

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
JULY 30, 2018 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, July 30, 2018 at 7:00 p.m.** at City Hall, W63 N645 Washington Avenue, Cedarburg, WI, in the second floor Council Chambers.

AGENDA

1. CALL TO ORDER - Mayor Mike O'Keefe
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Mike O'Keefe, Council Members Dan von Bargen, Jack Arnett, Kristin Burkart, Rick Verhaalen, Garan Chivinski, Patricia Thome, and Rod Galbraith
5. STATEMENT OF PUBLIC NOTICE
6. APPROVAL OF MINUTES* - July 9, 2018
7. COMMENTS AND SUGGESTIONS FROM CITIZENS** Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council. At this time individuals can speak on any topic not on the agenda for up to 5 minutes, time extensions at the discretion of the Mayor. No action can be taken on items not listed except as a possible referral to committees, individuals or a future Council agenda item.
8. PUBLIC HEARINGS
 - * Consider Ordinance No. 2018-10 rezoning a .182 acre parcel and a .337 acre parcel located along the north side of Mill Street between Washington Avenue and Hanover Avenue from B-3/HPD Central Business District/Historic Preservation District to B-3/HPD/PUD Central Business District/Planned Unit Development District; and action thereon (Plan Comm. 07/02/18)
9. NEW BUSINESS
 - * A. Consider referral of proposed annexation of an approximately one acre parcel of land at 7404 Western Avenue in the Town of Cedarburg to the Plan Commission; and action thereon
 - * B. Consider Resolution No. 2018-20 requesting a speed limit reduction on Sheboygan Road South of Highway 60; and action thereon (Public Works & Sewerage Comm. 06/14/18)
 - * C. Update on the City's Emerald Ash Borer (EAB) program; and direction thereon

- * D. Consider payment of bills dated July 19, 2018, transfers for the period 06/28/18 through 07/24/18; and payroll for the period 06/17/18 through 07/14/18; and action thereon
- *** E. Consider License Applications; and action thereon
1. Consider approval of new Operator License applications for the period July 1, 2018 through June 30, 2019 for:

Mark A. Adrian	Michael E. Hester	Edward J. Simpson
Tamara J. Behling	Howard E. Hockstad	Becky A. Steliga
Kathleen S. Benson	Ryan S. Kais	Michael T. Thorison
Mark S. Brock	David Kosy	Jennifer L. Wilhelm
Lys M. Buck	Daryl M. Kranich	
Brady S. Curtis	Dawn M. Priddy	

2. Consider approval of renewal Operator License applications for the period July 1, 2018 through June 30, 2019 for:

Catherine Davis	Andrew J. Kirk	Robert Nash
Ron R. Ernst	Paige M. Kleinhans	Andrea J. Patnode
Julie B. Gottfried	Keri L. Klemann	Cynthia M. Petted
Lori A. Haeuser	Christine A. Krause	Robert J. Roden
LeRoy C. Haeuser	Adam J. Leiphart	Richard J. Roden
Nicholas S. Heebsh	Neal C. Maciejewski	Jeannette M. Schupp
Gerald J. Henning	Kari S. Midtbo Schwartz	Warren Seifert
Mark Hilgendorf	Judith A. Murphy	Joseph P. Willbrandt

10. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- * A. Administrator's Report

11. COMMUNICATIONS

- ** A. Comments and suggestions from citizens
- B. Comments and announcements by Council Members
- C. Mayor's Report
1. Proclamation – Mr. Miller Day, July 23, 2018

12. ADJOURNMENT – CLOSED SESSION

It is anticipated the Common Council will adjourn to closed session pursuant to:

- State Statutes 19.85 (1)(g) to confer with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the Council with respect to litigation in which it is or is likely to become involved, more specifically, to:
 - Discuss Ozaukee County Case Number 2017CV000334 Anita Clark et al vs. City of Cedarburg et al.
- State Statutes 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public

business whenever competitive or bargaining reasons require a closed session, more specifically, to:

- Consider an amendment to an option to purchase a City-owned property at N144 W5888 Pioneer Road;
- Consider the possible purchase of a parcel of land that is a portion of N69 W5269 Columbia Road for construction of a sanitary sewer pump station.

- Approval of July 9, 2018 closed session minutes.

13. RECONVENE TO OPEN SESSION

14. Consider purchase of a parcel of land that is a portion of N69 W5269 Columbia Road for construction of a sanitary sewer pump station; and action thereon

15. Consider amendment to an option to purchase a City-owned property at N144 W5888 Pioneer Road; and action thereon

16. ADJOURNMENT

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

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

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

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

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO
ACCOMMODATE THE NEEDS OF INDIVIDUALS WITH DISABILITIES.
PLEASE CONTACT THE CITY CLERK'S OFFICE AT (262) 375-7606
E-MAIL: cityhall@ci.cedarburg.wi.us

07/26/18 ckm

**CITY OF CEDARBURG
COMMON COUNCIL
July 9, 2018**

**CC20180709-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, July 9, 2018, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor O'Keefe called the meeting to order at 7:00 p.m.

Roll Call: Present - Common Council – Mayor Michael O'Keefe, Council Members Dan von Bargen, Jack Arnett, Kristin Burkart, Rick Verhaalen, Garan Chivinski, Patricia Thome, Rod Galbraith

Also Present - City Administrator/Treasurer Christy Mertes, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, City Clerk Constance McHugh, City Planner Jon Censky, Director of Parks, Recreation & Forestry Mikko Hilvo, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

Motion made by Council Member Thome, seconded by Council Member Galbraith, to approve the minutes of the June 25, 2018 meeting as presented. Motion carried without a negative vote.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

NEW BUSINESS

ACCEPT AND REFER TO PLAN COMMISSION THE REZONING PETITION FROM BELL INVESTMENT PROP., LLC TO REZONE THE PARCEL AT W68 N926-30 WASHINGTON AVENUE FROM B-2 COMMUNITY BUSINESS DISTRICT TO B-2/PUD COMMUNITY BUSINESS DISTRICT/PLANNED UNIT DEVELOPMENT DISTRICT; AND ACTION THEREON

Planner Censky explained that State Statutes require that the Plan Commission shall review all proposed changes to the district boundaries or amendments within the corporate limits and shall recommend that the petition be granted as requested, modified, or denied. The recommendation shall be made at a Plan Commission meeting subsequent to the Common Council meeting at which the petition is first submitted and shall be made in writing to the Common Council.

The petitioner is requesting this rezoning to apply the Plan Unit Development Overlay Zoning District to his property for his proposed reconstruction of the existing Bell Orthodontic Solutions facility located at W68 N926-30 Washington Avenue. The PUD overlay zoning is necessary because redevelopment of the site is otherwise severely hindered by the building setback

requirements of the B-2 Community Business District (i.e. 40 feet). This site has public road right-of-way on three sides and the 40 foot setback requirement would preclude the redevelopment plans as proposed. Accordingly, the petitioner requests the Planned Unit Development (PUD) Overlay District for the flexibility it provides in applying the basic use district regulations. He asked the Common Council to accept the petition and refer it to the Plan Commission for their review and recommendation. The Plan Commission's recommendation will then come back to the Common Council for a final decision on this project.

In answer to Council Member Arnett's question, Planner Censky confirmed that it is a statutory requirement for the Common Council to initially accept and refer rezoning petitions to the Plan Commission.

Council Member Arnett asked if it would be possible to delegate that authority to staff. Planner Censky stated that these requests used to go directly to the Plan Commission; however, a literal interpretation of the Code requires the Common Council to accept and refer as the first step. City Attorney Herbrand stated that bringing it to the Common Council may act as a notice to make interested parties aware.

City Clerk McHugh explained that the City ran into trouble last year when it was not done for the HSI rezoning. City Attorney Herbrand said that HSI taught us to follow procedure.

Council Member Arnett asked if this procedure could be handled by staff 99% of the time and if this would make it easier to do business with the City.

Council Member Thome did not believe that this procedure makes it difficult to do business with the City because it is passed forward immediately. It also puts the request in front of the public and this is not a bad thing.

In answer to Council Member Arnett's question, City Planner Censky stated that it is possible to miss a Plan Commission meeting because it needs to go before the Common Council first. Council Member Arnett said that this would delay any decision for a month and would make it more difficult to do business in the City.

Council Member Thome is in favor of keeping the process in front of the conversation to make interested parties aware.

Planner Censky said that at times applicants do hope to get through the process as soon as possible and they do not realize the length of the process.

Mayor O'Keefe requested that the City find out if this step can be eliminated.

Planner Censky explained that this only becomes an issue when dealing with a rezoning that requires a public hearing before the Common Council. When a request is taken by the Plan Commission all parties adjacent to the site are notified and when it goes to the Common Council all parties within 300 feet are notified.

Council Member Arnett stated that there are a number of layers of notification to the public and he would like to try and make the process easier.

In answer to Council Member Verhaalen's question, Planner Censky stated that the petitioner with the request did not realize the length required for the process and they are investing substantial money and time into the plans upfront so they can get through the process in one step. They plan to submit fully detailed plans to the Plan Commission and then present those same plans to the Common Council to get approved in two meetings if possible. They want to begin construction by September.

Council Member Verhaalen was in favor of making the process more efficient, if possible.

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to refer to the Plan Commission the rezoning petition from Bell Investment Prop., LLC to rezone the parcel at W68 N926-30 Washington Avenue from B-2 Community Business District to B-2/PUD Community Business District/Planned Unit Development District. Motion carried without a negative vote.

CONSIDER REQUEST TO REPLACE ADMINISTRATIVE ASSISTANT/ACCOUNT CLERK; AND ACTION THEREON

City Administrator/Treasurer Mertes stated that Administrative Assistant/Account Clerk Valenta is leaving her employment with the City on July 17. She asked to replace her with two full-time employees. Currently the position is half-time in the Clerk's Office and half-time in the Treasurer's Office and is also the Administrative Assistant to the Administrator.

The Accountant II position would be hired to cover most of the accounting aspects of the office. The auditors in their report stated the office does not have an accountant to complete the financials. This wouldn't resolve the issue but it would help. It would also give them the opportunity to have someone capable of being the payroll officer's backup. Currently no other employee is trained to complete the payroll.

The Administrative Assistant position in the Clerk's Office would provide a wide range of duties, including general office duties and customer service, assisting with licensing and elections, preparing the City newsletter, providing backup for the website, preparing Council packets, sending out Constant Contact notifications, and assisting the City Administrator in preparation of budget documents. It is important to replace this position as soon as possible with the busy election season and budget preparation upon us. Functions in both Departments have become increasingly more complex and time consuming over the last several years.

The Clerk's Office has been short almost two employees since 2011. City Clerk McHugh stated that another person is needed in the office for customer service. It is very difficult during licensing time and elections during absentee voting. In the month of October, an estimated 800 people will visit the Clerk's Office to request absentee ballots, which is difficult for one or two people to handle.

In answer to Council Member Arnett's question, City Administrator/Treasurer Mertes explained that replacing this vacancy was not discussed at the Personnel Committee because of the short notice. However, succession planning and a backup for payroll were discussed.

Council Member Galbraith stated that he did not have a problem replacing a position and assigning the duties as required. However, he did not think it was appropriate to add a position in the middle of a budget year and this should be addressed during the 2019 budget process.

Council Member Verhaalen stated that the City is looking at a possible 30¢ increase in the tax rate next year and this makes it hard to add another position. This will be an annual cost that will need to be met each year (approximately \$68,000/year). He asked if temporary employees could be used during election time.

City Clerk McHugh stated that a temporary employee would need to be certified in elections and will need to use the software, which involves a big learning curve.

In answer to Mayor O'Keefe's question, City Clerk McHugh said the employee would need to handle absentee voting in person and they need to be trained and certified in that election software. In order to use the system, a person needs to have a very good understanding of all aspects of elections from beginning to end.

Council Member Chivinski is in favor of succession planning. He trusts the capability of the Department Heads to maximize the personnel, which is also a taxpayer's concern. He believes the City is going above and beyond to do their jobs and supports replacing this employee as soon as possible. He also supports a new person, if and when the budget allows.

Council Member Galbraith suggested hiring two part-time employees, if it is too hard to find a diverse individual to handle work in both departments. The hours could be flexible to help during peak times.

Council Member Thome asked if hours could be added to a part-time person to help during tax collection and the elections. She suggested two part-time positions at this time with the ability to add hours.

Council Member Chivinski stated that it is difficult to find part-time help where he is employed. It may be beneficial to find someone to prepare for future growth.

Council Member Burkart added that the City does not have the time to train a temporary employee every three months, if there is turnover in the positions.

Council Member Arnett is not in favor of making a long-term decision at this meeting. He suggested that the Personnel Committee discuss succession planning with more data.

Mayor O'Keefe asked if hiring part-time employees would be a way to address succession planning.

Council Member Burkart suggested filling the position vacated by Jenny Valenta and then discuss adding another employee during the budget process.

Council Member Thome was in favor of hiring two part-time employees which would provide help in the two individual departments without affecting the current budget.

In answer to Council Member Galbraith's question, City Administrator/Treasurer Mertes stated that if one FTE for two employees was authorized this evening, she would have the discretion to split the jobs as needed. Two different employees would be dedicated to specific duties.

City Clerk McHugh expressed concern for finding part-time employees. The difficulty involves the realization by the part-time employee of the lack of benefits that other employees are getting. It is difficult to get a decent pool of applicants.

Council Member Galbraith suggested raising the hourly wage, in lieu of benefits, within the current budget to make the job more attractive.

City Administrator/Treasurer Mertes stated she was willing to hire part-time employees under the suggested parameters offered tonight.

Council Member Chivinski asked that when hiring a part-time person, that the Department Head be mindful of future openings and growth for this person.

Council Member von Barga is in favor of hiring the needed people; however, he would like to work towards a budgetary plan. He would approve hiring employees to fill one FTE.

Council Member Arnett said that the Personnel Committee has good experience and he was in favor of letting any increase in employees go through the process.

Motion made by Council Member Galbraith, seconded by Council Member Thome, to approve the replacement of one FTE position to be determined by City Administrator/Treasurer Mertes and City Clerk McHugh to replace the position that is being vacated within the current budget. Motion carried without a negative vote.

CONSIDER PAYMENT OF BILLS DATED 7/2/18, TRANSFERS FOR THE PERIOD 6/23/18 THROUGH 6/28/18; AND ACTION THEREON

Council Member Verhaalen asked for clarification on three invoices.

Motion made by Council Member von Barga, seconded by Council Member Burkart, to approve payment of the bills dated 7/2/18 and transfers for the period 6/23/18 through 6/28/18. Motion carried without a negative vote.

CONSIDER LICENSE APPLICATIONS; AND ACTION THEREON

Motion made by Council Member Arnett, seconded by Council Member Galbraith, to approve new Operator License applications for the period ending June 30, 2019 for Andrew G. Henning, Debra M. Newell, David A. Nichols, and Sybille Schnapp. Motion carried without a negative vote.

Motion made by Council Member Arnett, seconded by Council Member von Barga, to approve renewal Operator License applications for the period ending June 30, 2019 for Emily E. Eineichner, Blake D. Klug, and John C. Wallus. Motion carried without a negative vote.

ADMINISTRATOR'S REPORT

City Administrator/Treasurer Mertes stated that the Go365 program that was discussed at the Personnel Committee will be brought to the next Council meeting, after she receives clarification from the consultant.

City Administrator/Treasurer Mertes is working with the Synergy Company on the City's telephone and data services, which may produce a possible savings of \$1,900 per month.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Arnett participated in an interview with Channel 58 on the Community piano located outside the gym. The segment will air on Sunday, July 15 at 7:00 a.m.

Council Member Arnett thanked City staff for cleaning up so well after the Fourth of July parade.

In answer to Council Member Arnett's question, Director Hilvo stated that the City ash trees are being heavily attacked right now. The treatments are continuing and have been successful for the bigger trees. Director Hilvo stated that there are approximately 1,400 ash trees in the City. It can cost \$750 - \$1,000 to remove one tree. It is important to remain on the current course to save as many trees as possible. Council Member Arnett stated that the treatments are a large expense and he asked that the process be re-evaluated occasionally. Mayor O'Keefe asked that an update on the Emerald Ash Borer and treatment be provided on a future agenda.

Council Member Thome stated that the activities on July 3 and 4 was an amazing display of community participation. She thanked the Rotary, many volunteers and staff, along with a special acknowledgement to the Chamber of Commerce for a wonderful parade and community activities on July 4.

MAYOR'S REPORT - None

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member Verhaalen, seconded by Council Member Burkart, to adjourn to closed session at 7:54 p.m. pursuant to State Statutes 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, to consider cellular tower leases for location on the monopole constructed on Western Avenue and to consider a six month extension on an option to purchase a City-owned property at N144 W5888 Pioneer Road and State Statutes 19/85 (1)(g) to confer with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the Council with respect to litigation in which it is or is likely to become involved, more specifically to discuss the Notice of Claim and Injury received from Friends of Historic Cedarburg relating to creation of TID No. 5. Approval of June 25, 2018 closed session minutes. Motion carried on a roll call vote with Council Members von Bargen, Arnett, Burkart, Verhaalen, Chivinski, Thome, and Galbraith voting in favor.

RECONVENE TO OPEN SESSION

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to reconvene to open session at 8:42 p.m. Motion carried on a roll call vote with Council Members von Bargen, Arnett, Burkart, Verhaalen, Chivinski, Thome, and Galbraith voting in favor.

**CONSIDER CELLULAR TOWER LEASES FOR LOCATION ON THE MONOPOLE
CONSTUCTED ON WESTERN AVENUE; AND ACTION THEREON**

No action taken.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member Chivinski, to adjourn the meeting at 8:43 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk

CITY OF CEDARBURG

MEETING DATE: July 30, 2018

ITEM NO: 8. A.

TITLE: Consider Ordinance No. 2018-10 rezoning a .182 acre parcel and a .337 acre parcel located along the north side of Mill Street between Washington Avenue and Hanover Avenue from B-3/HPD Central Business District/Historic Preservation District to B-3/HPD/PUD Central Business District/Planned Unit Development District; and action thereon (Plan Comm. 07/02/18)

ISSUE SUMMARY: The reason the applicant needs the Planned Unit Development Overlay District (PUD) is the flexibility it provides in administering the basic use zoning district regulations and the need for this Council to consider certain code modifications to make these plans work. More specifically, due to the shape and limited depth of this property, the applicant finds it necessary to request adjustments to the parking stall size, parking offset/setback and vision triangle. Staff reminds Council Members that the PUD District was amended a few years ago to provide this flexibility by releasing the handcuffs of the base district regulations to allow the Council to work with developers for unified development that better reflects the character of Cedarburg.

Council Members are advised that these plans are in support of TID #3 approved back in 2014 which included a cash grant Developer's Agreement requiring the developer to create a total real estate increment with an equalized value of \$950,000.00 to be realized no later than January 1, 2020. The plans before you will serve as the first step in the approval process for the applicant to honor his value-added commitment. This project will consist of three buildings; one facing Washington Avenue, another facing Hanover Avenue, and the third facing Mill Street, for a total commercial space of 6,900 square feet.

The applicant proposes to support this project with 25 onsite parking stalls and 34 street stalls that are located within 250 feet of the entrance to these buildings. According to **Section 13-1-82(h)(1) and (g) one parking space is required per one hundred fifty (150) square feet of gross floor area plus one per employee.** This results in a parking requirement of 59 stalls for the project. **Section 13-1-83 (b)(3) states that available nearby on-street parking may be counted toward visitor parking needs. This may only be allowed when on-street parking is permitted in a specific location, and then only when such on-street parking spaces are within two hundred fifty (250) feet of the entrance they are intended to serve.** Accordingly, by using the existing street stalls available to these proposed buildings couple with the number of proposed onsite stalls, this project is technically Code-compliant as regards parking. While the Plan Commission had a lengthy discussion about parking, they believed that the peak demand for parking for the various uses in the area differs from one to the other and therefore they felt that there is sufficient street parking in the area to support the existing businesses in addition to the needs of this project.

Nonconformity to Standards:

Due to the size and depth of the existing parcel applicant is unable to design a layout that conforms to the basic district regulations. Accordingly, as part of the PUD request, the applicant is seeking your approval to adjust the following standards of the underlying B--3 basic use District:

1. **Code Requirement – Sec. 13-1-80 Traffic Visibility** States: **No obstructions, such as structures, parking, or vegetation shall be permitted in any district between the heights of two and one-half feet and ten feet above the plane through the mean curb grade**

within the triangular space formed by any two existing or proposed intersecting street or alley right-of-way lines and a line joining points on such lines located a minimum of fifteen feet from their intersection. In the case of arterial streets intersecting with other arterial streets or railways, the corner cutoff distance establishing the triangular vision clearance space shall be increased to fifty feet.

Nonconformity – The SW corner of the Hanover Avenue building encroaches on this clearance triangle by 3 feet and the SE corner of the Washington Avenue building encroaches on the triangle by 6 feet. Two sets of tables and chairs also encroach at this location.

2. **Code Requirement – Sec. 13-1-82(f) (3) Parking Requirements (Landscaping)** States: **A perimeter greenbelt of at least five (5) feet in width shall be installed along the street frontage and along all interior lot lines.**

Nonconformity – Parking is proposed up to the Mill Street right-of-way line and ranges between 3.2 feet and .6 feet along the north property line.

3. **Code Requirement – Sec.13-1-82 (c) Parking Stall Size** States: **Each parking space shall not be less than one hundred and eighty square feet, exclusive of the space required for ingress and egress.**

Nonconformity – The five parking stalls on either side of the dumpsters and directly behind the Mill Street building measure 150 square feet.

Landmarks Commission Recommendation:

Because the building facing Washington Avenue is located in the Historic Preservation District (HPD) the applicant was before the Landmarks Commission for a recommendation on the issuance of the *Certificate of Appropriateness* for this building only. At their June 14, 2018 meeting, the Commission did recommend issuance a conditional Certificate of Appropriateness for the building footprint, location and mass but asked that the architectural/design be changed so that it looks less like a replica of an old building in the downtown district. They advised that the Secretary of the Interior Standards indicated that new buildings in an historic district shall be differentiated from the old.

STAFF RECOMMENDATION:

For these plans to be approved as shown, Council Members will to approve the adjustments to the standards of the underlying B-3 District as discussed above. Also, recognize that 34 of the 59 parking stalls required for this development will be offsite. Department staff has listed the following comments for your consideration:

- The Fire Department needs assurance that the parking lot turning radius is adequate for their equipment.
- Fire protection needs will be determined as the project progresses.
- Parking is a concern with high traffic generating uses such as restaurants.
- Impact fees will be applied.
- The basements must be designed for high groundwater and potential petroleum contamination.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

At their July 2, 2018 meeting, the Plan Commission recommended approval of this project by unanimous vote. In addition, on June 14th, the Landmarks Commission recommended Certification of Appropriateness for the Washington Avenue building with the condition that the Architectural plans are to be modified to make it look less like a replica of an old building.

BUDGETARY IMPACT:

The TID Developer Agreement requires the petitioner to create improvements with the minimum assessed value of \$950,000 no later than January 1, 2020.

ATTACHMENTS:

- Unapproved minutes from the July 2, 2018 Plan Commission meeting
- Minutes for the June 14, 2018 Landmarks Commission meeting.
- Site and Architectural Plans

INITIATED/REQUESTED BY: Cornerstone Builders, LLC. Greg Zimmerschied, Owner

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

ORDINANCE NO. 2018-10

An Ordinance Rezoning a 0.182 Acre Parcel And a 0.337 Acre Parcel Located Along the North Side of Mill Street Between Washington Avenue and Hanover Avenue

The proposed ordinance having been submitted to the City Plan Commission for recommendation and notice having been given pursuant to Wis. Statute, the Common Council of the City of Cedarburg, Wisconsin, does hereby ordain as follows:

The following described real estate situated in the City of Cedarburg, Wisconsin, presently being in the B-3/HPD Central Business District/Historic Preservation District is hereby rezoned to the B-3/HPD/PUD Central Business District/Historic Preservation District/Planned Unit Development District:

Parcel 1:

All that part of Lot 2, Block 6 of the Original Plat of the City of Cedarburg, being part of the Southeast 1/4 of Section 27, Township 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin, bounded and described as follows:

Commencing at the Southeast corner of said southeast 1/4 Section; thence South 89° 54' 00" West along the South line of said 1/4 Section, 576.39 feet to a point in the Southerly extension of the West right of way line of Washington Avenue; thence North 14° 56' 00" West along said West right of way line, 478.54 feet to the intersection of said West right of way line and the North right of way line of Mill Street, said intersection being the point of beginning of lands to be described; thence South 75° 04' 00" West along said North right of way line, 123.75 feet to a point in the West line of the Original Plat of the City of Cedarburg; thence North 14° 56' 00" West along said West line of the Original Plat of the City of Cedarburg, 60.81 feet to a point in the South line of the property described in Volume 602, Page 238, recorded as Document No. 395988 at the Ozaukee County Register of Deeds; thence North 75° 34' 34" East along the South line of said property, 123.75 feet to a point in the West right of way line of the aforementioned Washington Avenue; thence South 14° 56' 00" East along said West right of way line, 59.71 feet to the point of beginning.

Tax Key Number: 13-107-06-02-000

Said parcel contains 0.182 acre, more or less

Parcel 2:

All that part of Lot 10, Block 9 of the Assessor's Plat of the City of Cedarburg, being part of the Southeast 1/4 of Section 27, Township 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin, bounded and described as follows:

Commencing at the Southeast corner of said Southeast 1/4 Section; thence South 89° 54' 00" West along the South line of said 1/4 Section, 576.39 feet to a point in the Southerly extension of the West right of way line of Washington Avenue; thence North 14° 56' 00" West along said West right of way line, 478.54 feet to the intersection of said West right of way line and the North right of way line of Mill Street; thence South 75° 04' 00" West along said North right of way line, 123.75 feet to a point in the West line of the Original Plat of the City of Cedarburg and the point of beginning of lands to be described; thence continuing South 75° 04' 00" West along said North right of way line, 242.69 feet to the

intersection of said North right of way line and the East right of way line of Hanover Street; thence North 17° 14' 21" West along said East right of way line, 63.04 feet to the Southwesterly corner of the property described in Volume 905, Pages 378-379, recorded as Document No. 520140 at the Ozaukee County Register of Deeds; thence North 75° 34' 34" East along the South line of said property and the South line of property described in Volume 602, Page 238, recorded as Document No. 395988 at the Ozaukee County Register of Deeds, 245.24 feet to a point in the West line of the aforementioned Original Plat; thence South 14° 56' 00" East along the West line of said Original Plat, 60.81 feet to the point of beginning.

Tax Key Number: 13-050-09-10-000

Said parcel contains .337 acre, more or less

This ordinance shall take effect upon its passage and publication as provided by law.

Passed and adopted this 30th day of July 2018.

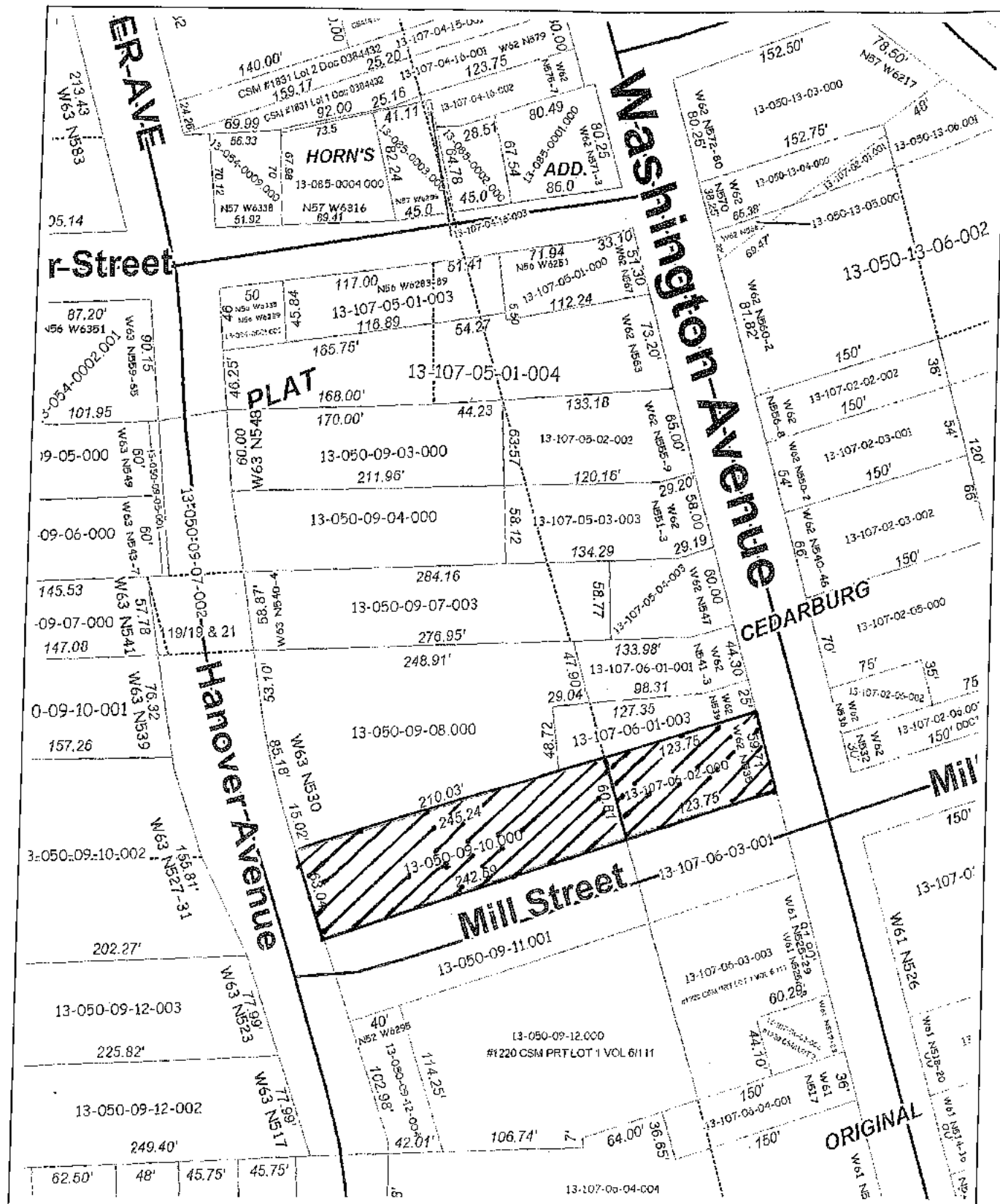
Michael J. O'Keefe, Mayor

Countersigned:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney



Ozaukee County GIS
Cedarburg Land and Cattle LLC

DISCLAIMER: Ozaukee County does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

SCALE: 1" = 100'



Ozaukee County
121 W Main St
P.O. Box 994
Port Washington WI 53074
262-284-9411

Print Date: 5/16/2018

Section 13-1-82

On street parking within 250 feet

Use of On-Street Parking for Visitors. Available nearby on-street parking may be counted toward visitor parking needs. This may only be allowed when on-street parking is permitted in a specific location, and then only when such on-street parking spaces are within two hundred fifty (250) feet of the entrance they are intended to serve.

Parking Requirements Per Building

Building A (Restaurant or Retail sales)
10 spaces (1 space per 150sf gross 1,472sf/150)
4 spaces (1 space for each employee)

Building B (Restaurant or Retail sales)
9 spaces (1 space per 150sf gross 1,240sf/150)
2 spaces (1 space for each employee)

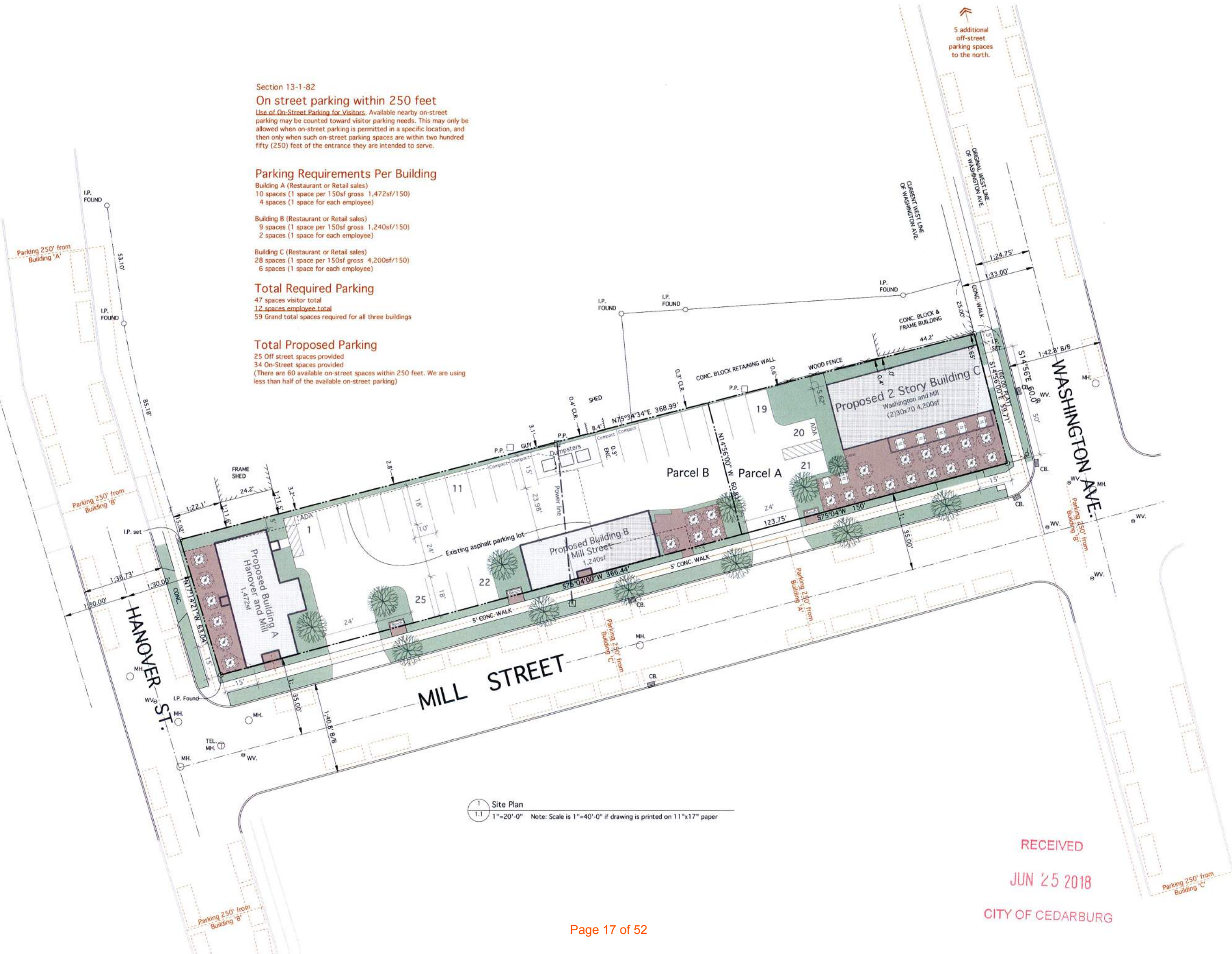
Building C (Restaurant or Retail sales)
28 spaces (1 space per 150sf gross 4,200sf/150)
6 spaces (1 space for each employee)

Total Required Parking

47 spaces visitor total
12 spaces employee total
59 Grand total spaces required for all three buildings

Total Proposed Parking

25 Off street spaces provided
34 On-Street spaces provided
(There are 60 available on-street spaces within 250 feet. We are using less than half of the available on-street parking)



1 Site Plan
1.1 1"=20'-0" Note: Scale is 1"=40'-0" if drawing is printed on 11"x17" paper

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JUN 25 2018
CITY OF CEDARBURG





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- 2.1 First Floor Plan
- 2.2 Basement Plan

Elevations

- 3.1 East Elevation
- 3.2 South Elevation
- 3.3 West Elevation
- 3.4 North Elevation

Sections

- 4.1 Section

WASHINGTON AND MILL
WASHINGTON AVE., CEDARBURG WI 53012

1.0

25.JUNE.2018
ARCHITECT: DON STAUSS 8215 W. DORGES BAY ROAD, MESQUON, WISCONSIN 53057, PH 262.238.8888

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JUN 25 2018

CITY OF CEDARBURG



1 South Elevation
3.2 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper

WASHINGTON AND MILL
WASHINGTON AVE., CEDARBURG WI 53012
3.2
25 JUNE 2018
ARCHITECT: DON STAUBS 8215 W. DONGES BAY ROAD MEQUON, WISCONSIN 53097 PH 262.236.8888

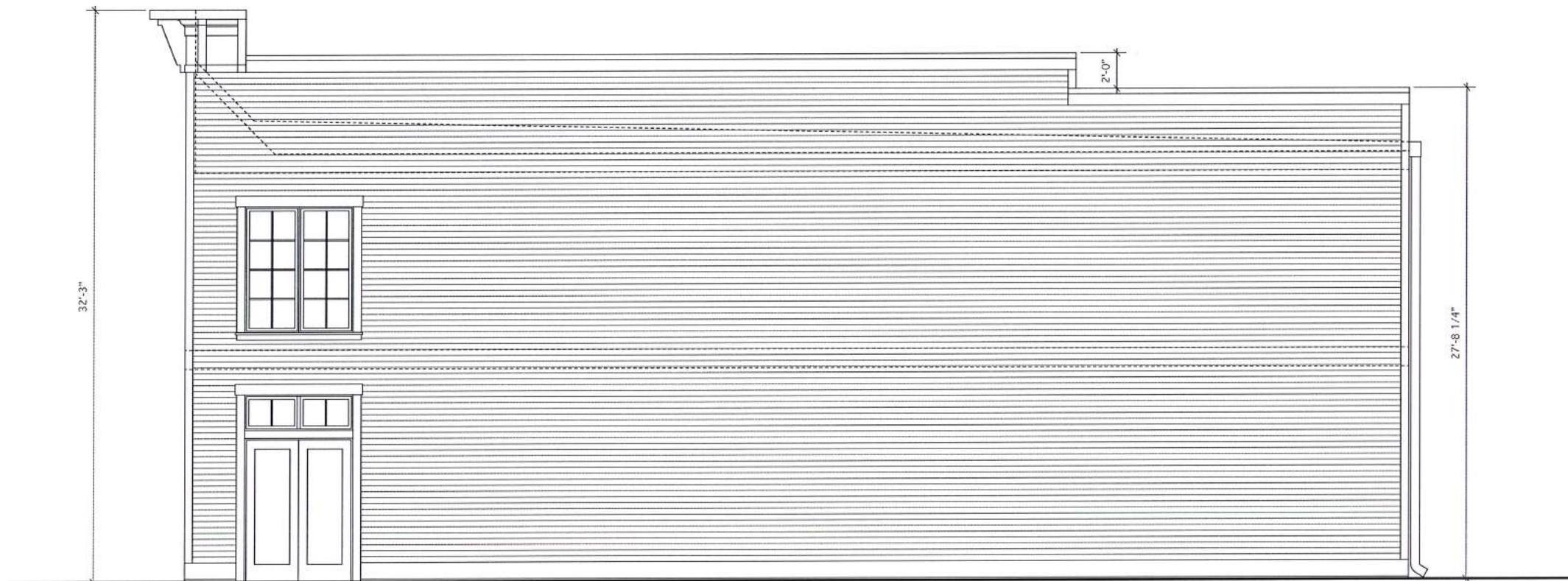
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CITY OF CEDARBURG



1 West Elevation
3.3 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper

WASHINGTON AND MILL
WASHINGTON AVE., CEDARBURG WI 53012
3.3
25 JUNE 2018
ARCHITECT: DON STAUS 8215 W. DONGES BAY ROAD, MEQUON, WISCONSIN 53097, PH 262.238.8888

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CITY OF CEDARBURG



1 North Elevation
 3.4 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper

WASHINGTON AND MILL
 WASHINGTON AVE., CEDARBURG WI 53012
 3.4
 25 JUNE 2018
 ARCHITECT: DON STAUS 8215 W. DONGES BAY ROAD - MEQUON, WISCONSIN 53097 PH 262.238.8888

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 CITY OF CEDARBURG



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4.1 Section

MILL STREET

MILL ST., CEDARBURG WI 53012

25-JUNE-2018

ARCHITECT: DON STAUS 8215 W. DONGES BAY ROAD, MEQUON, WISCONSIN 53097, PH 262.238.8888

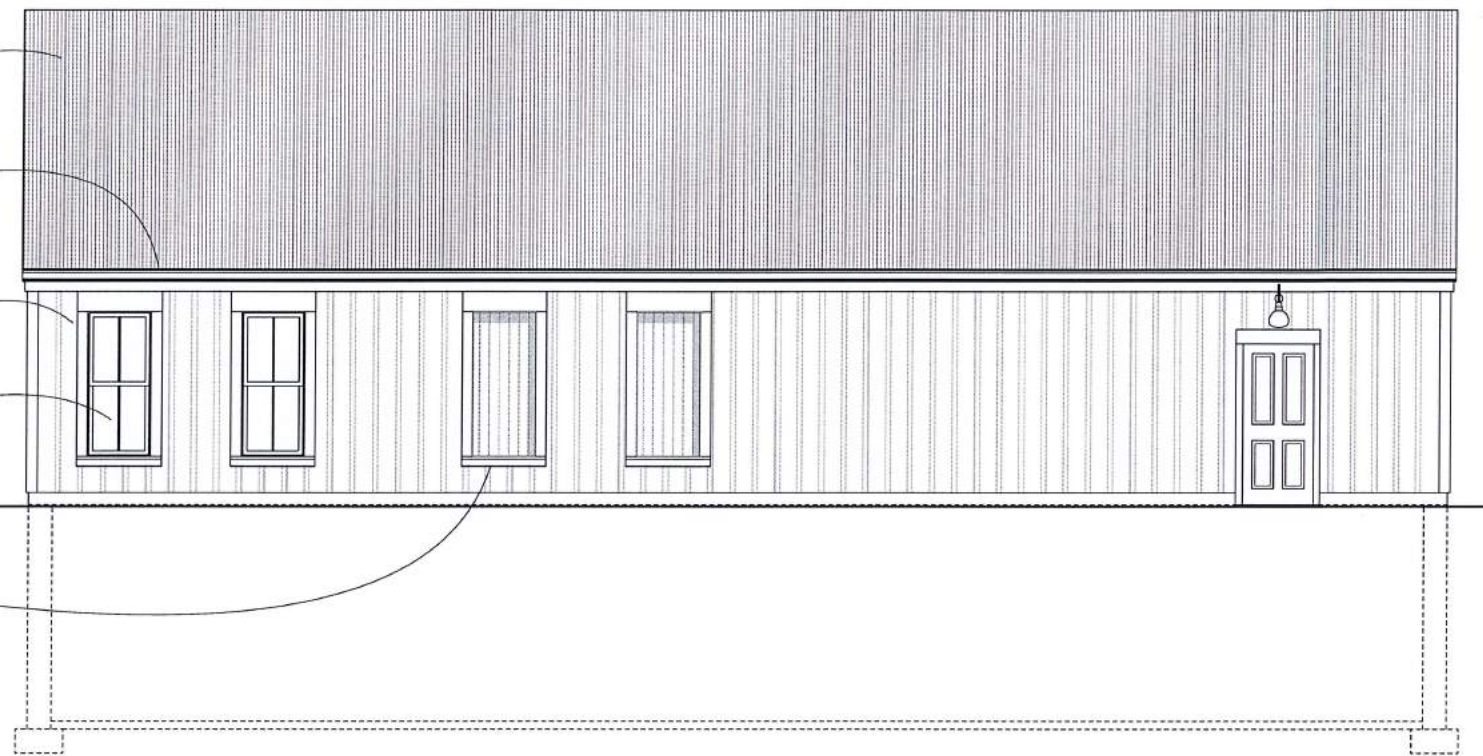
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JUN 25 2018
CITY OF CEDARBURG

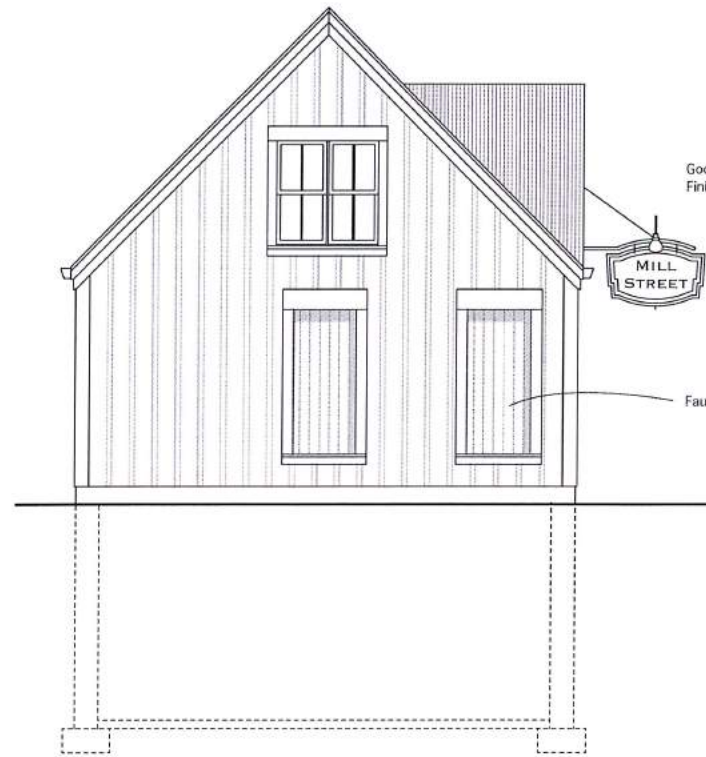


1 East Elevation
3.1 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper

- Corrugated galvanized roof.
- Aluminum K-style gutters and down spouts prefinished white.
- Board and batten siding painted white.
- Marvin double hung windows, finish silver metallic. (typical)
- Marvin commercial doors, finish silver metallic. (typical)
- Faux windows. (typical)



2 North Elevation
3.1 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper



3 West Elevation
3.1 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper

- Gooseneck light fixtures, Finish: Galvanized.
- Faux windows. (typical)



4 South Elevation
3.1 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper

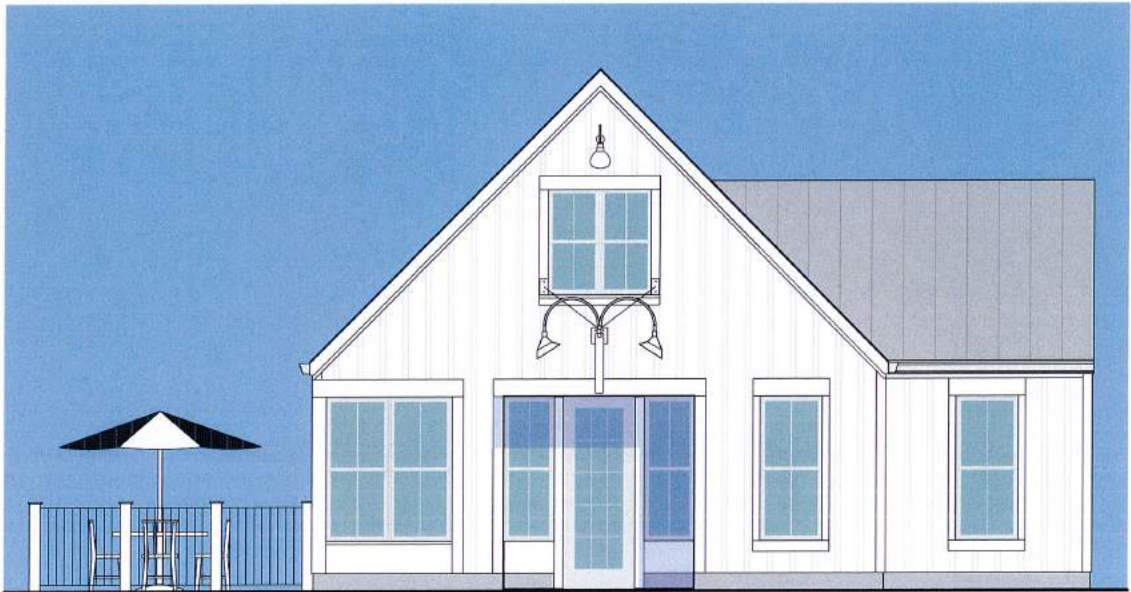


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Sections

- 4.1 Section

HANOVER AND MILL

MILL ST., CEDARBURG WI 53012

1.0

ARCHITECT: DON STAUBS 8215 W. DONGES BAY ROAD, MEQUON, WISCONSIN 53097 PH 262.238.8888

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JUN 25 2018
CITY OF CEDARBURG



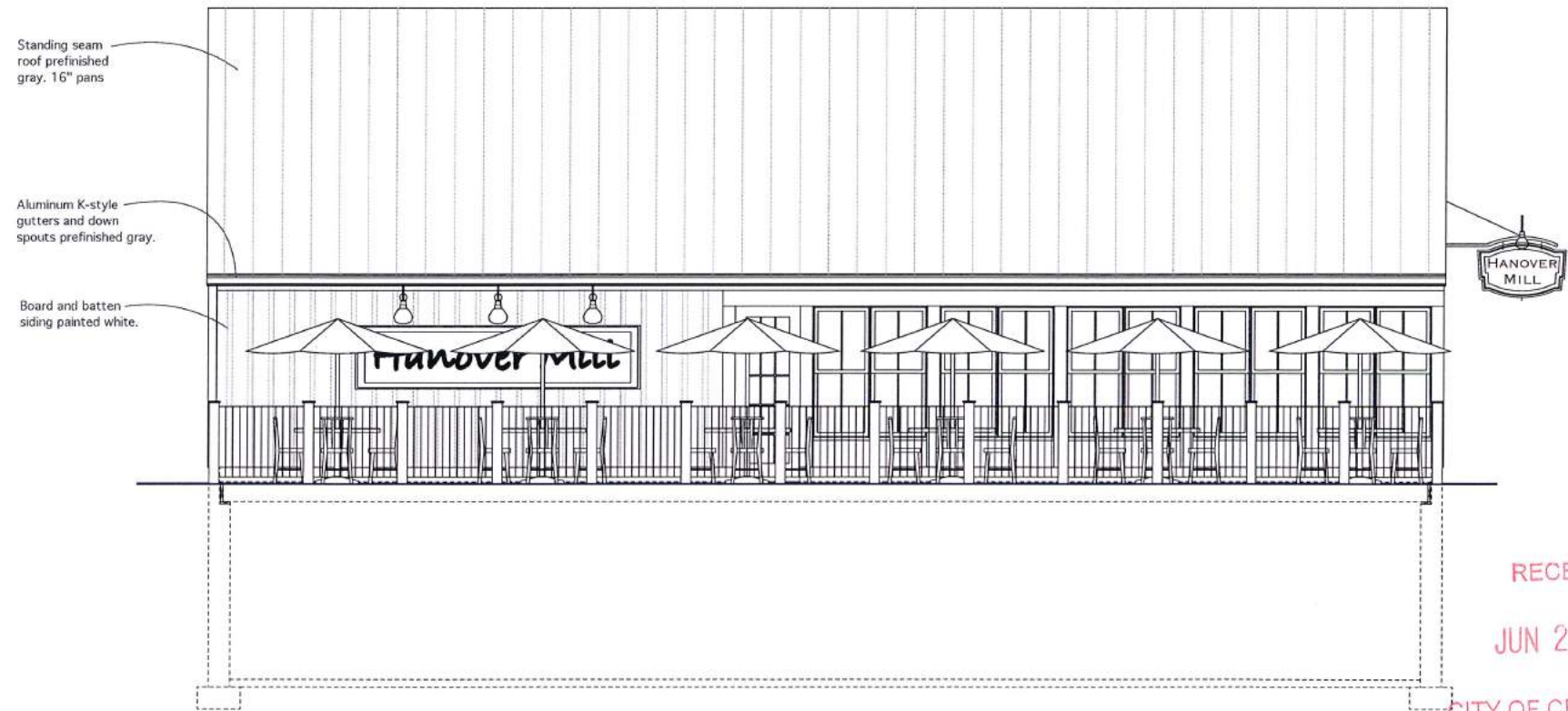
1 South Elevation
3.1 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper



2 East Elevation
3.1 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper



3 North Elevation
3.1 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper



4 West Elevation
3.1 1/4"=1'-0" Note: Scale is 1/8"=1'-0" if drawing is printed on 11"x17" paper

HANOVER AND MILL

MILL ST., CEDARBURG WI 53012

3.1

25.JUNE.2018
ARCHITECT: DON STAUS 8215 W. DONGES BAY ROAD, MEQUON, WISCONSIN 53097, PH 262.238.8886

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JUN 25 2018

CITY OF CEDARBURG

LANDMARKS COMMISSION
June 14, 2018

LAN20180614-1
UNAPPROVED

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, June 14, 2018 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 2.

The meeting was called to order by Chairperson Judy Jepson at 7:02 p.m.

Roll Call: Present – Judy Jepson, Tomi Fay Forbes, Tom Kubala, Robert Ross,
Council Member Kristin Burkart

Excused – James Pape, James Temmer, Doug Yip (alt.)

Also Present – City Planner Jon Censky

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

Motion made by Tomi Fay Forbes, seconded by Bob Ross, to approve the minutes of the May 24, 2018 meeting. Motion carried without a negative vote with James Pape, James Temmer and Doug Yip excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

NEW BUSINESS

Consider Request for a Certificate of Appropriateness for Proposed New Building at the Northwest Corner of Washington Avenue and Mill Street at W62 N535 Washington Avenue – Cedarburg Land & Cattle LLC/Greg Zimmerschied; and Action Thereon.

Architect Don Stauss and property owner Greg Zimmerschied presented the plan. There are three proposed buildings. One is in the historic district, so it needs to be reviewed by the Landmarks Commission. The other two are not in the historic district. A PUD is needed to get the plan moving through the Plan Commission. The presented building is intended for commercial/restaurant applications. The building is designed to look appropriate historically for Cedarburg. Features include a flat roof that slopes gently west, two stories with retractable awnings over the second story windows, black-trimmed windows, an exterior deck on the south side, opportunity for seating on the south side of the building along Mill Street, and a façade facing Washington Avenue featuring an alcove entrance and deep cornice with brackets.

Tom Kubala pointed out that, though the proposed building has a good sense of proportion, it looks like there is an attempt to recreate an original building. The Secretary of the Interior

guidelines state: *“New construction should also be distinct from the old and must not attempt to replicate historic buildings elsewhere on site and to avoid creating a false sense of historic development.”* Greg Zimmerschied stated that he recognizes that Cedarburg has a strong personality, he wants the building to feel like a continuation of the town. His building should neither detract from the downtown, or blend in so much it disappears in the streetscape.

Planner Censky proposed the Commission accept the concept of a building at that location, so Greg Zimmerschied can continue forward with approvals, and that he and Don Stauss return with proposed changes to make the building look less like a replica of an old building.

Motion made by Tom Kubala for a conditional Certificate of Appropriateness for the footprint of a building on this location with approximately the same mass, two stories high, and intended for use as a commercial space. Bob Ross seconded the motion. Motion carried without a negative vote with James Pape, James Temmer, and Doug Yip excused.

Consider Paint Color for Chris Smith’s Multi-Tenant Building Located at W62 N671 Washington Avenue; and Action Thereon.

Chris Smith has already painted the yam color on the building. Planner Censky stated Chris Smith would paint over it if the Commission did not approve. Bob Ross expressed displeasure that Chris Smith went ahead and painted it without Landmarks Commission approval.

Tom Kubala made a motion to accept the yam color paint where Chris Smith has applied it. Bob Ross seconded the motion. Motion carried without a negative vote with James Pape, James Temmer, and Doug Yip excused.

ADJOURNMENT

A motion was made by Tom Kubala, seconded by Bob Ross, to adjourn the meeting at 7:50 p.m. Motion carried without a negative vote with James Pape, James Temmer, and Doug Yip excused.

Tomi Fay Forbes
Secretary

adk

CONSIDER RECOMMENDATION TO REZONE PROPERTY AT W62 N535 WASHINGTON AVENUE AND THE VACANT LOT AT THE NORTHEAST CORNER OF HANOVER AVENUE AND MILL STREET FROM THE B-3/HPD TO B-3/HPD/PUD - CEDARBURG LAND AND CATTLE LLC/GREG ZIMMERSCHIED

Commissioner Zimmerschied recused himself from the Plan Commission.

Planner Censky noted that the plans are in support of TID No. 3 that was approved back in 2014, which included a cash grant Developer's Agreement requiring the developer to create a total real estate increment with an equalized value of \$950,000.00 to be realized no later than January 1, 2020. The plans serve as the first step in the approval process to honor the value-added commitment required by TID No. 3. This concept consists of three buildings; one facing Washington Avenue, another facing Hanover Avenue, and the third facing Mill Street, for a total commercial space of 6,900 square feet.

Based on the discussion from last month, property owner Greg Zimmerschied reduced the number of onsite parking stalls by six and the project will now be supported by 25 on-site stalls and 34 street stalls located within 250 feet of the entrance to these buildings. According to **Section 13-1-82(h)(1) and (g) one parking space is required per one hundred fifty (150) square feet of gross floor area plus one per employee.** This results in a parking requirement of 59 stalls for the project. **Section 13-1-83 (b)(3) states that available nearby on-street parking may be counted toward visitor parking needs. This may only be allowed when on-street parking is permitted in a specific location, and then only when such on-street parking spaces are within two hundred fifty (250) feet of the entrance they are intended to serve.** Using the street stalls available to these proposed buildings is Code-compliant as regards to parking.

Planner Censky advised that because of the limited depth of this property, these plans will need certain Code-modifications pertaining to parking offset, setback and vision triangle encroachment. Mr. Zimmerschied is therefore pursuing the PUD (Planned Unit Development) Overlay Zoning District. Commissioners are reminded that the PUD District was recently amended to provide flexibility in administering the regulation of the underlying district to provide for better unified development.

Nonconformity to Standards:

Due to the size and depth of the existing parcel Mr. Zimmerschied is unable to design a layout that conforms to the basic B-3 District regulations. Accordingly, as part of the PUD request, he is seeking a Plan Commission recommendation to adjust the following standards of the underlying B-3 basic use District:

1. **Code Requirement – Sec. 13-1-80 Traffic Visibility** States: **No obstructions, such as structures, parking, or vegetation shall be permitted in any district between the heights of two and one-half feet and ten feet above the plane through the mean curb grade within the triangular space formed by any two existing or proposed intersecting street or alley right-of-way lines and a line joining points on such lines located a minimum of fifteen feet from their intersection. In the case of arterial streets intersecting with other arterial streets or railways, the corner cutoff distance establishing the triangular vision clearance space shall be increased to fifty feet.**

Nonconformity – The southwest corner of the Hanover building encroaches on this clearance space by three feet and the southeast corner of the Washington Avenue building encroaches by six feet and two sets of tables and chairs encroach.

2. **Code Requirement – Sec. 13-1-82(f) (3) Parking Requirements (Landscaping)** States: **A perimeter greenbelt of at least five (5) feet in width shall be installed along the street frontage and along all interior lot lines.**

Nonconformity – Parking is proposed up to the Mill Street right-of-way line and ranges between 3.2 feet and .6 feet along the north property line.

3. **Code Requirement – Sec.13-1-82 (c) Parking Stall Size** States: **Each parking space shall not be less than one hundred and eighty square feet, exclusive of the space required for ingress and egress.**

Nonconformity – The five parking stalls on either side of the dumpsters and directly behind the Mill Street building measure 150 square feet.

Landmarks Commission Recommendation:

The building facing Washington Avenue is located in the Historic Preservation District

(HPD) and requires a recommendation from the Landmarks Commission on the issuance of the *Certificate of Appropriateness* for this building only. At their June 14, 2018 meeting, the Landmarks Commission did recommend issuance a conditional Certificate of Appropriateness for the building footprint, location and mass but asked that the architectural/design be changed so that it looks less like a replica of an old building in the downtown district. They advised that the Secretary of the Interior Standards indicate that new buildings in an historic district shall be differentiated from the old. Therefore, the Landmarks Commission asked that the architectural plans be revised and come back for approval. Since the Plan Commission approves the Certificate of Appropriateness, Commissioners were encouraged to review these Washington Avenue plans and offer comments on design.

Mr. Zimmerschied assured Commissioners that the Landmarks Commission request would not decimate the design of the Washington Avenue building. Also, its construction is not on such a tight timeline so there will be no problem working out a design that is best long-term for the City of Cedarburg.

Mayor O'Keefe opined that the design and colors of the proposed Washington Avenue building is not a replica of an historic building and would blend well within the Historic District.

In response to concern about the proposed corrugated roof on the Mill Street building, Architect Don Stauss responded that the metal roof was appropriate for the building and would develop a patina that would eliminate the shine. The board and batten would be painted white with silver windows on both the Hanover Avenue and Mill Street buildings.

Action:

Council Member Thome stated that she was comfortable with the site proposal as presented and moved to recommend the Planned Unit Development Rezoning to the Common Council subject to the following conditions:

1. The Fire Department needs assurance that the parking lot turning radius is adequate for their equipment.
2. Fire protection needs will be determined as the project progresses.
3. Parking is a concern with high traffic generating uses such as restaurants.
4. Impact fees will be applied.
5. The basements must be designed for high groundwater and potential petroleum contamination.

Mayor O'Keefe seconded the motion.

Continued Discussion:

Mr. Zimmerschied noted that the incremental increase in value on the property is expected to be about \$1 million.

Commissioners discussed the basic architectural design of each of the three buildings and whether the Washington Avenue building and proposed site plan would create a problem with traffic visibility on Mill Street at both the Hanover Avenue and Washington Avenue corners. Commissioner Cain had fewer concerns with the vision triangle reduction when she learned that parking is prohibited along Washington Avenue at this site. Mr. Zimmerschied advised he would be amenable to prohibiting left turns from the east drive to avoid conflicts with Washington Avenue.

Commissioners reviewed each item that would not conform with the base zoning.

Final Action:

The motion carried without a negative vote, with Commissioners Voltz and Strautmanis excused.

CITY OF CEDARBURG

MEETING DATE: July 30, 2018

ITEM NO: 9. A.

TITLE: Consider referral of proposed annexation of an approximately one acre parcel of land at 7404 Western Avenue in the Town of Cedarburg to the Plan Commission; and action thereon

ISSUE SUMMARY: Property owner Sara Dunstone has submitted a petition for direct annexation of her property into the City of Cedarburg from the Town. In accordance with State Law, this petition should be referred to the Plan Commission for their review and recommendation.

STAFF RECOMMENDATION: Refer to Plan Commission

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: n/a

BUDGETARY IMPACT: n/a

ATTACHMENTS:

- Annexation Petition
- Annexation Map

INITIATED/REQUESTED BY: Sara Dunstone. Owner

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

Request for
Annexation Review

Wisconsin Department of Administration

WI Dept. of Administration
Municipal Boundary Review
PO Box 1645, Madison WI 53701
608-264-6102 Fax: 608-264-6104
wimunicipalboundaryreview@wi.gov
<http://doa.wi.gov/municipalboundaryreview>

<div>Petitioner Information</div> <div>Name: SARA CC DUNSTONE</div> <div>Address: N103 W6121 SUSAN LANE</div> <div>CEDARBURG, WI 53012</div> <div>Email: SARADUNSTONE@GMAIL.COM</div>	<div>Office use only:</div>
<div>1. Town where property is located: CEDARBURG</div> <div>2. Petitioned City or Village: CEDARBURG</div> <div>3. County where property is located: OZAUKEE</div> <div>4. Population of the territory to be annexed: 0</div> <div>5. Area (in acres) of the territory to be annexed: 1.02</div> <div>6. Tax parcel number(s) of territory to be annexed (if the territory is part or all of an existing parcel): 03-027-11-019.00</div>	<div>Petitioners phone: 262-366-7810</div> <div>Town clerk's phone: 262-377-4509</div> <div>City/Village clerk's phone: 262-375-7606</div>

Contact Information if different than petitioner:

<div>Representative's Name and Address:</div> <div></div> <div></div> <div></div> <div></div> <div>Phone:</div> <div>E-mail:</div>	<div>Surveyor or Engineering Firm's Name & Address:</div> <div>M SQUARED ENGINEERING, LLC</div> <div>W62N215 WASHINGTON AVENUE</div> <div>CEDARBURG, WI 53012</div> <div>Phone: 262-376-4246</div> <div>E-mail: DBACHHUBER@MSQUAREDENGINEERIN G.COM</div>
--	---

Required Items to be provided with submission (to be completed by petitioner):

1. ☒ Legal Description meeting the requirements of s.66.0217 (1) (c) [see attached annexation guide]

2. ☒ Map meeting the requirements of s. 66.0217 (1) (g) [see attached annexation guide]

3. ☐ Signed Petition or Notice of Intent to Circulate is included

4. Indicate Statutory annexation method used:

☒ Unanimous per s. 66.0217 (2), or,

OR

☐ Direct by one-half approval per s. 66.0217 (3)

5. ☒ Check or money order covering review fee [see next page for fee calculation]

(2012)



RECEIVED
JUL 19 2018
CITY OF CEDARBURG

PETITION FOR DIRECT ANNEXATION
PURSUANT TO SECTION 66.0217 (2), WISCONSIN STATUTES

I, the undersigned, am the owner of the real property in the territory described below currently located in the Town of Cedarburg, Ozaukee County, Wisconsin, lying contiguous to the City of Cedarburg, Ozaukee County, Wisconsin, petition the City of Cedarburg to annex to the City of Cedarburg the territory described as follows:

LEGAL DESCRIPTION :

COMMENCING 528 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF SECTION 27, TOWNSHIP 10 NORTH, RANGE 21 EAST, THENCE NORTH 336 FEET, THENCE WEST 132 FEET, THENCE SOUTH 336 FEET TO THE POINT OF BEGINNING, ALL LOCATED IN SECTION 27, TOWNSHIP 10 NORTH, RANGE 21 EAST, TOWN OF CEDARBURG, COUNTY OF OZAUKEE, STATE OF WISCONSIN. EXCEPT THAT PORTION CONVEYED BY WARRANTY DEED RECORDED AUGUST 4, 2010 AS DOCUMENT NO. 0927628.

MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THAT PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 27, TOWNSHIP 10 NORTH. RANGE 21 EAST, TOWN OF CEDARBURG, OZAUKEE COUNTY, WISCONSIN, WHICH IS BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF SAID SECTION 27; THENCE N87°07'24"E ALONG THE SOUTH LINE OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 27, 528.00 FEET TO THE POINT OF BEGINNING; THENCE N02°52'36"W 336.00 FEET; THENCE N87°07'24"E 132.00 FEET; THENCE S02°52'36"E 336.00 FEET TO THE SOUTH LINE OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 27; THENCE S87°07'24"W ALONG SAID SOUTH LINE 132.00 FEET TO THE POINT OF BEGINNING.

EXCEPT THAT PORTION CONVEYED BY WARRANTY DEED RECORDED AUGUST 4, 2010 AS DOCUMENT NO. 0927628.

AND EXCEPT THAT PORTION CONVEYED BY QUIT CLAIM DEED RECORDED FEBRUARY 16, 1973 AS VOLUME 316 PAGE 154 DOCUMENT 253937



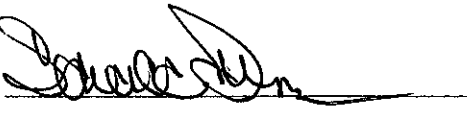
SAID PARCEL CONTAINS 1.02 ACRES TOTAL, 0.88 ACRES WITHOUT RIGHT OF WAY.

OWNERS: LINMAR PROPERTY GROUP
TAX KEY NUMBER: 03-027-11-019.00
ADDRESS: 7404 WESTERN AVE
CEDARBURG WI 53012

And as shown on the attached scale map, marked "PLAT OF SURVEY", and incorporated herein by reference.

The current population of such territory is zero (0).

I, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

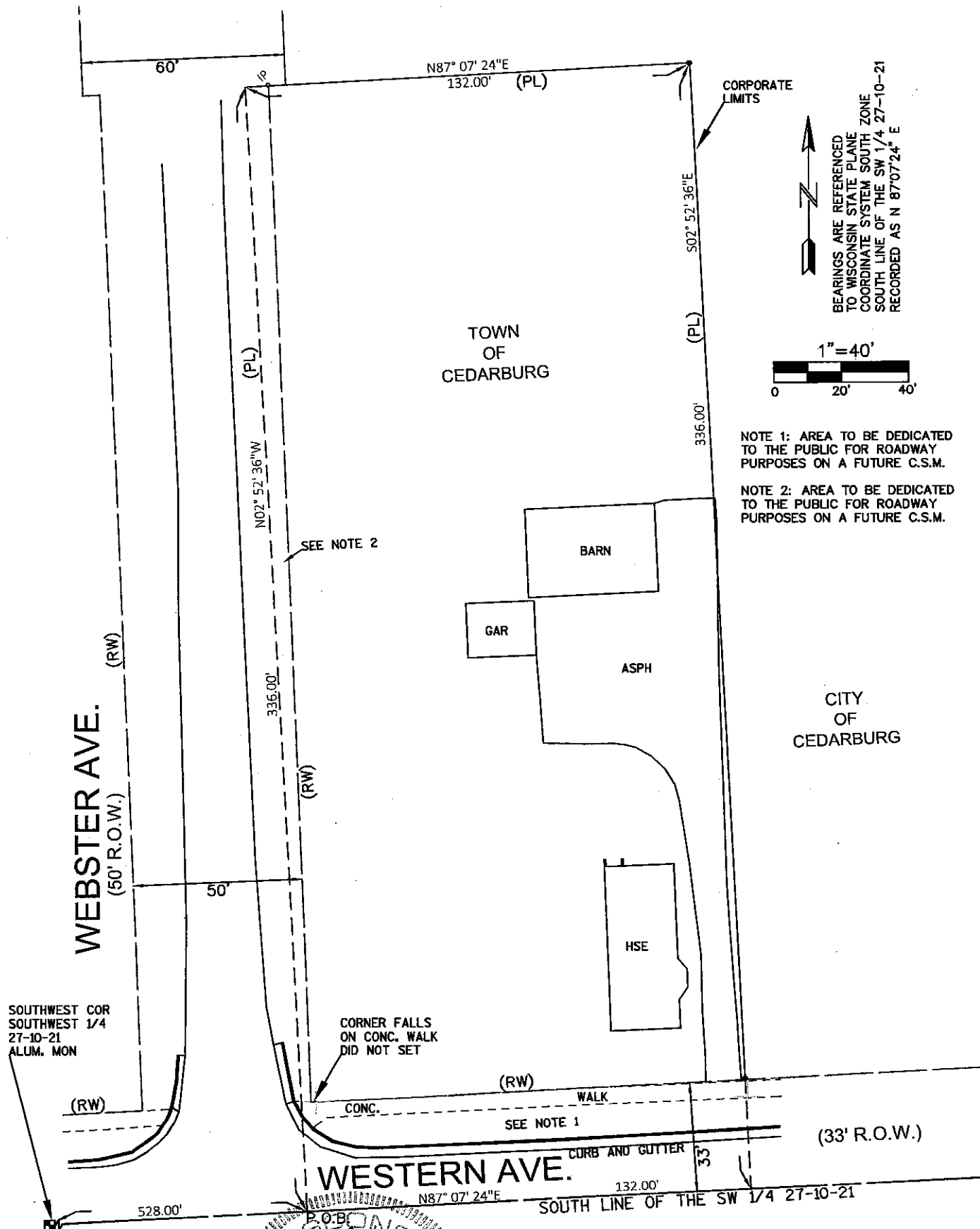
By: 
Sara CC Dunstone, Owner

PLAT OF SURVEY

SHEET 1 OF 2

FOR
LINMAR PROPERTY GROUP BY SOLE PROPRIETOR SARA CC DUNSTONE

FOR LEGAL DESCRIPTION SEE SHEET 2 OF 2:



NOTE 1: AREA TO BE DEDICATED TO THE PUBLIC FOR ROADWAY PURPOSES ON A FUTURE C.S.M.

NOTE 2: AREA TO BE DEDICATED TO THE PUBLIC FOR ROADWAY PURPOSES ON A FUTURE C.S.M.

STATE OF WISCONSIN
OZAUKEE COUNTY

I, Anthony J. Gromacki, Land Surveyor in the State of Wisconsin, do hereby certify that on June 29th, 2018 surveyed the above described property according to official records and the accompanying map is true and correct representation of the exterior boundaries of the land surveyed to the best of my belief and knowledge.



M Squared Engineering, LLC

...where engineering solutions meet water quality...

W62N215 Washington Avenue
Cedarburg, WI 53012

Phone: (262)376-4246

www.msquaredengineering.com

Fax: (262)375-2274

PROJECT: DUNSTONE
PROJECT NO.: 18-120-020
DRAWN BY: AJG
DATE: 6/29/2018 REV: 7/18/2018

PLAT OF SURVEY

SCALE: 1" = 40'

PLAT OF SURVEY

SHEET 2 OF 2

LEGAL DESCRIPTION :

COMMENCING 528 FEET EAST OF THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF SECTION 27, TOWNSHIP 10 NORTH, RANGE 21 EAST, THENCE NORTH 336 FEET, THENCE WEST 132 FEET, THENCE SOUTH 336 FEET TO THE POINT OF BEGINNING, ALL LOCATED IN SECTION 27, TOWNSHIP 10 NORTH, RANGE 21 EAST, TOWN OF CEDARBURG, COUNTY OF OZAUKEE, STATE OF WISCONSIN. EXCEPT THAT PORTION CONVEYED BY WARRANTY DEED RECORDED AUGUST 4, 2010 AS DOCUMENT NO. 0927628.

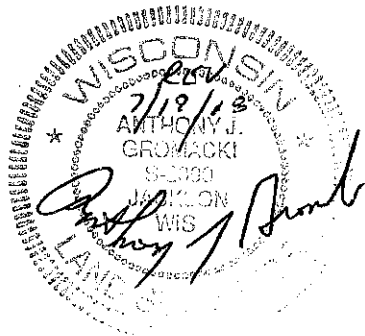
MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THAT PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 27, TOWNSHIP 10 NORTH. RANGE 21 EAST, TOWN OF CEDARBURG, OZAUKEE COUNTY, WISCONSIN, WHICH IS BOUNDED AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHWEST 1/4 OF SAID SECTION 27; THENCE N87°07'24"E ALONG THE SOUTH LINE OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 27, 528.00 FEET TO THE POINT OF BEGINNING; THENCE N02°52'36"W 336.00 FEET; THENCE N87°07'24"E 132.00 FEET; THENCE S02°52'36"E 336.00 FEET TO THE SOUTH LINE OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 27; THENCE S87°07'24"W ALONG SAID SOUTH LINE 132.00 FEET TO THE POINT OF BEGINNING.
EXCEPT THAT PORTION CONVEYED BY WARRANTY DEED RECORDED AUGUST 4, 2010 AS DOCUMENT NO. 0927628.
AND EXCEPT THAT PORTION CONVEYED BY QUIT CLAIM DEED RECORDED FEBRUARY 16, 1973 AS VOLUME 316 PAGE 154 DOCUMENT 253937

SAID PARCEL CONTAINS 1.02 ACRES TOTAL, 0.88 ACRES WITHOUT RIGHT OF WAY.

OWNERS: LINMAR PROPERTY GROUP
TAX KEY NUMBER: 03-027-11-019.00
ADDRESS: 7404 WESTERN AVE
CEDARBURG WI 53012



RECEIVED
JUL 19 2018
CITY OF CEDARBURG



M Squared Engineering, LLC

...where engineering solutions meet water quality...

W62N215 Washington Avenue
Cedarburg, WI 53012
www.msquaredengineering.com

Phone: (262)376-4246

Fax: (262)375-2274

PROJECT: DUNSTONE
PROJECT NO.: 18-120-020
DRAWN BY: AJG
DATE: 6/29/2018 REV: 7/18/2018

PLAT OF SURVEY
SCALE:

CITY OF CEDARBURG

MEETING DATE: July 30, 2018

ITEM NO: 9. B.

TITLE: Consider Resolution No. 2018-20 requesting a speed limit reduction on Sheboygan Road South of Highway 60; and action thereon.

ISSUE SUMMARY: The present speed limit on the County portion of Sheboygan Road south of Highway 60 is 55 miles per hour. As new development has occurred along that stretch of Sheboygan Road, a number of residents have requested that the speed limit be lowered.

The present speed limit on Sheboygan Road from Fairfield Manor Subdivision south is 25 miles per hour, and the 30 mile per hour drop is excessive and creates enforcement issues.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: None

ATTACHMENTS: Copy of Resolution 2018-20

INITIATED/REQUESTED BY:

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

262-375-7610

RESOLUTION NO. 2018-20

**A Resolution Requesting a Speed Limit Reduction
on Sheboygan Road South of Highway 60**

WHEREAS, Sheboygan Road from the north line of Fairfield Manor Subdivision to State Highway 60 is under the jurisdiction of Ozaukee County; and

WHEREAS, the current speed limit on this segment of Sheboygan Road is 55 miles per hour; and

WHEREAS, the current posted speed limit on Sheboygan Road within the City of Cedarburg limits from Fairfield Manor Subdivision south is 25 miles per hour; and

WHEREAS, the City of Cedarburg is experiencing significant residential growth along the east side of Sheboygan Road, including The Glen at Cedar Creek Subdivision and the recently approved Cedar Place Apartment complex; and

WHEREAS, continued growth and development is expected along the Sheboygan Road corridor; and

WHEREAS, the new developments include public sidewalk within the road right-of-way which places pedestrians and bicyclists closer to the vehicular traffic; and

WHEREAS, observed vehicular speeds vary widely creating an unsafe condition;

NOW, THEREFORE BE IT RESOLVED, by the City of Cedarburg Common Council that the City of Cedarburg hereby requests that Ozaukee County reduce the speed limit on Sheboygan Road (County Highway I) south of State Highway 60 to 35 miles per hour.

Passed and adopted by the Common Council of the City of Cedarburg this 30th day of July, 2018.

Michael J. O'Keefe, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

CITY OF CEDARBURG

MEETING DATE: July 30, 2018

ITEM NO: 9. C.

TITLE: Update on the City's Emerald Ash Borer (EAB) program; and direction thereon

ISSUE SUMMARY: Since 2008 the City of Cedarburg has been treating majority of its ash tree population. Increased annual funding for forestry operations for treatment was approved in the amount of \$75,000 in 2008. We currently budget \$65,000 per year. It is still our recommendation to continue with our treatment and removal program that we have in place in order to save as many ash trees as we can. (More information attached).

Without adding additional staff and the increase in tree removals we would like the council to consider looking at purchasing a grapple truck in 2019 or 2020.

Link to additional information:

<https://www.altec.com/knuckleboom-grapple-saw/>

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: None

BUDGETARY IMPACT: \$65,000 annually

ATTACHMENTS:

EAB Pictures

Cedarburg Ash Tree Information

EAB Management Statement – Coalition for Urban Ash Tree Conservation

INITIATED/REQUESTED BY:

FOR MORE INFORMATION CONTACT: Mikko Hilvo, Director of Parks, Recreation, & Forestry

CEDARBURG ASH TREE INFORMATION

Number of Ash Currently (2018) Marked for Removal: 67

Of which, 34 were Not Treated

33 were treated with Soil Injection Only

*Not every ash marked for removal represents a failure of our treatment program. Early on in the program Kevin evaluated all of the ash street trees and we chose NOT to treat a good number of trees because they were in poor condition, poor growing space, under wires, etc. Now those trees are starting to die.

Number of Treated Ash Removals From EAB In Recent Years

2016 – 20, Average Trunk Diameter (DBH) 12”

2017 – 30 Avg. DBH = 11”

2018 – 33 Avg. DBH = 10”

*We are losing trees from a size class that were treated with Soil Injection Only due to lack of funding. The plan was to do Soil Only (\$1.27/inch) on trees under 12 inches DBH and do both Soil & Trunk Injection (\$2.89/inch) on trees greater than 12 inches. The larger trees which were on the more expensive but ideal program are doing well. 2017 was the first year the trees under 12” were trunk injected. Increased funding was not approved to treat the smaller trees with trunk injection sooner.

*In 2016 a two year Trunk Injection insecticide called Boxer became available to us, so our new program is all trees, regardless of diameter class receive Trunk Injection one year and Soil Injection the following year. This is important because the Soil treatment includes fertilizer and root growth stimulant to compliment the trunk injection and help the trees recover from feeding damage.

2018 Treatment Program

Soil Injection: 502 trees, 5,772 diameter inches. (Trees less than 15" DBH.)

Trunk Injection: 751 trees (Street 687, Parks 64), 15,866 diameter inches. (Trees greater than 15" DBH.)

Total Cost in 2018 \$52,284

Total Number of Treated Ash in 2018 = 1,253

Total Diameter Inches = 21,638

Contracted Cost to Remove a tree and stump = \$45/diam. Inch. This is based on actual departmental costs in 2017.

Cost to Remove all 1,253 trees if program terminated = \$973,710

Cost to Replant 1,253 trees = \$313,250

Total Cost of Removal & Replacement = \$1,286,960 THIS EQUALS 24 YEARS OF TREATMENT.

WILL WE HAVE TO TREAT FOREVER? Answer: **NO.**

*After the invasion wave has passed, the number of insects in our area will drop significantly due to lack of food (i.e. living ash trees). After the invasion wave we will be able to back off treatment and treat less frequently, while monitoring for re-infestation.

CEDARBURG IS AT THE PEAK OF INFESTATION RIGHT NOW. Within a year or two the insect population will crash.

Cedar Point Subdivision:

Cedar Point has 843 street trees, 301 of which are ash. That is 36% of the population. Current species diversity goals call for no more than 10% of any Genus comprise your street tree population. In Wisconsin, most communities have around 20% ash. Cedar Point has 36%.

In addition, the ash in Cedar Point have an average DBH of 10 inches. The same size class that we have lost so many of due to Soil Injection only. This is the reason we are seeing a high number of dead ash in that subdivision.

CEDARBURG ASH TREES



TREE STRESS BY NEW SIDEWALK



DEAD ASH NORTH OF THE CITY



DEAD ASH WEST OF THE CITY



DEAD ASH NEXT TO HEALTHY ASH



DEAD ASH NEXT TO HEALTHY ASH



HEALTHY ASH ON WASHINGTON

Coalition for Urban Ash Tree Conservation - Emerald Ash Borer Management Statement -

www.emeraldashborer.info/files/conserve_ash.pdf

signed 06 Jan 2011

We the undersigned strongly endorse ash tree conservation as a fundamental component of integrated programs to manage emerald ash borer (EAB) in residential and municipal landscapes. Cost-effective, environmentally sound EAB treatment protocols are now available that can preserve ash trees through peak EAB outbreaks with healthy canopy intact. Used in association with tree inventories and strategic removal / replacement of unhealthy ash, tree conservation will help retain maximum integrity and value of urban forests. This integrated approach to urban EAB management is supported by university scientists with expertise in EAB management, commercial arborists, municipal foresters, public works officials, and non-governmental organizations (NGOs).

Emerald ash borer has killed millions of ash trees since its discovery in 2002 and the number of dead ash is increasing rapidly. Ash species are abundant in planted *and* natural areas of urban forests, representing 10 - 40% of the canopy cover in many communities.

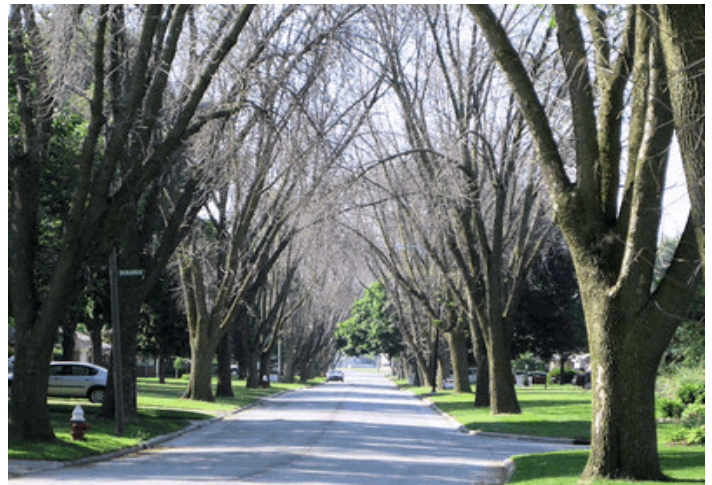
Ash trees provide substantial economic and ecosystem benefits to taxpayers, ranging from increased property value, to storm water mitigation, to decreased energy demands (<http://www.coloradotrees.org/benefits.htm>).

Consequently, widespread ash mortality in urban forests and residential landscapes is having devastating economic and environmental impacts. Indeed, EAB is predicted to cause an unprecedented \$10-20 billion in losses to urban forests over the next 10 years.

(http://ncrs.fs.fed.us/pubs/jrnl/2010/nrs_2010_kovacs_001.pdf)

After its initial discovery, regulatory agencies attempted to eradicate EAB through removal and destruction of all ash trees in infested areas. Unfortunately, this proved unsuccessful and was soon abandoned.

Since then, university scientists have developed and refined treatment protocols that can protect healthy ash trees from EAB and help conserve the urban forest.



Untreated ash trees after EAB peak, Belvedere Dr., Toledo, OH, June 2009.

However, despite availability of cost-effective treatments, many municipalities, property managers, and homeowners continue to rationalize tree removal as the only viable management strategy for EAB. This is based on erroneous beliefs that tree removal slows the spread of EAB, or that treatment is not effective, economical, or environmentally sound. *Current science supports conservation via treatment as a sensible and effective tool for managing healthy ash trees in urban settings. In many cases, tree conservation is economically and environmentally superior to tree removal.*



Ash trees before EAB devastation -- Belvedere Dr., Toledo, OH, June 2006.

Based on research conducted by university scientists, and careful review of the potential impacts on human health and the environment, the Environmental Protection Agency (EPA) has registered three systemic insecticides for control of EAB – dinotefuran is registered for basal trunk bark or soil application, emamectin benzoate for trunk injection only, and imidacloprid for soil application or trunk injection.

When applied using formulations, products, and protocols documented as effective by university research, these treatments can provide environmentally sound control of EAB, sufficient to maintain a functional and aesthetically pleasing ash canopy.

Treatment is most appropriate *after* EAB infestation has been detected within 15 miles, and is most effective when applied before trees are infested. However, treatment can also save ash trees with a low level of EAB infestation. Spring is the ideal time for treatment, but soil application in fall can be effective in some situations.

Different treatment regimens will be optimal under different situations -- *no one treatment plan or application method is best under all circumstances.*

A program of sustained treatment will be needed to conserve trees through peak EAB infestation. However, as the local EAB population declines due to death of untreated ash, it is possible that treatment frequency may be reduced. Research on this question and other aspects of EAB management is ongoing, *requiring practitioners to stay current.*

Up-to-date information about EAB insecticides, application protocols, and effectiveness can be found at:

http://www.emeraldashborer.info/files/multistate_EAB_Insecticide_Fact_Sheet.pdf



In summary, urban ash conservation can be less costly than removal, especially when the significant environmental and economic benefits of established trees are considered (www.treebenefits.com, <http://extension.entm.purdue.edu/treecomputer/>). Furthermore, ash conservation can circumvent the substantial environmental impacts caused by wholesale deforestation of the urban landscape, as well as the documented public safety risks associated with standing dead ash trees and their removal.

-- Signed - 06 Jan 2011 --

Jim Bell, Parks Superintendent
City of Elgin, IL

Shawn Bernick, Director of Research *
Rainbow Treecare Scientific Advancements

Joe Boggs, Asst. Prof.
OSU Extension / OSU Dept. of Entomology
The Ohio State University

J. Bradford Bonham, DVM *
Municipal consultant (OH)

Joe Chamberlin, PhD; Development Mgr, SE
Valent U.S.A. Corporation

Richard S. Cowles, PhD
Agricultural Scientist
The Connecticut Agricultural Experiment Station

Mike Galvin, Deputy Director *~
Casey Trees, Washington, DC

Larry Hanks, Consulting Arborist *~
Pampered Properties, Georgetown, KY

Daniel A. Herms, PhD
Prof., Dept. of Entomology
The Ohio State University; Wooster, OH

Ray Iacobucci, Regional Technical Manager
TruGreen; Lewis Center, OH

Dana Irwin, Sr. Director - East Svc. Delivery
Scotts LawnService

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Michigan State University; E. Lansing, MI

Fredric Miller, PhD ^
Prof., Horticulture
Joliet Junior College; Joliet, IL

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Prof. & Ext. Specialist, Dept. of Entomology
University of Maryland; College Park, MD

Michael Robinson, VP; Mgr. Midwest Div. *
The F. A. Bartlett Tree Expert Company

Clifford S. Sadof, PhD
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Craig Schaar, Forestry Inspector *
City of Toledo, OH

David Smitley, PhD
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Michigan State University; E. Lansing, MI

Chad Tinkel, Manager, Forestry Operations *
City of Ft. Wayne, IN

Chris Williamson, PhD
Assoc. Prof., Dept. of Entomology
University of Wisconsin; Madison, WI

James Zwack, Dir. Technical Services
The Davey Tree Expert Company

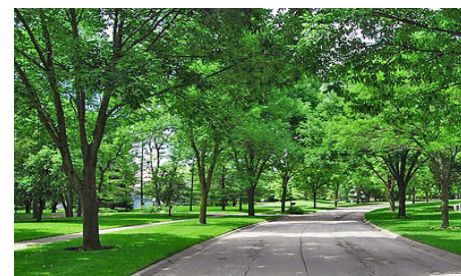
*ISA-certified arborist
^ ISA Board-Certified Master Arborist
~ASCA Registered Consulting Arborist



Standing dead ash, Belvedere Dr., Toledo, OH.



Curbside ash removed due to EAB, Belvedere Dr.



Ash trees under treatment, Lake Forest, IL, 2010.

CITY OF CEDARBURG
TRANSFER LIST
6/28/18-7/24/18

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
6/29/2018	\$911.88	Aflac-June premiums
6/30/2018	\$71,619.96	WRS-May remittance
7/5/2018	\$3,150.46	ICMA-contributions for 6/17/18-6/30/18
7/5/2018	\$4,460.46	North Shore Bank-contributions for 6/17/18-6/30/18
7/5/2018	\$495.00	Police Union Association-contributions for 6/17/18-6/30/18
7/5/2018	\$5,725.18	Health Savings Accounts-contributions for 6/17/18-6/30/18
7/11/2018	\$3,103.34	Minnesota Life-August life insurance premiums
7/11/2018	\$11,000.00	PWSB Payroll
7/19/2018	\$234,000.00	PWSB Payroll
7/19/2018	\$3,237.70	ICMA-contributions for 7/1/18-7/14/18
7/19/2018	\$4,505.80	North Shore Bank-contributions for 7/1/18-7/14/18
7/19/2018	\$495.00	Police Union Association-contributions for 7/1/18-7/14/18
7/19/2018	\$5,915.18	Health Savings Accounts-contributions for 7/1/18-7/14/18
7/23/2018	\$26,751.50	Five Corners Dodge-pay for new senior van
	<u>\$375,371.46</u>	

PWSB PAYROLL CHECKING ACCOUNT

7/6/2018	\$162,692.67	Payroll for 6/17/18-6/30/18
7/6/2018	\$63,262.45	Payroll taxes 6/17/18-6/30/18
7/13/2018	\$9,310.88	Payroll for 2nd quarter EMS
7/13/2018	\$2,240.41	Payroll taxes for 2nd quarter EMS
7/20/2018	\$167,727.17	Payroll for 7/1/18-7/14/18
7/20/2018	\$66,701.66	Payroll taxes for 7/1/18-7/14/18
	<u>\$471,935.24</u>	

PWSB MONEY MARKET ACCOUNT

6/29/2018	\$200,000.00	PWSB Checking
7/3/2018	\$227,000.00	PWSB Payroll
7/19/2018	\$300,000.00	PWSB Checking
	<u>\$727,000.00</u>	

CITY OF CEDARBURG

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*Check Summary Register©

JULY 2018

Name	Check Date	Check Amt	
111300 PWSB Checking			
Paid Chk# 029063 ABLE DISTRIBUTING	7/6/2018	\$454.79	POOL-MAINLINE ML 11078 MECH TE
Paid Chk# 029064 ALL TESTING SPECIALISTS, LLC	7/6/2018	\$360.00	2018 STREETS-SAMPLE & CONCRETE
Paid Chk# 029065 AT&T LONG DISTANCE	7/6/2018	\$202.06	PD-LONG DISTANCE
Paid Chk# 029066 AURORA EAP	7/6/2018	\$567.00	L&W-EAP-7/1/2018-9/30/2018
Paid Chk# 029067 AXLEY BRYNELSON, LLP	7/6/2018	\$770.00	AMCAST-MAY 2018 LEGAL SERVICES
Paid Chk# 029068 BASSETT MECHANICAL	7/6/2018	\$385.00	POOL-6/15/18 SERVICE TO BOILER
Paid Chk# 029069 BUSINESS CARD	7/6/2018	\$2,435.81	LIBR-FRIENDS-FIDDLEHEADS COFFE
Paid Chk# 029070 C K C GRAPHICS AND SIGNS	7/6/2018	\$220.00	MAYOR-PARADE SIGNS
Paid Chk# 029071 CHM INC	7/6/2018	\$699.00	DPW-LAWN AERATION
Paid Chk# 029072 CARDMEMBER SERVICE	7/6/2018	\$1,976.97	POOL-REDCROSS-LG RECERT
Paid Chk# 029073 CEDAR CREST	7/6/2018	\$989.08	POOL-CONCESSIONS-ICE CREAM
Paid Chk# 029074 CEDARBURG FIRE DEPARTMEN	7/6/2018	\$51,125.00	FD-3RD QRTR 2018 OPERATING EXP
Paid Chk# 029075 JON CENSKY	7/6/2018	\$5,791.50	PLANNER-JUNE 2018 SERVICES
Paid Chk# 029076 CITY CEDARBURG-PETTY CASH	7/6/2018	\$26.73	SR CTR-DRIVER TIP-SUNDAY SYMPH
Paid Chk# 029077 CITY OF MILWAUKEE	7/6/2018	\$1,541.25	CELEBR-PLANTS FROM MILW MUNIC
Paid Chk# 029078 COMPASS MINERALS AMERICA	7/6/2018	\$15,619.99	DPW-PO#779-FINAL BILL-HWY COAR
Paid Chk# 029079 DAN KRAUSE CONSTRUCTION L	7/6/2018	\$2,500.00	EM-PO# 847-BUILD OVERHANG/SHIN
Paid Chk# 029080 COLLEEN DENNISON	7/6/2018	\$50.00	20 YRS CONTINUOUS SERVICE AWAR
Paid Chk# 029081 COLLEEN DENNISON	7/6/2018	\$50.00	20 YRS CONTINUOUS SERVICE AWAR
Paid Chk# 029082 DIGITAL EDGE OF GRAFTON	7/6/2018	\$173.00	REC-BEER GARDEN POSTERS
Paid Chk# 029083 EMERALD TREE CARE, LLC	7/6/2018	\$7,330.44	PARKS-PKS840-ASH TREE SOIL TRE
Paid Chk# 029084 GODFREY & KAHN	7/6/2018	\$4,442.00	CWRC-WPDES SERVICES
Paid Chk# 029085 GRAEF	7/6/2018	\$2,122.50	DAMS-SERVICES THROUGH MAY 26,
Paid Chk# 029086 GROTHS COUNTRY GARDENS	7/6/2018	\$5,444.45	CELEBR-ANNUALS/CANNA GRASS/WAV
Paid Chk# 029087 HEIN ELECTRIC SUPPLY CO	7/6/2018	\$191.45	POOL-MH BAL 1000 W
Paid Chk# 029088 HOME DEPOT CREDIT SERVICE	7/6/2018	\$504.51	CWRC-VEG. KILLER/F CONNECTORS
Paid Chk# 029089 JOSEPH JACOBS	7/6/2018	\$240.00	B.I.-MAY/JUNE INSPECTIONS
Paid Chk# 029090 KEMIRA WATER SOLUTIONS, IN	7/6/2018	\$2,705.00	CWRC-KEMIRA PIX-201 BULK
Paid Chk# 029091 LAFORCE INC.	7/6/2018	\$1,811.86	PARKS-VAC/VDC ELECTRIC STRIKE
Paid Chk# 029092 LENNY'S POOL SERVICE	7/6/2018	\$409.05	POOL-CHEMICALS
Paid Chk# 029093 MALLERY & ZIMMERMAN, SC.	7/6/2018	\$232.00	LEGAL-3/15/18 BOARD OF APPEALS
Paid Chk# 029094 NORTHERN SEWER EQUIP.CO.	7/6/2018	\$176.74	CWRC-8" FEMALE/6" MAIL REDUCER
Paid Chk# 029095 ONTECH SYSTEMS, INC	7/6/2018	\$313.72	POOL-SONICWALL SUITE BUNDLE
Paid Chk# 029096 RAMBOLL ENVIRON US CORPO	7/6/2018	\$782.69	PROCHNOW--MAY SERVICES
Paid Chk# 029097 SYMBIONT	7/6/2018	\$5,670.00	CWRC-OER SUPPORT & GIS SVCES T
Paid Chk# 029098 TIME WARNER CABLE	7/6/2018	\$836.25	DPW-DIGITAL ADAPTER
Paid Chk# 029099 WASTE MANAGEMENT OF WISC	7/6/2018	\$51,655.52	RUBBISH-JUNE 2018 SERVICES
Paid Chk# 029100 ZUERN BUILDING PRODUCTS	7/6/2018	\$17.68	PARKS-SHED-2X4 8' PREMIUM SPF
Paid Chk# 029101 ABLE DISTRIBUTING	7/18/2018	\$45.13	POOL-CHICAGO CHROME INSIDE SIL
Paid Chk# 029102 ADOBE SYSTEMS INC	7/18/2018	\$599.76	LIBR-CREATIVE CLOUD ALL MLP LI
Paid Chk# 029103 ADP, LLC	7/18/2018	\$597.94	TREAS-6/16/2018 PAYROLL SERVIC
Paid Chk# 029104 AECOM TECHNICAL SERVICES I	7/18/2018	\$2,220.30	STORMWATER-5/26/18-6/29/18 SER
Paid Chk# 029105 AT&T	7/18/2018	\$193.46	PD-PHONE
Paid Chk# 029106 AXON ENTERPRISE INC	7/18/2018	\$1,448.00	PD-BLACK CEW HANDLES/HOLSTERS
Paid Chk# 029107 BADGER POPCORN & CONCESS	7/18/2018	\$499.55	POOL-FRENCH FRIES
Paid Chk# 029108 BAKER & TAYLOR AV PRE PROC	7/18/2018	\$258.36	LIBR-DVDS
Paid Chk# 029109 BAKER & TAYLOR BOOKS	7/18/2018	\$1,785.72	LIBR-BOOKS
Paid Chk# 029110 JILL BALDWIN	7/18/2018	\$262.00	LILY CANCELLED OUT OF PLAYGROU
Paid Chk# 029111 BEARINGS, INC.	7/18/2018	\$42.38	DPW-SET 14/H TRAILER
Paid Chk# 029112 BEN MEADOWS CO.	7/18/2018	\$52.98	PARKS-RETAINING NUTS/NOZZLE GA

CITY OF CEDARBURG

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*Check Summary Register©

JULY 2018

	Name	Check Date	Check Amt	
Paid Chk# 029113	BEYER'S HARDWARE	7/18/2018	\$429.63	DPW-CREDIT-3/4 COP 90 DEG ELBO
Paid Chk# 029114	BIRCHWOOD CB	7/18/2018	\$290.00	LIBR-JULY LAWN INSTALLMENT
Paid Chk# 029115	BLOCH HEATING & AIR CONDITI	7/18/2018	\$90.00	EM-CHECK A/C
Paid Chk# 029116	BRAUN THYSSENKRUPP ELEVA	7/18/2018	\$217.23	COMPLEX-7/1/18-8/31/18 CONTRAC
Paid Chk# 029117	BROOKS TRACTOR	7/18/2018	\$689.90	DPW-LADDER
Paid Chk# 029118	BURKE TRUCK & EQUIPMENT IN	7/18/2018	\$33.94	DPW-SEAL, FELT
Paid Chk# 029119	CDW GOVERNMENT, INC.	7/18/2018	\$71.49	PD-SEAGATE BACKUP
Paid Chk# 029120	CEDAR CREST	7/18/2018	\$1,174.44	POOL-ICE CREAMS
Paid Chk# 029121	CEDARBURG OVERHEAD DOOR	7/18/2018	\$380.00	DPW-BIS EXIT DOOR
Paid Chk# 029122	CINTAS CORPORATION	7/18/2018	\$177.95	LIBR-MATS/MOPS
Paid Chk# 029123	CINTAS	7/18/2018	\$46.85	DPW-FIRST AID SUPPLIES
Paid Chk# 029124	CONLEY MEDIA, LLC	7/18/2018	\$68.68	CLERKS-MAY/JUNE 2018 LEGAL NOT
Paid Chk# 029125	CROWLEY CONSTRUCTION CO	7/18/2018	\$8,890.00	DPW-REPAINT CHANNEL LINES/ARRO
Paid Chk# 029126	CULLIGAN OF WEST BEND	7/18/2018	\$76.50	PD-6/12/18 SOLAR SALT/SANITIZA
Paid Chk# 029127	DAN KRAUSE CONSTRUCTION L	7/18/2018	\$7,000.00	CEM-IMMANUEL MAUSOLEUM REPAIRS
Paid Chk# 029128	DEMCO	7/18/2018	\$89.71	LIBR-BOOKMARKS/STICKERS
Paid Chk# 029129	DIGITAL EDGE OF GRAFTON	7/18/2018	\$43.00	ECON DEV-PARKING MAPS
Paid Chk# 029130	EGELHOFF LAWNMOWER SERV	7/18/2018	\$527.88	PARKS-POLE PRUNER LITHIUM ION/
Paid Chk# 029131	EHLERS & ASSOCIATES	7/18/2018	\$2,800.00	TREAS-CONTINUING DISCLOSURE RE
Paid Chk# 029132	ENERGENECS, INC	7/18/2018	\$265.92	CWRC-3" HD CONNECTORS
Paid Chk# 029133	FASTENAL COMPANY	7/18/2018	\$342.49	DPW-WD 40 EZ REACH
Paid Chk# 029134	FIVE CORNERS TRUCK & AUTO	7/18/2018	\$472.12	DPW-AIR CONDITIONING REPAIRS-S
Paid Chk# 029135	GALL GEAR	7/18/2018	\$1,264.00	POOL-ASH HOODIES/T-SHIRTS
Paid Chk# 029136	GEMPLER'S	7/18/2018	\$64.99	PARKS-RAINWEAR OVERALL
Paid Chk# 029137	GORDIE BOUCHER FORD OF	7/18/2018	\$56.52	DPW-VEH# 51-SENSOR
Paid Chk# 029138	GRAINGER.	7/18/2018	\$62.66	CWRC-LMT SWITCH HEAD ROTARY SI
Paid Chk# 029139	DENNIS GRULKOWSKI	7/18/2018	\$25.00	5 YEAR CONTINUOUS SERVICE AWAR
Paid Chk# 029140	GUTHRIE & FREY	7/18/2018	\$75.00	COMPLEX-8/1-10/31/18 SERVICE
Paid Chk# 029141	HEAVY EQUIPMENT SPECIALIST	7/18/2018	\$15,166.51	DPW-VEH#98-DIAG. ENGINE KNOCK
Paid Chk# 029142	HOISTS DIRECT LLC	7/18/2018	\$874.00	DPW-MANHOLE SLEEVE LIFTER
Paid Chk# 029143	HOUSEMAN & FEIND, LLP	7/18/2018	\$7,439.61	JUNE AMCAST/TID#4
Paid Chk# 029144	IBS OF SOUTHEASTERN WISCO	7/18/2018	\$245.90	DPW-MTP-65HD
Paid Chk# 029145	INFOSEND, INC.	7/18/2018	\$53.26	ENG-INSERT-CITY PARKWAY AREAS
Paid Chk# 029146	INTERSTATE POWER SYSTEMS	7/18/2018	\$583.00	DPW-WORK ON TRANSFER SWITCHES
Paid Chk# 029147	INTOXIMETERS INC	7/18/2018	\$485.00	PD-INTOXIMETER EQUIPMENT
Paid Chk# 029148	JANI-KING OF MILWAUKEE	7/18/2018	\$793.00	LIBR-JULY 2018 CLEANING SERVIC
Paid Chk# 029149	JM BRENNAN, INC.	7/18/2018	\$332.50	LINCOLN BLDG-CHECK GAS ODOR
Paid Chk# 029150	ERIN JODAT	7/18/2018	\$75.00	REFUND-CHEER CAMP CANCELLATION
Paid Chk# 029151	LA ROSA LANDSCAPE	7/18/2018	\$184.00	PARKS-6/19/18 MOW AMCAST
Paid Chk# 029152	LAKESIDE INTERNATIONAL LLC	7/18/2018	\$2,220.29	DPW-TRBOCHGR KIT
Paid Chk# 029153	LANDMARK FEED,SEED & SUPP	7/18/2018	\$64.75	CWRC-GRASS SEED
Paid Chk# 029154	LANNON STONE PRODUCTS, IN	7/18/2018	\$923.78	DPW-3/4" BASE COURSE
Paid Chk# 029155	LEADING EDGE PROMOTIONS	7/18/2018	\$569.91	EM-EMBROIDER DEPT POLO SHIRTS
Paid Chk# 029156	LENNY'S POOL SERVICE	7/18/2018	\$574.25	POOL-CHEMICALS
Paid Chk# 029157	LIGHT AND WATER	7/18/2018	\$10,984.54	CWRC-JULY 2018 SEWER BILLING
Paid Chk# 029158	LUSTRE-CAL CORPORATION.	7/18/2018	\$457.00	PD-CEDARBURG
Paid Chk# 029159	MORaine PARK TECHNICAL CO	7/18/2018	\$335.00	REC-MAY & JUNE CERT/SAFETY CAR
Paid Chk# 029160	NAPA AUTO PARTS	7/18/2018	\$262.45	DPW-BRAKE ROTOR
Paid Chk# 029161	NASSCO, INC.	7/18/2018	\$611.44	POOL-BATH TISSUE/ROLL TOWELS/C
Paid Chk# 029162	NATIONAL TRUST FOR HISTORI	7/18/2018	\$45.00	PLAN-ID 40273492-ANNUAL MEMBER
Paid Chk# 029163	NORTH CENTRAL LABORATORI	7/18/2018	\$151.86	CWRC-AMMONIA STANDARD

CITY OF CEDARBURG

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*Check Summary Register©

JULY 2018

	Name	Check Date	Check Amt	
Paid Chk# 029164	OFFICE DEPOT	7/18/2018	\$71.01	LIBR-COLORED COPY PAPER
Paid Chk# 029165	OLSEN'S PIGGLY WIGGLY	7/18/2018	\$271.69	POOL-HOT DOG BUNS
Paid Chk# 029166	ONTECH SYSTEMS, INC	7/18/2018	\$493.50	IT-JUNE PREFERRED SERVER CARE
Paid Chk# 029167	ORKIN COMMERCIAL SERVICES	7/18/2018	\$74.00	LIBR-SCH SVC 7/6/2018
Paid Chk# 029168	OWEN'S OFFICE SUPPLIES	7/18/2018	\$232.00	B.I.-LABELS/3 PART PERMITS/SIG
Paid Chk# 029169	PAYNE & DOLAN, INC.	7/18/2018	\$153.38	DPW-COMMERCIAL GRADE 4
Paid Chk# 029170	PIPER SCHMIDT & WIRTH	7/18/2018	\$1,540.00	CLARK v CEDARBURG #29447
Paid Chk# 029171	PITNEY BOWES GLOBAL FINAN	7/18/2018	\$112.51	CLERKS-POSTAGE METER RENTAL-6/
Paid Chk# 029172	PMF LANDSCAPE SUPPLY LLC	7/18/2018	\$180.00	DPW-RED CRUSHED GRANITE
Paid Chk# 029173	POMP'S TIRE SERVICE, INC.	7/18/2018	\$269.58	DPW-VEH#77-POWER KING TRAILER
Paid Chk# 029174	PORT-A-JOHN	7/18/2018	\$255.00	CEM-BRIDGE & HIGHWOOD RESTROOM
Paid Chk# 029175	PROQUEST LLC	7/18/2018	\$1,648.00	LIBR-ANCESTRY LIBRARY
Paid Chk# 029176	QUALITY STATE OIL CO., INC.	7/18/2018	\$5,759.86	DPW-REG UNLEADED GAS
Paid Chk# 029177	QUILL CORP.	7/18/2018	\$568.33	CWRC-HP 304A TONERS
Paid Chk# 029178	REINDERS, INC.	7/18/2018	\$1,789.26	DPW-DRAIN TILES
Paid Chk# 029179	ROAD EQUIPMENT PARTS CENT	7/18/2018	\$176.21	DPW-NYLON TUBING/JUNCTION BOX/
Paid Chk# 029180	JEN SCHRANK	7/18/2018	\$70.00	ADULT TAP DANCE CLASS CANCELLA
Paid Chk# 029181	SHERWIN INDUSTRIES, INC.	7/18/2018	\$2,057.41	DPW-ROADSAVER 221
Paid Chk# 029182	SHERWIN-WILLIAMS	7/18/2018	\$1,552.26	DPW-RAC 5 TIP 417/GUARD RAC 5
Paid Chk# 029183	NICOLE STALTER	7/18/2018	\$75.00	CHEER CAMP CANCELLATION
Paid Chk# 029184	STANTEC CONSULTING SERVIC	7/18/2018	\$4,450.00	PV LANDFILL-GROUNDWATER MONITO
Paid Chk# 029185	STREICHER'S POLICE EQUIPME	7/18/2018	\$624.72	PD-UNIFORM SHIRT CARRIER/NAME
Paid Chk# 029186	CITGO SUPER SALES	7/18/2018	\$127.98	EM-2 6PK TURBO CAR WASH COUPON
Paid Chk# 029187	SYNERGY TECHNOLOGY ADVIS	7/18/2018	\$1,306.80	CEDARBURG L&W CARRIER PROJ MGM
Paid Chk# 029188	TAPCO	7/18/2018	\$6,003.62	ENG-WASHINGTON & PIONEER SIGNA
Paid Chk# 029189	TIME WARNER CABLE	7/18/2018	\$1,043.06	PD-DIGITAL ADAPTERS
Paid Chk# 029190	TRANSUNION RISK & ALTERNAT	7/18/2018	\$25.00	PD-JUNE 2018 TLOXP
Paid Chk# 029191	UNIFIRST CORPORATION	7/18/2018	\$193.73	CWRC-UNIFORMS
Paid Chk# 029192	VIEVU	7/18/2018	\$69.00	PD-LITE SPRING CLIPS
Paid Chk# 029193	VILLAGE OF SAUKVILLE	7/18/2018	\$20.00	TREAS-DISTR 5 MTG 8/9/2018-MER
Paid Chk# 029194	WALTS PETROLEUM SERVICE I	7/18/2018	\$165.00	DPW-WORK ORDER 66208 SERVICE
Paid Chk# 029195	WAUKESHA COUNTY TECH COL	7/18/2018	\$168.04	PD-TUITION/MATERIALS JUNE
Paid Chk# 029196	WE ENERGIES	7/18/2018	\$3,119.78	LIBR-HANOVER
Paid Chk# 029197	CHARLENE WELLS	7/18/2018	\$75.00	CHEER CAMP CANCELLATION
Paid Chk# 029198	WISCONSIN HUMANE SOCIETY	7/18/2018	\$90.00	PD-BOARDING FEES
Paid Chk# 029199	GAIL WOYACH	7/18/2018	\$150.00	CHEER CAMP CANCELLATION
Paid Chk# 029200	WISCONSIN PARKS & RECREATI	7/18/2018	\$900.00	WPRA WEEK TICKET FEES-SIX FLAG
Paid Chk# 029201	Voided	7/18/2018	\$0.00	Check AddUnused
	Total Checks		\$283,867.30	



City of Cedarburg

City Administrator's Report

July 26, 2018

Department News

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

Engineering & Public Works— The 2018 Street and Utility Project should be completed by mid-August. A crushed stone base is being installed on Poplar Avenue and Harrison Avenue this week.

The Sandhill Trails Subdivision is ready for building.

The final walk-through of Phase 2 of Prairie View Subdivision is scheduled for Tuesday, July 24. The Developer (Homes by Towne) will then make any necessary repairs and plans to place the final lift of asphalt tentatively in late August.

A pre-construction meeting has been held for the Cedar Place apartments.

The Public Works Crew is excavating and installing drain tile on Evergreen Blvd. to repair under drainage in the area.

Parks, Recreation & Forestry— All Parks and Forestry Crews are working on tree and stump removals. There are 140 trees that need to be removed. The Department is only able to replace 50 trees per year so replanting lost trees will take some time.

The Prairie View shelter is completed and opened on Monday for a soccer camp.

Water and sewer has been installed at Adlai Horn Park, as part of the park re-development.

Water Recycling Center—The Utility is working on sewer cleaning and catch basins and should get through all of them by the end of the year. The Utility is also working on optimization testing to meet DNR requirements.

Clerk—The Clerk's Office is working on absentee voting and preparing for the August 14 Partisan Primary Election.

Police—The Police & Fire Commission approved the creation of a Lieutenant position for the Police Department. It is intended to give one additional officer in the Department administrative experience. The position will be filled by a Sergeant who will keep their assigned tasks and responsibilities but will have additional administrative tasks and will no longer be in the Officer Association.

Administrator— I attended the CVMIC Annual Summer meeting last Thursday and Friday. CVMIC is introducing a new software program (Origami) for claims. Budget numbers for 2019 insurance premiums were reviewed at the meeting.

Respectfully submitted,

Christy Mertes
City Administrator

PROCLAMATION

WHEREAS, the City of Cedarburg joins the Cedarburg Community in celebrating Mr. Miller Day on Monday, July 23, 2018; and

WHEREAS, Mr. Miller Day recognizes Dwight Miller for his dedicated service as a special needs bus driver for the children in Cedarburg for nearly two decades; and

WHEREAS, Mr. Miller Day recognizes Dwight Miller for transporting children in the Cedarburg District with love and care for most of their lives while giving them respect and friendship every single trip to and from school, making connections with children that found it difficult to connect, and interacting with all of the families; and

WHEREAS, Mr. Miller Day recognizes Dwight Miller for his outreach into the Community through a friendship ministries program for special needs children of all denominations and being a Big Brother for the local Big Brother Big Sisters agency for 10 years; and

WHEREAS, Mr. Miller Day commends Dwight Miller for the invaluable service he so willingly provided with caring, kindness and faith;

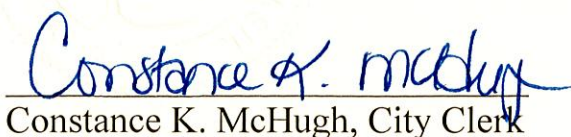
NOW, THEREFORE, BE IT RESOLVED that I, Michael O'Keefe, Mayor of the City of Cedarburg, proclaim July 23, 2018 as

"Mr. Miller Day"

in the City of Cedarburg in recognition of Dwight Miller's service to the Community's special needs children and their families.

Signed this 23rd day of July 2018.


Michael O'Keefe, Mayor


Constance K. McHugh, City Clerk