



**CITY OF CEDARBURG
A MEETING OF THE COMMON COUNCIL
MONDAY, NOVEMBER 24, 2025 – 7:00 PM**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on Monday, November 24, 2025 at 7:00 PM. The meeting will be held in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI., on the second floor, Council Chambers and online utilizing the Zoom app. To access the link, send request to cityhall@cityofcedarburg.wi.gov

AGENDA

1. CALL TO ORDER

2. ROLL CALL

A. Mayor Patricia Thome, Council Members Melissa Bitter, Jim Fitzpatrick, Kristin Burkart, Amanda Didier, Robert Simpson, Kristian Lindo, Mark Mueller

3. MOMENT OF SILENCE

4. PLEDGE OF ALLEGIANCE

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 2 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. PUBLIC HEARINGS

A. A public hearing at the request of applicant DSDH Gerb LLC, in c/o David Herbeck, to amend the Zoning Code, adding the use 'Motor Vehicle Collision Repair Facility' to the list of Conditional Uses in the M-2 General Manufacturing District [Section 13-1-60(d)], and adding a definition [at Section 13-1-240] and parking standard [at Section 13-1-82(h)(2)] for same.

B. A public hearing at the request of property owner/applicant The Glen at Quarry Park LLC, in c/o John Wahlen and Joe Orendorf of Cornerstone Development, to rezone (to Rs-3 Single Family Residential with PUD Planned Unit Development Overlay) and preliminary plat (24 single-family-residential lots) the 11.53 acres of vacant land located directly west of the properties located at 1067 and 1085 Sheboygan Road.

8. PRESENTATION

- A. Mayor Thome to present Key to the City to Richard Dieffenbach

9. NEW BUSINESS

- A. Discussion and possible action on Ordinance No. 2025-43 amending the zoning code adding the use 'Motor Vehicle Collision Repair Facility to the list of Conditional Uses in the M-2 General Manufacturing District and adding a definition and parking standard.
- B. Discussion and possible action on Ordinance No. 2025-44 to rezone the 11.53 acres of vacant land located directly west of the properties located at 1067 and 1085 Sheboygan Road to RS-3 Single Family Residential with PUD Planned Unit Development overlay
- C. Discussion and possible action on Intergovernmental Cooperation Agreement for Fire Service Mutual Aid in Ozaukee County.
- D. Discussion and possible action on the appointment of Jason Van Auken as Successor Agent for Brandywine, located at W61N480 Washington Avenue.
- E. Discussion and possible action on Mayoral appointment of Andrew Whaley to Public Works & Sewerage Commission

10. UNFINISHED BUSINESS

- A. Discussion and possible action on Ordinance No. 2025-38 Levying Property Taxes for the General, Debt Service, Special Revenue and Capital Improvement Funds of the City of Cedarburg for the Year 2026
- B. Discussion and possible action on Ordinance No. 2025-39 Appropriating the Necessary Funds for the Operation of the Special Revenue Funds and Adopting the Indicated Budgets
- C. Discussion and possible action of Ordinance No. 2025-40 Establishing the User Fee Schedule and Appropriating the Necessary Funds for the Sewerage Fund for the Operation of the Water Recycling Center of the City of Cedarburg
- D. Discussion and possible action on Ordinance No. 2025-41 Appropriating the Necessary Funds for the 2026 Capital Improvement Budget
- E. Discussion and possible action on Ordinance No. 2025-42 Appropriating the Necessary Funds for the Operation of the Government and Administration of the City of Cedarburg for the year 2026

11. CONSENT AGENDA

- A. Discussion and possible action on approval of November 10, 2025 Council Meeting Minutes
- B. Discussion and possible action on payment of bills dated 11/01/2025 through 11/14/2025, transfers from 11/06/2025 through 11/17/2025, and payroll from 10/26/2025 through 11/08/2025

12. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

A. Administrator's Report

13. COMMUNICATIONS

A. Comments and suggestions from Council Members

B. Mayor's Report

14. ADJOURNMENT

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

* Information attached for Council; available through City Clerk's Office. ** Citizen comments should be primarily one-way, from citizen to the Council. Each citizen who wishes to speak shall be accorded one opportunity at the beginning of the meeting. Comments should be kept brief. If the comment expressed concerns a matter of public policy, response from the Council will be limited to seeking information or acknowledging that the citizen has been understood. It is out of order for anyone to debate with a citizen addressing the Council or for the Council to take action on a matter of public policy. The Council may direct that the concern be placed on a future agenda. Citizens will be asked to state their name and address for the record and to speak from the lectern for the purposes of recording their comments. *** Information available through the Clerk's Office. City of Cedarburg is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information. City of Cedarburg is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. To request reasonable accommodation, contact the Clerk's Office, (262) 375-7606, email: cityhall@cityofcedarburg.wi.gov

PLANNERS REPORT

To: City of Cedarburg Common Council

By: Mary Censky

Date: November 24, 2025

General Information:

Agenda Item: 9.A.

Applicant: DSDH Gerb LLC, in c/o David Herbeck

Property Owner: N/A

Requested Action: Approval of Ordinance 2025-43 adding the use “Motor Vehicle Collision Repair Facility.” to the list of possible Conditional Uses in M-2 General Manufacturing, along with a definition and parking standard for this use.

Discussion:

The applicant wishes to establish a motor vehicle collision repair facility in the City. They have identified a potential site for this use on a property that is zoned M-2 General Manufacturing.

The City Code does not currently list a use of this sort – i.e., Motor vehicle collision repair including body, frame, finish and glass repair/replacement, in any district. The use “Gasoline service stations, automobile and truck servicing and repair, automobile and truck rental services, and automobile and truck washing.” *is* currently listed as a Conditional Use in the M-1 Limited Manufacturing District and a Permitted Use in the M-2 General Manufacturing District. There are certain operating characteristics, such as the paint booths and outdoor parking/storage of damaged vehicles, that tend to distinguish a collision repair use from the standard fare auto service and repair use.

Adding this use to the M-2 General Manufacturing District as a Conditional Use would afford the Plan Commission some latitude to apply conditions, such as proper screening of any outdoor parking/storage areas for damaged vehicles or auto parts, and/or air quality control standards, as site specific requirements on a case-by-case basis.

Recommendation:

On November 3, 2025 the Plan Commission reviewed, discussed, and recommended to the Common Council in favor of the proposed Code changes as set forth in Ordinance 2025-43 attached.

ORDINANCE NO. 2025-43

ORDINANCE TO AMEND SECTION 13-1-60(d) as forth in Title 13, Chapter 1, Article C of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG by adding the use “Motor vehicle collision repair facility” as a conditional use that can be considered for approval in the M-2 General Manufacturing District; and

TO AMEND SECTION 13-1-82(h)(2) as set forth Title 13, Chapter 1, Article D of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG by adding a parking stall count requirement for the use Motor vehicle collision repair; and

TO AMEND SECTION 13-1-240 as set forth Title 13, Chapter 1, Article L of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG by adding a definition for the use Motor vehicle collision repair facility.

WHEREAS, the City of Cedarburg Plan Commission did, on November 3, 2025, review, discuss, and favorably recommend these Code amendments to the Common Council; and

WHEREAS, the City of Cedarburg Common Council did, on November 24, 2025, conduct a public hearing on this matter;

NOW, THEREFORE, the City Council of the City of Cedarburg, Ozaukee County, Wisconsin does ordain as follows:

SECTION I

SECTION 13-1-60(d) as forth in Title 13, Chapter 1, Article C of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG is hereby amended to include the use “Motor vehicle collision repair” as a conditional use that can be considered for approval in the M-2 General Manufacturing District.

SECTION II

SECTION 13-1-82(h)(2) as set forth Title 13, Chapter 1, Article D of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG is hereby amended to add a parking stall requirement for the use Motor vehicle collision repair facility as follows: Two (2) spaces per indoor service bay + 1 space per employee during the work shift with the greatest number of employees simultaneously present + one space per business/fleet vehicle (such as for mobile repair services or towing).

SECTION III

SECTION 13-1-240 as set forth Title 13, Chapter 1, Article L of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG is hereby modified by adding the following definition for the use Motor vehicle collision repair facility: A facility offering services such as auto body repair, frame straightening, fender and bumper repair, vehicle painting and paint repair, in-store and mobile glass repair and replacement, calibration and alignment services, and including the incidental/subordinate use, the sales of ancillary vehicle parts and services, at which all service work, repairs, and painting shall be undertaken inside of the building.

SECTION IV

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed;

SECTION V

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

SECTION VI

This Ordinance shall take effect upon passage and publication as approved by law, and the City Clerk shall so amend the Code of Ordinances of the City of Cedarburg and shall indicate the date and number of this amending Ordinance therein.

Passed and adopted this 24th day of November, 2025 by the City of Cedarburg Common Council.

APPROVED:

City of Cedarburg Mayor, Patricia Thome

COUNTERSIGNED: _____

City Clerk, Tracie Sette

APPROVED AS TO FORM:

City Attorney Michael Herbrand _____

PLANNER REPORT

To: City of Cedarburg Common Council

By: Mary Censky

Date Prepared: November 24, 2025

General Information:

Agenda Item: 9.B.

Applicant/Property Owner:

The Glen at Quarry Park LLC, in c/o John Wahlen and Joe Orendorf of Cornerstone Development

Request:

Approval of Ordinance 2025-44 regarding the Rezoning and Preliminary Plat associated with the proposed Glen at Quarry Park subdivision.

Current Zoning:

Part A-1Agricultural (Temp), and part Rs-3 Single-Family Residential

Requested Zoning:

Rs-3 Single-Family Residential District w/ PUD Planned Unit Development Overlay District

Current Master Plan Classification:

Part Medium-Low Density Residential, and part Medium Density Residential

Surrounding Zoning/Land Use:

North: Town of Cedarburg

South: Rs-3 Single-Family Residential District

East: Rs-3 Single-Family Residential District

West: Rd-1 Two-Family Residential w/ PUD Planned Unit Development Overlay

Lot Size:

11.5 acres

Location:

Directly west of the properties
located at 1067 and 1085
Washington Avenue

Discussion:

The applicant proposes a twenty-four (24) lot/home single-family-detached residential Planned Unit Development for this 11.53 acre (11.53 Net Buildable Acres) site. The following comments have been received by various departments in their review of the plan:

- There is electric on the adjacent property to the south. This can be extended to serve the new subdivision, from the southwest corner. The takeoff point is within 50' of the lot line. Utility easements will be required for the electric facilities.

Thank you. Jeff Thierfelder Utility Engineer Cedarburg Light & Water Utility

- In reviewing the plans for this, we have concern over the dead-end termination of "Road A." -
- By our calculation, the dead-end is 800+ feet from Holly Lane/Court B, which is a significant distance for our apparatus to back down to exit. I understand that there is intent to expand to the North of this eventually, but with no concrete timeline or approvals for this, we have concern with it being left a dead-end for an unknown and possibly extensive period of time. Because of this, we would like to see the addition of some way for our vehicles to turn around at the end of it, which is typically a cul-de-sac or hammerhead type turnaround.
- Court B appears to be of adequate width for fire apparatus, but just to make sure, it should have a 45' radius from the center to the front face of the curb. The drawings show 60' to the far side of the sidewalk.

Thank you, Blake R. Karnitz, FO, FM Captain of CRR Cedarburg Fire Department

- My comments for the Glen at Quarry Park Plans are as follows:
 - When this land is developed, W60 N1067 Sheboygan Road and W60 N1085 Sheboygan Road need to connect to City sewer and water and pay their impact fees. Storm Easements should be 20' wide
 - Provide separate storm laterals for each lot
 - Use Manholes for mainline storm sewer not just catch basins with main under the curb
 - Provide drainage easement where wet pond outlet and pond overflow exits the site to Sheboygan Road. May also need to reshape this ditch to make it more defined. Current outlet of the current ditch at Sheboygan Road is 8", is that sufficient?
 - Roadway vertical curve K values shall be Sag Kmin=26, Crest Kmin=12
 - Move Hammerhead Tee as close as possible to lot line.
 - Make Hammerhead Tee 33' wide per city code.
 - Proposed roadway terminates 2' above existing grade at north property line. Will this have negative impacts on future development of the land to the north?
 - Initial review of the Storm Water Management Plan looks to be compliant. A more thorough review will be needed at later date.
 - These comments are made after reviewing the initial draft of the plans. I reserve the right to make further comments as more detailed plans are submitted.

Let me know with any questions. Thanks, Mike Wieser, P.E. Director of Engineering & Public Works

Rs-3 Single-Family Residential Zoning District does comport with both Medium-Low Density (12,000-20,000 sq.ft./lot) and Medium Density (8,000-12,000 sq.ft./lot) Residential Land Use Classifications.

In review of this project against the Rs-3 standards:

- Maximum Density permitted is 3.6 units/net buildable acre (i.e., 41 units). Twenty-four units are proposed (i.e., 2.0 units/net buildable acre).
- Minimum required lot size in Rs-3 is 12,000 square feet. Proposed lot sizes are:
 - Largest 19,300 sq. ft.
 - Smallest 10,530 sq. ft.
 - Average 13,137 sq. ft.
- Minimum required lot width (as measured at the setback line) in Rs-3 is 90 feet. Proposed lot widths (as measured at the setback line) are:
 - Widest 122-feet
 - Narrowest 80-feet
 - Average 87.1-feet
- Minimum required setbacks/yards in the Rs-3 are:

○ Front 25 feet	Proposed Front 25-feet
○ Sides 8-feet	Proposed Sides 7.5-feet
○ Rear 25-feet	Proposed Rear 25-feet

To allow exceptions from the underlying zoning district standards as noted above would require that this site be rezoned to Rs-3 *with* a PUD Planned Unit Development Overlay.

Recommendation:

- On October 21, 2025, the Site and Architectural Review Board reviewed this plat. They supported the plan as presented, including with respect to the specific Rs-3 District exceptions noted above (see excerpt of minutes attached). A favorable recommendation for approval was advanced to the Plan Commission.
- On November 3, 2025, the Plan Commission reviewed this plat. They supported the plan as presented, including with respect to the specific Rs-3 District exceptions noted above through use of PUD Overlay Zoning (see excerpt of minutes attached). A favorable recommendation was advanced to the Common Council subject to the following conditions:
 - 1) Applicant to satisfy the review comments of the various departments in their review of these plans (see list above);
 - 2) Applicant to satisfy the review comments/objections of any/all objecting agencies given purview over this plat. *Completed*
 - 3) Applicant to prepare full and Code compliant design/construction drawings for the development which are subject to review and approval by the City Engineer.

- 4) Applicant to enter into a Development Agreement with City of Cedarburg for the completion, at the developer's expense, of all required infrastructure to support this development. A related financial assurance will be required of the developer in support of this development agreement, which assurance shall be provided prior to the start of site work or construction at this site.
 - 5) Applicant to secure Final Plat approval from the Common Council prior to the City entering into the Development Agreement.
 - 6) Resolution to the satisfaction of the City Attorney and City Engineer as to the required timing for the owners of the homes located at W60N1067 and W60N1085 Sheboygan Road to pay impact fees and connect to City sanitary sewer and water, which *may* be triggered by platting of this subdivision. This matter shall be satisfactorily resolved before the City will consider entering into a development agreement or approving the final plat for this development. *Completed.*
- The Planner recommends that if the Common Council is inclined toward approval of Ordinance 2025-44, these same conditions (directly above) be attached thereto.

ORDINANCE NO. 2025-44

An Ordinance to Rezone City of Cedarburg Tax Parcel No. 13-022-13-003.00 containing 10-acres of land, more specifically described as: COMM NW COR TH E 848 FT S 519 FT W 848 FT N 509 FT POB BEING CSM # 3797 LOT 1 DOC 0943407 SEC 22 T 10 R 21, from existing A-1 Agricultural District (Temp) to Rs-3 Single-Family Residential District with PUD Planned Unit Development Overlay; and to Rezone City of Cedarburg Tax Parcel No. 13-022-13-009.00 containing 1.54-acres of land, more specifically described as: COMM 525 FT S & 300 FT W OF NE COR NESE TH W 182 FT N 376 FT E 175 FT S 150 FT S 83 FT S 145 FT POB PRT LOT 2 CSM # 3797 DOC # 0943407 SEC 22 T 10 R 2, from existing Rs-3 Single-Family Residential District to Rs-3 Single-Family Residential District with PUD Planned Unit Development Overlay District.

WHEREAS, The City of Cedarburg Site and Architectural Review Board did, on October 24, 2025, review, consider, and favorably/conditionally recommend to the Plan Commission for approval the proposed Rs-3 Single-Family Residential with PUD Overlay Zoning for both of the parcels described above based upon the attached Preliminary Plat for The Glen at Quarry Park; and

WHEREAS, The City of Cedarburg Plan Commission did, on November 3, 2025, review, discuss, and favorably/conditionally recommend approval of the proposed preliminary plat for the Glen at Quarry Park to the Common Council; and

WHEREAS, The City of Cedarburg Common Council did, on November 24, 2025, conduct a public hearing, review, discuss and approve the requested Rs-3 Single-Family Residential with PUD Overlay Zoning for both of the parcels described above based upon and including the attached Preliminary Plat for The Glen at Quarry Park

NOW, THEREFORE, the City of Cedarburg Common Council, Ozaukee County, Wisconsin does ordain as follows:

SECTION I

This Ordinance incorporates and approves both the rezoning to Rs-3 (PUD), and the attached Preliminary Plat for The Glen at Quarry Park (attached hereto and made a part hereof by reference as Exhibit "A"), acknowledging and accepting the following departures from the Rs-3 Single-Family Base Zoning District as follows:

- Eleven lots (8-11, 14-16, and 20-23) as to minimum lot size. Rs-3 Base District standard calls for minimum lot size 12,000 sq. ft./lot. *Note: Average lot size throughout the subdivision will be ~13,137 sq. ft. (not including Outlot 1 or Outlot 2 in this calculation).*

- Nineteen lots (3-6, 8-10, and 12-23) as to minimum lot width (as measured at the front setback line). Rs-3 Base District standard calls for minimum 90-foot lot width. *Note: Average lot width throughout the subdivision will be ~87.1-feet.*
- All lots as to minimum side yard setback. Rs-3 Base District standard calls for minimum side yard setbacks of 8-feet. All lots are proposed to permit minimum 7.5-foot side yard setbacks.

SECTION II

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

SECTION III

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

SECTION IV

This Ordinance shall take effect upon passage and publication as approved by law, and the City Clerk shall so amend the Code of Ordinances of the City of Cedarburg and shall indicate the date and number of this amending Ordinance therein.

Passed and adopted this 24th day of November 2025 by the City of Cedarburg Common Council.

APPROVED:

City of Cedarburg Mayor, Patricia Thome

COUNTERSIGNED:

City Clerk, Tracie Sette

Approved as to form:

Michael P. Herbrand, City Attorney _____

PROCLAMATION

PRESENTATION OF THE KEY TO THE CITY FOR MERITORIOUS CIVIC SERVICE TO RICHARD DIEFFENBACH

WHEREAS, Richard Dieffenbach and his wife Dayle have called Cedarburg home since 1980, raising their three children here and witnessing each of them embark on successful careers; and

WHEREAS, Richard has demonstrated an unwavering commitment to the Cedarburg community through decades of volunteerism and public service, including serving multiple terms as an elected official on the Cedarburg Common Council; and

WHEREAS, as a board member and Treasurer of Forward Cedarburg, Inc., Richard played a pivotal role in the creation of the City's first business park on Evergreen Boulevard, contributing to the economic development of our community; and

WHEREAS, Richard served with distinction on the Cedarburg Light & Water Commission for 16 years and participated in numerous other City boards and commissions, offering his time and expertise for the betterment of Cedarburg; and

WHEREAS, Richard has been an honorary member of the Cedarburg Fire Department for 35 years, serving as Treasurer for much of that time, and continues to serve the community by cooking at Maxwell Street Days; and

WHEREAS, in addition to serving as a member of the Ozaukee County Board, Richard was recognized as the Ozaukee Bank Volunteer of the Year in 2008, and he received the Greater Cedarburg Foundation's Civic Award in 2015; and

WHEREAS, Richard has served on the boards, often as Treasurer or applying his financial expertise, of numerous nonprofit organizations including the Cedarburg-Grafton Rotary Club, Cedarburg Lions Club, The Greater Cedarburg Foundation, the Cedarburg American Legion, Cedarburg Art Museum, COPE, and the fundraising group of our new Cedarburg Library; and

WHEREAS, Richard has volunteered as a soccer coach, a school crossing guard, a driver for Interfaith Caregivers, a bell ringer for the Salvation Army, a helper at the Rivoli Theater, as well as other community roles.

NOW, THEREFORE, I, Mayor Patricia Thome, on behalf of the City of Cedarburg, do hereby present the **Key to the City** to Richard Dieffenbach in recognition of his **Meritorious Civic Service**. His legacy of dedicated civic engagement and volunteerism serves as an inspiration to all.



Given under my hand and the Seal of the City of Cedarburg, this 24th day of November, 2025.

Patricia Thome, Mayor

PLANNERS REPORT

To: City of Cedarburg Common Council

By: Mary Censky

Date: November 24, 2025

General Information:

Agenda Item: 9.A.

Applicant: DSDH Gerb LLC, in c/o David Herbeck

Property Owner: N/A

Requested Action: Approval of Ordinance 2025-43 adding the use “Motor Vehicle Collision Repair Facility.” to the list of possible Conditional Uses in M-2 General Manufacturing, along with a definition and parking standard for this use.

Discussion:

The applicant wishes to establish a motor vehicle collision repair facility in the City. They have identified a potential site for this use on a property that is zoned M-2 General Manufacturing.

The City Code does not currently list a use of this sort – i.e., Motor vehicle collision repair including body, frame, finish and glass repair/replacement, in any district. The use “Gasoline service stations, automobile and truck servicing and repair, automobile and truck rental services, and automobile and truck washing.” *is* currently listed as a Conditional Use in the M-1 Limited Manufacturing District and a Permitted Use in the M-2 General Manufacturing District. There are certain operating characteristics, such as the paint booths and outdoor parking/storage of damaged vehicles, that tend to distinguish a collision repair use from the standard fare auto service and repair use.

Adding this use to the M-2 General Manufacturing District as a Conditional Use would afford the Plan Commission some latitude to apply conditions, such as proper screening of any outdoor parking/storage areas for damaged vehicles or auto parts, and/or air quality control standards, as site specific requirements on a case-by-case basis.

Recommendation:

On November 3, 2025 the Plan Commission reviewed, discussed, and recommended to the Common Council in favor of the proposed Code changes as set forth in Ordinance 2025-43 attached.



LAND DEVELOPMENT APPLICATION

PROPERTY LOCATION/ADDRESS: NW Corner Pioneer Rd & Somerset Ave.
APPLICANT/BUSINESSNAME: DSDH Gerb, LLC
APPLICANT/BUSINESS ADDRESS: [REDACTED]
STATUS OF APPLICANT: ☐ OWNER ☐ AGENT ☒ BUYER ☐ OTHER _____
PHONE: [REDACTED] EMAIL: [REDACTED]
PROPERTY OWNER (IF DIFFERENT): Pioneer Real Estate Development, LLC
PROPERTY OWNER MAILING ADDRESS: [REDACTED]
PROPERTY OWNER PHONE: [REDACTED] PROPERTY OWNER EMAIL: [REDACTED]

REQUEST FOR (CHECK ALL THAT APPLY):

- | | |
|---|---|
| ☐ CONCEPT REVIEW | ☐ CONDITIONAL USE ZONING |
| ☐ SITE/ARCHITECTURAL PLAN APPROVAL | ☐ ANNEXATION REQUEST |
| ☐ SUBDIVISION PLAT OR CSM REVIEW | ☐ VARIANCE/BOARD OF APPEALS |
| ☐ ZONING DISTRICT CHANGE | ☒ OTHER <u>Zoning Code Text Amendment</u> |

DESCRIBE REQUEST: Amend Zoning Code to define "Motor Vehicle Collision Facilities" and include use as a Motor Vehicle Collision Facility as a conditional use within an M-2 district, and to provide specific parking requirements for Motor Vehicle Collision Facilities.

PLEASE SUBMIT: FIVE (5) COPIES OF WRITTEN DESCRIPTION OF PROPOSAL OR REQUEST FOR CITY STAFF REVIEW -PLUS ELECTRONIC
FIVE (5) FULL SETS OF SUPPORTING DRAWINGS, SKETCHES OR SURVEY MAPS FOR CITY STAFF REVIEW
PLUS ELECTRONIC
TEN (10) SETS OF PLANS (11" x 17" MAX) FOR PLAN COMMISSION REVIEW -PLUS ELECTRONIC

ELECTRONIC COPIES MAY BE SENT TO THANAMAN@CITYOFCEDARBURG.WI.GOV

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

PROPERTY OWNER(S) SIGNATURE: [Signature] DATE: 9/29/25

FOR CITY STAFF USE ONLY

TOTAL FEE: \$ 200⁰⁰ (SEE FEE SCHEDULE ON REVERSE PAGE) DATE FEE PAID: 9-30-29
APPLICATION AND FEE RECEIVED BY: Theresa Hanaman PLAN COMMISSION MEETING DATE: 11/3/25
ATTACHMENTS (CHECK IF RECEIVED):
☐ FIVE DESCRIPTIONS ☐ FIVE FULL-SIZE SETS ☐ THIRTEEN PLAN SETS
PROPERTY TAX KEY NO./PLAN COMMISSION FILE NO: 13-051-02-11-016
ZONING: M-2 General Manufacturing ALDERMANIC DISTRICT: 4 PREVIOUS MEETING: _____

DSDH Gerb, LLC is seeking the following text amendments to the City of Cedarburg's Zoning Code.

1. Add a definition to Section 13-1-240 (DEFINITIONS) of the Zoning Code, reading as follows:

(163) MOTOR VEHICLE COLLISION FACILITY. A repair, glass and paint facility offering services such as auto body repair, frame straightening, fender and bumper repair, vehicle painting and paint repair, in-store and mobile glass repair and replacement, calibration and alignment services, and the sale of ancillary vehicle parts and services, at which all work, repairs and painting shall be undertaken inside of the building, and no outdoor storage of tires or vehicle parts shall be permitted.

2. Amend Section 13-1-60 (M-2 GENERAL MANUFACTURING DISTRICT) to add Motor Vehicle Collision Facility as a Conditional Use under subsection (d) thereof.
3. Amend Section 13-1-82(h)(2) (PARKING REQUIREMENTS – RETAIL SALES AND CUSTOMER SERVICES USES, AND PLACES OF ENTERTAINMENT AS SET FORTH BELOW) to add Motor Vehicle Collision Facilities and to require three (3) spaces per indoor service bay, with a further requirement that vehicles awaiting service are parked within an enclosed and screened area.

36540007.1

ORDINANCE NO. 2025-43

ORDINANCE TO AMEND SECTION 13-1-60(d) as forth in Title 13, Chapter 1, Article C of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG by adding the use “Motor vehicle collision repair facility” as a conditional use that can be considered for approval in the M-2 General Manufacturing District; and

TO AMEND SECTION 13-1-82(h)(2) as set forth Title 13, Chapter 1, Article D of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG by adding a parking stall count requirement for the use Motor vehicle collision repair; and

TO AMEND SECTION 13-1-240 as set forth Title 13, Chapter 1, Article L of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG by adding a definition for the use Motor vehicle collision repair facility.

WHEREAS, the City of Cedarburg Plan Commission did, on November 3, 2025, review, discuss, and favorably recommend these Code amendments to the Common Council; and

WHEREAS, the City of Cedarburg Common Council did, on November 24, 2025, conduct a public hearing on this matter;

NOW, THEREFORE, the City Council of the City of Cedarburg, Ozaukee County, Wisconsin does ordain as follows:

SECTION I

SECTION 13-1-60(d) as forth in Title 13, Chapter 1, Article C of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG is hereby amended to include the use “Motor vehicle collision repair” as a conditional use that can be considered for approval in the M-2 General Manufacturing District.

SECTION II

SECTION 13-1-82(h)(2) as set forth Title 13, Chapter 1, Article D of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG is hereby amended to add a parking stall requirement for the use Motor vehicle collision repair facility as follows: Two (2) spaces per indoor service bay + 1 space per employee during the work shift with the greatest number of employees simultaneously present + one space per business/fleet vehicle (such as for mobile repair services or towing).

SECTION III

SECTION 13-1-240 as set forth Title 13, Chapter 1, Article L of THE MUNICIPAL CODE OF THE CITY OF CEDARBURG is hereby modified by adding the following definition for the use Motor vehicle collision repair facility: A facility offering services such as auto body repair, frame straightening, fender and bumper repair, vehicle painting and paint repair, in-store and mobile glass repair and replacement, calibration and alignment services, and including the incidental/subordinate use, the sales of ancillary vehicle parts and services, at which all service work, repairs, and painting shall be undertaken inside of the building.

SECTION IV

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed;

SECTION V

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

SECTION VI

This Ordinance shall take effect upon passage and publication as approved by law, and the City Clerk shall so amend the Code of Ordinances of the City of Cedarburg and shall indicate the date and number of this amending Ordinance therein.

Passed and adopted this 24th day of November, 2025 by the City of Cedarburg Common Council.

APPROVED:

City of Cedarburg Mayor, Patricia Thome

COUNTERSIGNED: _____

City Clerk, Tracie Sette

APPROVED AS TO FORM:

City Attorney Michael Herbrand _____

20WASHINGTON AVENUE. THIS PROPERTY IS ZONED B-3 CENTRAL BUSINESS DISTRICT WITH HPD HISTORIC PRESERVATION OVERLAY.

Planner Censky reported about the proposed size, materials, colors, location, and dates for the proposed tent structure.

She noted that the applicant represents the purpose for this tent is to provide them with additional event and service space, supportive of their existing uses at the site, during the shoulder months for outdoor entertainment.

Section 13-1-22(f)(2) of the City Code provides that temporary uses, including tents and other enclosures located in the B-3 Central Business District, may be permitted for more than 14 days (during the period October 1 through April 30), subject to prior review and approval of the site and structure (tent) plans by both Landmarks Commission and Plan Commission.

On October 9, 2025, the Landmarks Commission reviewed and conditionally approved the placement of this tent from November 4, 2025, through April 30, 2025.

Mayor Thome stated that the applicant must return to the Landmarks and Plan Commission if they choose to include music in the tent.

A motion was made by Vice Chairperson Arnett, seconded by Commissioner Hayes, to approve the Temporary Use Tent Structure, from November 4, 2025 through April 30, 2026, adjacent to the south wall of their back (Timber Club) building located at W61 N518-20 Washington Avenue subject to the Planner's recommended conditions:

- 1) Applicant to comply with any requirements for permitting as may be necessary to allow alcohol service/consumption and/or amplified music to occur inside of this tent. The City Clerk shall determine the extent to which such permitting is required.
- 2) Review and approval by the City Building Inspector and Fire Inspector prior to placement of the tent at this site to ensure that all structural and fire safety requirements are met.

The motion carried unanimously.

B. REVIEW, DISCUSSION, AND POSSIBLE ACTION ON THE REQUEST OF APPLICANT DSDH GERB LLC, IN C/O DAVID HERBECK, TO AMEND THE ZONING CODE, ADDING THE USE 'MOTOR VEHICLE COLLISION FACILITY' TO THE LIST OF CONDITIONAL USES IN THE M-2 GENERAL MANUFACTURING DISTRICT [SECTION 13-1-60(D)], AND ADDING A DEFINITION [AT SECTION 13-1-240] AND PARKING STANDARD [AT SECTION 13-1-82(H)(2)] FOR SAME.

Planner Censky reported the applicant wishes to establish a motor vehicle collision repair facility on a property in the City that is zoned M-2 General Manufacturing. The City Code does not currently list this use. Adding this use to the M-2 General Manufacturing District as a Conditional Use would afford the Plan Commission some latitude to apply conditions, such as proper screening of any outdoor parking/storage areas for damaged vehicles or auto parts, and/or air quality control

standards, as site-specific requirements on a case-by-case basis.

Making some adjustments to language proposed by the applicant, the Planner felt the following changes would be appropriate if the Commission favors adding this use:

- Sec. 13-1-60 - M-2 General Manufacturing District. (d) Conditional Uses.
 - o (ADD) Motor vehicle collision repair facility.
- Sec. 13-1-82 - Parking Requirements. (h) [re parking stall count requirements] (2) Retail sales and customer services uses, and places of entertainment ... as set forth below.
 - o (ADD) Motor vehicle collision repair facility. Two (2) spaces per indoor service bay + 1 space per employee during the work shift with the greatest number of employees simultaneously present + one space per business/fleet vehicle (such as for mobile repair services or towing).
- Sec. 13-1-240 – Definitions.
 - o (ADD) Motor vehicle collision repair facility. A facility offering services such as auto body repair, frame straightening, fender and bumper repair, vehicle painting and paint repair, in-store and mobile glass repair and replacement, calibration and alignment services, and including the incidental/subordinate use, sales of ancillary vehicle parts and services, at which all service work, repairs, and painting shall be undertaken inside of the building.

Commissioners discussed the proposed use and language changes, touching on concerns that screening and fencing of wrecked vehicles be required in the CUP since many M-2 Zoned properties are located at City gateways, not wanting to allow any vehicle sales as a part of this use, wanting assurance that paint fumes will not be an odor or irritant issue. The Planner and applicant addressed these concerns, and it was confirmed that conditions to guard against these issues can be made into conditions attached to any future CUP for this use.

If the Plan Commission supports the addition of this conditional use in the M-2 District as proposed and feels the supporting definition and parking standard are also acceptable, Planner Censky will put these Code language changes into Ordinance format for consideration/possible ratification by the Common Council at an upcoming meeting.

Commissioner Bublitz made a motion, seconded by Council member Fitzpatrick, to recommend approval of the code language changes as presented and to put them into Ordinance format for consideration/possible ratification by the Common Council. The motion passed unanimously.

C. REVIEW, DISCUSSION, AND POSSIBLE APPROVAL OF THE BUILDING, SITE, EXTERIOR LIGHTING, LANDSCAPING, AND ARCHITECTURAL PLANS, AS REQUESTED BY APPLICANT LUTHER GROUP, IN C/O ARCHITECT MARK HERTZFELD/DESIGN 2 CONSTRUCT, TO DEVELOP/CONSTRUCT AN 86,700 SQ. FT. SPEC INDUSTRIAL BUILDING ON AN 8.9-ACRE VACANT LOT IN THE CITY'S HWY. 60 BUSINESS PARK (I.E., TAX PARCEL #13-022-03-004.00). THIS PROPERTY, CURRENTLY OWNED BY THE CITY OF CEDARBURG, IS ZONED M-3 BUSINESS PARK DISTRICT.

PLANNER REPORT

To: City of Cedarburg Common Council

By: Mary Censky

Date Prepared: November 24, 2025

General Information:

Agenda Item: 9.B.

Applicant/Property Owner:

The Glen at Quarry Park LLC, in c/o John Wahlen and Joe Orendorf of Cornerstone Development

Request:

Approval of Ordinance 2025-44 regarding the Rezoning and Preliminary Plat associated with the proposed Glen at Quarry Park subdivision.

Current Zoning:

Part A-1Agricultural (Temp), and part Rs-3 Single-Family Residential

Requested Zoning:

Rs-3 Single-Family Residential District w/ PUD Planned Unit Development Overlay District

Current Master Plan Classification:

Part Medium-Low Density Residential, and part Medium Density Residential

Surrounding Zoning/Land Use:

North: Town of Cedarburg

South: Rs-3 Single-Family Residential District

East: Rs-3 Single-Family Residential District

West: Rd-1 Two-Family Residential w/ PUD Planned Unit Development Overlay

Lot Size:

11.5 acres

Location:

Directly west of the properties
located at 1067 and 1085
Washington Avenue

Discussion:

The applicant proposes a twenty-four (24) lot/home single-family-detached residential Planned Unit Development for this 11.53 acre (11.53 Net Buildable Acres) site. The following comments have been received by various departments in their review of the plan:

- There is electric on the adjacent property to the south. This can be extended to serve the new subdivision, from the southwest corner. The takeoff point is within 50' of the lot line. Utility easements will be required for the electric facilities.

Thank you. Jeff Thierfelder Utility Engineer Cedarburg Light & Water Utility

- In reviewing the plans for this, we have concern over the dead-end termination of "Road A." -
- By our calculation, the dead-end is 800+ feet from Holly Lane/Court B, which is a significant distance for our apparatus to back down to exit. I understand that there is intent to expand to the North of this eventually, but with no concrete timeline or approvals for this, we have concern with it being left a dead-end for an unknown and possibly extensive period of time. Because of this, we would like to see the addition of some way for our vehicles to turn around at the end of it, which is typically a cul-de-sac or hammerhead type turnaround.
- Court B appears to be of adequate width for fire apparatus, but just to make sure, it should have a 45' radius from the center to the front face of the curb. The drawings show 60' to the far side of the sidewalk.

Thank you, Blake R. Karnitz, FO, FM Captain of CRR Cedarburg Fire Department

- My comments for the Glen at Quarry Park Plans are as follows:
 - When this land is developed, W60 N1067 Sheboygan Road and W60 N1085 Sheboygan Road need to connect to City sewer and water and pay their impact fees. Storm Easements should be 20' wide
 - Provide separate storm laterals for each lot
 - Use Manholes for mainline storm sewer not just catch basins with main under the curb
 - Provide drainage easement where wet pond outlet and pond overflow exits the site to Sheboygan Road. May also need to reshape this ditch to make it more defined. Current outlet of the current ditch at Sheboygan Road is 8", is that sufficient?
 - Roadway vertical curve K values shall be Sag Kmin=26, Crest Kmin=12
 - Move Hammerhead Tee as close as possible to lot line.
 - Make Hammerhead Tee 33' wide per city code.
 - Proposed roadway terminates 2' above existing grade at north property line. Will this have negative impacts on future development of the land to the north?
 - Initial review of the Storm Water Management Plan looks to be compliant. A more thorough review will be needed at later date.
 - These comments are made after reviewing the initial draft of the plans. I reserve the right to make further comments as more detailed plans are submitted.

Let me know with any questions. Thanks, Mike Wieser, P.E. Director of Engineering & Public Works

Rs-3 Single-Family Residential Zoning District does comport with both Medium-Low Density (12,000-20,000 sq.ft./lot) and Medium Density (8,000-12,000 sq.ft./lot) Residential Land Use Classifications.

In review of this project against the Rs-3 standards:

- Maximum Density permitted is 3.6 units/net buildable acre (i.e., 41 units). Twenty-four units are proposed (i.e., 2.0 units/net buildable acre).
- Minimum required lot size in Rs-3 is 12,000 square feet. Proposed lot sizes are:
 - Largest 19,300 sq. ft.
 - Smallest 10,530 sq. ft.
 - Average 13,137 sq. ft.
- Minimum required lot width (as measured at the setback line) in Rs-3 is 90 feet. Proposed lot widths (as measured at the setback line) are:
 - Widest 122-feet
 - Narrowest 80-feet
 - Average 87.1-feet
- Minimum required setbacks/yards in the Rs-3 are:

○ Front 25 feet	Proposed Front 25-feet
○ Sides 8-feet	Proposed Sides 7.5-feet
○ Rear 25-feet	Proposed Rear 25-feet

To allow exceptions from the underlying zoning district standards as noted above would require that this site be rezoned to Rs-3 *with* a PUD Planned Unit Development Overlay.

Recommendation:

- On October 21, 2025, the Site and Architectural Review Board reviewed this plat. They supported the plan as presented, including with respect to the specific Rs-3 District exceptions noted above (see excerpt of minutes attached). A favorable recommendation for approval was advanced to the Plan Commission.
- On November 3, 2025, the Plan Commission reviewed this plat. They supported the plan as presented, including with respect to the specific Rs-3 District exceptions noted above through use of PUD Overlay Zoning (see excerpt of minutes attached). A favorable recommendation was advanced to the Common Council subject to the following conditions:
 - 1) Applicant to satisfy the review comments of the various departments in their review of these plans (see list above);
 - 2) Applicant to satisfy the review comments/objections of any/all objecting agencies given purview over this plat. *Completed*
 - 3) Applicant to prepare full and Code compliant design/construction drawings for the development which are subject to review and approval by the City Engineer.

- 4) Applicant to enter into a Development Agreement with City of Cedarburg for the completion, at the developer's expense, of all required infrastructure to support this development. A related financial assurance will be required of the developer in support of this development agreement, which assurance shall be provided prior to the start of site work or construction at this site.
 - 5) Applicant to secure Final Plat approval from the Common Council prior to the City entering into the Development Agreement.
 - 6) Resolution to the satisfaction of the City Attorney and City Engineer as to the required timing for the owners of the homes located at W60N1067 and W60N1085 Sheboygan Road to pay impact fees and connect to City sanitary sewer and water, which *may* be triggered by platting of this subdivision. This matter shall be satisfactorily resolved before the City will consider entering into a development agreement or approving the final plat for this development. *Completed.*
- The Planner recommends that if the Common Council is inclined toward approval of Ordinance 2025-44, these same conditions (directly above) be attached thereto.



LAND DEVELOPMENT APPLICATION

PROPERTY LOCATION/ADDRESS: Lot 1 Holly Lane & W60 N1067 Sheboygan Road, Cedarburg, WI 53012

APPLICANT/BUSINESSNAME: The Glen at Quarry Park LLC

APPLICANT/BUSINESS ADDRESS: John Wahlen, Cornerstone, [REDACTED]

STATUS OF APPLICANT: ☒ OWNER ☐ AGENT ☐ BUYER ☐ OTHER _____

PHONE: [REDACTED] EMAIL: [REDACTED]

PROPERTY OWNER (IF DIFFERENT): same as above

PROPERTY OWNER MAILING ADDRESS: _____

PROPERTY OWNER PHONE: _____ PROPERTY OWNER EMAIL: _____

REQUEST FOR (CHECK ALL THAT APPLY):

- | | |
|--|--|
| ☐ CONCEPT REVIEW | ☐ CONDITIONAL USE ZONING |
| ☐ SITE/ARCHITECTURAL PLAN APPROVAL | ☐ ANNEXATION REQUEST |
| ☒ SUBDIVISION PLAT OR CSM REVIEW | ☐ VARIANCE/BOARD OF APPEALS |
| ☒ ZONING DISTRICT CHANGE | ☐ OTHER _____ |

DESCRIBE REQUEST: Preliminary plat review for this new 24-lot subdivision

REQUEST REZONING OF ENTIRE SITE TO RS-3 SINGLE FAMILY
RESIDENTIAL WITH PUD-PLANNED UNIT DEVELOPMENT OVERLAY.

PLEASE SUBMIT: FIVE (5) COPIES OF WRITTEN DESCRIPTION OF PROPOSAL OR REQUEST FOR CITY STAFF REVIEW -PLUS ELECTRONIC
FIVE (5) FULL SETS OF SUPPORTING DRAWINGS, SKETCHES OR SURVEY MAPS FOR CITY STAFF REVIEW
PLUS ELECTRONIC
TEN (10) SETS OF PLANS (11" x 17" MAX) FOR PLAN COMMISSION REVIEW -PLUS ELECTRONIC

ELECTRONIC COPIES MAY BE SENT TO THANAMAN@CITYOFCEDARBURG.WI.GOV

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

PROPERTY OWNER(S) SIGNATURE: [Signature] DATE: 9/10/25

FOR CITY STAFF USE ONLY

TOTAL FEE: \$ 295.00 (SEE FEE SCHEDULE ON REVERSE PAGE) DATE FEE PAID: 9-15-2025

APPLICATION AND FEE RECEIVED BY: Theresa Hanaman PLAN COMMISSION MEETING DATE: _____

ATTACHMENTS (CHECK IF RECEIVED):

- ☐ FIVE DESCRIPTIONS ☒ FIVE FULL-SIZE SETS ☐ THIRTEEN PLAN SETS

PROPERTY TAX KEY NO/PLAN COMMISSION FILE NO: 13-022-13-007.00 & 13-022-13-003.00

ZONING: A-1 Temp ALDERMANIC DISTRICT: _____ PREVIOUS MEETING: _____

ORDINANCE NO. 2025-44

An Ordinance to Rezone City of Cedarburg Tax Parcel No. 13-022-13-003.00 containing 10-acres of land, more specifically described as: COMM NW COR TH E 848 FT S 519 FT W 848 FT N 509 FT POB BEING CSM # 3797 LOT 1 DOC 0943407 SEC 22 T 10 R 21, from existing A-1 Agricultural District (Temp) to Rs-3 Single-Family Residential District with PUD Planned Unit Development Overlay; and to Rezone City of Cedarburg Tax Parcel No. 13-022-13-009.00 containing 1.54-acres of land, more specifically described as: COMM 525 FT S & 300 FT W OF NE COR NESE TH W 182 FT N 376 FT E 175 FT S 150 FT S 83 FT S 145 FT POB PRT LOT 2 CSM # 3797 DOC # 0943407 SEC 22 T 10 R 2, from existing Rs-3 Single-Family Residential District to Rs-3 Single-Family Residential District with PUD Planned Unit Development Overlay District.

WHEREAS, The City of Cedarburg Site and Architectural Review Board did, on October 24, 2025, review, consider, and favorably/conditionally recommend to the Plan Commission for approval the proposed Rs-3 Single-Family Residential with PUD Overlay Zoning for both of the parcels described above based upon the attached Preliminary Plat for The Glen at Quarry Park; and

WHEREAS, The City of Cedarburg Plan Commission did, on November 3, 2025, review, discuss, and favorably/conditionally recommend approval of the proposed preliminary plat for the Glen at Quarry Park to the Common Council; and

WHEREAS, The City of Cedarburg Common Council did, on November 24, 2025, conduct a public hearing, review, discuss and approve the requested Rs-3 Single-Family Residential with PUD Overlay Zoning for both of the parcels described above based upon and including the attached Preliminary Plat for The Glen at Quarry Park

NOW, THEREFORE, the City of Cedarburg Common Council, Ozaukee County, Wisconsin does ordain as follows:

SECTION I

This Ordinance incorporates and approves both the rezoning to Rs-3 (PUD), and the attached Preliminary Plat for The Glen at Quarry Park (attached hereto and made a part hereof by reference as Exhibit "A"), acknowledging and accepting the following departures from the Rs-3 Single-Family Base Zoning District as follows:

- Eleven lots (8-11, 14-16, and 20-23) as to minimum lot size. Rs-3 Base District standard calls for minimum lot size 12,000 sq. ft./lot. *Note: Average lot size throughout the subdivision will be ~13,137 sq. ft. (not including Outlot 1 or Outlot 2 in this calculation).*

- Nineteen lots (3-6, 8-10, and 12-23) as to minimum lot width (as measured at the front setback line). Rs-3 Base District standard calls for minimum 90-foot lot width. *Note: Average lot width throughout the subdivision will be ~87.1-feet.*
- All lots as to minimum side yard setback. Rs-3 Base District standard calls for minimum side yard setbacks of 8-feet. All lots are proposed to permit minimum 7.5-foot side yard setbacks.

SECTION II

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

SECTION III

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

SECTION IV

This Ordinance shall take effect upon passage and publication as approved by law, and the City Clerk shall so amend the Code of Ordinances of the City of Cedarburg and shall indicate the date and number of this amending Ordinance therein.

Passed and adopted this ____ day of _____, 2025 by the City of Cedarburg Common Council.

APPROVED:

City of Cedarburg Mayor, Patricia Thome

COUNTERSIGNED:

City Clerk, Tracie Sette

Approved as to form:

Michael P. Herbrand, City Attorney _____

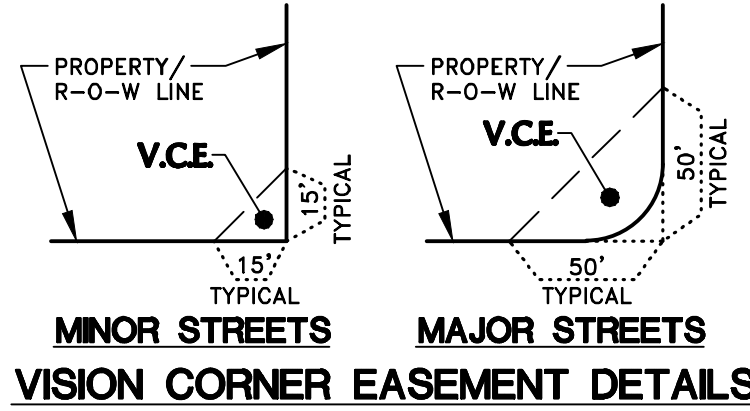
PRELIMINARY PLAT
OF
THE GLEN AT QUARRY PARK

BEING A REDIVISION OF LOT 1 AND A PART OF LOT 2 OF CERTIFIED SURVEY MAP NO. 3797, LOCATED IN A PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 22, TOWN 10 NORTH, RANGE 21 EAST, IN THE CITY OF CEDARBURG, OZAUKEE COUNTY, WISCONSIN.

LEGEND	
	INDICATES SOIL BORING LOCATION
	INDICATES PROPOSED FIRE HYDRANT
	INDICATES EXISTING WATERMAIN
	INDICATES PROPOSED WATERMAIN
	INDICATES EXISTING SANITARY SEWER
	INDICATES PROPOSED SANITARY SEWER
	INDICATES EXISTING STORM SEWER
	INDICATES PROPOSED STORM SEWER
	INDICATES EXISTING CONTOUR

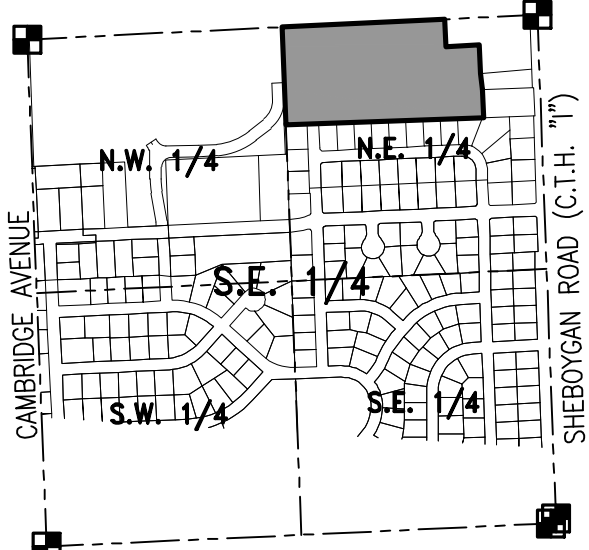
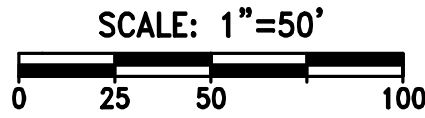
VISION CORNER EASEMENT: (V.C.E.)

Corner lots as shown on this plat are subject to a Vision Corner Easement in that no structure or improvements of any kind is permitted within the Vision Corner. No vegetation (except trees) shall exceed a maximum height of 30 inches, as measured from the road edge to the top of the vegetation, in the location designated as the vision corner. Trees in the vision corner shall be trimmed to a height of 60 inches, as measured from the road edge to the bottom branches, to allow for a clear view of oncoming traffic.



Proposed Lot Characteristics

- Lot Size: 10,000 sf (minimum)
- Lot Width: 80' (minimum)
- Setbacks:
 - Front: 25'
 - Side: 7.5'
 - Rear: 25'



LOCALITY MAP:
S.E. 1/4, SEC. 22, T. 10 N., R. 21 E.
SCALE: 1"=1000'

DEVELOPMENT SUMMARY:

1. Tax Key No. 13-022-13-003.00 & 13-022-13-009.00.
2. Subdivision contains approximately 11.5485 Acres.
3. Subdivision contains 24 Lots and 2 Outlots.
4. All lots to be served by Sanitary Sewer and Watermain.
5. Public Roads to have Concrete Curb and Gutter, Asphalt Pavement with Storm Sewer.
6. Utility easements shall be provided where necessary on the residential lots to accommodate underground telephone, electric and gas services that cannot be placed in the right-of-way.
7. Outlot 1 contains Open Space.
8. The Owners of all Lots within this Subdivision shall each own an equal undivided fractional interest in Outlots 1 & 2 of this Subdivision. Ozaukee County shall not be liable for fees or special charges in the event they become the owner of any Lot or Outlot in the Subdivision by reason of tax delinquency.
9. Stormwater Management Facilities are located on Outlot 2 of this Subdivision. The Owners of the residential Lots within this Subdivision shall each be liable for an equal undivided fractional share of the cost to repair, maintain or restore said Stormwater Management Facilities within this Subdivision. Said repairs, maintenance and restoration shall be performed by the Owners of all Lots within this Subdivision.

HORIZONTAL DATUM PLANE:

All bearings are referenced to Grid North of the Wisconsin State Plane Coordinate System, South Zone (NAD-1983/2011), in which the East line of the S.E. 1/4 of Section 22, Town 10 North, Range 21 East, bears North 02°06'23" West.

VERTICAL DATUM PLANE:

All elevations are referenced to the North American Vertical Datum of 1988 (12) via a ground survey by Trio Engineering, LLC.

AGENCIES HAVING THE AUTHORITY TO OBJECT:

- State of Wisconsin, Department of Administration

APPROVING AUTHORITY:

- City of Cedarburg

ENGINEER / SURVEYOR:

TRIO ENGINEERING, LLC
4100 N. CALHOUN ROAD, STE 300
BROOKFIELD, WISCONSIN 53005
PHONE: (262) 790-1480

DEVELOPER:

CORNERSTONE DEVELOPMENT
N63 W23849 MAIN ST.
SUSSEX, WI 53089
PHONE: (262) 932-4188

SURVEYOR'S CERTIFICATE:

I hereby certify that this preliminary plat is a correct representative of all existing land divisions and features and that I have fully complied with the provisions of the subdivision and platting code of the City of Cedarburg.

Date: 09-09-25



Grady L. Gosser, R.L.S.
Professional Land Surveyor S-2972
TRIO ENGINEERING, LLC
4100 N. Calhoun Road, Suite 300
Brookfield, WI 53005
Phone: (262)790-1480 Fax: (262)790-1481

PROJECT:
THE GLEN AT QUARRY PARK
CITY OF CEDARBURG, WISCONSIN
BY: CORNERSTONE DEVELOPMENT
N63 W23849 MAIN ST.
SUSSEX, WI 53089

DATE	DESCRIPTION
09/09/2025	PRELIMINARY SUBMITTAL
10/24/2025	PER CITY REVIEW

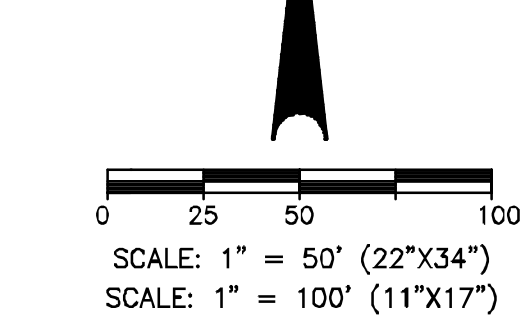
DATE:
OCTOBER 24, 2025

JOB NUMBER:
25-024-796-01

DESCRIPTION:
**PRELIMINARY
PLAT**

SHEET

1 OF 1



CONTRACTOR IS REQUIRED TO CONTACT DIGGERS HOTLINE TOLL FREE TO OBTAIN LOCATION OF UNDERGROUND UTILITIES PRIOR TO COMMENCING THE WORK. WISCONSIN STATUTE 182.0715 REQUIRES MIN. OF 3 WORK DAYS NOTICE BEFORE YOU EXCAVATE. CALL DIGGERS HOTLINE 1-800-242-8511

NOTE: EXISTING UNDERGROUND UTILITY INFORMATION WAS OBTAINED FROM AVAILABLE RECORDS. THE ENGINEER MAKES NO GUARANTEE AS TO THE ACCURACY OF THIS INFORMATION. VERIFICATION TO THE SATISFACTION OF THE CONTRACTOR OF ALL UNDERGROUND UTILITIES, WHETHER OR NOT SHOWN ON THE PLANS, SHALL BE ASSUMED AS A CONDITION OF THE CONTRACT. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES BETWEEN LOCATION OF UTILITIES IN THE FIELD AND LOCATIONS SHOWN ON THE PLANS.

Road Length
- South Area = 1,353 lf
(56.4 lf/lot)

Proposed Lot Characteristics
- Lot Size: 10,000 sf (minimum)
- Lot Width: 80' (minimum)
- Setbacks:
- Front: 25'
- Side: 7.5'
- Rear: 25'

Site Data
- DEVELOPMENT AREA (per GIS)*
- Michael Halloran 10.0 ac
- West Portion of Jack Henning 1.53 ac
- SUBTOTAL (South Area) 11.53 ac

Development Summary
- SOUTH AREA 11.53 ac
- Single Family Lots = 24 lots
- Density = 2.08 un/ac



PROJECT:
THE GLEN AT QUARRY PARK
CITY OF CEDARBURG, WISCONSIN
BY: CORNERSTONE DEVELOPMENT
N63 W23849 MAIN ST.
SUSSEX, WI 53089

REVISION HISTORY	
DATE	DESCRIPTION
09/09/2025	PRELIMINARY SUBMITTAL

DATE:
SEPTEMBER 9, 2025

JOB NUMBER:
25-24-796

DESCRIPTION:
PROPOSED SITE PLAN

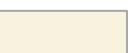
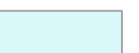
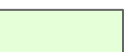
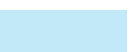
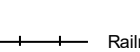
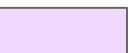
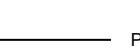
SHEET

C0.2

Proposed Glen at Quarry Park GIS Aerial Map View



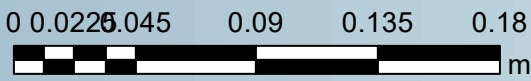
Legend

 Tax Parcel	 Historical Parcel Lines	 Cemetery Plat	 Plat of Survey	 County Road	 Town/Public Road
 Gap	 Assessors Plat	 Condominium Plat	 US Highway	 Ramp	 Railroad Centerline
 Overlap	 CSM	 Subdivision Plat	 State Highway	 Private Road	

Product of the LAND INFORMATION OFFICE

9/15/2025, 11:08:06 AM

9/15/2025, 11:08:06 AM



DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled.



In addition, the Board would not object to an exception for the 8 parking stalls to remain in the setback area if there is a path to permit that. Motion carried without a negative vote. Damsgaard recused.

B. APPLICANT THE GLEN AT QUARRY PARK LLC, IN C/O JOHN WAHLEN AND JOE ORENDORF OF CORNERSTONE DEVELOPMENT, REQUESTS REVIEW, DISCUSSION, AND FAVORABLE RECOMMENDATION TO THE PLAN COMMISSION REGARDING THEIR 24-LOT SINGLE-FAMILY RESIDENTIAL PRELIMINARY PLAT PROPOSED FOR DEVELOPMENT ON 11.5 ACRES OF VACANT LAND LOCATED DIRECTLY WEST OF THE PROPERTIES LOCATED AT 1067 AND 1085 WASHINGTON AVENUE. THIS PROPERTY IS CURRENTLY ZONED PART (10-ACRES) A-1 AGRICULTURAL DISTRICT (TEMP), AND PART (1.5 ACRES) RS-3 SINGLE FAMILY RESIDENTIAL DISTRICT.

Planner Censky reported that the applicant proposes a twenty-four-lot/home single-family-detached residential Planned Unit Development for this 11.5-acre site. She described the extent to which this project would/would not comply with the Smart Growth Comprehensive Plan and the Rs-3 Zoning District. She noted that the applicant will request a (PUD) Planned Unit Development Overlay for this project to permit some flexibility in the design/layout of the neighborhood.

Comments received from the various City departments in review of these plans were discussed.

Commissioner Arnett commented that residents were asking for less dense, single-family home developments, and this subdivision would fit that. Chairperson Voltz agrees, and, from his standpoint, the lot sizes seem generous, and they would be able to work with the applicant through architectural standards to make a walkable, welcoming, front porch type neighborhood vs. a garage dominant.

Council member Burkart questioned Planner Censky for clarification on the proposed vs required setbacks for corner lots 1, 2, 7, and 24. Planner Censky said that, on corner lots, the city code requires 25-foot setbacks from both street fronts. The applicant will work on addressing this concern.

Planner Censky and board members discussed the hammerhead and the recommendations from the fire department. Board member Architect Damsgaard asked if the density was consistent and what the characteristics of Outlot #1 would look like.

Applicant Joe Orendorf from Cornerstone stated that they would plant a mix of grass and wild prairie flowers.

Architect Rushing, a board member, suggested that Outlot #1 should include a playground to enhance recreational opportunities for the community. He also recommended improving the flow and increasing accessibility by resizing lots 7 and 11 to be smaller, relocating lots 9 and 10 to the east, and moving lot 8 to the west.

Council member Burkart proposed the removal of lot 14 to improve access for emergency vehicles from the fire department. Orendorf assumed they were comfortable with the hammerhead design and would work with their engineer to accommodate the vehicles. Planner Censky stated that Cornerstone's engineer believes the hammerhead will meet the fire department's requirements.

Board member Architect Damsgaard made a motion, which was seconded by Council Member Burkart,

to recommend that the Plan Commission approve the plat submitted by Cornerstone Builders, provided it is preceded by or concurrently rezoned to Rs-3 Single Family Residential with PUD Planned Unit Development Overlay on all 11.5 acres, to address lot sizes, lot widths, and side yard setbacks and subject to the following conditions:

- 1) When this land is developed, W60 N1067 Sheboygan Road and W60 N1085 Sheboygan Road need to connect to the City sewer and water and pay their impact fees.
- 2) Storm Easements should be 20' wide
- 3) Provide separate storm laterals for each lot
- 4) Use Manholes for the mainline storm sewer, not just catch basins with main under the curb
- 5) Provide a drainage easement where wet pond outlet and pond overflow exits the site to Sheboygan Road. May also need to reshape this ditch to make it more defined.
- 6) Roadway vertical curve K values shall be Sag Kmin=26, Crest Kmin=12
- 7) Move Hammerhead Tee as close as possible to the lot line.
- 8) Make Hammerhead Tee 33' wide per city code.

The motion also includes a requirement to collaborate with the Cedarburg Fire Department to establish an agreed-upon turn radius for emergency vehicles at the end of Court A. The motion passed without any negative votes.

7. ADJOURNMENT

A motion made by Commissioner Arnett, seconded by Council Member Burkart, to adjourn the meeting at 9:56 am. Motion carried without a negative vote.

Theresa Hanaman
Administrative Assistant

The motion passed unanimously.

D. REVIEW, DISCUSSION AND POSSIBLE ACTION/RECOMMENDATION TO THE COMMON COUNCIL ON THE REQUEST OF PROPERTY OWNER/APPLICANT THE GLEN AT QUARRY PARK LLC, IN C/O JOHN WAHLEN AND JOE ORENDORF OF CORNERSTONE DEVELOPMENT, TO REZONE (TO RS-3 SINGLE FAMILY RESIDENTIAL WITH PUD PLANNED UNIT DEVELOPMENT OVERLAY) AND PRELIMINARY PLAT (24 SINGLE-FAMILY-RESIDENTIAL LOTS) THE 11.5 ACRES OF VACANT LAND LOCATED DIRECTLY WEST OF THE PROPERTIES LOCATED AT 1067 AND 1085 SHEBOYGAN ROAD.

Planner Censky reported the applicant proposes a twenty-four (24) lot/home single-family-detached residential Planned Unit Development for this 11.53-acre (11.53 Net Buildable Acres) site. Proposed density is 2.08 units per net buildable acre where the Rs-3 District permits up to 3.6 units per net buildable acre. Roads are proposed to be public. She went over her review of the plans as compared to the Rs-3 Zoning District Standards and noted the following disparities:

- Minimum required lot size in Rs-3 is 12,000 square feet. Proposed lot sizes are:
 - Largest 19,300 sq. ft.
 - **Smallest 10,530 sq. ft.**
 - Average 13,137 sq. ft.
- Minimum required lot width (as measured at the setback line) in Rs-3 is 90 feet. Proposed lot widths (as measured at the setback line) are:
 - Widest 122-feet
 - **Narrowest 80-feet**
 - Average 87.1-feet
- Minimum required setbacks/yards in the Rs-3 are:
 - Front 25 feet Proposed Front 25-feet
 - Sides 8-feet **Proposed Sides 7.5-feet**
 - Rear 25-feet Proposed Rear 25-feet

In discussion, commissioners were generally supportive of the plan (through PUD rezoning) as fulfilling the type of development the public seemed to be calling for during the Smart Growth Comprehensive Plan land use chapter update. The plan is considerate of the adjacent neighborhood to the south (such as trying to match lot corners for instance) and expands upon the existing road pattern in the area. Commissioners also discussed increasing the access opportunity for residents of the neighborhood to enter the open space outlot, the street yard setbacks on the corner lots, and the temporary T-turn around. Comments received from the various other City departments in review of these plans were also discussed.

On October 21, 2025, the Site and Architectural Review Board reviewed this plat. They supported the plan as *now* presented, including with respect to the specific Rs-3 District exceptions through PUD as noted above.

Planner Censky reported if the Plan Commission is inclined toward a favorable recommendation to the Common Council for rezoning of this site to Rs-3 Single-Family Residential with PUD Planned Unit Development Overlay, and incorporating the preliminary plat therein as presented, she recommends the following conditions be considered for attachment:

1) Applicant to satisfy the review comments of the various departments in their review of these plans as follows:

- There is electric on the adjacent property to the south. This can be extended to serve the new subdivision, from the southwest corner. The takeoff point is within 50' of the lot line. Utility easements will be required for the electric facilities.
Thank you. Jeff Thierfelder Utility Engineer Cedarburg Light & Water Utility
- In reviewing the plans for this, we have concern over the dead-end termination of "Road A." -- By our calculation, the dead-end is 800+ feet from Holly Lane/Court B, which is a significant distance for our apparatus to back down to exit. I understand that there is intent to expand to the North of this eventually, but with no concrete timeline or approvals for this, we have concern with it being left a dead-end for an unknown and possibly extensive period of time. Because of this, we would like to see the addition of some way for our vehicles to turn around at the end of it, which is typically a cul-de-sac or hammerhead type turnaround.
 - Court B appears to be of adequate width for fire apparatus, but just to make sure, it should have a 45' radius from the center to the front face of the curb. The drawings show 60' to the far side of the sidewalk.*Thank you, Blake R. Karnitz, FO, FM Captain of CRR Cedarburg Fire Department*
- My comments for the Glen at Quarry Park Plans are as follows:
 - When this land is developed, W60 N1067 Sheboygan Road and W60 N1085 Sheboygan Road need to connect to City sewer and water and pay their impact fees. Storm Easements should be 20' wide
 - Provide separate storm laterals for each lot
 - Use Manholes for mainline storm sewer not just catch basins with main under the curb
 - Provide drainage easement where wet pond outlet and pond overflow exits the site to Sheboygan Road. May also need to reshape this ditch to make it more defined. Current outlet of the current ditch at Sheboygan Road is 8", is that sufficient?
 - Roadway vertical curve K values shall be Sag Kmin=26, Crest Kmin=12
 - Move Hammerhead Tee as close as possible to lot line.
 - Make Hammerhead Tee 33' wide per city code.
 - Proposed roadway terminates 2' above existing grade at north property line. Will this have negative impacts on future development of the land to the north?
 - Initial review of the Storm Water Management Plan looks to be compliant. A more thorough review will be needed at later date.
 - These comments are made after reviewing the initial draft of the plans. I reserve the right to make further comments as more detailed plans are submitted.*Let me know with any questions. Thanks, Mike Wieser, P.E. Director of Engineering & Public Works*

- 2) Applicant to satisfy the review comments/objections of any/all objecting agencies given purview over this plat.
- 3) Applicant to prepare full and Code compliant design/construction drawings for the development which are subject to review and approval by the City Engineer.
- 4) Applicant to enter into a Development Agreement with City of Cedarburg for the completion, at the developer's expense, of all required infrastructure to support this development. A related financial assurance will be required of the developer in support of this development agreement, which assurance shall be provided prior to the start of site work or construction at this site.
- 5) Applicant to secure Final Plat approval from the Common Council prior to the City entering into the Development Agreement.
- 6) Resolution to the satisfaction of the City Attorney and City Engineer as to the required timing for the owners of the homes located at W60N1067 and W60N1085 Sheboygan Road to pay impact fees and connect to City sanitary sewer and water, which may be triggered by platting of this subdivision. This matter shall be satisfactorily resolved before the City will consider entering into a development agreement or approving the final plat for this development.

Commissioner Arnett supports this development at the Plan Commission level, as it could allow for a total of 41 units per acre. However, the developers have chosen to create 24 single-family homes instead.

Mayor Thome inquired about the landscaping plans for the outlots. The applicant, Joe Orendorf from Cornerstone Development, stated that the landscaping would feature a wildflower mix, along with a 5- to 10-foot walkable path. When asked whether the Hammerhead design had been discussed in relation to questions raised at the SARB meeting concerning the Fire Department, Planner Censky confirmed that the fire department would be able to execute a Y-turn.

A motion was made by Council member Fitzpatrick, seconded by Commissioner Scholz, to recommend approval of the PUD Rezoning and Preliminary Plat to the Common Council, subject to the Planner's recommended conditions as listed [(1) through 6) above]. The motion passed unanimously.

CITY OF CEDARBURG

MEETING DATE: November 24, 2025

ITEM NO: C.

TITLE:

Discussion and possible action on Intergovernmental Cooperation Agreement for Fire Service Mutual Aid in Ozaukee County.

ISSUE SUMMARY:

The City of Cedarburg, along with the Ozaukee Central Fire Department, City of Port Washington, Village of Fredonia, Southern Ozaukee Fire & EMS Department (Mequon/Thiensville), Belgium Fire Department, and Waubeka Fire Department, has entered into an Intergovernmental Cooperation Agreement for Fire Service Mutual Aid in Ozaukee County.

This agreement establishes a framework for participating agencies to provide mutual fire protection and emergency response assistance when local resources are exceeded. It clarifies operational command, liability, insurance responsibilities, and cost recovery provisions. Mutual aid will be provided at no charge for the first 48 hours of an incident, with reasonable and customary charges permitted thereafter for extended deployments.

The agreement takes effect January 1, 2026, automatically renews annually, and supersedes prior mutual aid agreements. It ensures that all parties retain their own employment, insurance, and liability responsibilities while operating under the command of the requesting jurisdiction's Incident Commander.

Importantly, this agreement has been reviewed and approved by the attorneys for each participating municipality and fire department, ensuring compliance with Wisconsin statutes and municipal authority.

STAFF RECOMMENDATION:

Approve

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

BUDGETARY IMPACT:

ATTACHMENTS:

1. Intergovernmental FD agr for Mutual Aid - Final 10-30-25

INITIATED/REQUESTED BY:

Mikko Hilvo

FOR MORE INFORMATION CONTACT:

Mikko Hilvo, City Administrator

INTERGOVERNMENTAL COOPERATION AGREEMENT FOR FIRE SERVICE MUTUAL AID IN OZAUKEE COUNTY

This Intergovernmental Cooperation Agreement for Fire Service Mutual Aid in Ozaukee County (the “Agreement”) is made by and between the **City of Cedarburg**, a Wisconsin Municipal Corporation, the **Ozaukee Central Fire Department**, a joint Municipal Fire Department serving the Village of Grafton, Village of Saukville, Town of Grafton and Town of Saukville, the **City of Port Washington**, a Wisconsin Municipal Corporation, the **Village of Fredonia** a Wisconsin Municipal Corporation, and the **Southern Ozaukee Fire and Emergency Medical Services Department**, a joint Municipal Fire Department serving the City of Mequon and Village of Thiensville, **Belgium Fire Department**, and **Waubeka Fire Department** (each a “Party” and collectively the “Parties”).

RECITALS

1. Each of the Parties is a fire department of fire protection service agency, or city or village with a fire department or fire protection service agency as defined under Wis. Stat. § 66.0314(1)(c).
2. Wis. Stat. § 66.0301 authorizes municipalities to contract for the receipt or furnishing of services and the joint exercise of any power or duty required or authorized by law.
3. Wis. Stat. § 66.03125 authorizes fire departments to furnish fire protection services to other governmental units and provide mutual assistance when necessary.
4. The Parties wish to provide mutual fire protection services and emergency assistance to one another as needed in accordance with the terms of this Agreement.

AGREEMENT

In consideration of the foregoing Recitals and the mutual agreements and benefits contained herein, the Parties agree as follows:

Section 1. Purpose.

The Parties recognize that the fire protection and emergency response capabilities of an individual Party may, at times, be exceeded due to incident severity, scale, or duration. Further, certain Parties may possess specialized equipment or personnel, such as hazardous materials teams, technical rescue units, or aerial apparatus, which are beneficial in mutual aid responses. This Agreement provides a framework to support each other with additional or specialized resources when needed. This mutual aid is not intended as a substitute for adequate local staffing or equipment.

Section 2. Authority.

This Agreement is made pursuant to Wis. Stat. § 66.0301 (general intergovernmental cooperation), Wis. Stat. § 66.03125 (fire departments and mutual assistance), and the Home Rule provisions of Article XI, Section 3 of the Wisconsin Constitution and Wis. Stat. § 66.0101.

Section 3. Definitions.

Agency means a fire department or fire service organization under a Party to this Agreement.

Assisting Agency means an Agency providing services or equipment outside its jurisdiction in response to a mutual aid request.

Incident Commander means the officer in charge of an emergency incident scene in accordance with ICS/NIMS protocols.

Emergency means a fire, rescue, hazardous materials, or other event exceeding or anticipated to exceed the capabilities of an Agency to manage with its own resources.

Requesting Agency means the Agency with primary jurisdiction over an Emergency scene.

Mutual Aid means assistance provided by one Agency to another under this Agreement, including but not limited to personnel, apparatus, or technical support.

Section 4. Mutual Aid.

1. When an Emergency arises that exceeds the capacity of a Party's Agency:
 - a. The Fire Chief or commanding officer may contact another Party's Agency to request assistance.
 - b. The Assisting Agency's on-duty officer shall determine, at their discretion, whether aid can be provided without compromising service within their own jurisdiction.
 - c. Mutual aid responses shall be coordinated through the appropriate dispatch center following existing regional protocols.
 - d. Notwithstanding the above, in extreme or life-threatening circumstances, dispatchers are authorized to initiate mutual aid assignments consistent with operational urgency.
2. All responding units and personnel shall operate under the command of the Requesting Agency's Incident Commander upon arrival at the scene.
3. Assisting Agency personnel remain under the employment and policies of their originating Party, and act under the operational direction of the Requesting Agency during response.
4. Upon conclusion of an incident, the Assisting Agency shall provide any requested incident documentation or reports to the Requesting Agency as necessary.

Section 5. Costs and Liability.

1. The Parties agree that mutual aid services under this Agreement will be provided at no charge between the Parties.
2. Each Party is responsible for the compensation, insurance, and liabilities of its own personnel and equipment, including workers' compensation, unemployment benefits, and employee protections.
3. Nothing in this Agreement creates an employment relationship between any Agency and the personnel of another Agency or Assisting Agency.
4. Agencies shall maintain their own insurance or self-insurance coverage for operations related to this Agreement.
5. Should any personnel be named in litigation due to their actions during a mutual aid response, they shall be treated as if acting within the scope of their duties for their employing Agency and entitled to the same statutory protections, including, but not necessarily limited to, Wis. Stat. § 895.46.
6. The Parties declare and acknowledge that they are governmental entities entitled to governmental immunity under the common law and under Section 893.80 of the Wisconsin Statutes, and the Parties agree that nothing contained herein shall waive the rights and defenses to which each Party may otherwise be entitled, including but not limited to all of the immunities, limitations, and defenses under Section 893.80 of the Wisconsin Statutes. The Parties also agree that they are not waiving any other immunities or defenses available to them under state, federal or administrative law.
7. Any Party may decline a request for mutual aid, if in the best judgment and discretion of the Assisting Agency's fire chief or other ranking officer in charge at the time, the safety of the Assisting Agency's own jurisdiction's inhabitants would be excessively compromised or otherwise put in unwarranted jeopardy. In the event of such decision, the Assisting Agency shall immediately notify the Requesting Agency of its decision and may assist the Requesting Agency in summoning assistance of other service providers, if practical or feasible. These actions shall be monitored by the Chief or their designees to ensure equitability of services. No liability of any kind or nature shall be attributed to or be assumed whether express or implied by a Party hereto, its duly authorized agents and personnel for failure or refusal to render aid. In addition, there shall not be any liability for a Party that withdraws aid once provided pursuant to the terms of this Agreement. However, once a request is accepted it should generally be carried through and not withdrawn.
8. While it is deemed equally beneficial, sound and desirable for the parties of this agreement to work collaboratively in accordance with the terms of this agreement, it is not the intent of the parties to transfer risk to or assume liability on behalf of another party to this agreement. At all times while equipment and personnel of any party's fire department are traveling to, from, or within the geographical limits of any other party in accordance with the terms of this Agreement, such personnel and equipment shall be deemed to be employed or used, as the case may be, in the full line and cause of duty of the party which regularly employs such personnel and equipment. Further, such equipment and personnel shall be deemed to be engaged in a governmental function of its governmental entity.

9. This Agreement is not intended to create an employer/employee relationship between the parties. The requesting party, or the party in charge under the operations policy, shall assume control over the operations of the mutual aid incident scene, however it shall be each party's responsibility to maintain the safety of its own personnel and others at the scene or within its immediate vicinity. Each party to this Agreement, in relation to any and all other parties to this Agreement, is responsible for the operation of its own vehicles and equipment and the acts of its personnel responding to a request for mutual assistance while they are providing assistance in the requesting community. The employees that may provide services under this Agreement shall continue to be the employees of his or her employing parties' fire department and shall be covered by his or her employing parties' fire department municipality for purposes of worker's compensation, unemployment insurance, benefits under Chapter 40 Wisconsin Statutes and any civil liability insurance. Any employee while providing services under this Agreement is considered, while so acting, to be in the ordinary scope of his or her employment with his or her employing parties' fire department.
10. The terms and provisions of this Agreement are applicable to and only for the benefit of the parties hereto, and not to any other person or claimant not a party hereto, and shall not under any circumstances be construed to be enforceable by or in any way used as evidence for any claim for wages, benefits or the like which may be due to any employee of any party hereto.

Section 6. General Terms.

1. This Agreement is effective January 1, 2026 and supersedes any prior intergovernmental fire mutual aid agreements between the Parties. It shall automatically renew annually unless amended or terminated in writing by mutual agreement of the Parties. Any Party may terminate its participation under this Agreement upon a 30-day advance written notice provided to all other Parties.
2. This Agreement does not prohibit Parties from entering into other fire or emergency medical service cooperation agreements. In the case of conflict, this Agreement shall govern.
3. Notices shall be sent to both the Fire Chief and municipal clerk of each Party.
4. If any provision of this Agreement is found invalid, the remaining provisions shall remain in effect.
5. This Agreement is governed by the laws of the State of Wisconsin. Amendments require written consent of all Parties. Execution may be in counterparts and may include facsimile or electronic signatures.
6. This Agreement may be executed in multiple counterparts or duplicate originals, each of which shall constitute and be deemed as one in the same document. This Agreement may be signed electronically, and manual or electronic signatures may be transmitted by facsimile or email. All such signatures shall be enforceable as original signatures.

7. Costs for Services

1. No Party may charge for assistance provided under this Agreement within the first 48 hours of assistance on a per incident basis unless the Requesting Party agrees to this Agreement. This Agreement shall not bar any recovery of funds from a state or federal agency, or from any person's insurance carrier, for EMS services provided to them on a mutual aid scene or en route to a medical facility from the mutual aid scene.
2. An Assisting Party may assess the following charges against the Requesting Party for an assistance period beyond 48 hours per incident:
 - a. Labor Force
Charges for labor force shall be the same as the Assisting Party's standard practices.
 - b. Equipment
Charges for equipment supplied by an Assisting Party shall be at the reasonable and customary rates for such equipment.
 - c. Transportation
The Assisting Party shall transport needed personnel and equipment by reasonable and customary means and shall charge reasonable and customary rates for such transportation.
 - d. Meals, Lodging, and Other Related Expenses
Charges for meals, lodging, and other related expenses pursuant to this Agreement shall be the reasonable and actual costs incurred by the Assisting Party.
 - e. Incident Management Staff
No Assisting Party may charge the Requesting Party for incident and emergency management staff provided under this Agreement.

[SIGNATURE PAGES FOLLOW]

CITY OF CEDARBURG

Patricia Thome, Mayor

DATE

Jeffrey Vahsholtz, Chief

ATTEST:

Tracie Sette, City Clerk

Approved as to Form:

Michael P. Herbrand, City Attorney

OZAUKEE CENTRAL FIRE DEPARTMENT:

Barbara Dickmann, Fire Board President

William Rice, Fire Chief

ATTEST:
Diana Degnitz, Secretary

Approved as to Form:

Michael J. Bauer, Department Attorney

CITY OF PORT WASHINGTON:

, Mayor

, Chief

VILLAGE OF FREDONIA:

Peter Lenz, Village President

ATTEST:

Michelle Johnson, Village Clerk

WAUBEKA FIRE DEPARTMENT:

BELGIUM FIRE DEPARTMENT:

CITY OF CEDARBURG

MEETING DATE: November 24, 2025

ITEM NO: D.

TITLE:

Discussion and possible action on the appointment of Jason Van Auken as Successor Agent for Brandywine, located at W61N480 Washington Avenue.

ISSUE SUMMARY:

STAFF RECOMMENDATION:

Approve

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

BUDGETARY IMPACT:

ATTACHMENTS:

None

INITIATED/REQUESTED BY:

FOR MORE INFORMATION CONTACT:

ORDINANCE NO. 2025-38

An Ordinance Levying Property Taxes for the General, Debt Service, Special Revenue and Capital Improvement Funds of the City of Cedarburg for the Year 2026

The Common Council of the City of Cedarburg, Wisconsin, does ordain as follows:

SECTION 1. There is hereby levied a tax of \$15,283,612 on all the taxable property, within the City of Cedarburg as returned by the Assessor in the year 2025, for the uses and purposes set forth in the 2026 budgets as set forth below, and the City Clerk is hereby authorized and directed to spend this tax on the current tax roll of the City of Cedarburg.

SECTION 2. The tax to be levied will fund the following purposes:

General Fund (Operating)	\$7,623,843
Capital Improvements	1,884,870
Special Revenue (Library)	794,550
TIF Districts	626,003
Debt Service	1,546,423
Special Revenue (Pool)	69,216
Special Revenue (Fire/EMS)	1,829,273
Subtotal Total	<u>\$14,374,178</u>

Other Taxing Bodies TIF Portion:

Cedarburg Schools	\$696,250
Ozaukee County	128,185
M.A.T.C	84,999

<u>Total</u>	<u>\$15,283,612</u>
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SECTION 3. This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 24th day of November, 2025.

Patricia Thome, Mayor

Attest:

Tracie Sette, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2025-39

**An Ordinance Appropriating the Necessary Funds for
the Operation of the Special Revenue Funds
and Adopting the Indicated Budgets**

The Common Council of the City of Cedarburg, Wisconsin, does ordain as follows:

SECTION 1. There is hereby appropriated out of the receipts of the City of Cedarburg Special Revenue Funds for the year 2026, monies as may be designated to the various accounts and purposes in the budgets for each fund as set forth below:

EXPENDITURES

Cemetery	\$ 148,220
Room Tax	115,000
Recreation Programs (self-supporting)	450,434
Swimming Pool	473,655
Library	1,176,737
Fire & EMS	<u>2,563,942</u>
 TOTAL	 <u>\$4,927,988</u>

SECTION 2. This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 24th day of November, 2025.

Patricia Thome, Mayor

Attest:

Tracie Sette, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2025-40

**An Ordinance Establishing the User Fee Schedule and
Appropriating the Necessary Funds for
the Sewerage Fund for the Operation of the
Water Recycling Center of the City of Cedarburg**

The Common Council of the City of Cedarburg, Wisconsin, does ordain as follows:

SECTION 1. There is hereby appropriated out of the receipts of the City of Cedarburg Water Recycling Fund for the year 2026, monies as may be designated to the various funds and purposes in the budgets attached hereto.

Operating Expenditures	\$3,707,306
Debt Service	64,026
Capital Expenditures	<u>11,038,310</u>
Total	\$14,809,642

SECTION 2. The sewer user charges are established as set forth below:

Monthly connection fee:	\$18.90
Flow rate per 1,000 gallons:	\$12.60
Holding tank rate per 1,000:	\$10.25
Septic tank rate per 1,000 gallons:	\$51.00
Administrative fee per truckload:	\$10.00

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

Passed and adopted this 24th day of November 2025.

Patricia Thome, Mayor

Attest:

Tracie Sette, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2025-41

**An Ordinance Appropriating the Necessary Funds for
the 2026 Capital Improvement Budget**

The Common Council of the City of Cedarburg, Wisconsin, does ordain as follows:

SECTION 1. There is hereby appropriated out of the receipts of the City of Cedarburg Capital Improvement Fund for the year 2026, monies as may be designated to the various accounts and purposes in the budget as set forth below:

EXPENDITURES

General Government	\$ 73,620
Public Safety	330,000
Public Works	5,381,250
Parks and Recreation	1,182,000
Environmental	997,000

TOTAL EXPENDITURES \$ 7,963,870

TID EXPENDITURES

#3	\$ 55,983
#4	269,370
#5	212,283
#6	401,911
#7	955,434

TOTAL TID EXPENDITURES \$ 1,894,981

GRAND TOTAL **\$ 9,858,851**

SECTION 2. This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 24th day of November, 2025.

Patricia Thome, Mayor

Attest:

Tracie Sette, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2025-42

**An Ordinance Appropriating the Necessary Funds for the Operation of
the Government and Administration of the City of Cedarburg for the Year 2026**

The Common Council of the City of Cedarburg, Wisconsin, does ordain as follows:

SECTION 1. There is hereby appropriated out of the receipts of the City of Cedarburg for the year 2026, including monies received from the General Property Tax Levy and other revenues, as monies may be designated to the various accounts and purposes for the operation of the City as set forth below:

EXPENDITURES

General Government	\$ 1,736,375
Public Safety	4,816,314
Engineering and Public Works	3,386,797
Parks and Recreation	1,320,573
Conservation and Development	151,923
Contingency	<u>550,000</u>
Subtotal General Fund	\$ 11,961,982
Debt Service	1,546,423

TOTAL EXPENDITURES \$ 13,508,405

SECTION 2. This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 24th day of November 2025.

Patricia Thome, Mayor

Attest:

Tracie Sette, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

**CITY OF CEDARBURG
COMMON COUNCIL
NOVEMBER 10, 2025**

**CC20251110-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, November 10, 2025 at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers and online utilizing the Zoom app.

Mayor Thome called the meeting to order at 7:06 p.m. A moment of silence was observed, and the Pledge of Allegiance was recited.

Roll Call: Present - Mayor Patricia Thome, Council Members Jim Fitzpatrick, Kristin Burkart, Robert Simpson, Mark Mueller (Zoom), and Amanda Didier

Excused - Council Members Melissa Bitter and Kristian Lindo

Also Present - City Administrator Mikko Hilvo, City Clerk Tracie Sette, Attorney Michael Herbrand, Director of Engineering and Public Works Mike Wieser, Planner Mary Censky, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Mayor Thome'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.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Terry King, W63N762 Sheboygan Rd: concerned with the pond project in the Town with respect to consumption of water from Cedar Creek.

PUBLIC HEARINGS

A PUBLIC HEARING TO DISCUSS THE 2026 CITY BUDGET

Mayor Thome opened the public hearing to discuss the proposed 2026 budget. Administrator Hilvo summarized the final version of the proposed 2026 budget. There were no comments from the public.

**A PUBLIC HEARING ON VACATING AN UN-BUILT PORTION OF GRANT AVENUE
PUBLIC ROAD RIGHT-OF-WAY LYING SOUTH OF THE INTERSECTION WITH
WILSON STREET**

Mayor Thome opened the public hearing on vacating an unbuilt portion of Grant Avenue public road right-of-way lying south of the intersection with Wilson Street. Planner Censky explained the request from Faith Lutheran Church for the road vacation as well as the request to combine all parcels of land.

A motion was made by Council Member Burkart, seconded by Council Member Simpson, to close both public hearings. Motion carried on a roll call vote with Council Members Fitzpatrick, Burkart, Didier, Simpson, and Mueller voting aye, with Council Members Bitter and Lindo excused.

UNFINISHED BUSINESS

DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 2025-16 VACATING THE UNBUILT PORTION OF GRANT AVENUE PUBLIC ROAD RIGHT-OF-WAY LYING SOUTH OF THE INTERSECTION WITH WILSON STREET

A motion was made by Council Member Fitzpatrick, seconded by Council Member Simpson, to approve Resolution No. 2025-16 vacating the unbuilt portion of the Grant Avenue public road right-of-way lying south of the intersection with Wilson Street. Motion carried without a negative vote with Council Members Bitter and Lindo excused.

DISCUSSION AND POSSIBLE ACTION ON REQUEST FOR APPROVAL OF A CERTIFIED SURVEY MAP FROM FAITH LUTHERAN CHURCH TO COMBINE MULTIPLE EXISTING ADJOINING PARCELS OF LAND LOCATED AT AND NEAR N35 W6221 WILSON STREET, INTO A SINGLE LARGER LOT.

A motion was made by Council Member Fitzpatrick, seconded by Council Member Simpson, to approve the Certified Survey Map from Faith Lutheran Church to combine multiple existing adjoining parcels of land located at and near N35 W6221 Wilson Street, into a single larger lot. Motion carried without a negative vote with Council Members Bitter and Lindo excused.

DISCUSSION AND POSSIBLE ACTION ON THE WILO CEDAR CREEK CLASSIC (TOUR OF AMERICA'S DAIRYLAND) BIKE RACE TO BE HELD ON JUNE 23, 2026.

A discussion ensued about the pros and cons of holding the bike race in the downtown district. Todd Bugnacki highlighted the many benefits of the race. Many owners of service-oriented businesses spoke of the difficulties of race day including customers not able to get to their appointments and parking issues. Owners of bars and restaurants saw an uptick in business on race day. The Council discussed ways to reduce the negative impact.

A motion was made by Council Member Fitzpatrick, seconded by Council Member Simpson, to approve the Wilo Cedar Creek Classic tour for June 23, 2026 using the same route we've had for the last two (2) years. Motion carried (3-2) with Council Members Burkart and Didier voting nay and Council Members Bitter and Lindo excused. Council Members Burkart, Simpson, and Fitzpatrick stated they will volunteer for the 2026 race to assist with business concerns.

DISCUSSION AND POSSIBLE ACTION ON ORDINANCE NOS. 2025-34, 2025-35, 2025-36 REMOVING FEES FROM CITY CODE

A motion was made by Council Member Burkart, seconded by Council Member Didier, to approve Ordinance Nos. 2025-34, 2025-35, and 2025-36 removing fees from City Code and adding to the fee schedule. Motion carried without a negative vote with Council Members Bitter and Lindo excused.

DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO 2025-18 APPROVING THE LATEST FEE SCHEDULE

A motion was made by Council Member Burkart, seconded by Council Fitzpatrick, to approve Resolution No. 2025-18 approving the latest fee schedule. Motion carried without a negative vote with Council Members Bitter and Lindo excused.

DISCUSSION AND POSSIBLE ACTION ON 2026 CITY BUDGET

Administrator Hilvo provided an overview of the proposed 2026 City Budget. Official approval will take place at the November 24, 2025 Council meeting.

A motion was made by Council Member Fitzpatrick, seconded by Council Member Simpson to approve the 2026 City budget. Motion carried with Council Member Burkart voting against and Council Members Bitter and Lindo excused.

NEW BUSINESS

DISCUSSION AND POSSIBLE ACTION ON THE AGREEMENT FOR THE OPERATION OF MID MORaine MUNICIPAL COURT

A motion was made by Council Member Burkart, seconded by Council Member Didier, to approve the agreement for Mid Moraine Municipal Court. Motion carried without a negative vote with Council Members Bitter and Lindo excused.

DISCUSSION AND POSSIBLE ACTION ON ORDINANCE NO. 2025-37 APPROVING NEW PARKING PROHIBITIONS ON LAYTON STREET

A motion was made by Council Member Burkart, seconded by Council Member Fitzpatrick, to approve Ordinance No. 2025-37 updating parking prohibitions on Layton Street. Motion carried without a negative vote with Council Members Bitter and Lindo excused.

DISCUSSION AND POSSIBLE ACTION ON LIQUOR LICENSE PREMISE DESCRIPTION CHANGE FOR THE STAGECOACH 520 LLC TO INCLUDE THE 20 FT X 50 FT AREA ADJACENT TO THE SOUTH WALL OF THE TIMBER CLUB LOCATED AT W61 N518-20 WASHINGTON AVENUE

A motion was made by Council Member Burkart, seconded by Council Member Mueller, to approve the liquor license premise description change for the Stagecoach 520 LLC to include the 20' x 50' area adjacent to the south wall of the Timber Club located at W61 N5187-20 Washington Avenue. Motion carried without a negative vote with Council Members Bitter and Lindo excused.

CONSENT AGENDA

A motion was made by Council Member Mueller, seconded by Council Member Fitzpatrick, to approve the following consent agenda items:

- A. Discussion and possible action on approval of October 27, 2025 Council Meeting minutes
- B. Discussion and possible action on payment of bills dated 10/08/2025 through 10/31/2025, transfers from 10/30/2025 through 11/03/2025, and payroll from 10/12/2025 through 10/25/2025

Motion carried without a negative vote with Council Members Bitter and Lindo excused.

CITY ADMINISTRATOR'S REPORT

Administrator Hilvo stated Art of Joy and Brandywine are closing their businesses in the downtown district.

COMMENTS AND SUGGESTIONS FROM COUNCIL MEMBERS

Council Member Burkart announced the Veterans Day Parade at 9:00 a.m. on Tuesday, November 11, 2025.

MAYOR'S REPORT

The Mayor wished to thank Art of Joy and Brandywine for all they've brought to the City

A Key to the City will be given to Richard Dieffenbach at the November 24th Council meeting.

ADJOURN TO CLOSED SESSION

A motion was made by Council Member Fitzpatrick, seconded by Council Member Burkart, to adjourn to closed session at 8:37 p.m. pursuant to State Statute 19.85(1)(e) to deliberate or negotiate the purchase of public property, the investment of public funds, or to conduct other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically discussed was a potential purchase of Lot 5 in the Hwy 60 Business Park by Egan Gardner Development and a Purchase and Sale Agreement and related Tax Guaranty Agreement with Luther Group Acquisition, and to remain in closed session pursuant to State Statute 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. More specifically discussed was a claim submitted by Barbara Neumann.

Motion carried on a roll call vote with Council Members Fitzpatrick, Burkart, Didier, Simpson, and Mueller voting aye and Council Members Bitter and Lindo excused.

RECONVENE TO OPEN SESSION

Open session reconvened at approximately 9:07 p.m.

DISCUSSION AND POSSIBLE ACTION ON POTENTIAL PURCHASE OF LOT 5 IN THE HWY 60 BUSINESS PARK BY EGAN GARDNER DEVELOPMENT

A motion was made by Council Member Fitzpatrick, seconded by Council Member Burkart, to approve the Letter of Intent from Egan Gardner Development with revisions discussed in closed session. Motion carried without a negative vote with Council Members Bitter and Lindo excused.

DISCUSSION AND POSSIBLE ACTION ON SECOND AMENDMENT TO PURCHASE AND SALE AGREEMENT WITH LUTHER GROUP

A motion was made by Council Member Fitzpatrick, seconded by Council Member Burkart, to approve the 2nd amendment to purchase and sale agreement with the Luther Group. Motion carried without a negative vote with Council Members Bitter and Lindo excused.

**DISCUSSION AND POSSIBLE ACTION ON NOTICE OF CLAIM SUBMITTED BY
BARBARA NEUMANN**

A motion was made by Council Member Fitzpatrick, seconded by Council Member Simpson, to deny the claim submitted by Barbara Neumann. Motion carried without a negative vote with Council Members Bitter and Lindo excused.

ADJOURNMENT

A motion was made by Council Member Mueller, seconded by Council Member Burkart, to adjourn the meeting at 9:09 p.m. The motion carried without a negative vote with Council Members Bitter and Lindo excused.

Tracie Sette
City Clerk

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Page 1/10

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
11/07/2025	PWBDD	51708#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	518100	16.33
				SUPPLIES AND EXPENSES	500347	522120	5.37
				MAINTENANCE PARTS	500353	533210	13.47
				MAINTENANCE PARTS	500353	533210	3.57
				REPAIR AND MAINTENANCE	500240	555510	13.12
				REPAIR AND MAINTENANCE	500240	555510	53.89
				CHECK PWBDD 51708 TOTAL FOR FUND 100:			105.75
11/07/2025	PWBDD	51710	CEDARBURG LIGHT & WATER	DUE TO L&W IMPACT FEES	256201	000000	2,126.29
				DUE TO L&W IMPACT FEES	256201	000000	2,126.29
				DUE TO L&W IMPACT FEES	256201	000000	5,315.71
				CHECK PWBDD 51710 TOTAL FOR FUND 100:			9,568.29
11/07/2025	PWBDD	51711	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	522110	584.00
				TELEPHONE/COMMUNICATIONS	500225	522110	422.56
				CHECK PWBDD 51711 TOTAL FOR FUND 100:			1,006.56
11/07/2025	PWBDD	51713	CITY OF PORT WASHINGTON	OTHER EXPENSES - MYSTERY TRIP TIX	500390	555140	1,269.28
11/07/2025	PWBDD	51714	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	500310	515600	37.27
11/07/2025	PWBDD	51715	CONLEY MEDIA, LLC	LEGAL PUBLICATIONS	500325	514100	249.46
				LEGAL PUBLICATIONS	500325	514100	236.88
				CHECK PWBDD 51715 TOTAL FOR FUND 100:			486.34
11/07/2025	PWBDD	51721	FORESTRY SUPPLIERS	REPAIR AND MAINTENANCE	500240	555510	258.77
11/07/2025	PWBDD	51722	GRAFTON ACE HARDWARE	REPAIR AND MAINTENANCE	500240	555510	85.75
11/07/2025	PWBDD	51724#	HOME DEPOT CREDIT SERVICES	REPAIR AND MAINTENANCE	500240	518100	197.76
				OPERATING SUPPLIES	500350	533210	184.78
				CHECK PWBDD 51724 TOTAL FOR FUND 100:			382.54
11/07/2025	PWBDD	51725	HOUSEMAN & FEIND, LLP	ATTORNEY/CONSULTANT	500212	522110	1,653.00
11/07/2025	PWBDD	51727	JACQUELINE E.W.JANZ	PROFESSIONAL SERVICES	500210	555140	44.00

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Page 2/10

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
11/07/2025	PWBDD	51729	JOE JACOBS	PROFESSIONAL SERVICES	500210	522310	715.00
11/07/2025	PWBDD	51734*#	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	27.07
				MAINTENANCE PARTS	500353	533210	5.55
				MAINTENANCE PARTS	500353	533210	(5.55)
				CHECK PWBDD 51734 TOTAL FOR FUND 100:			27.07
11/07/2025	PWBDD	51735*#	NEWMAN CHEVROLET	GAS AND OIL EXPENSE	500351	522120	89.95
				GAS AND OIL EXPENSE	500351	522120	89.95
				CHECK PWBDD 51735 TOTAL FOR FUND 100:			179.90
11/07/2025	PWBDD	51737#	ONTECH SYSTEMS, INC	PROFESSIONAL SERVICES	500210	514700	3,278.00
				PROFESSIONAL SERVICES	500210	514700	1,419.60
				EQUIPMENT/SOFTWARE	500380	514700	160.75
				EQUIPMENT/SOFTWARE	500380	514700	2,441.10
				ATTORNEY/CONSULTANT	500212	522110	70.00
				REPAIR AND MAINTENANCE	500240	522110	1,021.00
				CHECK PWBDD 51737 TOTAL FOR FUND 100:			8,390.45
11/07/2025	PWBDD	51738	OZAUKEE COUNTY	RECORDING FEES	500311	514100	30.00
11/07/2025	PWBDD	51743	RAY O'HERRON CO., INC.	UNIFORMS	500346	522120	155.37
11/07/2025	PWBDD	51748	TAPCO, INC	SIGNS	500363	533311	838.64
				SIGNS	500363	533311	(828.13)
				CHECK PWBDD 51748 TOTAL FOR FUND 100:			10.51
11/07/2025	PWBDD	51751	UNIFIRST CORPORATION	OPERATING SUPPLIES	500350	533210	93.85
11/07/2025	PWBDD	51752	WAUKESHA COUNTY TECHNICAL COLLEGE	TRAVEL & TRAINING	500330	522120	159.00
11/07/2025	PWBDD	51753#	WAYSIDE NURSERIES, INC.	DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	785.00
				TREES AND SUPPLIES	500341	555510	196.00
				CHECK PWBDD 51753 TOTAL FOR FUND 100:			981.00

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Page 3/10

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
11/14/2025	PWBDD	51759*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	518100	22.49
				OPERATING SUPPLIES	500350	533210	20.47
				OPERATING SUPPLIES	500350	533210	13.09
				OPERATING SUPPLIES	500350	533210	22.37
				MAINTENANCE PARTS	500353	533210	6.63
				MAINTENANCE PARTS	500353	533210	14.37
				SUPPLIES AND EXPENSES	500347	555220	59.39
				CHECK PWBDD 51759 TOTAL FOR FUND 100:			158.81
11/14/2025	PWBDD	51760	BRAKE & EQUIPMENT COMPANY, INC	MAINTENANCE PARTS	500353	533210	337.31
11/14/2025	PWBDD	51761	CALLAHAN BLUM, ERIN	PROFESSIONAL SERVICES	500210	555140	616.00
11/14/2025	PWBDD	51764	CEDARBURG HIGH SCHOOL	FALSE ALARM FEES	462145	000000	150.00
11/14/2025	PWBDD	51765	CIVIC PLUS LLC	EQUIPMENT/SOFTWARE	500380	514700	3,748.50
11/14/2025	PWBDD	51770	DISCOVERY COACH	OTHER EXPENSES	500390	555140	1,200.00
11/14/2025	PWBDD	51776	ELIZABETH ROLLAND	PROFESSIONAL SERVICES	500210	555140	450.00
11/14/2025	PWBDD	51779	FIRESIDE THEATRE	OTHER EXPENSES - DEC FIRESIDE WONDLIFE	500390	555140	3,560.43
11/14/2025	PWBDD	51781	GIERACHS SERVICE, INC	OTHER EXPENSES	500390	522120	168.00
11/14/2025	PWBDD	51782	GRAFTON ACE HARDWARE	REPAIR AND MAINTENANCE	500240	518100	43.17
11/14/2025	PWBDD	51784*#	HOUSEMAN & FEIND, LLP	EXTRAORDINARY SERVICES	500211	516100	2,254.00
				ATTORNEY/CONSULTANT	500212	522110	185.75
				CHECK PWBDD 51784 TOTAL FOR FUND 100:			2,439.75
11/14/2025	PWBDD	51785	IBS OF SOUTHEASTERN WISCONSIN	MAINTENANCE PARTS	500353	533210	617.80
11/14/2025	PWBDD	51786	JANI-KING OF MILWAUKEE	OPERATING SUPPLIES	500350	533210	422.73
11/14/2025	PWBDD	51787	JFTCO, INC	MAINTENANCE PARTS	500353	533210	370.44
11/14/2025	PWBDD	51788	JOAN DOLDER	SENIOR CENTER FEES	467435	000000	125.00
11/14/2025	PWBDD	51791	KIM CHRISTENSON	PROFESSIONAL SERVICES	500210	555140	150.00

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Page 4/10

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
11/14/2025	PWBDD	51792	LANGE ENTERPRISES, INC.	SIGNS	500363	533311	985.76
11/14/2025	PWBDD	51793	LETTERS & SIGNS	OPERATING SUPPLIES	500350	533210	50.00
				OPERATING SUPPLIES	500350	533210	50.00
				CHECK PWBDD 51793 TOTAL FOR FUND 100:			100.00
11/14/2025	PWBDD	51794#	LIESENER SOILS INC.	REPAIR AND MAINTENANCE	500240	533311	216.00
				REPAIR AND MAINTENANCE	500240	533311	432.00
				REPAIR AND MAINTENANCE	500240	533311	216.00
				REPAIR AND MAINTENANCE	500240	533311	864.00
				REPAIR AND MAINTENANCE	500240	555510	180.00
				CHECK PWBDD 51794 TOTAL FOR FUND 100:			1,908.00
11/14/2025	PWBDD	51795	MAD RECYCLERS LLC	REPAIR AND MAINTENANCE	500240	533311	211.08
11/14/2025	PWBDD	51796	MATHESON TRI-GAS INC	MAINTENANCE PARTS	500353	533210	108.75
11/14/2025	PWBDD	51799	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	146.53
11/14/2025	PWBDD	51802	OZAUKEE COUNTY	RECORDING FEES	500311	514100	30.00
11/14/2025	PWBDD	51807	ROTE OIL LTD	GAS AND OIL EXPENSE	500351	533210	230.15
				GAS AND OIL EXPENSE	500351	533210	118.56
				CHECK PWBDD 51807 TOTAL FOR FUND 100:			348.71
11/14/2025	PWBDD	51809	SAUKVILLE FEED SUPPLIES INC	REPAIR AND MAINTENANCE	500240	533311	653.13
11/14/2025	PWBDD	51810	SPECTRUM	TELEPHONE/COMMUNICATIONS	500225	522110	34.53
11/14/2025	PWBDD	51811	STATE INDUSTRIAL PRODUCTS	OPERATING SUPPLIES	500350	533210	146.53
				OPERATING SUPPLIES	500350	533210	265.29
				CHECK PWBDD 51811 TOTAL FOR FUND 100:			411.82
11/14/2025	PWBDD	51812	STUMP GRINDING 4 LESS, LLC	MAINT/CONTRACTED SERVICES	500290	555510	5,295.45
11/14/2025	PWBDD	51813	TAPCO, INC	SIGNS	500363	533311	433.15
11/14/2025	PWBDD	51814	TK ELEVATOR CORPORATION	REPAIR AND MAINTENANCE	500240	518100	282.52

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Page 5/10

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
11/14/2025	PWBDD	51815	TRANSUNION RISK AND ALTERNATIVE	OFFICE SUPPLIES	500310	522130	100.00
11/14/2025	PWBDD	51816	TRUCK COUNTRY OF WISC	MAINTENANCE PARTS	500353	533210	769.91
11/14/2025	PWBDD	51818*#	UNIFIRST CORPORATION	REPAIR AND MAINTENANCE	500240	518100	241.30
				MAINTENANCE SUPPLIES	500340	522100	118.53
				OPERATING SUPPLIES	500350	533210	93.85
				CHECK PWBDD 51818 TOTAL FOR FUND 100:			453.68
11/14/2025	PWBDD	51820	VANTAGE FINANCIAL,LLC	EQUIPMENT OUTLAY	500385	514700	830.00
11/14/2025	PWBDD	51821	VITAL RECORDS CONTROL	PROFESSIONAL SERVICES	500210	515600	57.20
11/14/2025	PWBDD	51822	VOSS SIGNS, LLC	SIGNS	500363	533311	530.00
11/14/2025	PWBDD	51823	WAYSIDE NURSERIES, INC.	DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	910.00
				DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	480.00
				DEVELOPERS DEPOSIT-TREE PLNTG	239837	000000	1,200.00
				CHECK PWBDD 51823 TOTAL FOR FUND 100:			2,590.00
11/14/2025	PWBDD	51824	WISCONSIN DEPT OF JUSTICE	TELEPHONE/COMMUNICATIONS	500225	522110	126.00
Total for fund 100 GENERAL FUND							56,603.86
Fund: 200 CEMETERY FUND							
11/14/2025	PWBDD	51759*#	BEYER'S HARDWARE	OPERATING SUPPLIES	500350	544210	16.18
Total for fund 200 CEMETERY FUND							16.18
Fund: 210 ROOM TAX FUND							
11/07/2025	PWBDD	51709	CEDARBURG CHAMBER OF COMMERCE	CHAMBER TOURISM & DEVELOPMENT	500721	566700	8,759.00
11/14/2025	PWBDD	51763	CEDARBURG CHAMBER OF COMMERCE	CHAMBER TOURISM & DEVELOPMENT	500721	566700	26,276.00
Total for fund 210 ROOM TAX FUND							35,035.00
Fund: 220 RECREATION PROGRAMS FUND							
11/07/2025	PWBDD	51704	ANNA S GORN	POMS EXPENSES	500394	555390	225.00
11/07/2025	PWBDD	51730	KRISTIN BROGAN	BASKETBALL FEES	467319	000000	160.00
11/07/2025	PWBDD	51746	SOP PRODUCTIONS	MAINT/CONTRACTED SERVICES	500290	555390	36.00

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Page 6/10

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 220 RECREATION PROGRAMS FUND							
11/14/2025	PWBDD	51819	VAHS	POMS EXPENSES	500394	555390	410.00
				POMS EXPENSES	500394	555390	380.00
				POMS EXPENSES	500394	555390	305.00
CHECK PWBDD 51819 TOTAL FOR FUND 220:							1,095.00
Total for fund 220 RECREATION PROGRAMS FUND							1,516.00
Fund: 240 SWIMMING POOL FUND							
11/07/2025	PWBDD	51707	BASSETT MECHANICAL	MAINT/CONTRACTED SERVICES	500290	555320	483.00
11/14/2025	PWBDD	51783	GUETZKE & ASSOCIATES, INC.	PROFESSIONAL SERVICES	500210	555320	195.00
Total for fund 240 SWIMMING POOL FUND							678.00
Fund: 260 LIBRARY FUND							
11/07/2025	PWBDD	51718	DEMCO SOFTWARE	OFFICE SUPPLIES	500310	555110	159.55
11/07/2025	PWBDD	51728	JAMES IMAGING SYSTEMS, INC.	COMPUTER/COPIER SUPPLIES	500312	555110	564.41
				COMPUTER/COPIER SUPPLIES	500312	555110	219.18
CHECK PWBDD 51728 TOTAL FOR FUND 260:							783.59
11/07/2025	PWBDD	51733	MONARCH LIBRARY SYSTEM	SHARED SYSTEM SERVICES	500381	555110	2,856.31
11/07/2025	PWBDD	51736	OLSEN'S PIGGLY WIGGLY	DONATION EXPENDITURES	500322	555110	40.88
11/07/2025	PWBDD	51740	PLAYAWAY PRODUCTS LLC	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	63.89
11/07/2025	PWBDD	51754	WISCONSIN LIBRARY ASSOC.	PROF PUBLICATIONS AND DUES	500320	555110	270.00
11/14/2025	PWBDD	51756	AMAZON CAPITOL SERVICES	PROGRAM SUPPLIES	500308	555110	13.99
				OFFICE SUPPLIES	500310	555110	18.16
				OFFICE SUPPLIES	500310	555110	9.98
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	19.95
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	24.95
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	53.97
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	19.49
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	35.73
				DONATION EXPENDITURES	500322	555110	10.00
				TECHNOLOGY	500382	555110	25.98
CHECK PWBDD 51756 TOTAL FOR FUND 260:							232.20

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CHECK DATE FROM 11/01/2025 - 11/14/2025
Banks: PWBDD

Page 7/10

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 260 LIBRARY FUND							
11/14/2025	PWBDD	51758	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	65.11
11/14/2025	PWBDD	51767	CYBERLYNK NETWORK	TELEPHONE/COMMUNICATIONS	500225	555110	437.63
11/14/2025	PWBDD	51768	DEMCO SOFTWARE	OFFICE SUPPLIES	500310	555110	453.86
11/14/2025	PWBDD	51773	DPI SUPPLY, INC	COMPUTER/COPIER SUPPLIES	500312	555110	36.75
11/14/2025	PWBDD	51775	E.L.S. LANDSCAPING & LAWN	MAINT/CONTRACTED SERVICES	500290	555110	367.00
11/14/2025	PWBDD	51790	KANOPY, INC.	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	375.70
11/14/2025	PWBDD	51797	MIDWEST TAPE, LLC	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	1,586.98
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	1,504.64
CHECK PWBDD 51797 TOTAL FOR FUND 260:							3,091.62
11/14/2025	PWBDD	51798	MONARCH LIBRARY SYSTEM	TRAVEL & TRAINING	500330	555110	18.00
				TRAVEL & TRAINING	500330	555110	18.00
CHECK PWBDD 51798 TOTAL FOR FUND 260:							36.00
11/14/2025	PWBDD	51800	OLSEN'S PIGGLY WIGGLY	DONATION EXPENDITURES	500322	555110	27.88
11/14/2025	PWBDD	51801	ORKIN COMMERCIAL SERVICES	MAINT/CONTRACTED SERVICES	500290	555110	114.00
11/14/2025	PWBDD	51804	PLAYAWAY PRODUCTS LLC	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	428.34
Total for fund 260 LIBRARY FUND							9,840.31
Fund: 270 FIRE DEPT & EMS							
11/07/2025	PWBDD	51702	AIRGAS USA LLC	EMS SUPPLIES AND EXPENSES	500347	522500	132.08
11/07/2025	PWBDD	51706	ASCENSION WI EMP SOLUTIONS	OPERATING SUPPLIES	500350	522500	995.00
11/07/2025	PWBDD	51716	CONWAY SHIELD	FIREFIGHTING EQUIPMENT	500380	522500	539.00
11/07/2025	PWBDD	51717	DASH MEDICAL GLOVES, LLC	EMS SUPPLIES AND EXPENSES	500347	522500	118.10
11/07/2025	PWBDD	51719	DINGES FIRE COMPANY	FIREFIGHTING EQUIPMENT	500380	522500	360.12
11/07/2025	PWBDD	51720	EMR, LLC	REPAIR AND MAINTENANCE	500240	522500	925.21
11/07/2025	PWBDD	51726	IAFC	PROF PUBLICATIONS AND DUES	500320	522500	265.00

11/18/2025 10:48 AM
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CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 11/01/2025 - 11/14/2025
Banks: PWBDD

Page 8/10

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 270 FIRE DEPT & EMS							
11/07/2025	PWBDD	51735*#	NEWMAN CHEVROLET	REPAIR AND MAINTENANCE	500240	522500	88.18
11/07/2025	PWBDD	51741	POSTNET WI104	POSTAGE	500315	522500	43.36
11/07/2025	PWBDD	51744	ROTE OIL LTD	GAS AND OIL EXPENSE	500351	522500	302.39
11/07/2025	PWBDD	51749	TOMASO'S	OPERATING SUPPLIES	500350	522500	69.00
11/07/2025	PWBDD	51750	U.S. POSTAL SERVICE	POSTAGE	500315	522500	382.00
11/14/2025	PWBDD	51757	AMERICAN RESPONSE VEHICLES, INC	REPAIR AND MAINTENANCE	500240	522500	340.00
11/14/2025	PWBDD	51769	DINGES FIRE COMPANY	EQUIPMENT TESTING	500235	522500	109.96
11/14/2025	PWBDD	51774	E-Z WINDOW CLEANING	OPERATING SUPPLIES	500350	522500	589.00
11/14/2025	PWBDD	51777	EMR, LLC	REPAIR AND MAINTENANCE	500240	522500	7,941.44
11/14/2025	PWBDD	51780	GALLS, LLC	UNIFORMS	500346	522500	395.30
				UNIFORMS	500346	522500	37.98
				UNIFORMS	500346	522500	52.57
				UNIFORMS	500346	522500	41.83
				UNIFORMS	500346	522500	157.09
CHECK PWBDD 51780 TOTAL FOR FUND 270:							684.77
11/14/2025	PWBDD	51784*#	HOUSEMAN & FEIND, LLP	ATTORNEY/CONSULTANT	500212	522500	171.50
11/14/2025	PWBDD	51789	JOIN THE FIRE SERVICE LLC	MARKETING	500223	522500	429.00
11/14/2025	PWBDD	51805	POSTNET WI104	POSTAGE	500315	522500	43.36
11/14/2025	PWBDD	51806	RENNERT'S FIRE EQUIPMENT	REPAIR AND MAINTENANCE	500240	522500	5,583.07
11/14/2025	PWBDD	51818*#	UNIFIRST CORPORATION	MAINT/CONTRACTED SERVICES	500290	522500	149.72
11/14/2025	PWBDD	51825	WPP LLC	FIREFIGHTING EQUIPMENT	500380	522500	221.50
11/14/2025	PWBDD	51826	ZOLL MEDICAL CORPORATION	EMS SUPPLIES AND EXPENSES	500347	522500	450.00
Total for fund 270 FIRE DEPT & EMS							20,932.76
Fund: 353 TIF DISTRICT #6							

11/18/2025 10:48 AM
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CHECK DATE FROM 11/01/2025 - 11/14/2025
Banks: PWBDD

Page 9/10

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 353 TIF DISTRICT #6							
11/14/2025	PWBDD	51784*#	HOUSEMAN & FEIND, LLP	ATTORNEY/CONSULTANT	500212	566710	1,718.00
Total for fund 353 TIF DISTRICT #6							1,718.00
Fund: 400 CAPITAL IMPROVEMENTS FUND							
11/07/2025	PWBDD	51703	ALL-WAYS CONTRACTORS, INC	ASPHALT REPAIRS	500876	533311	41,783.90
11/07/2025	PWBDD	51731	M SQUARED ENGINEERING	STREET IMPROVEMENTS	500854	533311	5,884.00
11/07/2025	PWBDD	51742	RAMBOLL AMERICAS ENGINEERING	DAM STUDIES	500874	533750	5,658.81
11/14/2025	PWBDD	51755	AECOM TECHNICAL SERVICES INC	NR216 COMPLIANCE	500472	533440	6,186.51
11/14/2025	PWBDD	51762	CEDAR CORPORATION	DAM STUDIES	500874	533750	800.00
11/14/2025	PWBDD	51766	COUNTY MATERIALS CORPORATION	STORMWATER IMPROVEMENTS	500475	533440	850.00
11/14/2025	PWBDD	51784*#	HOUSEMAN & FEIND, LLP	PROCHNOW	500841	533750	49.00
11/14/2025	PWBDD	51803	PAUL CRANDALL & ASSOCIATES, INC.	CITY HALL IMPROVEMENTS	500806	518100	28,460.00
Total for fund 400 CAPITAL IMPROVEMENTS FUND							89,672.22
Fund: 601 WATER RECYCLING CENTER							
11/07/2025	PWBDD	51705	APPLIED INDUSTRIAL TECHNOLOGIES	MAINTENANCE SUPPLIES	500340	573840	1,365.94
11/07/2025	PWBDD	51712	CINTAS CORPORATION	SAFETY EQUIPMENT	500372	573825	140.84
				SAFETY EQUIPMENT	500372	573825	151.31
CHECK PWBDD 51712 TOTAL FOR FUND 601:							292.15
11/07/2025	PWBDD	51723	H&H UTILITY EXCAVATING INC	COLLECTION SYSTEM MAINT	500360	573835	5,640.97
11/07/2025	PWBDD	51732	MID-AMERICAN RESEARCH CHEMICAL	COLLECTION SYSTEM MAINT	500360	573835	993.75
11/07/2025	PWBDD	51734*#	NAPA AUTO PARTS	REPAIR AND MAINTENANCE	500240	573845	7.31
11/07/2025	PWBDD	51739	PACE ANALYTICAL SERVICES, LLC	LAB SUPPLIES	500370	573825	133.20
11/07/2025	PWBDD	51745	RUEKERT-MIELKE, INC.	UPGRADES & MODIFICATIONS TO EVERGREEN	185324	000000	2,956.25
11/07/2025	PWBDD	51747	STARNET TECHNOLOGIES	TELEPHONE/COMMUNICATIONS	500225	573825	600.00
11/14/2025	PWBDD	51771	DONOHUE & ASSOCIATES, INC	ENGINEERING SERVICES	182331	000000	11,219.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 601 WATER RECYCLING CENTER							
11/14/2025	PWBDD	51772	DORNER COMPANY	MAINTENANCE SUPPLIES	500340	573840	347.22
11/14/2025	PWBDD	51778	FERGUSON WATER WORKS #1476	COLLECTION SYSTEM MAINT	500360	573835	785.86
11/14/2025	PWBDD	51808	RUEKERT-MIELKE, INC.	PROFESSIONAL SERVICES	500210	573850	330.00
Total for fund 601 WATER RECYCLING CENTER							24,671.65
Fund: 700 RISK MANAGEMENT FUND							
11/14/2025	PWBDD	51817	UNEMPLOYMENT INSURANCE	UNEMPLOYMENT COMPENSATION	500393	519400	27.16
Total for fund 700 RISK MANAGEMENT FUND							27.16
TOTAL - ALL FUNDS							240,711.14

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

CITY OF CEDARBURG
TRANSFER LIST
11/6/25-11/17/25

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
11/6/2025	\$157,640.46	ETF-December health insurance premiums
11/6/2025	\$3,042.20	Minnesota Life-December life insurance premiums
11/13/2025	\$272,000.00	PWSB Payroll
11/13/2025	\$2,379.31	Mission Square-contributions for 10/26/25-11/8/25
11/13/2025	\$5,860.00	North Shore Bank-contributions for 10/26/25-11/8/25
11/13/2025	\$622.11	State of Wisconsin-child support for 10/26/25-11/8/25
11/13/2025	\$750.00	Wis Deferred Comp-contributions for 10/26/25-11/8/25
11/13/2025	\$1,459.08	Aflac-October premiums
11/17/2025	\$2,521.79	ADP-invoices
11/18/2025	\$12,877.92	Elan-October invoice
	<u>\$459,152.87</u>	

PWSB PAYROLL CHECKING ACCOUNT

11/14/2025	\$192,671.49	Payroll for 10/26/25-11/8/25
11/14/2025	\$79,873.24	Payroll taxes for 10/26/25-11/8/25
	<u>\$272,544.73</u>	

PWSB MONEY MARKET ACCOUNT

11/13/2025	\$500,000.00	PWSB Checking
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City of Cedarburg, Wisconsin



City Administrator's Report

 Date: November 18, 2025

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

Department Updates

Building Inspection

- 14 permits have been issued for Stone Lake. Developers are looking ahead to Phase 2.

Senior Center

- Preparations are underway for the turkey dinner on November 23rd and holiday craft fair on December 5th and 6th.

Water Recycling Center

- A Public Hearing for the Water Recycling Center will be held on December 3rd.

Finance

- The preliminary audit begins December 1st.

Engineering

- Preparations for the 2026 Street & Utility project continue.
- The Assistant Engineer position is still open.

Planning

- Luther Group is targeting spring construction in the business park.
- Burn Boot Camp has interest in a building on Keup, north of Hefner's.
- Penske Truck Rental would like to operate out of an existing business on Cardinal Ave.

Library

- The Jack Henke Show is recorded daily from 8-8:30 a.m. and they are always looking for local content.

Parks & Recreation

- The department is hiring basketball scorekeepers.

- Youth basketball skills testing was held.
- Laser grading at Behling Field is ongoing.

DPW

- Crews are working on leaf pickup and holiday decorating.
- The Mechanic position has an accepted offer, they will begin at the end of the month.

Police

- Facility tours are scheduled for the public and Common Council members
- The protests are moving to Grafton.
- There were two child pornography search warrants in the city recently.

Fire

- Facility tours are scheduled for the public and Common Council members.
- The cemetery house on Hamilton Rd. is being used for training and will be burned down.