTRONICS,LLC | OFFICE SUPPLIES | 500310 | 522110 | 275.00 |
| 12/30/2021 | PWBDD | 39495 | TRUCK COUNTRY OF WISC | MAINTENANCE PARTS | 500353 | 533210 | 689.20 |
| 12/30/2021 | PWBDD | 39496*# | U.S. CELLULAR | BAIER CELL 0282 | 500225 | 522310 | 42.86 |
| | | | | BUDD CELL 5488 | 500225 | 522310 | 42.36 |
| | | | | URBANEK CELL 5335 | 500225 | 533110 | 42.86 |
| | | | | WIESER CELL 1782 | 500225 | 533110 | 38.86 |
| | | | | DPW IPAD 1293 | 500225 | 533210 | 25.36 |
| | | | | HINTZ CELL 9168 | 500225 | 533210 | 42.86 |
| | | | | BUBLITZ HOT SPOT 0913 | 500225 | 533210 | 39.85 |
| | | | | BUBLITZ TABLET 1195 | 500225 | 533210 | 25.36 |
| | | | | SENIOR VAN CELL 9139 | 500225 | 555145 | 3.30 |

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| Fund: 100 GENERAL FUND | | | | | | | |
| | | | | WESTPHAL CELL 3140 | 500225 | 555510 | 44.85 |
| | | | | WESTPHAL TABLET 8568 | 500225 | 555510 | 10.86 |
| | | | | PETERSON TABLET 5195 | 500225 | 555510 | 10.86 |
| | | | | LEGAULT TABLET 9599 | 500225 | 555510 | 10.84 |
| | | | | KETTNER TABLET 9629 | 500225 | 555510 | 10.80 |
| | | | | CHECK PWBDD 39496 TOTAL FOR FUND 100: | | | 391.88 |
| 12/30/2021 | PWBDD | 39497# | UNIFIRST CORPORATION | REPAIR AND MAINTENANCE | 500240 | 518100 | 128.89 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 88.23 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 61.82 |
| | | | | OPERATING SUPPLIES | 500350 | 533210 | 57.51 |
| | | | | CHECK PWBDD 39497 TOTAL FOR FUND 100: | | | 336.45 |
| 12/30/2021 | PWBDD | 39498 | WAUKESHA COUNTY TECHNICAL COLLEGE | TRAVEL & TRAINING | 500330 | 522120 | 503.00 |
| 12/30/2021 | PWBDD | 39499 | WAUKESHA COUNTY TECHNICAL COLLEGE | TRAVEL & TRAINING | 500330 | 522120 | 8,800.00 |
| 12/30/2021 | PWBDD | 39500 | WILLIAM H TSCHANZ | OVERPAYMENT OF TAXES | 261400 | 000000 | 250.25 |
| 12/30/2021 | PWBDD | 39501 | WM CORPORATE SERVICES, INC | STREET SWEEPING | 500295 | 533440 | 2,525.52 |
| | | | | Total for fund 100 GENERAL FUND | | | 256,346.87 |
| Fund: 200 CEMETERY FUND | | | | | | | |
| 12/17/2021 | PWBDD | 39330 | CULLIGAN OF WEST BEND | HOUSE MAINTENANCE | 500245 | 544210 | 76.50 |
| 12/17/2021 | PWBDD | 39333*# | ESRI, INC. | CEMETERY 200544210210 | 162000 | 000000 | 200.00 |
| 12/23/2021 | PWBDD | 39390*# | EXTINGUISHERS AT RANDOM LLC | PROFESSIONAL SERVICES | 500210 | 544210 | 6.00 |
| 12/30/2021 | PWBDD | 39434 | BUDIAC PLUMBING INC | HOUSE MAINTENANCE | 500245 | 544210 | 787.00 |
| 12/30/2021 | PWBDD | 39462 | MILLER MONUMENT COMPANY | REPAIR AND MAINTENANCE | 500240 | 544210 | 45.00 |
| | | | | Total for fund 200 CEMETERY FUND | | | 1,114.50 |
| Fund: 220 RECREATION PROGRAMS FUND | | | | | | | |
| 12/10/2021 | PWBDD | 39267 | ASHLEY GILGENBACH | SOLAR RECREATION | 467327 | 000000 | 80.00 |
| 12/10/2021 | PWBDD | 39272*# | CARDMEMBER SERVICE | POMS REVENUE | 467332 | 000000 | (201.79) |
| | | | | SUPPLIES AND EXPENSES | 500347 | 555390 | 198.86 |

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| Fund: 220 RECREATION PROGRAMS FUND | | | | | | | |
| | | | | SAFETY EQUIPMENT | 500372 | 555390 | 120.00 |
| | | | | POMS EXPENSES | 500394 | 555390 | 1,764.44 |
| | | | | CHECK PWBDD 39272 TOTAL FOR FUND 220: | | | 1,881.51 |
| 12/10/2021 | PWBDD | 39305 | SOLAR RECREATION | SOLAR RECREATION | 500356 | 555390 | 4,500.00 |
| 12/10/2021 | PWBDD | 39315 | WISCONSIN ASSOCIATION OF CHEER & | POMS EXPENSES | 500394 | 555390 | 650.00 |
| 12/17/2021 | PWBDD | 39322 | BOB BOERGER | CIVIC BAND EXPENSES | 500386 | 555390 | 10.00 |
| 12/17/2021 | PWBDD | 39339 | HENRY VIELEHR | CIVIC BAND EXPENSES | 500386 | 555390 | 10.00 |
| 12/17/2021 | PWBDD | 39345 | JOSH LANG | CIVIC BAND EXPENSES | 500386 | 555390 | 10.00 |
| 12/17/2021 | PWBDD | 39348 | LAUREN GREGORY | CIVIC BAND EXPENSES | 500386 | 555390 | 80.00 |
| 12/17/2021 | PWBDD | 39371 | WILL BOERGER | CIVIC BAND EXPENSES | 500386 | 555390 | 35.00 |
| 12/23/2021 | PWBDD | 39382 | CEDARBURG FRIENDS OF PARKS & REC | POMS EXPENSES | 500394 | 555390 | 750.00 |
| 12/23/2021 | PWBDD | 39384*# | CHARTER COMMUNICATIONS | TELEPHONE/COMMUNICATIONS | 500225 | 555390 | 30.46 |
| 12/23/2021 | PWBDD | 39388 | ELIZABETH GRANJA | BASKETBALL FEES | 467319 | 000000 | 100.00 |
| 12/23/2021 | PWBDD | 39398*# | MASTER PRINTWEAR | SUPPLIES AND EXPENSES | 500347 | 555390 | 327.00 |
| | | | | POMS EXPENSES | 500394 | 555390 | 53.00 |
| | | | | CHECK PWBDD 39398 TOTAL FOR FUND 220: | | | 380.00 |
| 12/30/2021 | PWBDD | 39433 | BSN SPORTS LLC | SUPPLIES AND EXPENSES | 500347 | 555390 | 369.89 |
| 12/30/2021 | PWBDD | 39437 | CEDARBURG SCHOOL DISTRICT | SCHOOL DISTRICT FEES | 500228 | 555390 | 330.00 |
| | | | | SCHOOL DISTRICT FEES | 500228 | 555390 | 450.00 |
| | | | | SCHOOL DISTRICT FEES | 500228 | 555390 | 520.00 |
| | | | | SCHOOL DISTRICT FEES | 500228 | 555390 | 600.00 |
| | | | | CHECK PWBDD 39437 TOTAL FOR FUND 220: | | | 1,900.00 |
| 12/30/2021 | PWBDD | 39459 | MEGAN CONDON | BASKETBALL FEES | 467319 | 000000 | 160.00 |
| | | | | Total for fund 220 RECREATION PROGRAMS FUND | | | 10,946.86 |
| Fund: 221 FUEL SYSTEM - WASH BAY | | | | | | | |

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| Fund: 221 FUEL SYSTEM - WASH BAY | | | | | | | |
| 12/30/2021 | PWBDD | 39429*# | BOEHLKE BOTTLED GAS CORP. | FUEL INVENTORY | 161500 | 000000 | 913.59 |
| | | | | Total for fund 221 FUEL SYSTEM - WASH BAY | | | 913.59 |
| Fund: 231 AMERCIAN RESCUE PLAN ACT | | | | | | | |
| 12/23/2021 | PWBDD | 39411 | ULINE | STATION IMPROVEMENTS | 500807 | 522230 | 4,780.29 |
| | | | | Total for fund 231 AMERCIAN RESCUE PLAN ACT | | | 4,780.29 |
| Fund: 240 SWIMMING POOL FUND | | | | | | | |
| 12/17/2021 | PWBDD | 39370*# | WE ENERGIES | NATURAL GAS-0719900042-00001 | 500224 | 555320 | 28.05 |
| | | | | NATURAL GAS-0716746085-00001 | 500224 | 555320 | 10.89 |
| | | | | CHECK PWBDD 39370 TOTAL FOR FUND 240: | | | 38.94 |
| 12/23/2021 | PWBDD | 39384*# | CHARTER COMMUNICATIONS | INTERNET | 500220 | 555320 | 134.98 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 555320 | 38.12 |
| | | | | CHECK PWBDD 39384 TOTAL FOR FUND 240: | | | 173.10 |
| | | | | Total for fund 240 SWIMMING POOL FUND | | | 212.04 |
| Fund: 260 LIBRARY FUND | | | | | | | |
| 12/10/2021 | PWBDD | 39266 | ACE HANDYMAN SERVICES | REPAIR AND MAINTENANCE | 500240 | 555110 | 150.00 |
| 12/10/2021 | PWBDD | 39268 | BAKER & TAYLOR BOOKS | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 80.23 |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 465.13 |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 110.17 |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 356.40 |
| | | | | DONATION EXPENDITURES | 500322 | 555110 | 430.99 |
| | | | | CHECK PWBDD 39268 TOTAL FOR FUND 260: | | | 1,442.92 |
| 12/10/2021 | PWBDD | 39272*# | CARDMEMBER SERVICE | MARKETING | 500223 | 555110 | 14.00 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 555110 | 362.85 |
| | | | | OFFICE SUPPLIES | 500310 | 555110 | 166.71 |
| | | | | COMPUTER/COPIER SUPPLIES | 500312 | 555110 | 354.94 |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 65.95 |
| | | | | DONATION EXPENDITURES | 500322 | 555110 | 347.99 |
| | | | | TRAVEL & TRAINING | 500330 | 555110 | 369.21 |
| | | | | EQUIPMENT/CAPITAL OUTLAY | 500380 | 555110 | 1,947.72 |
| | | | | LIBRARY TECHNOLOGY | 500382 | 555110 | 12.98 |

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| Fund: 260 LIBRARY FUND | | | | | | | |
| | | | | CHECK PWBDD 39272 TOTAL FOR FUND 260: | | | 3,642.35 |
| 12/10/2021 | PWBDD | 39273*# | CINTAS CORPORATION | MAINT/CONTRACTED SERVICES | 500290 | 555110 | 66.87 |
| 12/10/2021 | PWBDD | 39278 | DEMCO SOFTWARE | OFFICE SUPPLIES | 500310 | 555110 | 100.21 |
| | | | | OFFICE SUPPLIES | 500310 | 555110 | 142.15 |
| | | | | CHECK PWBDD 39278 TOTAL FOR FUND 260: | | | 242.36 |
| 12/10/2021 | PWBDD | 39284 | GLOBAL WATER TECHNOLOGY, INC. | MAINT/CONTRACTED SERVICES | 500290 | 555110 | 100.00 |
| 12/10/2021 | PWBDD | 39290 | KOHLS FLOOR COVERING | REPAIR AND MAINTENANCE | 500240 | 555110 | 844.00 |
| 12/10/2021 | PWBDD | 39294*# | OFFICE DEPOT | OFFICE SUPPLIES | 500310 | 555110 | 17.69 |
| | | | | OFFICE SUPPLIES | 500310 | 555110 | 99.48 |
| | | | | CHECK PWBDD 39294 TOTAL FOR FUND 260: | | | 117.17 |
| 12/10/2021 | PWBDD | 39296 | OTC BRANDS, INC. | DONATION EXPENDITURES | 500322 | 555110 | 55.57 |
| | | | | DONATION EXPENDITURES | 500322 | 555110 | 55.57 |
| | | | | CHECK PWBDD 39296 TOTAL FOR FUND 260: | | | 111.14 |
| 12/10/2021 | PWBDD | 39302 | SCHOLASTIC LIBRARY PUBLISHING | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 29.90 |
| 12/10/2021 | PWBDD | 39303 | SCHOLASTIC LIBRARY PUBLISHING | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 347.65 |
| 12/17/2021 | PWBDD | 39317 | A TO Z REFRIGERATION & HVAC, I | MAINT/CONTRACTED SERVICES | 500290 | 555110 | 313.50 |
| 12/17/2021 | PWBDD | 39341 | HOOPLA | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 148.63 |
| 12/17/2021 | PWBDD | 39343*# | JANI-KING OF MILWAUKEE | MAINT/CONTRACTED SERVICES | 500290 | 555110 | 479.00 |
| 12/17/2021 | PWBDD | 39346 | KANOPY, INC. | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 392.00 |
| 12/17/2021 | PWBDD | 39370*# | WE ENERGIES | NATURAL GAS-0714144119-00001 | 500224 | 555110 | 957.51 |
| 12/23/2021 | PWBDD | 39379 | BAKER & TAYLOR BOOKS | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 35.87 |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 19.52 |

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| Fund: 260 LIBRARY FUND | | | | | | | |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 209.31 |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 402.70 |
| | | | | CHECK PWBDD 39379 TOTAL FOR FUND 260: | | | 667.40 |
| 12/23/2021 | PWBDD | 39380 | BUBLITZ CREATIVE | LIBRARY TECHNOLOGY | 500382 | 555110 | 25.00 |
| 12/23/2021 | PWBDD | 39384*# | CHARTER COMMUNICATIONS | TELEPHONE/COMMUNICATIONS | 500225 | 555110 | 137.96 |
| 12/23/2021 | PWBDD | 39390*# | EXTINGUISHERS AT RANDOM LLC | MAINT/CONTRACTED SERVICES | 500290 | 555110 | 21.00 |
| 12/23/2021 | PWBDD | 39403*# | OLSEN'S PIGGLY WIGGLY | DONATION EXPENDITURES | 500322 | 555110 | 79.14 |
| | | | | DONATION EXPENDITURES | 500322 | 555110 | 26.04 |
| | | | | CHECK PWBDD 39403 TOTAL FOR FUND 260: | | | 105.18 |
| 12/30/2021 | PWBDD | 39422*# | AT&T | TELEPHONE/COMMUNICATIONS | 500225 | 555110 | 118.16 |
| 12/30/2021 | PWBDD | 39425 | BAKER & TAYLOR BOOKS | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 21.26 |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 29.71 |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 374.79 |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 444.38 |
| | | | | PUBLICATIONS AND SUBSCRIPTIONS | 500319 | 555110 | 250.00 |
| | | | | DONATION EXPENDITURES | 500322 | 555110 | 433.05 |
| | | | | DONATION EXPENDITURES | 500322 | 555110 | 166.35 |
| | | | | CHECK PWBDD 39425 TOTAL FOR FUND 260: | | | 1,719.54 |
| 12/30/2021 | PWBDD | 39464 | MONARCH LIBRARY SYSTEM | OFFICE SUPPLIES | 500310 | 555110 | 284.00 |
| 12/30/2021 | PWBDD | 39471 | OTC BRANDS, INC. | DONATION EXPENDITURES | 500322 | 555110 | 5.39 |
| | | | | Total for fund 260 LIBRARY FUND | | | 12,468.63 |
| Fund: 350 TIF DISTRICT FUND #4 | | | | | | | |
| 12/17/2021 | PWBDD | 39361 | RNR WATER LLC | PROFESSIONAL SERVICES | 500210 | 566710 | 156.25 |
| 12/30/2021 | PWBDD | 39470 | OLIVER FIONTAR LLC | DEVELOPERS INCENTIVE | 500227 | 566710 | 43,737.50 |
| | | | | Total for fund 350 TIF DISTRICT FUND #4 | | | 43,893.75 |
| Fund: 353 TIF DISTRICT #6 | | | | | | | |

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| Fund: 353 TIF DISTRICT #6 | | | | | | | |
| 12/17/2021 | PWBDD | 39329 | CONCORD GROUP | PROFESSIONAL SERVICES | 500210 | 566710 | 6,015.00 |
| 12/17/2021 | PWBDD | 39342*# | HOUSEMAN & FEIND, LLP | ATTORNEY/CONSULTANT | 500212 | 566710 | 460.00 |
| 12/23/2021 | PWBDD | 39401 | NORTHLAND MITIGATION, LLC | TIF - STORMWATER MGMT SYS | 500460 | 566710 | 44,955.00 |
| 12/23/2021 | PWBDD | 39417 | WONDRA CONSTRUCTION INC | TIF - SANITARY SEWER | 500451 | 566710 | 197.13 |
| | | | | TIF - ROAD AND GUTTER | 500453 | 566710 | 22.40 |
| | | | | TIF - WATER SYSTEM | 500459 | 566710 | 33,775.98 |
| | | | | TIF - STORMWATER MGMT SYS | 500460 | 566710 | 99.49 |
| | | | | CHECK PWBDD 39417 TOTAL FOR FUND 353: | | | 34,095.00 |
| 12/30/2021 | PWBDD | 39476*# | R.A. SMITH NATIONAL | PROFESSIONAL SERVICES | 500210 | 566710 | 6,935.76 |
| | | | | PROFESSIONAL SERVICES | 500210 | 566710 | 5,990.25 |
| | | | | PROFESSIONAL SERVICES | 500210 | 566710 | 10,417.28 |
| | | | | CHECK PWBDD 39476 TOTAL FOR FUND 353: | | | 23,343.29 |
| | | | | Total for fund 353 TIF DISTRICT #6 | | | 108,868.29 |
| Fund: 400 CAPITAL IMPROVEMENTS FUND | | | | | | | |
| 12/10/2021 | PWBDD | 39297 | PAYNE & DOLAN, INC. | STREET IMPROVEMENTS | 500854 | 533311 | 321,285.94 |
| 12/10/2021 | PWBDD | 39299 | RAMBOLL US CONSULTING INC. | PROCHNOW | 500841 | 533750 | 2,720.45 |
| 12/17/2021 | PWBDD | 39336 | GRAEF | DAM STUDIES | 500874 | 533750 | 892.50 |
| 12/17/2021 | PWBDD | 39342*# | HOUSEMAN & FEIND, LLP | PROCHNOW | 500841 | 533750 | 2,010.00 |
| 12/23/2021 | PWBDD | 39374 | AECOM TECHNICAL SERVICES INC | NR216 COMPLIANCE | 500472 | 533440 | 4,239.60 |
| | | | | Total for fund 400 CAPITAL IMPROVEMENTS FUND | | | 331,148.49 |
| Fund: 601 WATER RECYCLING CENTER | | | | | | | |
| 12/10/2021 | PWBDD | 39272*# | CARDMEMBER SERVICE | LAB SUPPLIES | 500370 | 573825 | 11.88 |
| | | | | SAFETY EQUIPMENT | 500372 | 573825 | 160.40 |
| | | | | MAINTENANCE SUPPLIES | 500340 | 573830 | 2,224.19 |
| | | | | COLLECTION SYSTEM MAINT | 500360 | 573835 | 1.56 |
| | | | | CHECK PWBDD 39272 TOTAL FOR FUND 601: | | | 2,398.03 |

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|
| Fund: 601 WATER RECYCLING CENTER | | | | | | | |
| 12/10/2021 | PWBDD | 39273*# | CINTAS CORPORATION | SAFETY EQUIPMENT | 500372 | 573825 | 9.76 |
| | | | | SAFETY EQUIPMENT | 500372 | 573825 | 100.67 |
| | | | | CHECK PWBDD 39273 TOTAL FOR FUND 601: | | | 110.43 |
| 12/10/2021 | PWBDD | 39281 | FAIRWAY VILLAGE, LLC | COLLECTION MAINS AND ACCESS. | 184313 | 000000 | 16,403.40 |
| 12/10/2021 | PWBDD | 39286 | HACH COMPANY | LAB SUPPLIES | 500370 | 573825 | 538.32 |
| | | | | LAB SUPPLIES | 500370 | 573825 | 696.72 |
| | | | | CHECK PWBDD 39286 TOTAL FOR FUND 601: | | | 1,235.04 |
| 12/10/2021 | PWBDD | 39287*# | HOME DEPOT CREDIT SERVICES | WRC PIONEER RD SITE PREPARATION | 500383 | 573835 | 360.57 |
| 12/10/2021 | PWBDD | 39295*# | ONTECH SYSTEMS, INC | COMPUTER/COPIER SUPPLIES | 500312 | 573825 | 60.00 |
| 12/10/2021 | PWBDD | 39298 | PETERSEN PRODUCTS CO LLC | PIPE PLUG, INFLAT. MUNI STYLE 15" | 500340 | 573830 | 2,952.81 |
| 12/10/2021 | PWBDD | 39300*# | RNOW INC | MAINTENANCE SUPPLIES | 500340 | 573830 | 385.92 |
| 12/10/2021 | PWBDD | 39301 | RUEKERT-MIELKE, INC. | PROFESSIONAL SERVICES | 500210 | 573850 | 1,189.60 |
| 12/10/2021 | PWBDD | 39306 | STARNET TECHNOLOGIES | MAINTENANCE SUPPLIES | 500340 | 573830 | 660.00 |
| 12/17/2021 | PWBDD | 39319 | AMERICAN DEMOLITION | DEMOLITION OF ZARLING PROPERTY | 500383 | 573835 | 27,287.00 |
| 12/17/2021 | PWBDD | 39327*# | CINTAS CORPORATION | SAFETY EQUIPMENT | 500372 | 573825 | 100.67 |
| 12/17/2021 | PWBDD | 39332 | DORNER COMPANY | OFFICE SUPPLIES | 500310 | 573850 | 211.87 |
| 12/17/2021 | PWBDD | 39333*# | ESRI, INC. | COLLECTION SYSTEM MAINT | 500360 | 573835 | 1,000.00 |
| 12/17/2021 | PWBDD | 39353 | MULCAHY SHAW WATER, INC. | LAB SUPPLIES | 500370 | 573825 | 850.60 |
| 12/17/2021 | PWBDD | 39357 | PACE ANALYTICAL SERVICES, LLC | LAB SUPPLIES | 500370 | 573825 | 25.00 |
| | | | | LAB SUPPLIES | 500370 | 573825 | 33.00 |
| | | | | CHECK PWBDD 39357 TOTAL FOR FUND 601: | | | 58.00 |

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|
| Fund: 601 WATER RECYCLING CENTER | | | | | | | |
| 12/17/2021 | PWBDD | 39360 | RNOW INC | MAINTENANCE SUPPLIES | 500340 | 573830 | 242.72 |
| 12/17/2021 | PWBDD | 39365 | STATE INDUSTRIAL PRODUCTS | MAINTENANCE SUPPLIES | 500340 | 573830 | 375.91 |
| 12/17/2021 | PWBDD | 39366 | SYMBIONT | COAGULANTS | 500371 | 573825 | 2,478.00 |
| 12/17/2021 | PWBDD | 39370*# | WE ENERGIES | ELECTRIC 1838 PIONEER 0711836389-00004 | 500222 | 573825 | 38.58 |
| | | | | NATURAL GAS-0712590709-00001 | 500224 | 573825 | 455.24 |
| | | | | NATURAL GAS-0713182701-00001 | 500224 | 573825 | 99.03 |
| | | | | MAINTENANCE SUPPLIES-0711836389-00001 | 500340 | 573840 | 15.28 |
| | | | | MAINTENANCE SUPPLIES-0713912926-00005 | 500340 | 573840 | 41.46 |
| | | | | MAINTENANCE SUPPLIES | 500340 | 573840 | 22.44 |
| | | | | MAINTENANCE SUPPLIES-0713912926-00007 | 500340 | 573840 | 12.92 |
| | | | | MAINTENANCE SUPPLIES-0713912926-00010 | 500340 | 573840 | 13.74 |
| | | | | MAINTENANCE SUPPLIES-0713912926-00002 | 500340 | 573840 | 11.96 |
| | | | | CHECK PWBDD 39370 TOTAL FOR FUND 601: | | | 710.65 |
| 12/17/2021 | PWBDD | 39372 | WM CORPORATE SERVICES, INC | WRC PIONEER RD SITE PREPARATION | 500383 | 573835 | 759.70 |
| 12/23/2021 | PWBDD | 39378 | BADGER STATE WASTE, LLC | SLUDGE HAULING | 500294 | 573825 | 23,445.00 |
| 12/23/2021 | PWBDD | 39383 | CEDARBURG LIGHT & WATER | ELECTRIC | 500222 | 573825 | 10,930.20 |
| 12/23/2021 | PWBDD | 39384*# | CHARTER COMMUNICATIONS | TELEPHONE/COMMUNICATIONS | 500225 | 573825 | 61.58 |
| | | | | TELEPHONE/COMMUNICATIONS | 500225 | 573825 | 134.95 |
| | | | | CHECK PWBDD 39384 TOTAL FOR FUND 601: | | | 196.53 |
| 12/23/2021 | PWBDD | 39385 | CINTAS CORPORATION | LAB SUPPLIES | 500370 | 573825 | 100.67 |
| 12/23/2021 | PWBDD | 39390*# | EXTINGUISHERS AT RANDOM LLC | MAINTENANCE SUPPLIES | 500340 | 573830 | 188.00 |
| 12/23/2021 | PWBDD | 39405 | OZAUKEE DISPOSAL CORPORATION | REFUSE COLLECTION | 500297 | 573830 | 1,525.00 |
| 12/23/2021 | PWBDD | 39410 | SYMBIONT | ADVANCED TREATMENT EQUIPMENT | 185335 | 000000 | 2,349.50 |
| | | | | COMPUTER SYSTEM | 185344 | 000000 | 2,079.14 |
| | | | | CHECK PWBDD 39410 TOTAL FOR FUND 601: | | | 4,428.64 |

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|
| Fund: 601 WATER RECYCLING CENTER | | | | | | | |
| 12/30/2021 | PWBDD | 39422*# | AT&T | TELEPHONE/COMMUNICATIONS | 500225 | 573825 | 117.50 |
| 12/30/2021 | PWBDD | 39424 | AUGUST WINTER & SONS | COAGULANTS PROJECT | 185334 | 000000 | 70,650.00 |
| | | | | COAGULANTS PROJECT | 185334 | 000000 | 317,707.90 |
| | | | | CHECK PWBDD 39424 TOTAL FOR FUND 601: | | | 388,357.90 |
| 12/30/2021 | PWBDD | 39427*# | BEYER'S HARDWARE | COAGULANTS | 500371 | 573825 | 43.18 |
| | | | | COAGULANTS | 500371 | 573825 | 26.99 |
| | | | | COAGULANTS | 500371 | 573825 | 54.59 |
| | | | | REPAIR AND MAINTENANCE | 500240 | 573845 | 12.49 |
| | | | | CHECK PWBDD 39427 TOTAL FOR FUND 601: | | | 137.25 |
| 12/30/2021 | PWBDD | 39430 | BOEHLKE HARDWARE | COAGULANTS | 500371 | 573825 | 9.59 |
| 12/30/2021 | PWBDD | 39438*# | CINTAS CORPORATION | SAFETY EQUIPMENT | 500372 | 573825 | 100.67 |
| | | | | EXTRAORDINARY SERVICES | 500211 | 573850 | 100.67 |
| | | | | CHECK PWBDD 39438 TOTAL FOR FUND 601: | | | 201.34 |
| 12/30/2021 | PWBDD | 39445 | EGELHOFF LAWNMOWER SERVICE | MAINTENANCE SUPPLIES | 500340 | 573830 | 83.20 |
| 12/30/2021 | PWBDD | 39463 | MILWAUKEE RUBBER PRODUCTS | COAGULANTS | 500371 | 573825 | 168.55 |
| 12/30/2021 | PWBDD | 39468 | NORTH CENTRAL LABORATORIES | COAGULANTS | 500371 | 573825 | 427.40 |
| 12/30/2021 | PWBDD | 39480 | RUEKERT-MIELKE, INC. | COAGULANTS | 500371 | 573825 | 552.00 |
| 12/30/2021 | PWBDD | 39496*# | U.S. CELLULAR | HACKERT CELL 8239 | 500225 | 573825 | 38.86 |
| | | | | WRC TABLET 5112 | 500225 | 573825 | 25.86 |
| | | | | URBANEK TABLET 2188 | 500225 | 573825 | 10.86 |
| | | | | HACKERT TABLET 4519 | 500225 | 573825 | 10.86 |
| | | | | WRC DUTY PHONE 3142 | 500225 | 573825 | 38.86 |
| | | | | CHECK PWBDD 39496 TOTAL FOR FUND 601: | | | 125.30 |
| | | | | Total for fund 601 WATER RECYCLING CENTER | | | 490,824.99 |
| Fund: 700 RISK MANAGEMENT FUND | | | | | | | |
| 12/23/2021 | PWBDD | 39373*# | ABLE DISTRIBUTING | INSURANCE CLAIMS - 2021 | 500525 | 519400 | 4,265.00 |

CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 12/04/2021 - 12/30/2021
Banks: PWBDD



| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|
| Fund: 700 RISK MANAGEMENT FUND | | | | | | | |
| 12/30/2021 | PWBDD | 39487 | STAFFORD ROSENBAUM LLP | INSURANCE CLAIMS - 2019 | 500546 | 519400 | 696.00 |
| | | | | Total for fund 700 RISK MANAGEMENT FUND | | | 4,961.00 |
| | | | TOTAL - ALL FUNDS | | | | 1,266,479.30 |

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

# CITY OF CEDARBURG
# TRANSFER LIST
**11/20/21-12/8/21**

| Date | Amount | Transfer to |
|---|---|---|
| PWSB CHECKING ACCOUNT | | |
| 12/15/2021 | $216,000.00 | PWSB Payroll |
| 12/15/2021 | $2,500,000.00 | PWSB Money Market |
| 12/17/2021 | $500,000.00 | PWSB Money Market |
| 12/17/2021 | $6,621.48 | Health Savings Accounts-contributions for 11/28/21-12/11/21 |
| 12/17/2021 | $1,672.09 | ICMA-contributions for 11/28/21-12/11/21 |
| 12/17/2021 | $4,426.45 | North Shore Bank-contributions for 11/28/21-12/11/21 |
| 12/17/2021 | $467.50 | Police Union-contributions for 11/28/21-12/11/21 |
| 12/17/2021 | $346.15 | State of Wisconsin-child support for 11/28/21-12/11/21 |
| 12/17/2021 | $250.00 | Wis Deferred Comp-contributions for 11/28/21-12/11/21 |
| 12/20/2021 | $2,333.04 | ADP-November invoices |
| 12/20/2021 | $36,974.51 | State of Wisconsin-November sales tax |
| 12/20/2021 | $10.00 | State of Wisconsin-Annual Business Tax Renewal |
| 12/21/2021 | $1,500,000.00 | PWSB Money Market |
| 12/28/2021 | $207,000.00 | PWSB Payroll |
| 12/28/2021 | $2,776.28 | Light & Water-November charges |
| 12/28/2021 | $1,573.21 | Light & Water-November charges |
| 12/28/2021 | $39,833.96 | Light & Water-November charges |
| 12/29/2021 | $2,900,000.00 | PWSB Money Market |
| 12/29/2021 | $6,371.48 | Health Savings Accounts-contributions for 12/12/21-12/25/21 |
| 12/29/2021 | $1,620.34 | ICMA-contributions for 12/12/21-12/25/21 |
| 12/29/2021 | $4,375.24 | North Shore Bank-contributions for 12/12/21-12/25/21 |
| 12/29/2021 | $346.15 | State of Wisconsin-child support for 12/12/21-12/25/21 |
| 12/29/2021 | $250.00 | Wis Deferred Comp-contributions for 12/12/21-12/25/21 |
| 12/31/2021 | $88,719.42 | WRS-November remittance |
| | $8,021,967.30 | |
| PWSB PAYROLL CHECKING ACCOUNT | | |
| 12/17/2021 | $152,317.51 | Payroll for 11/28/21-12/11/21 |
| 12/17/2021 | $64,681.78 | Payroll taxes for 11/28/21-12/11/21 |
| 12/30/2021 | $145,028.23 | Payroll for 12/12/21-12/25/21 |
| 12/30/2021 | $61,681.53 | Payroll taxes for 12/12/21-12/25/21 |
| | $423,709.05 | |
| PWSB MONEY MARKET ACCOUNT | | |
| 11/19/2021 | $150,000.00 | PWSB Checking |
| 11/24/2021 | $90,000.00 | PWSB Checking |
| 12/2/2021 | $220,000.00 | PWSB Payroll |

| | | |
|---|---|---|
| | $460,000.00 | |

PWSB TAX COLLECTION ACCOUNT

| | | |
|---|---|---|
| 12/15/2021 | $20,000.00 | PWSB Money Market |
| 12/29/2021 | $1,000,000.00 | PWSB Money Market |
| | $1,020,000.00 | |

BMO HARRIS TAX COLLECTION

| | | |
|---|---|---|
| 12/20/2021 | $595,000.00 | BMO Harris Money Market |

# 2021 PERMIT SUMMARY BY MONTH

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Single Family | 2 | 3 | 3 | 5 | 2 | 1 | | 2 | | 4 | | 2 | 24 |
| Duplex | | | | 2 | | 2 | | 2 | 2 | | | | 8 |
| Assessory Building | | | 1 | 6 | 2 | 4 | 1 | 4 | 2 | 1 | | | 21 |
| Addition/Alteration | 35 | 15 | 26 | 28 | 20 | 32 | 17 | 12 | 15 | 15 | 9 | 7 | 231 |
| Commerical New Constructio | | | 1 | | | | | | 1 | | | | 2 |
| Commercial Additions/Alterati | | | 1 | | | 2 | | | 2 | | 5 | | 10 |
| Pools | | | 1 | | | | | | | | | | 1 |
| Razing | | | 1 | 1 | | | | | | | | | 2 |
| Heat/Vent | 19 | 19 | 28 | 38 | 24 | 31 | 31 | 27 | 24 | 27 | 19 | 28 | 315 |
| Signs | 1 | | 3 | | 6 | 2 | 4 | | 2 | 1 | 2 | 2 | 23 |
| Plumbing | 39 | 27 | 43 | 38 | 41 | 38 | 30 | 31 | 31 | 27 | 23 | 21 | 389 |
| Electrical | 28 | 27 | 42 | 44 | 39 | 38 | 37 | 37 | 29 | 40 | 36 | 30 | 427 |
| Occupancy | 7 | 4 | 6 | 8 | 7 | 5 | 4 | 4 | 4 | 7 | 5 | 2 | 63 |
| | | | | | | | | | | | | | |
| TOTAL VALUE TO CITY | 1,611,450 | 2,278,091 | 3,219,218 | 3,457,364 | 1,497,787 | 1,918,081 | 688,232 | 2,549,877 | 1,125,858 | 3,040,946 | 473,654 | 2,112,817 | 23,973,375 |
| INSPECTIONS | | | | | | | | | | | | | |
| JOE JACOBS | 3 | 3 | 1 | 4 | 5 | 8 | 7 | 3 | 1 | | | | 35 |
| MICHAEL BAIER | 173 | 197 | 220 | 193 | 236 | 174 | 149 | 165 | 165 | 150 | 144 | 146 | 2112 |
| ROGER KISON | | | | | | | 33 | | | | | | 33 |

# CITY OF CEDARBURG
# BUILDING INSPECTION DEPARTMENT
# YEAR END COMPARISONS

| PERMITS ISSUED | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 |
|---|---|---|---|---|---|---|
| | | | | | | |
| Single Family | 24 | 36 | 40 | 39 | 32 | 37 |
| Duplex | 8 | 16 | 0 | 0 | 0 | 0 |
| Multi-Family | 0 | 7 | 4 | 7 | 0 | 0 |
| Accessory Building | 21 | 22 | 30 | 19 | 20 | 14 |
| Addition/Alteration | 231 | 246 | 172 | 156 | 181 | 204 |
| | | | | | | |
| COMMERCIAL CONSTRUCTION | | | | | | |
| New Construction | 2 | 1 | 4 | 5 | 1 | 4 |
| Addition/Alteration | 10 | 32 | 34 | 29 | 22 | 27 |
| | | | | | | |
| | | | | | | |
| Signs | 23 | 29 | 36 | 30 | 23 | 24 |
| Pools | 1 | 4 | 3 | 3 | 1 | 3 |
| Razing | 2 | 2 | 4 | 6 | 1 | 1 |
| Moving | 0 | 0 | 0 | 0 | 0 | 0 |
| Electrical | 427 | 450 | 435 | 397 | 342 | 365 |
| Heating/Vent | 315 | 312 | 308 | 292 | 244 | 213 |
| Plumbing | 389 | 352 | 391 | 398 | 359 | 330 |
| Cert of Compliance | - | - | - | - | - | - |
| Chicken Coops | 0 | 2 | 3 | 1 | 3 | - |
| Occupancy | 63 | 71 | 87 | 67 | 64 | 84 |
| Total Value | 23,973,375 | 49,156,001 | 128,131,688 | 66,255,463 | 33,903,778 | 27,901,231 |

| INSPECTIONS MADE | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 |
|---|---|---|---|---|---|---|
| Mike Baier | 2112 | 2238 | 2267 | 1946 | 1744 | 1705 |
| Roger Kison | 33 | 24 | 66 | 25 | 21 | 36 |
| Joe Jacobs | 42 | 87 | 90 | 43 | 20 | 58 |
| Andy Lyneis | - | - | - | - | 1 | 9 |
| TOTAL | 2177 | 2349 | 2423 | 2014 | 1786 | 1808 |

01/04/2022