

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
MONDAY OCTOBER 25, 2021 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, October 25, 2021 at 7:00 p.m.** The meeting will be held online utilizing the zoom app and in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI., in the second floor Council Chambers. Information on how to access the meeting is attached to the meeting packet or can be requested by emailing: mhilvo@ci.cedarburg.wi.us.

AGENDA

1. CALL TO ORDER - Mayor Mike O'Keefe
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Mike O'Keefe, Council Members Sherry Bublitz, Jack Arnett, Kristin Burkart, Rick Verhaalen, Robert Simpson and Patricia Thome
 Excused - Barb Lythjohan
5. STATEMENT OF PUBLIC NOTICE
6. COMMENTS AND SUGGESTIONS FROM CITIZENS** Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council. At this time individuals can speak on any topic not on the agenda for up to 5 minutes, time extensions at the discretion of the Mayor. No action can be taken on items not listed except as a possible referral to committees, individuals, or a future Council agenda item.
7. APPROVAL OF MINUTES – October 11, 2021 Common Council Minutes*
8. NEW BUSINESS
 - A. Discussion and possible action on possible amendment to the Development Agreement for the Fairway Village Subdivision on Washington Avenue*
 - B. Discussion and possible action on cones used to block parking in front of downtown restaurants and bars for takeout orders*
 - C. Discussion and possible action on City Code Sec 7-2-17 (E) Outdoor Amplified Sound and Music Permit*
 - D. Discussion and possible action on the use of American Rescue Plan (ARP) Funds*
 - E. Discussion and possible action on 2022 Budget*
 - F. Discussion and possible action on License/Permit applications***

1. Consider approval of new Operator License applications for the period ending June 30, 2022 for: Joseph L. Chiarelli, Joseph P. Gilbertson, Megan M. Kieliszkowski and Timothy J. Van Ryzin
2. Consider approval of renewal Operator License application for the period ending June 30, 2022 for: Terrance E. Ronsman Sr.

G. Discussion and possible action on payment of bills dated 10/08/2021 through 10/15/2021, transfers for the period 10/09/2021 through 10/21/2021 and payroll for period 10/03/2021 through 10/16/2021*

9. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

A. Administrator's Report*

10. COMMUNICATIONS

A. Comments and suggestions from citizens**

B. Comments and announcements by Council Members

C. Mayor's Report

1. Proclamation – Change Your Clock, Change Your Batteries*

11. ADJOURN TO CLOSED SESSION

It is anticipated the Common Council will adjourn to closed session pursuant to State Statute 19.85 (1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

More specifically to discuss:

A. Approval of October 11, 2021 closed session minutes

B. Discussion of Prochnow Landfill

RECONVENE TO OPEN SESSION

12. ADJOURNMENT

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

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

** Citizen comments should be primarily one-way, from citizen to the Council. Each citizen who wishes to speak shall be accorded one opportunity at the beginning of the meeting and one opportunity at the end of the

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

Information available through the Clerk's Office.

City of Cedarburg is an affirmative action and equal opportunity employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information.

City of Cedarburg is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities.

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

10/21/21 tas



CITY OF CEDARBURG PUBLIC MEETING POLICY DURING COVID-19

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



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

CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 FOR PUBLIC

To download [zoom](#) on your mobile device, click on one of the following:



Here are the procedures for public to be able to view a meeting live through [zoom](#).

1. Contact the City Administrator, Mikko Hilvo, 2 hours in advance of the meeting you wish to attend via [zoom](#) by emailing him at mhilvo@ci.cedarburg.wi.us.
2. In your email Subject line please put down the meeting that you wish to attend (example: Common Council Meeting on 3-30-20 at 7:00pm).
3. Provide your Name, Address, Email, Phone Number to him via email with a request to join the meeting.
4. You will receive an invite to the meeting via email. Click on the invite prior to the meeting being held. The meeting will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.
5. All public participants will have their microphone muted.
6. If, during public comment, anyone wishes to talk they should request to do so through the chat feature or by using the "hand" to wave at the meeting organizer. The administrator of the meeting will unmute you at the appropriate time and ask you to make your comments.

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

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



CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 – FOR STAFF & BOARD MEMBERS

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

Here are the procedures for staff and board members to utilize [zoom](#).

1. The City Administrator, Mikko Hilvo, will email a meeting invite to each staff and board member 24 hours prior to the meeting.
2. If another staff member, council member, or presenter needs access to the meeting and the ability to discuss an item they should request to get a meeting invite by emailing mhilvo@ci.cedarburg.wi.us at minimum 6 hours prior to the meeting.
3. In your email Subject line please put down the meeting that you wish to attend. (Example: Common Council Meeting on 3-30-20 at 7:00pm)
4. Provide your Name, Address, Email, Phone Number and reason for attending the meeting to the administrator.
5. All agendas and documents that need to be shared during the meeting will be sent to members ahead of time and also provided electronically to the meeting organizer (City Administrator).
6. All meetings will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.
7. All staff and/or board members will have their microphones on unless they mute it themselves. All public participants will have their microphone muted except during public comments or if they use the chat feature asking the administrator for permission to speak.
8. All Votes will be done through roll call.

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

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

**CITY OF CEDARBURG
COMMON COUNCIL
October 11, 2021**

**CC20211011-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, October 11, 2021 at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers and online utilizing the Zoom app.

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

Roll Call: Present - Mayor Michael O’Keefe, Council Members Sherry Bublitz, Jack Arnett, Kristin Burkart, Rick Verhaalen, Robert Simpson, Patricia Thome, Barbara Lythjohan

Also Present - City Administrator Mikko Hilvo, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, City Clerk Tracie Sette, Finance Director/Treasurer Christy Mertes, Light & Water General Manager Dale Lythjohan, Parks, Recreation, and Forestry Director Danny Friess, Director of Engineering and Public Works Mike Wieser, Police Chief Thomas Frank, Captain Michael McNerney, Library Director Linda Pierschalla, Fire Chief Jeff Vahsholtz, Public Works Superintendent Joel Bublitz, Water Recycling Center Superintendent Eric Hackert, Water Recycling Center Lead Operator Dennis Grulkowski, Water Superintendent Tim Martin, Forrester Kevin Westphal, 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. Citizen’s present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

APPROVAL OF MINUTES

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the September 27, 2021 Common Council minutes. Motion carried without a negative vote.

NEW BUSINESS

DISCUSSION AND POSSIBLE ACTION ON MAYORAL APPOINTMENT TO LANDMARKS COMMISSION

Motion made by Council Member Burkart, seconded by Council Member Thome, to approve Mayor O’Keefe’s appointment of Elizabeth Krimmel to the Landmarks Commission (term to expire 4/2022). Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 2021-17
REDISTRICTING OF WARD BOUNDARIES**

City Clerk Sette explained that as a result of the 2020 Census, Ozaukee County recently approved a tentative map containing new Supervisory District lines. As a result of those changes, new City Aldermanic District/Wards have been redrawn utilizing Wisconsin Legislative Bureau standards. Those standards include keeping Wards compact, utilizing whole census blocks, composition of contiguous territory, and complying with the population ranges. Upon approval of tentative Municipal plans, the County will hold a public hearing and have one final approval of the Supervisory Districts. Afterward, an ordinance will be brought to the Council for final approval of the Aldermanic Districts. She added that Ward 9 was absorbed into Ward 2 and Ward 8 was absorbed in Ward 4.

Motion made by Council Member Thome, seconded by Council Member Arnett, to adopt Resolution No. 2021-17 Redistricting of Ward Boundaries. Motion carried without a negative vote.

DISCUSSION ONLY ON LEAD WATER SERVICE LATERAL REPLACEMENT PROGRAM

Light & Water General Manager Lythjohan explained that approximately 1000 homes in the older neighborhoods of Cedarburg have customer owned lead service piping that brings water into their homes. The water utility is required to test for and remain in compliance for lead and copper in our drinking water by the DNR/EPA. The water utility must test a prescribed number of homes once every three years for the presence of lead and copper in the drinking water (at the point of use) which normally is the kitchen sink. Testing started about 25 years ago, and the utility remains in compliance with all the current rules. Compliance has been obtained through a utility corrosion control program that adds an ortho-phosphate that deposits a thin film on the inside of the service pipes.

Over the last 25 years, the water utility has been replacing the utility owned portion of any water service lateral when they are replacing the water main in the street. Since the portion of the lateral behind the sidewalk is owned by the homeowner, a very limited number (less than 10) of customer owned laterals have been replaced by the owner even after informing them of the issue/potential concern. Cost is a factor as it cost \$5,000 - \$10,000 to replace the customer lateral and connect it to the internal plumbing.

While the Utility is fully compliant, there will most likely come a time when the City will fail the testing due to the number of services still in use that are lead. For several years the State has offered grants to communities that can apply to “get the lead out.” Cedarburg has not received any grants in the past due to one of the higher scoring elements being community “affluence.” That has changed recently so Cedarburg will hopefully be eligible for a grant. One of the higher scoring “categories” for the grants is if there is an ordinance in place that requires/mandates a customer owned service replacement when determined by the City. General Manager Lythjohan stated that since there currently is not such an ordinance in place the Utility is approaching the City Council for feedback on their willingness to consider such an ordinance.

In answer to Council Member Arnett's question, General Manager Lythjohan answered that the City will not be able to eliminate the addition of ortho-phosphate until all the laterals have been replaced. Once the test fails, the City will have to replace all lead pipes.

The Common Council discussed the pros and cons of mandating customer owned service replacement when determined by the City. If the City fails the testing in 2023, the City will be required to replace all lead pipes at that time. It would be helpful to have a policy in place beforehand to address responsibility.

General Manager Lythjohan's presentation was for information purposes only to start discussions on a possible mandate.

DISCUSSION AND POSSIBLE ACTION ON CONTINUING TO ALLOW BUSINESSES TO SET UP TEMPORARY TENTS ON THEIR PREMISES

City Administrator Hilvo explained that businesses are still recovering from the effects of COVID-19 and the local restaurants/businesses are looking to provide additional space for their patrons during the colder months. Lime Cantina and Stagecoach Inn have setup tents for the season. Union House has submitted a request for a tent. Stilt House has submitted and received an approval from November 1, 2021 to January 2, 2022 for their tent. Last winter the City allowed Brandywine and Anvil to set up smaller temporary tents as well.

At the February 22, 2021 Council meeting a decision was made to allow temporary tents until the end of 2021. At the June 2, 2021 Plan Commission meeting, the Union House was granted an outdoor alcohol beverage license with the condition that they use a black aluminum fence instead of a tent. At the August 2 Plan Commission meeting, the Stilt House was granted approval for a tent to be set up from November 1, 2021 to January 2, 2022.

The City's Administrative Policy on Temporary Use permits allows staff to approve temporary uses for up to two (2) weeks. The City's Zoning Ordinance allows temporary uses, but it requires Landmarks Commission (in the Historic District) and Plan Commission approval. The current ordinance does not specify temporary use of tents since it has not been an issue until COVID-19. Prior to COVID-19, The Stilt House was the only restaurant requesting a tent and they have come to the Plan Commission annually for approval. City Administrator Hilvo explained that the Common Council can decide to allow tents for temporary use to assist businesses through COVID-19 recovery or they can deny the use and have the businesses go through the application process as outlined in the City's Ordinances and Policies.

Staff recommends allowing temporary use of tents until the end of the year. A business would still be required to fill out a Temporary Use permit, pay the fee (\$27.50), and be subject to a building and fire inspection. He recommends that the Plan Commission work on revising the City's Temporary Use Ordinance/Policy to be implemented on January 1, 2022.

Council Member Arnett was in favor of the use of tents during the shoulder season.

Council Member Thome expressed concern for increased dining in tents creating a greater need for parking and restrooms. It is the City's responsibility to look at all the parameters.

BJ and Payton Homayouni of The Union House stated that they are looking for consistency across the board. They spent \$2,000 for a fence because they were told that tents were not allowed in the Historic District and were “going away.” If tents will be allowed, they will need to spend an additional \$2,000 for a tent, to be competitive. Their space is small, and it would help their business year-round to have a tent.

Council Member Thome opined that the fence would have been needed anyway because every outdoor serving area is required to be completely enclosed with a fence or other measures, and some businesses are not complying.

Council Member Bublitz was in favor of allowing tents through 2021 with the Plan Commission designing a revised Temporary Use Ordinance/Policy that is pro-business.

Michelle Tietz, owner of Lime Cantina, explained that their tent was a major investment, and they want to use it through the winter. She asked if their current permit would allow that.

City Administrator Hilvo explained that their permit is valid through December 31, 2021. The City will need an Ordinance to regulate tents in the future.

Motion made by Council Member Arnett to direct the Plan Commission to draft rules to accommodate temporary tents subject to inspection by the City and approved by the Plan Commission and Landmarks Commission, if in the Historic District, between October 1 and May 30. Motion was seconded by Council Member Simpson. Motion carried with Council Members Arnett, Verhaalen, Simpson and Lythjohan voting aye and Council Members Bublitz, Burkart and Thome voting nay.

DISCUSSION AND POSSIBLE ACTION ON REVIEW OF MUNICIPAL CODE CHAPTER 2 FOR CODIFICATION

City Clerk Sette explained that Municode prepared a preliminary copy of the City Code for review. As each Department Head reviews their respective sections, any changes made are brought to the Council for review. The Water Recycling Center changes are minimal; however, a couple fees have changed. All changes are updated in red. Once approved by the Common Council, they will be returned to Municode for finalization. A complete final Code will be brought to the Council for one final approval at a future date.

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to approve the changes to Chapter 2 of the Municipal Code for codification. Motion carried without a negative vote.

DISCUSSION AND POSSIBLE ACTION ON LICENSE/PERMIT APPLICATIONS

Motion made by Council Member Verhaalen, seconded by Council Member Bublitz, to approve new Operator License applications for the period ending June 30, 2022 for Daniel M. Christ, Parker J. Dolphin, John Feiertag, Patrick J. Wise. Motion carried without a negative vote.

CONSIDER PAYMENT OF BILLS DATED 09/18/2021 THROUGH 10/07/2021, TRANSFERS FOR THE PERIOD 09/24/2021 THROUGH 10/06/2021 AND PAYROLL FOR PERIOD 09/19/2021 THROUGH 10/02/2021; AND ACTION THEREON

Motion made by Council Member Burkart, seconded by Council Member Thome, to approve payment of bills dated 09/18/2021 through 10/07/2021, transfers for the period 09/24/2021 through 10/06/2021 and payroll for period 09/19/2021 through 10/02/2021. Motion carried without a negative vote.

DISCUSSION AND POSSIBLE ACTION ON REQUEST FOR EXTENSION OF ALCOHOL PREMISE DESCRIPTION FOR THE SHINERY, W63 N678 WASHINGTON AVENUE, CEDARBURG, WI 53012, TROY REISSMAN, AGENT, FOR AN OUTDOOR TENT LOCATED IN THE DRIVEWAY ON THE NORTHSIDE OF THE SHINERY DURING THE BLOODY MARY WALK ON OCTOBER 23, 2021

Motion made by Council Member Bublit, seconded by Council Member Lythjohan, to approve the extension of the alcohol premise description for The Shinery, W63 N678 Washington Avenue, Cedarburg, WI 53012, Troy Reissman, agent, for an outdoor tent located in the driveway on the northside of The Shinery during the Bloody Mary Walk on October 23, 2021 Motion carried without a negative vote.

DISCUSSION AND POSSIBLE ACTION ON REVIEW OF 2022 BUDGET

City Administrator Hilvo thanked Finance Director/Treasurer Mertes and the Department Heads for their work on the budget and making some tough designs. He presented the following proposed 2022 Budget information to the Common Council:

The proposed budget requires a \$0.07 rate increase. This equates to an increase of \$19.60 on an average property valued at \$280,000. The rate increase is due to the City's tax incremental districts. Without the TID levy, the tax rate would be going DOWN \$0.01. The levy limit allows for an increase up to \$834,349 but to qualify for future expenditure restraint funding we are limited to an increase of \$537,564. This allows a max rate increase of \$0.21. The priorities for 2022 are Public Safety (Fire/EMS) and Public Works Operations.

Year	Rate/\$1000 of assessed value	City Taxes to Avg. Homeowner*	Rate Increase from Prior Year	Increase in Taxes to Avg. Homeowner
2022	7.94	\$2,223.20	\$0.07	\$19.60
2021	7.87	\$2,203.60	\$0.01	\$2.80

*Average home price is \$280,000

**Increase/decrease of \$13,863 increases/decreases the tax rate by \$0.01

***Equalized value is \$1,683,699,600. Assessed value is \$1,386,253,770. Assessment Ratio of 82.41%

The Tax Levy History page shows the levy increase by fund. The general fund tax levy support is increasing by \$397,227 (6.4%). The TIF District Levy is increasing by \$15,254 (17.4%). The debt service levy is increasing by \$64,708 (3.4%). To offset the increases mentioned we have decreased the capital improvement levy by \$155,000 (-9.5%) and kept the library and pool levy the same as 2021.

The following spreadsheet shows the amount of Increase/(Decrease) in revenues. *Includes only major changes or revenue sources. Additional information is included in the budget document.

Revenue	Amount Receiving	Increase/(Decrease) from 2021
State Shared Revenue	\$204,113	\$127
Expenditure Restraint Grant	\$188,372	(\$11,892)
State Transportation Aids	\$930,510	\$30,297
State Aid Cable Franchise Fees	\$29,585	\$0
State Computer Aids	\$21,048	(\$3000)
State Grants – DOT/Police	\$3,360	\$0
Fire Operating Town	\$221,210	\$31,030

The following spreadsheet shows the amount of Increase/(Decrease) in Department Budgets.
 *Variances explained below the spreadsheet.

Department	Amount of Increase/(Decrease)	% of Increase/(Decrease)
Mayor/Elected Officials/Attorney	\$0	-
City Administration/Employee Relations	\$22,813	11%
City Clerk	\$8,428	3%
Elections	\$8,571	21%
Assessor Services	\$0	-
Finance Department	\$2,723	1%
Police Department	\$166,463	4%
Fire Department	\$78,536	10%
Building Inspection	\$5,637	3%
Auxiliary Police (EM)	(\$276)	(1%)
Engineering/PW Admin	(\$51,415)	(46%)
Public Works	\$54,594	7%
Senior Center	(\$9,624)	(11%)
Parks, Recreation, & Forestry	\$43,128	5%
Pool	\$0	-
Recreation Programs	Self-Supporting	-
Library Services	\$0	-
Water Recycling Operations	Self-supporting	-
Cemetery Fund	Self-supporting	-
Planning	\$0	-

Budget Variances

Salaries – 3% COLA for City Employees. 2.25% increase for Police and Police Union employees per Union contract.

Health Insurance – Increase of 8.43% for a \$3,000/\$6,000 high deductible plan. *This is an increase of \$1,000 for single and \$2,000 for family contribution from employees towards their deductible.

An employee can remain at the \$2,000/\$4,000 deductible and pay 8% of their premium. The increase for the lower deductible is 19.43% which is offset by employee's contribution towards the premium.

Police Department sworn personnel will remain at the \$2,000/\$4,000 deductible with no premium contribution per Union contract.

City Administration – Increase per renewed contract.

Clerk's Office – Increase for more elections in 2022.

Assessor Services – Use of fund balance for revaluation.

Finance/Treasurers Office – Savings from hiring part-time employee for accounts payables. Slight increase for salaries and benefits.

Police Station Administration – Salary and Benefits Increases. Sick payout for Chief upon retirement.

Police Patrol – Salary and Benefits Increases.

Fire Department – Increase of additional full-time staff. Department will have a part-time Chief, full-time Fire Inspector/Firefighter/AEMT, Full-time Deputy Chief, 1 full-time Firefighter/AEMT. An additional Firefighter/AEMT is budgeted to start in July 2022.

Building Inspection – Salary and Benefits Increases.

Engineering/PW – Sick payout for retired engineer was budgeted in 2021. No retirements in 2022 resulting in a decrease to the budget.

Public Works – Increase of one (1) full-time Crew member is budgeted for 2022 to accommodate ongoing growth in the City.

Parks, Recreation, & Forestry – Increase for salaries and benefits. Additional increase in salaries based on position changes within the Public Works/Parks Departments.

Recreation Programs – Recreation fund will be used to pay for any pool, some general Parks and Forestry fund increases, and fixing of the Zeunert Tennis Courts. Amount of fund balance used in 2022 will be \$69,727. Recreation fund balance at the end of 2022 is expected to be \$40,273.

Library Services – No increase in tax levy. Library will use fund balance in 2022 to offset increases. Amount of fund balance use will be \$15,791. Library Fund Balance at the end of 2022 is expected to be \$51,106

Water Recycling Center – An increase of \$1.00/1000 gallons is proposed to the sewer use rate. Increase is used to fund capital costs and future Water Recycling Center Facility.

Department Head initial budget requests removed from the budget

- 1) Library Capital Fund
 - a. Removed \$7,500 for server room A/C
 - b. An increase of \$24,784 in funding from the tax levy for salary and benefits increases. (Utilizing Library fund balance)
- 2) Fire Department Capital Improvements
 - a. Removed \$70,000 from station #1 and \$50,000 from station #2 floors
- 3) Police Department
 - a. Removed \$20,000 for interior/exterior painting
- 4) Building Inspection
 - a. Borrowing \$160,000 for A/C unit replacement.
- 5) Public Works
 - a. Borrowing \$230,000 for Plow Truck
- 6) Parks, Recreation, & Forestry Department
 - a. \$40,000 for Zeunert Tennis Court repairs
 - b. \$29,727 for parks and pool salary and benefits increases. (Utilizing rec program fund balance)

Use of fund balance for 2022

Total Estimated Fund Balance at the end of 2021: \$3,329,356

Policy: "A general fund unassigned fund balance shall be maintained as of December 31 of each year equal to a minimum of 20% and a maximum of 35% of the ensuing year's general operating budget."

Minimum required unassigned fund balance per City policy: \$2,035,229

Maximum unassigned fund balance per City policy: \$3,561,651

- 1) \$72,500 use of fund balance for revaluation. (Funds have been specifically assigned to this during the last 10 years.)

Total use of fund balance in 2022: \$72,500

Proposed Ending Fund Balance in 2022

Unassigned: \$2,752,407

*Unassigned fund balance is the residual classification for the General Fund. This is fund balance that has not been reported in any other classification. The General Fund is the only fund that can report a positive unassigned fund balance. Other governmental funds would report deficit fund balances as unassigned.

Debt Service

Total Current Debt: \$22,185,000

Total Levy for 2022: \$1,982,178

Increase from 2021: \$64,708

Tax Rate (Equalized): 1.24

Recommended Borrowing for 2022 Projects:

- 1) Plow Truck - \$230,000
- 2) City Hall A/C System - \$160,000

Library Building

2022: \$633,525

Final Payment Year: 2026

2015, 2016, 2017 Refinance

2022: \$445,000

Final Payment Year: 2025

Public Works Building

2022: \$538,588

Final Payment Year: 2036

Capital Projects Streets

2022: 140,125

Final Payment Year: 2028

Capital Projects Monopole

Paid in full in 2021

Capital Projects Swimming Pool

2022: 30,800

Final Payment Year: 2030

Sewer Utility

2022: \$62,675

Final Payment Year: 2036

TID #4 Amcast

2022: \$244,160

Final Payment Year: 2038

TID #6 HWY 60 Business Park

2022: \$128,000 (Paid with borrowing proceeds for first 3 years)

2021 borrowing of \$1.1 million for remainder of project

Final Payment Year: 2040*

*Will change with additional borrowing.

City Administrator Hilvo opened his presentation to questions from the Common Council.

Council Members expressed concern and asked questions regarding borrowing \$230,000 for a plow truck.

City Administrator Hilvo explained that leasing is not a good fit at this time because the rates are better to borrow now than to go through a leasing program.

Council Member Bublitz asked where the money goes that is received on vehicles that are sold at a surplus auction? City Administrator Hilvo explained that the proceeds go into the equipment reserve. Council Member Bublitz suggested that the Finance Committee look at the best use for the proceeds from the sale of a vehicle.

In answer to Council Member Arnett's question, Finance Director/Treasurer Mertes explained that Ehlers is recommending borrowing from the State Trust Fund or a local bank because it will only be a 5 – 10-year loan and not long term.

In answer to Council Member Bublitz's question, Finance Director/Treasurer Mertes said that the City has always paid for vehicles in full at time of purchase.

Council Member Arnett opined that the City could use the Fund Balance.

Council Member Thome stated that the City may be joining the State insurance plan and that will require a buy-in of \$400,000 in 2023 and \$200,000 in 2024 and this may have to come from the Fund Balance.

Council Member Arnett explained that the City is at their peak debt now and will see relief as the debt is paid.

Department Heads did not have any comments at this time.

City Administrator Hilvo asked the Common Council if they wanted any changes made to the proposed 2022 Budget.

Mayor O'Keefe stated that he was not okay with a \$0.07 tax rate increase; however, it is necessary as the City is looking at peak debt and moving to the State Health Insurance program in the future. The Finance Committee has done a phenomenal job of looking at various opportunities and the City as at the mercy of the current situation. The City needs to provide services that are important to the residents.

It was the consensus of the Common Council that Department Heads and Staff did a remarkable job of maintaining current services without adding any extraordinary expenses to the proposed 2022 Budget. No changes were suggested by the Mayor and Common Council.

ADMINISTRATOR’S REPORT – No further discussion.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Burkart expressed concern for people driving on Washington Avenue after the mesh has been installed. She encouraged people to adhere to the signage and also patronize the downtown businesses.

MAYOR REPORT – None

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member Thome, seconded by Council Member Verhaalen, to adjourn to closed session at 9:01 p.m. pursuant to State Statute 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, more specifically, discussion on Prochnow Landfill. Approval of September 27, 2021 closed session minutes. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Simpson, Thome, and Lythjohan voting aye.

RECONVENE TO OPEN SESSION

Motion made by Council Member Bublitz, seconded by Council Member Lythjohan, to reconvene to open session at 9:21 p.m. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Simpson, Thome, and Lythjohan voting aye.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member Bublitz, to adjourn the meeting at 9:22 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk

CITY OF CEDARBURG

MEETING DATE: October 25, 2021

ITEM NO: 8.A.

TITLE: Discussion and possible action on possible amendment to the Development Agreement for the Fairway Village Subdivision on Washington Avenue.

ISSUE SUMMARY: Neumann Development is having trouble getting the utility poles along Washington Avenue Removed. These utility poles are located approximately 6 inches behind the proposed curb and gutter along Washington Avenue so the curb and gutter can't be installed until the utility poles are removed. Since construction season is coming close to ending, it is likely this work cannot take place yet this year. According to the Developer's Agreement a fully improved intersection with Washington Avenue is a condition of obtaining building permits.

Neumann Development is proposing to pave the entire phase 1 of the development and extend the new pavement (approximately 53' wide) to the existing edge of pavement along Washington Avenue. They would then complete the fully improved intersection with Washington Avenue next spring. By doing this and meeting the other conditions they would like to receive building permits over the winter. The existing Development Agreement envisioned a concern with the timeliness of the installation of the private utilities and, as a result, already includes language prohibiting the issuance of any building permits without the Developer providing the City with adequate proof of a contract with and payment to WE Energies for the removal of these poles. Language also exists in the Agreement prohibiting the issuance of occupancy permits for homes prior to the completion of the private utilities. This language provides the City assurance that no homeowners will move into homes prior to this work being completed.

STAFF RECOMMENDATION: Staff has no objection with the Neumann proposal, subject to working out the terms of the Amendment to the Developer Agreement described above.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: None.

ATTACHMENTS: Email and sketch of proposed interim paved entrance to Washington Avenue.

INITIATED/REQUESTED BY: Mike Wieser

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

Asphalt to continue & connect to existing Washington Ave roadway

TYPE 3 ADA ACCESSIBLE CURB RAMP W/ DETECTABLE WARNING FIELD. (SEE DETAIL)

TYPE 3 ADA ACCESSIBLE CURB RAMP W/ DETECTABLE WARNING FIELD. (SEE DETAIL)

Stop curb before sideways ramps

WASHINGTON AVENUE

QUAIL LANE

5' CONCRETE WALK (TYP.)

5' CONCRETE WALK (TYP.)

5' CONCRETE WALK (TYP.)

860.97

860.87

860.51

860.46

860.47

860.43

860.33

860.37

GUT-859.87

859.96

860.05

GUT-859.96

859.96

860.05

GUT-859.96

860.46

860.51

GUT-859.87

860.33

860.43

860.37

860.47

860.97

860.87

857.46

857.56



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

NOTE:
EXISTING UNDERGROUND UTILITY INFORMATION WAS OBTAINED

CITY OF CEDARBURG

MEETING DATE: October 25, 2021

ITEM NO: 8.B.

TITLE: Discussion on cones used to block parking in front of downtown restaurants and bars for takeout orders.

ISSUE SUMMARY: Several downtown businesses currently utilize cones to block off parking spots in front of their businesses to allow for easy access for takeout orders. The City has temporarily allowed this to assist them through the pandemic. With a decrease in the trajectory of COVID-19 cases in Ozaukee County and the ability for restaurants to have indoor/outdoor dining options the critical need for the drive-up options might not be as necessary as it was during the height of the pandemic. There is a concern from other local businesses that the cones take up valuable parking spots and are not attractive in our historic district. Another concern is that they will be scattered around the downtown area once we get our first snowfall. The Council could decide to continue to allow the cones permanently, allow them until a set date, allow them until the first snowfall, not allow them at all, or allow blocking off parking but utilizing more desirable means to do so.

STAFF RECOMMENDATION: None

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: None

BUDGETARY IMPACT: None

ATTACHMENTS:

INITIATED/REQUESTED BY: City Administrator Hilvo

FOR MORE INFORMATION CONTACT: City Administrator Hilvo

CITY OF CEDARBURG

MEETING DATE: October 25, 2021

ITEM NO: 8.C.

TITLE: Discussion and possible action on City Code Sec 7-2-17 (E) Outdoor Amplified Sound and Music Permit

ISSUE SUMMARY: The outdoor amplified sound and music ordinance was revised on March 8, 2021 to include local businesses and provide additional days for non-profits. The ordinance change was only for 2021. The businesses and non-profits that provided additional amplified music would like to continue doing so in future years. With the increase in amplified music in the downtown district there has also been an increase in resident complaints on the number of events and the volume of them. The decibel levels provided in our ordinance do not account for other factors that project the sound to various areas of the city. The Common Council has an option to extend the ordinance for future years with no changes, to extend it with revisions that reflect the residents' concerns, or not to extend it and return back to our previous ordinance prior to March 8, 2021 where amplified music is only allowed by non-profits through a permitting process.

STAFF RECOMMENDATION: Seeking direction from the Council.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: None

BUDGETARY IMPACT: None

ATTACHMENTS: Ordinance No. 2021-11

INITIATED/REQUESTED BY: City Administrator Mikko Hilvo

FOR MORE INFORMATION CONTACT: City Administrator Mikko Hilvo

ORDINANCE NO. 2021-11

An Ordinance Repealing and Replacing Section 7-2-17, Outdoor Alcohol Beverage Licenses Required for Outdoor Consumption at Class "B" Premises

The Common Council of the City of Cedarburg, Wisconsin, hereby ordains as follows:

SECTION 1. Section 7-2-17 the Municipal Code of the City of Cedarburg is hereby repealed and recreated in its entirety as follows:

SEC. 7-2-17 OUTDOOR ALCOHOL BEVERAGE LICENSES REQUIRED FOR OUTDOOR CONSUMPTION AT CLASS "B" PREMISES. (Ord. 92-54) (Ord. 94-45) (Ord. 96-01) (Ord. 2006-28)(Or. 2008-07)(Ord. 2015-14)

- (a) **Required for Outdoor Consumption.** No licensee shall permit the consumption of alcohol beverages on any part of the licensed premises not enclosed within the building, except under license granted by the Common Council. The licenses are a privilege in which no rights vest and, therefore, may be revoked by the Common Council at its pleasure at any time. No person shall consume or have in his or her possession alcohol beverages on any unenclosed part of the licensed premises which is not described in a valid Outdoor Alcohol Beverage License.
- (b) **Limitations on Issuance of Outdoor Alcohol Beverage License.** In making their determination on whether or not to approve an Outdoor Alcohol Beverage license, the Common Council shall, on a case-by-case basis, take into consideration the size of the outdoor seating area and its location with respect to adjacent residential uses. Each applicant for an Outdoor Alcohol Beverage License shall accurately describe the outdoor seating area and shall indicate the nature of fencing or other measures intended to provide control over the operation of the outdoor seating area. The Plan Commission shall review all proposed Outdoor Alcohol Beverage Licenses to determine if they are harmful, offensive or otherwise adverse to the surrounding neighborhood and shall recommend that the license be granted as requested, modified or denied. If the premises is within the Historic District, the Plan Commission shall take into consideration the recommendation of the Landmarks Commission. The Building Inspector shall verify that criteria established the Plan Commission and the Landmarks Commission are met prior to issuance of an Outdoor Alcohol Beverage License. No amplified sound or music is permitted outside the enclosed (building) premises. Amplified sound or music is not permitted in the outdoor seating area, subject to Section (e) herein. There shall be a licensed operator with the outdoor seating area at all times while in operation. There shall be a Fifty (\$50.00) Dollar fee for an Outdoor Alcohol Beverage License. (Ord. 96-01) (Ord. 2006-28)(Ord. 2008-07)(Ord. 2015-14)
- (c) **Adjoining Property Owners to be Notified of Pendency of Applications.** All property owners within one hundred fifty (150) feet of the outdoor seating area shall be notified by first class mail of the pendency of application for an Outdoor Alcohol Beverage Permit with or without Amplified Music by the City Clerk's Office.
- (d) **State Statutes Enforced Within Outdoor Seating Area.** Every licensee under this Section shall comply with and enforce all provisions of Ch. 125, Wis. Stats., applicable to

Class "B" licensed premises, except insofar as such provisions are clearly inapplicable. Violation of the provisions of Ch. 125, Wis. Stats., shall be grounds for immediate revocation of the Outdoor Alcoholic Beverage License by the Common Council. (96-01)

- (e) **Outdoor Amplified Sound or Music Permit.** As an exception to the amplified sound and music prohibition of subsection (b) herein, during the calendar year 2021, Outdoor Alcohol Beverage License holders may temporarily apply for a permit allowing outdoor amplified sound and music subject to the following limitations:

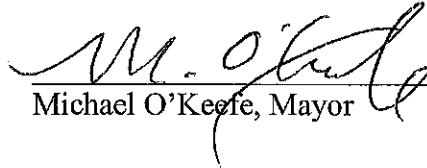
1. Amplified sound or music may only be generated in the outdoor seating area for which the Outdoor Alcohol Beverage License was issued.
2. Any amplified music or sound exceeding 80 decibels requires a permit under this subsection.
3. An annual permit fee of \$250.00 shall be required prior to issuance of any Outdoor Amplified Sound or Music Permit.
4. All requests for amplified music or sound shall be approved by the Common Council and will be limited to two (2) events per week.
5. Notice of permitted events and a brief description of the event, shall be given, in writing, by permit holders to the Cedarburg Police Department and all property owners within 150 feet of the outdoor seating area, by regular mail, at least seven days prior to the event.
6. Amplified music or sound shall not exceed 95 decibels, regardless of whether a permit has been issued. Exceptions to this are events held at Cedar Creek Park Bandshell which shall not exceed 110 decibels.
7. Pedal tavern music shall be played at 65 decibels or less.
8. Methods of measuring decibels.
 - (a) Equipment. Decibel measurement shall be made with a decibel meter.
 - (b) Location of measurement. Decibel measurement shall be made at the nearest lot line of the premises from which a noise complaint is received. The noise meter shall be placed at a height of at least three (3) feet above the ground and at least three (3) feet away from walls, barriers, obstructions, and all other sound reflective surfaces.
 - (c) The equipment necessary to measure sound shall reside within the City of Cedarburg Police Department and must be calibrated every nine (9) months.
 - (d) A police officer, or other designated enforcement official of the City, may, if he or she has reasonable suspicion to believe a violation of this ordinance, is or has been committed, request the volume to be lowered or issue a citation. Permit will be revoked upon receiving three (3) citations.
 - (e) A noise that exceeds the decibel rating allowed must exceed the decibels permitted for more than five (5) seconds within a one (1) minute period to be in violation of this ordinance.
9. Amplified music exceeding 80 decibels shall not be allowed during Summer Sounds dates.
10. Each organization or business is allowed a maximum of two (2) days per week for amplified music or sound, limited to four hours per day. This excludes acoustic, mic only, tv sound bar, or one speaker amplification that is under 80 decibels.

11. Amplified sound and music shall be allowed between the hours of 11:00 a.m. and 9:00 p.m.
12. On Friday & Saturday nights amplified music shall be allowed until 10:00 p.m. from Memorial Day until Labor Day.
13. All other restrictions and limitations of Section 7-2-17 remain in full force and effect (Ord. 2015-14)

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

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

Passed and adopted by the Common Council of the City of Cedarburg on March 8, 2021.


Michael O'Keefe, Mayor

Attest:


Tracie Sette, City Clerk

Approved as to form:


Michael P. Herbrand, City Attorney

CITY OF CEDARBURG

MEETING DATE: October 25, 2021

ITEM NO: 8.D.

TITLE: Discussion and possible action on the use of American Rescue Plan (ARP) Funds

ISSUE SUMMARY: City of Cedarburg is receiving a total of \$1,214,469.24 of ARP funds. Half of the funds were received on June 25th of 2021 and the rest will come in June of 2022. The 2021 disbursement of \$607,234.62 has been placed in a separate bank account at PWSB created for managing the ARP funds. The U.S. Department of Treasury provided interim and final rules for the use of the funds with a requirement that the funds be obligated by December 31, 2024 and spent by December 31, 2026.

Through discussions with City staff and requests from non-profits, we have created a list of potential uses of the funds. The requests we received totaled \$1,240,470. After reviewing the requests and receiving guidance from Ehlers the requested amounts for 2021 is \$474,610 and for 2022 is \$395,000. The list of projects have been identified in the attached documents. The uses for the remaining funds will be discussed when additional information is received from the non-profits and/or other eligible projects are identified.

Total funds available after allocations: \$344,859.24*

*This amount includes setting aside \$250,000 for a lead pipe and sewer lateral replacement program. It is not known yet if these funds are needed but it is important to reserve them for this use until further information becomes available on the program implementation and other available grants.

STAFF RECOMMENDATION: Staff recommends that we approve the requested projects that are low risk based on Ehlers risk assessment. We also recommend that staff continue to work with our local businesses and non-profits to evaluate economic harm eligibility.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: None

BUDGETARY IMPACT: Positive.

ATTACHMENTS: ARP Funds Request, Ehlers Expenditure Category Review

INITIATED/REQUESTED BY: Administrator Mikko Hilvo

FOR MORE INFORMATION CONTACT: Administrator Mikko Hilvo

American Rescue Plan Funds Allocation Requests										
		Total	Funds Allocated	2021	2022					
	Total Funds Available	\$1,214,469.24	Available Funds	\$607,234.62	\$607,234.62					
	Total Funds Requested	\$1,240,469.62	Funds Allocated	\$474,610.00	\$395,000.00					
	Requested funds over/(under) available	(\$26,000.38)	Total Available	\$132,624.62	\$212,234.62	\$344,859.24				
	Low Risk									
	Moderate Risk									
	Organization/Department	Plan for ARP Funds	Total Requested Funds	2021 Approved Allocation	2022 Approved Allocation	Rationale for Project – Justification using Treasury Guidance	Eligible Use Category	Project Partners	Contact - Name	Other Information
Business Assistance	City of Cedarburg	Small Business Help - Reimbursement of licenses and permits issued from March 3, 2021 to March 3, 2022	\$40,000.00	\$40,000.00		To assist our local businesses that have been impacted by the pandemic we would reimburse their license and permit fees they paid in 2020 and 2021 to the city.	Negative Economic Impact		Mikko Hilvo, Administrator	This is an immediate relief payment to our local businesses who are recovering from the negative effects of COVID on their businesses.
	City of Cedarburg	Issue Business grants for façade improvements and uniform signage in our Business district	\$60,000.00			Our small Historic Business district has been impacted by the pandemic and we are trying to energize new business to come to the City and assist the existing businesses. These efforts will assist them in continuing to endure and recover from the costs of the Pandemic as well as spur new business to establish themselves in the City and better our community as a whole. These funds would be made available and advertised but if not utilized by 2024, they will be re-allocated to other initiatives.	Negative Economic Impact		Mikko Hilvo, Administrator	Landmarks and Plan Commission will develop a façade grant program that will be managed by the planning department.
	City of Cedarburg	Economic Development Revolving Loan Fund (RLF)	\$40,000.00			Small businesses struggled through COVID leaving empty storefronts in many small town downtowns. The Economic Development Revolving Loan Fund would assist current businesses in retaining employees and bringing in new businesses to our our City. This would be managed by the City through direction from the Economic Development Board.	Negative Economic Impact		Mikko Hilvo, Administrator	Fund will be created by the Economic and Development Board. Needs specific guidelines to ensure eligibility.
Non-profits	Cedar Creek Settlement Merchants Association	Promote CCSMA and the City of Cedarburg	\$28,000.00			Revenue was lost due to the cancellation of Strawberry Festival (twice) and Wine & Harvest Festival	Negative Economic Impact		Jim Pape	Need additional clarification on the extent of economic harm.
	Cedarburg Chamber of Commerce	Reinstate the Programs Coordinator position; Grow the Tourism Coordinator Position; Tourism-based promotional videos	\$60,000.00	\$60,000.00		The Chamber was forced to furlough the Programs Coordinator position in April 2020 due to the pandemic. They would like to add hours to the Tourism Coordinator position. They also wish to continue to showcase Cedarburg through tourism-based promotional videos.	Negative Economic Impact. Aid to Nonprofit Organizations		Maggie Dobson, Chamber Executive	Economic Development Board and TP&D are working on creating a visit Cedarburg website that will be managed by the tourism coordinator which will require additional hours.
	Festivals of Cedarburg	Provide festival infrastructure of each festival and maintain a start-up financial cushion for the next festival	\$100,000.00			Revenue generated from Strawberry Festival and Wine & Harvest Festival was lost due to the cancellation of these events.	Negative Economic Impact		James Pape, BJ Homayouni	Need Additional clarification on the use of the funds.
	Fire Department Inc./Fire Department	Offset the cost of capital purchases by the City for the Cedarburg Fire Department	\$115,000.00	\$50,000.00		Lost revenue from the cancellation of four Maxwell Street events and the Ozaukee County Fair	Revenue Replacement		Chief Jeff Vahsholtz	Funds to be used for Fire Department Capital Projects
	Lions Club	Acquire a trailer to assist in setting up for festivals, Acquire a new Bingo machine for use at Ozaukee County Fair; Resurface self-standing food & bar booths, purchase new lumber for seating at Ozaukee County Fair	\$9,600.00			Lost revenue from the cancellation of Cedarburg Festivals and the Ozaukee County Fair	Negative Economic Impact		Bob Guse	Funding for trailer in the amount of \$4000 helps with Festivals which impact City of Cedarburg Businesses. Additional information is required to verify the extent of economic harm.
	Cedarburg Crush Softball	Improving Willowbrooke diamond	\$5,000.00	\$5,000.00		Increased outdoor recreation for local youths	Revenue Replacement (City Revenue Loss)	Parks, Recreation, & Forestry Department	Jamey Rappis	Funding provided for City owned field improvements based on agreed upon work with the organization. Payments will be done directly through the City for the specific projects.
	Cedarburg Baseball	Improving City owned baseball facilities	\$7,529.62	\$5,000.00		Increased outdoor recreation for local youths	Revenue Replacement (City Revenue Loss)	Parks, Recreation, & Forestry Department	Brandon Hall	Funding provided for City owned field improvements based on agreed upon work with the organization. Payments will be done directly through the City for the specific projects.

	Summer Sounds	Pay for the bands and sound company	\$28,730.00			There was \$28,730 in lost revenue due to Covid-19. The annual economic impact of Summer Sounds is \$1,378,000.	Negative Economic Impact		Sue Schroeder, Summer Sounds Executive Director	Additional information is required to verify economic harm
	Wisconsin Museum of Quilts & Fiber Arts	Recoup from 2020 losses	\$37,000.00			WMQFA has nearly \$1,000,000 positive economic impact on our area per year. There was significant revenue loss to the museum due to the decline in admission & programming during the pandemic.	Negative Economic Impact		Melissa Wraalstad, Quilt Museum Director	Additional information is required to verify economic harm
City Department	City of Cedarburg	Upgrades to City Parks - All Childrens Playground	\$100,000.00	\$50,000.00	\$50,000.00	Outdoor recreation was key factor to aide everyone thru these pandemic times. Our parks are a key part to that. The improvement of All Childrens Playground to meet current ADA requirements will provide additional outdoor recreational space for all of our youth.	Revenue Replacement	Friends of Parks and Recreation	Danny Friess, Parks Director	Parks, Recreation, and Forestry Department will pay the vendor directly.
	Treasurer	Accounting software	\$70,000.00	\$70,000.00		During the pandemic it was realized that less contact with other employees is beneficial in preventing the spread of COVID-19 or other illnesses. By moving toward a paperless accounting system we are able to decrease the amount and number of employees that need to have direct interaction with the finance department and each other as it relates to paying bills, approving purchase orders, inputting revenue, and budgetting.	Revenue Replacement		Christy Mertes, Finance Director	*This project also qualifies to use the revenue lost in 2020.
	Library	Chromebooks, chromebook cases, wireless mice (10 of each)	\$4,540.00	\$4,540.00		Loss of revenue due to COVID-19; Current Windows 7 laptops can no longer run the newer STEM apps and connect with newer STEM devices. Due to end of life of Windows 7 and security issues, they really should not be made available for public use anymore.	Revenue Replacement		Linda Pierschalla. Library Director	
	Library	Replace public internet workstations	\$6,980.00	\$6,980.00		The current public internet computers are of the large tower size. This makes it difficult to shift, move or design new spaces. The new proposal takes advantage of mini sized computers that can be mounted on the back of the display. This will make it easier to move and accomodate special requests.	Revenue Replacement		Linda Pierschalla. Library Director	
	Library	Replace external electronic book drop	\$60,000.00	\$60,000.00		The current electronic exterior drive-up book drop is a great social distancing service, but it lends to more jamming and down time than the new styles offer. Anytime it is not working it is a loss of service and forces the citizen to enter the building to return items. The external book drop handles up to one-half of all returns, saving staff time.	Revenue Replacement		Linda Pierschalla, Library Director	
	Parks and Recreation	Repair and Replace sections of the Interurban Trail	\$95,000.00		\$95,000.00	The pandemic has shown that our city residents enjoy going outdoors for exercise to avoid close indoor contact with others. We feel that the Interurban Trail is a vital component for outdoor recreation along with providing our residents a safe route to travel within the city. The trail also helps our local economy by increasing tourism to our small town.	Revenue Replacement		Danny Friess, Parks Director	
	Library	Replace four self-checkout machines	\$20,000.00	\$20,000.00		One is already dead and two are well past end-of-life. Between 2/3 and 3/4 of all items checked out of the library are done so by the customer at a self-service machine. This is a quick service that limits interaction with staff and keeps personnel costs down.	Revenue Replacement		Linda Pierschalla, Library Director	
	Library	Install a credit card system for printing and copier costs	\$11,000.00	\$11,000.00		This is the most requested service that the library currently doesn't offer. This will be more convenient for the public and will reduce interaction with staff. It will also reduce the amount of money exchanged between staff and the public, and will allow for the payment of library fines.	Revenue Replacement		Linda Pierschalla, Library Director	
	Fire Department	Purchase a new radio base station	\$2,390.00	\$2,390.00		Fire and EMS communication is important during emergencies. The Fire Department has been heavily tasked during the pandemic and the need for updated equipment has increased. This base radio system will allow for increased efficiency and better communication between all responders in the city and county.	Public Health		Chief Jeff Vahsholtz	

	Fire Department	Hazard Pay for Firefighters/EMTS' (Premium Pay)	\$39,700.00	\$39,700.00		Our Firefighters and EMT's have worked through the pandemic and continue to provide exceptional lifesaving and public safety services as a volunteer service. Many of them have volunteered their time to serve our community responding to calls, being present at major City events, and fundraising for the department. By providing them a stipend for their services it helps show them our appreciation for everything they do for our community.	Premium Pay - Public Sector Employees		Chief Jeff Vahsholtz	
	Police Department	Patrol Vehicle	\$50,000.00	\$50,000.00		The need to replace aging patrol vehicles enhances public safety and saves on long-term vehicle repair costs. This amount replaces and outfits one patrol vehicle.	Revenue Replacement		Captain McNerney	
	Light and Water Utility/WRC	Lead Pipe and Sewer Lateral Replacement program	\$250,000.00		\$250,000.00	City of Cedarburg has 1000 homes with lead water service pipes along with several hundred failing wastewater laterals. The repair of these services is the responsibility of the homeowner but many chose not to do the necessary repairs.	Infrastructure	Light and Water Utility	Administrator, LW Executive, Water Utility Superintendent, Water Recycling Superintendent	
	Total Funds Requested		\$1,240,469.62							
Lost Revenue	City of Cedarburg		\$1,031,382.70			The revenue loss calculation is based on a formula provided by the GFAO. A municipality can claim the revenue lost and then utilize those funds for government services.	Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic.			
			\$1,031,382.70 Total Requested Funds	\$474,610.00 2021 Approved Allocations	\$395,000.00 2022 Approve Allocations					

American Rescue Plan Act - Expenditure Category Review

City of Cedarburg, WI



	Proposed Expenditure	Estimated Cost	Description	Expenditure Category	Subcategory	Risk Assessment Level	Expenditure Code	
1	Small Business Help - Reimbursement of licenses and permits	\$40,000	To assist our local businesses that have been impacted by the pandemic we would reimburse their license and permit fees they paid in 2020 and 2021 to the city.	Negative Economic Impact	Small Business Economic Assistance (General)	Low (See Note)	2	9
2	Business grants for façade improvements and uniform signage in our Business district	\$60,000	Our small Historic Business district has been impacted by the pandemic and we are trying to energize new business to come to the City and assist the existing businesses. These efforts will assist them in continuing to endure and recover from the costs of the Pandemic as well as spur new business to establish themselves in the City and better our community as a whole. These funds would be made available and advertised but if not utilized by 2024, they will be re-allocated to other initiatives.	Negative Economic Impact	Small Business Economic Assistance (General)	Low (See Note)	2	9
3	Economic Development Revolving Loan Fund (RLF)	\$40,000	Small businesses struggled through COVID leaving empty storefronts in many small town downtowns. The Economic Development Revolving Loan Fund would assist current businesses in retaining employees and bringing in new businesses to our City. This would be managed by the City through direction from the Economic Development Board.	Negative Economic Impact	Small Business Economic Assistance (General)	Moderate (See Note)	2	9
4	Cedar Creek Settlement Merchants Association	\$10,000	Revenue was lost due to the cancellation of Strawberry Festival (twice) and Wine & Harvest Festival.	Negative Economic Impact	Aid to Nonprofit Organizations	Moderate (See Note)	2	10
5	Upgrades to City Parks - All Children's Playground	\$100,000	Outdoor recreation was key factor to aide everyone thru these pandemic times. Our parks are a key part to that. The improvement of All Children's Playground to meet current ADA requirements will provide additional outdoor recreational space for all of our youth.	Revenue Replacement	Provision of Government Services	Low (See Note)	6	1
6	Reinstate the Programs Coordinator position; Grow the Tourism Coordinator Position; Tourism-based promotional videos	\$60,000	The Chamber was forced to furlough the Programs Coordinator position in April 2020 due to the pandemic. They would like to add hours to the Tourism Coordinator position. They also wish to continue to showcase Cedarburg through tourism-based promotional videos.	Negative Economic Impact	Aid to Nonprofit Organizations	Low	2	10
7	Festivals of Cedarburg - Provide festival infrastructure of each festival and maintain a start-up financial cushion for the next festival	\$10,000	Revenue generated from Strawberry Festival and Wine & Harvest Festival was lost due to the cancellation of these events.	Negative Economic Impact	Aid to Tourism, Travel, or Hospitality	Moderate (See Note)	2	11
8	Offset the cost of capital purchases by the City for the Cedarburg Fire Department	\$50,000	Lost revenue from the cancellation of four Maxwell Street events and the Ozaukee County Fair	Revenue Replacement	Provision of Government Services	Low	6	1
9	Lions Club	\$4,000	Acquire a trailer to assist in setting up for festivals.	Negative Economic Impact	Aid to Nonprofit Organizations	Moderate (See Note)	2	10
10	Cedarburg Crush Softball - Improving Willowbrooke diamond	\$5,000	Increased outdoor recreation for local youths	Revenue Replacement	Provision of Government Services	Low (See Note)	6	1
11	Cedarburg Baseball - Improving City owned baseball facilities	\$5,000	Increased outdoor recreation for local youths	Revenue Replacement	Provision of Government Services	Low (See Note)	6	1
12	Summer Sounds - Pay for the bands and sound company	\$10,000	There was \$28,730 in lost revenue due to Covid-19. The annual economic impact of Summer Sounds is \$1,378,000.	Negative Economic Impact	Aid to Tourism, Travel, or Hospitality	Moderate (See Note)	2	11
13	Wisconsin Museum of Quilts & Fiber Arts - Recoup from 2020 losses	\$10,000	WMQFA has nearly \$1,000,000 positive economic impact on our area per year. There was significant revenue loss to the museum due to the decline in admission & programming during the pandemic.	Negative Economic Impact	Aid to Nonprofit Organizations	Moderate (See Note)	2	10
14	Repair/replace sections of Interurban Trail in the City of Cedarburg and sealcoat the entire trail	\$93,038	The pandemic has shown that our city residents enjoy the outdoors regardless of the emergency. We feel that the Interurban Trail is a vital component for outdoor recreation along with safe traveling around the city. The trail also helps our local businesses by increasing tourism to our small-town.	Revenue Replacement	Provision of Government Services	Low	6	1

15	Accounting software	\$70,000	During the pandemic it was realized that less contact with other employees is beneficial in preventing the spread of COVID-19 or other illnesses. By moving toward a paperless accounting system we are able to decrease the amount and number of employees that need to have direct interaction with the finance department and each other as it relates to paying bills, approving purchase orders, inputting revenue, and budgeting.	Revenue Replacement	Provision of Government Services	Low	6	1
16	Chromebooks, chromebook cases, wireless mice (10 of each)	\$4,540	Loss of revenue due to COVID-19; Current Windows 7 laptops can no longer run the newer STEM apps and connect with newer STEM devices. Due to end of life of Windows 7 and security issues, they really should not be made available for public use anymore.	Revenue Replacement	Provision of Government Services	Low	6	1
17	Replace public internet workstations	\$6,980	The current public internet computers are of the large tower size. This makes it difficult to shift, move or design new spaces. The new proposal takes advantage of mini sized computers that can be mounted on the back of the display. This will make it easier to move and accommodate special requests.	Revenue Replacement	Provision of Government Services	Low	6	1
18	Replace external electronic book drop	\$60,000	The current electronic exterior drive-up book drop is a great social distancing service, but it lends to more jamming and down time than the new styles offer. Anytime it is not working it is a loss of service and forces the citizen to enter the building to return items. The external book drop handles up to one-half of all returns, saving staff time.	Revenue Replacement	Provision of Government Services	Low	6	1
19	Replace four self-checkout machines	\$20,000	One is already dead and two are well past end-of-life. Between 2/3 and 3/4 of all items checked out of the library are done so by the customer at a self-service machine. This is a quick service that limits interaction with staff and keeps personnel costs down.	Revenue Replacement	Provision of Government Services	Low	6	1
20	Install a credit card system for printing and copier costs	\$11,000	This is the most requested service that the library currently doesn't offer. This will be more convenient for the public and will reduce interaction with staff. It will also reduce the amount of money exchanged between staff and the public, and will allow for the payment of library fines.	Revenue Replacement	Provision of Government Services	Low	6	1
21	Purchase a new radio base station	\$2,390	Fire and EMS communication is important during emergencies. The Fire Department has been heavily tasked during the pandemic and the need for updated equipment has increased. This base radio system will allow for increased efficiency and better communication between all responders in the city and county.	Public Health	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)	Low	1	8
22	Hazard Pay for Firefighters/EMTS' (Premium Pay)	\$39,700	Our Firefighters and EMT's have worked through the pandemic and continue to provide exceptional lifesaving and public safety services as a volunteer service. Many of them have volunteered their time to serve our community responding to calls, being present at major City events, and fundraising for the department. By providing them a stipend for their services it helps show them our appreciation for everything they do for our community.	Premium Pay	Public Sector Employees	Low	4	1
23	Patrol Vehicle	\$50,000	The need to replace aging patrol vehicles enhances public safety and saves on long-term vehicle repair costs. This amount replaces and outfits one patrol vehicle.	Revenue Replacement	Provision of Government Services	Low	6	1
24	Lead Pipe and Sewer Lateral Replacement program	\$250,000	City of Cedarburg has 1000 homes with lead water service pipes along with several hundred failing wastewater laterals. The repair of these services is the responsibility of the homeowner but many chose not to do the necessary repairs based on the high cost of doing it. A grant program would be created to assist homeowners with these repairs.	Infrastructure	Drinking water: Transmission & Distribution: Lead Remediation	Low	5	12

CITY OF CEDARBURG

MEETING DATE: October 25, 2021

ITEM NO: 8.E.

TITLE: Discussion and possible action on proposed 2022 budget

ISSUE SUMMARY: The budget has been revised to reflect changes in our dental insurance coverage and the finance committee's recommendations. The dental insurance rates came in lower than previously noted in the budget. The savings were minimal, but it provided us the ability to fund the library salaries and benefits increases of \$13,000 without increasing the proposed tax rate of 7.94. This allows the library to not rely on fund balance to offset staff costs. The Finance Committee recommended the City borrow for the plow truck (\$230,000) and the replacement of the A/C unit (\$160,000) at City Hall based upon the fact that they are long-term capital projects. The Finance Committee also recommended the City increase the capital improvement fund levy by \$150,000 to assist with future capital expenditures. This allows us to adjust for future project costs and inflation without relying on fund balance. It also provides us an opportunity to increase future funding in the capital improvement fund while remaining below our expenditure restraint limits. The percentage for expenditure restraint is 4.5%. This requires that total expenditures remain at 4.44% or less. We will budget an additional \$50,000 in the contingency fund so we do not lose the full expenditure restraint funding the following year. This amount will be shown as a use of fund balance, but it will not be spent.

If we increase the levy by \$150,000, as recommended by the finance committee, the revised tax rate would be \$8.05 which is a \$0.18 increase from 2021 (7.87). This equates to a \$50.40 increase in the tax bill for an average home valued at \$280,000.

Tax Rate Comparison

Year	Rate/\$1000 of assessed value	City Taxes to Avg. Homeowner*	Rate Increase from Prior Year	Increase in Taxes to Avg. Homeowner
2022 – Additional \$150,000 for the Capital Improvement Fund	8.05	\$2254	\$0.18	\$50.40
2022 – No Additional Capital Improvement Funding	7.94	\$2,223.20	\$0.07	\$19.60
2021	7.87	\$2,203.60	\$0.01	\$2.80

STAFF RECOMMENDATION: None

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: Sets budget for 2022

ATTACHMENTS: Tax Levy, Capital Improvement Fund, Expenditure Restraint Worksheet

INITIATED/REQUESTED BY: Mikko Hilvo, City Administrator
Christy Mertes, Finance Director

FOR MORE INFORMATION CONTACT: Mikko Hilvo, City Administrator
Christy Mertes, Finance Director

City of Cedarburg—Tax Levy History

City Tax Levies	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Proposed	% Change 2021/2020
General Fund Levy—Operating	5,869,616	6,133,050	5,954,081	6,107,595	6,220,091	6,615,543	6.4%
Capital Improvement Levy	1,192,000	915,000	1,235,000	1,680,000	1,625,000	1,620,000	-0.3%
Levy—Library	707,306	722,194	722,194	738,194	758,194	771,194	1.7%
TIF District - City Portion	62	106	148	34,345	87,777	105,152	19.8%
Special Revenue Fund Levy—Pool	65,658	69,652	67,429	69,216	69,216	69,216	0.0%
Debt Service Levy	1,284,280	1,502,211	1,817,184	1,664,669	1,917,470	1,982,178	3.4%
Total City Levy	9,118,922	9,342,213	9,796,036	10,294,019	10,677,748	11,163,283	4.5%
Other Taxing Bodies							
Cedarburg Schools—Operating	11,937,297	11,882,675	12,113,832	12,845,138	13,478,204		-100.0%
Cedarburg Schools—TIFs	81	136	183	43,099	111,966		-100.0%
Ozaukee County—Operating	2,262,791	2,353,560	2,381,557	2,431,019	2,452,070		-100.0%
Ozaukee County—TIFs	15	27	36	8,138	20,324		-100.0%
State of Wisconsin	212,892						
M.A.T.C.—Operating	1,580,353	1,646,116	1,651,388	1,690,227	1,766,961		-100.0%
M.A.T.C.—TIFs	11	19	25	5,657	14,646		-100.0%
Total Tax Levy (Gross)	25,112,362	25,224,746	25,943,057	27,317,297	28,521,919	11,163,283	-60.9%
- State School Credit	(2,103,864)	(2,307,992)	(2,285,536)	(2,283,669)	(2,287,193)		-100.0%
Total Tax Levy (Net)	23,008,498	22,916,754	23,657,521	25,033,628	26,234,726	11,163,283	-57.4%
Equalized Valuation	1,254,478,000	1,309,147,300	1,347,465,200	1,433,294,900	1,548,438,900	1,683,699,600	8.7%
City Equalized Tax Rate	7.27	7.14	7.27	7.18	6.90	6.63	-3.9%
School District Equalized Tax Rate	9.54	9.08	9.01	8.98	8.72	0.00	-100.0%
Total Equalized Tax Rate	18.35	17.53	17.58	17.49	16.95	6.63	-60.9%
Assessed Valuation	1,221,899,680	1,248,857,140	1,262,000,218	1,310,325,200	1,356,239,540	1,386,253,770	2.2%
Assessment Ratio	97.39%	95.40%	93.66%	91.42%	87.59%	82.41%	
Tax Rates (Per \$1,000 A.V.)							
City of Cedarburg	7.46	7.48	7.76	7.86	7.87	8.05	2.3%
Cedarburg School District	9.79	9.54	9.62	9.86	10.04	0.00	-100.0%
Ozaukee County	1.85	1.88	1.89	1.86	1.82	0.00	-100.0%
State of Wisconsin	0.17						
M.A.T.C.	1.29	1.32	1.31	1.29	1.31	0.00	-100.0%
Total Tax Rate (Gross)	20.56	20.22	20.58	20.87	21.04	8.05	-61.7%
- State School Credit	(1.72)	(1.85)	(1.81)	(1.74)	(1.69)	0.00	-100.0%
Total Tax Rate (Net)	18.84	18.37	18.77	19.13	19.35	8.05	-58.4%

Capital Improvements Fund 400					
	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Beginning Fund Balance	1,284,208	1,247,755	833,948	566,725	517,268
Revenues					
Property Tax Levy:					
General Projects	130,000	200,000	300,000	340,000	275,000
Street Improvements	930,000	1,010,000	1,035,000	1,100,000	1,200,000
Equipment Replacements	230,000	200,000	690,000	755,000	755,000
Storm Water Improvements	325,000	200,000	385,000	750,000	685,000
Environmental Reserve	10,000	10,000	10,000	10,000	10,000
Special Assessment Revenue	964				
Project Reimbursements					
Parks & Playground Transfer		120,000	350,000		
Transfer from Rec Programs		40,000			
General Fund Transfer	383,800				
Library Impact Fees	21,879				
Local Road Improvements Grant			48,000		
CDBG Grant		125,000			
Proceeds from Borrowing		390,000			
DNR Urban Storm Water Mgt. Grant					
State Grant - Police for 911	59,184				
DNR Grant - dams	(567)	400,000			
Lease Proceeds					
Donations		400,000			
Interest Income	6,000	12,000	12,000	12,000	15,000
Change in Market Value	(5,028)				
Miscellaneous Revenue					
Sale/Rent of Property	121,160	30,000	30,000	30,000	30,000
Total Revenues	2,212,392	3,137,000	2,860,000	2,997,000	2,970,000
Expenditures					
General Government	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Complex Improvements	85,000	232,972	0	50,000	25,000
City Hall File Server/Acctg Software	83,800				
Monopole					
Total	168,800	232,972	0	50,000	25,000
Public Safety					
Police Department	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Squad Cars	76,501	90,000	184,000	180,000	138,000
Computers					
Station Improvements	102,845	26,618	175,000	161,500	
Total	179,346	116,618	359,000	341,500	138,000
Fire Department					
Fire Department	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Station Improvements	847	25,000	110,000	30,000	145,000
Total	847	25,000	110,000	30,000	145,000

Auxiliary Police/ Emergency Management	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Vehicles			50,000	75,000	
Siren Upgrade					
Total	0	0	50,000	75,000	0
Total Public Safety	180,193	141,618	519,000	446,500	283,000
Public Works	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Equipment Replacement	290,000	285,000	415,000	530,000	365,000
Street Improvements	1,130,050	983,000	1,075,000	1,084,000	1,240,000
Stormwater Improvements	347,147	336,186	423,723	789,457	689,138
Total	1,767,197	1,604,186	1,913,723	2,403,457	2,294,138
Parks, Recreation & Forestry	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Equipment Replacement	43,256	138,296	112,000		275,000
Park Improvements		593,235	530,000	25,000	
Park Equipment					
Swimming Pool	19,312				
Library	7,087	10,500	42,500	111,500	4,000
Total	69,655	742,031	684,500	136,500	279,000
Environmental	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Environmental Expenses	8,000	10,000	10,000	10,000	10,000
Dams—Engineering/Repairs	5,000	800,000			
Total	13,000	810,000	10,000	10,000	10,000
Debt Service	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Issuance Costs					
Total	0	0	0	0	0
Transfer to Other Funds	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Transfer to Debt Service	50,000	20,000			
Total	50,000	20,000	0	0	0
Total Expenditures	2,248,845	3,550,807	3,127,223	3,046,457	2,891,138
Revenues - Expenditures	(36,453)	(413,807)	(267,223)	(49,457)	78,862
Ending Fund Balance	1,247,755	833,948	566,725	517,268	596,130
Fund Balance	2021 Estimated	2022 Proposed	2023 Projected	2024 Projected	2025 Projected
Uncommitted	\$205,062	\$373,737	\$178,237	\$152,237	\$268,237
Economic Development	171,686	171,686	171,686	171,686	171,686
Environmental	424,446	24,446	24,446	24,446	24,446
Equipment Replacement	143,737	90,441	49,441	49,441	56,441
Street Improvements	46,404	73,404	81,404	97,404	57,404
Storm Water Improvements	222,517	86,331	47,608	8,151	4,013
Library	33,903	13,903	13,903	13,903	13,903
Encumbrances					
Total Fund Balance	\$1,247,755	\$833,948	\$566,725	\$517,268	596,130

CITY OF CEDARBURG
SUMMARY OF GENERAL FUND OPERATING BUDGET

	2021 ADOPTED BUDGET	2022 ADOPTED BUDGET	%CHANGE 2022/2021
REVENUES			
General Fund	\$6,220,091	\$6,617,318	6.39%
Capital Improvement	1,625,000	1,620,000	-0.31%
Special Revenue- Library	758,194	771,194	1.71%
Special Revenue Fund - Pool	69,216	69,216	0.00%
Debt Service	1,917,470	1,982,178	3.37%
TOTAL PROPERTY TAX LEVY	10,589,971	11,059,906	4.44%
UTILITY PROPERTY TAX EQUIVALENT	890,122	897,073	0.78%
INTERGOVERNMENTAL REVENUES	1,438,670	1,454,243	1.08%
REGULATION & COMPLIANCE REVENUES	376,479	443,945	17.92%
PUBLIC CHARGES FOR SERVICES	118,960	101,960	-14.29%
INTERGOVERNMENTAL CHARGES FOR SERVICES	290,099	327,665	12.95%
COMMERCIAL REVENUES	286,162	246,140	-13.99%
OTHER FINANCING SOURCES		15,303	
TOTAL REVENUES	\$13,990,463	\$14,546,235	3.97%
EXPENDITURES			
GENERAL GOVERNMENT	1,212,241	1,356,496	11.90%
PUBLIC SAFETY	4,618,068	4,875,439	5.57%
PUBLIC WORKS	4,416,344	4,489,827	1.66%
PARKS & RECREATION	1,812,282	1,839,007	1.47%
CONSERVATION & DEVELOPMENT	77,058	75,788	-1.65%
RESERVE FOR CONTINGENCIES		35,000	
SUBTOTAL OPERATING	\$12,135,993	\$12,671,557	4.41%
TRANSFERS TO OTHER FUNDS	1,000		-100.00%
SUBTOTAL (EXPENDITURE RESTRAINT PERCENTAGE)	\$12,136,993	\$12,671,557	4.40%
DEBT SERVICE	1,917,470	2,012,178	4.94%
TOTAL EXPENDITURES	\$14,054,463	\$14,683,735	4.48%

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BUDGET REPORT FOR CITY OF CEDARBURG
 Fund: 260 LIBRARY FUND

Page: 1/2

Calculations as of 10/31/2021

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	2021 ACTIVITY THRU 10/31/21	2021 PROJECTED ACTIVITY	2022 DEPT REQUESTED BUDGET	2022 FINANCE REVIEW BUDGET
ESTIMATED REVENUES						
Function: Unclassified						
Dept 000000						
260-000000-411111	REAL ESTATE TAXES	758,194	758,194	758,194	782,978	771,194
	FOOTNOTE AMOUNTS:				14,380	
	SALARY INCREASE					
	FOOTNOTE AMOUNTS:				10,404	
	HEALTH INSURANCE INCREASE					
	GL # FOOTNOTE TOTAL:				24,784	
260-000000-435432	LIBRARY GRANTS		21,279	21,279	20,000	20,000
260-000000-467100	LIBRARY FEES AND FINES	20,000	10,885	13,500	15,000	15,000
260-000000-467110	LIBRARY - COUNTY REIMBURSEMENT	226,035	224,679	224,679	243,632	243,632
260-000000-467150	LIBRARY - PHOTOCOPIES-TAXABLE	1,500	1,539	1,506	1,500	1,500
260-000000-473200	LIBRARY DONATIONS	30,000	29,462	30,000	30,000	30,000
260-000000-482215	RENT - CITY PROPERTY	500	344	350	500	500
Totals for dept 000000 -		1,036,229	1,046,382	1,049,508	1,093,610	1,081,826
Total - Function Unclassified		1,036,229	1,046,382	1,049,508	1,093,610	1,081,826
TOTAL ESTIMATED REVENUES		1,036,229	1,046,382	1,049,508	1,093,610	1,081,826

Calculations as of 10/31/2021

GL NUMBER	DESCRIPTION	2021 AMENDED BUDGET	2021 ACTIVITY THRU 10/31/21	2021 PROJECTED ACTIVITY	2022 DEPT REQUESTED BUDGET	2022 FINANCE REVIEW BUDGET
APPROPRIATIONS						
Function: PARKS AND RECREATION						
Dept 555110 - LIBRARY						
260-555110-500111	SALARIES	418,649	327,421	408,649	433,029	433,029
260-555110-500124	BONUSES	825	625	625	350	350
260-555110-500125	PART TIME SALARIES/SEASONAL	138,759	94,522	130,000	127,013	127,013
260-555110-500128	MAINT/PW SALARIES	20,000	13,195	19,700	20,000	20,000
260-555110-500135	SICK PAY OUT	10,241		10,241		
260-555110-500151	FICA	45,018	32,003	45,018	44,400	44,400
260-555110-500152	RETIREMENT	29,792	21,727	29,792	28,147	28,147
260-555110-500154	HEALTH INSURANCE	139,769	97,887	137,000	132,117	137,134
260-555110-500155	LIFE INSURANCE	156	136	150	212	212
260-555110-500161	EAP/125 ADMIN	100	100	100	100	100
260-555110-500165	WORKERS COMP INS	953	953	953	949	949
260-555110-500211	EXTRAORDINARY SERVICES	275			275	275
260-555110-500222	ELECTRIC	23,000	17,419	23,000	23,000	23,000
260-555110-500223	MARKETING	7,000	6,333	7,000	7,000	7,000
260-555110-500224	NATURAL GAS	7,000	4,351	7,000	7,000	7,000
260-555110-500225	TELEPHONE/COMMUNICATIONS	4,800	5,481	5,000	5,000	5,000
260-555110-500226	WATER SERVICE	2,000	1,504	2,000	2,000	2,000
260-555110-500240	REPAIR AND MAINTENANCE	10,000	2,643	5,000	10,000	10,000
260-555110-500290	MAINT/CONTRACTED SERVICES	55,000	31,369	55,000	55,000	55,000
260-555110-500308	PROGRAM SUPPLIES	1,000	145	200	1,000	1,000
260-555110-500310	OFFICE SUPPLIES	8,000	5,272	7,500	8,000	8,000
260-555110-500312	COMPUTER/COPIER SUPPLIES	6,000	3,541	4,000	6,000	6,000
260-555110-500315	POSTAGE	450	336	400	400	400
260-555110-500319	PUBLICATIONS AND SUBSCRIPTIONS	70,000	60,670	69,000	70,000	70,000
260-555110-500320	PROF PUBLICATIONS AND DUES	1,600	799	799	1,600	1,600
260-555110-500322	DONATION EXPENDITURES	27,000	29,601	27,294	27,000	27,000
260-555110-500330	TRAVEL & TRAINING	4,000	757	757	5,000	5,000
260-555110-500331	GRANT EXPENDITURES		5,972	20,882	20,000	20,000
260-555110-500350	OPERATING SUPPLIES	4,000	3,730	4,000	4,000	4,000
260-555110-500380	EQUIPMENT/CAPITAL OUTLAY	10,000	1,216	3,000	10,000	10,000
260-555110-500381	SHARED SYSTEM SERVICES	24,500	21,511	24,500	24,500	24,500
260-555110-500382	LIBRARY TECHNOLOGY	5,000	3,982	5,000	5,000	5,000
260-555110-500395	EMPLOYMENT EXPENSES	200	57	250	250	250
260-555110-500510	PROPERTY INSURANCE	8,452	7,932	7,932	6,275	6,275
\$3388 LIAB \$2887 PROP						
Totals for dept 555110 - LIBRARY		1,083,539	803,190	1,061,742	1,084,617	1,089,634
Total - Function PARKS AND RECREATION		1,083,539	803,190	1,061,742	1,084,617	1,089,634
TOTAL APPROPRIATIONS		1,083,539	803,190	1,061,742	1,084,617	1,089,634
NET OF REVENUES/APPROPRIATIONS - FUND 260		(47,310)	243,192	(12,234)	8,993	(7,808)
BEGINNING FUND BALANCE		78,867	78,867	78,867	66,633	66,633
ENDING FUND BALANCE		31,557	322,059	66,633	75,626	58,825

CITY OF CEDARBURG
TRANSFER LIST
10/9/21-10/22/21

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
10/21/2021	\$5,921.48	Health Savings Accounts-contributions for 10/3/21-10/16/21
10/21/2021	\$1,640.33	ICMA-contributions for 10/3/21-10/16/21
10/21/2021	\$4,103.23	North Shore Bank-contributions for 10/3/21-10/16/21
10/21/2021	\$467.50	Police Union-contributions for 10/3/21-10/16/21
10/21/2021	\$346.15	State of Wisconsin-child support for 10/3/21-10/16/21
10/21/2021	\$250.00	Wis Deferred Comp-contributions for 10/3/21-10/16/21
	<u>\$12,728.69</u>	

PWSB PAYROLL CHECKING ACCOUNT		
10/22/2021	\$149,648.12	Payroll for 10/3/21-10/16/21
10/22/2021	\$64,050.37	Payroll taxes for 10/3/21-10/16/21
	<u>\$213,698.49</u>	

PWSB MONEY MARKET ACCOUNT		
10/8/2021	\$70,000.00	PWSB Checking
10/20/2021	\$214,000.00	PWSB Payroll
	<u>\$284,000.00</u>	

PWSB MONEY MARKET ACCOUNT-TIF#6		
10/15/2021	\$279,000.00	PWSB Checking

10/20/2021 10:17 AM
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CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 10/02/2021 - 10/15/2021
Banks: PWBDD

Page 1/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
10/08/2021	PWBDD	38825	ASPLUNDH TREE EXPERT CO.	PRUNE 11 CITY OWNED TREES	500290	555510	4,578.78
10/08/2021	PWBDD	38826*#	AT&T LONG DISTANCE	MONTHLY LONG DISTANCE	500225	522110	3.30
10/08/2021	PWBDD	38828*#	BEYER'S HARDWARE	PRUNING BLADE	500240	518100	20.69
				AUTO JUMB SPONGE	500240	518100	18.89
				MOUNT TAPE & HOLD EVERY MAGNET	500340	522100	10.33
				10: LOCKING PLIERS	500350	533210	17.99
				225' 2/0 COIL CHAIN	500240	533440	7.53
				CAST EDGE 10W30	500240	555510	29.67
				32 OZ ZEP EMPTY SPRAYER	500240	555510	2.99
				CHECK PWBDD 38828 TOTAL FOR FUND 100:			108.09
10/08/2021	PWBDD	38829	BOLD TECHNOLOGIES LTD	SERVICE FEES FOR JUNE 2021-AUG 2021	500240	522110	735.24
10/08/2021	PWBDD	38830	CASEY WARD	FIVE YEARS OF CONTINUOUS SERVICE	500343	519200	25.00
10/08/2021	PWBDD	38831	CEDARBURG FIRE DEPARTMENT	QUARTERLY OPERATIONS PAYMENT	500235	522230	54,375.00
10/08/2021	PWBDD	38832	CHARTER COMMUNICATIONS	SPECTRUM ENTERPRICE INTERNET	500225	522110	434.00
10/08/2021	PWBDD	38833#	CITY OF CEDARBURG	REPLENISH CITY HALL PETTY CASH	500311	514100	30.00
				REPLENISH CITY HALL PETTY CASH	500315	514100	14.00
				REPLENISH CITY HALL PETTY CASH	500390	555140	50.00
				CHECK PWBDD 38833 TOTAL FOR FUND 100:			94.00
10/08/2021	PWBDD	38834	COMPLETE OFFICE OF WISCONSIN	TISSUE, TOILET	500340	522100	126.70
10/08/2021	PWBDD	38838	ELIZABETH ROLLAND	SEPTEMBER TAIJI FIT	500210	555140	72.00
10/08/2021	PWBDD	38839	EMERGENCY MEDICAL PRODUCTS	MASKS	500380	522120	89.95
10/08/2021	PWBDD	38842	FASTENAL COMPANY	FLOOR DRY & 24' LADDER	500350	533210	685.54
10/08/2021	PWBDD	38843	FIVE CORNERS DODGE	MOUNT & BALANCE 2 TIRES	500240	522120	50.38
				OIL CHANGE	500240	522120	160.00
				OIL LIGHT COMING ON	500240	522120	43.78
				2015 EXPLORER REPLACE WATER PUMP	500352	522120	2,786.37

10/20/2021 10:17 AM
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CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 10/02/2021 - 10/15/2021
Banks: PWBDD

Page 2/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
				CHECK PWBDD 38843 TOTAL FOR FUND 100:			3,040.53
10/08/2021	PWBDD	38844	FP SOLUTIONS LLC	FIRE SPINKLER WORK	500240	522100	3,395.00
10/08/2021	PWBDD	38845	GRAFTON ACE HARDWARE	FAUCT, RED COUPLING & NIPPLE GALV	500240	518100	40.82
				LED BULBS	500350	518100	37.62
				LIGHT BULBS	500350	518100	14.93
				CHECK PWBDD 38845 TOTAL FOR FUND 100:			93.37
10/08/2021	PWBDD	38846	HOME DEPOT CREDIT SERVICES	SHOCKWAVE SET	500240	533311	249.85
10/08/2021	PWBDD	38848	JOE JACOBS	WILO PATIO UNDERFLOOR, WILO PUMPSTATION	500210	522310	195.00
10/08/2021	PWBDD	38849	JONATHAN CENSKY	SEPTEMBER 2021 SERVICES	500210	566310	6,847.35
10/08/2021	PWBDD	38850	LAKESIDE INTERNATIONAL LLC	TANK AIR QUALITY	500353	533210	1,072.96
10/08/2021	PWBDD	38851	LOCHEN EQUIPMENT	ASSY WHEEL GAUGE	500353	533210	175.14
10/08/2021	PWBDD	38852	MID-AMERICAN RESEARCH CHEMICAL	STEAM BOILER/LIQUID BOILER	500350	518100	1,422.75
10/08/2021	PWBDD	38853	NAPA AUTO PARTS	TOOL	500353	533210	23.66
				CAB FILTER & OIL FILTER	500353	533210	15.52
				GOLD OIL FILTER	500353	533210	4.43
				COMBUSTION GAS LK KT	500353	533210	92.99
				GOLD OIL FILTER	500353	533210	4.43
				CORE DEPOSIT	500353	533210	(10.00)
				FUEL FILTER	500353	533210	(37.64)
				CHECK PWBDD 38853 TOTAL FOR FUND 100:			93.39
10/08/2021	PWBDD	38854	NEWMAN CHEVROLET	OIL CHANGE, CHECK ENGINE LIGHT	500240	522120	656.72
10/08/2021	PWBDD	38855*#	OFFICE DEPOT	INK	500310	522110	101.88
10/08/2021	PWBDD	38856	OLSEN'S PIGGLY WIGGLY	WARTER & DRINKS	500390	522110	26.96
10/08/2021	PWBDD	38857	ONTECH SYSTEMS, INC	MONTHLY ANTIVIRUS AND DESKTOP CARE FOR	500210	514700	922.00
10/08/2021	PWBDD	38858	OZAUKEE COUNTY	MEGAN K. MCPIKE	451101	000000	350.00

10/20/2021 10:17 AM
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CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 10/02/2021 - 10/15/2021
Banks: PWBDD

Page 3/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
10/08/2021	PWBDD	38860	PAYNE & DOLAN, INC.	PRODUCE 62505 , 6.15 QUANTITY	500240	533311	349.01
10/08/2021	PWBDD	38861	QUALITY STATE OIL CO.,INC.	RFG GAS	161500	000000	4,799.57
				DIESEL	161500	000000	4,029.00
				CHECK PWBDD 38861 TOTAL FOR FUND 100:			8,828.57
10/08/2021	PWBDD	38862	RESPONDER SERVICES LLC	AED ELECTRODES FOR CARDIAC SCIENCE	500380	522120	271.65
10/08/2021	PWBDD	38863	SHORT ELLIOTT HENDRICKSON INC	CITY MONOPOLE	500210	533110	1,481.44
10/08/2021	PWBDD	38864#	SPECTRUM	TV SERVICE	500225	522110	52.52
				TV SERVICE	500350	533210	8.75
				CHECK PWBDD 38864 TOTAL FOR FUND 100:			61.27
10/08/2021	PWBDD	38866	STREICHER'S POLICE EQUIPMENT	BATTERY	500346	522410	64.97
10/08/2021	PWBDD	38867	TAKAKO WILLDEN	SEPTEMBER CHAIR YOGA	500210	555140	64.00
10/08/2021	PWBDD	38868	THE UNIFORM SHOPPE	BECKER, SHIRT, BUTZLER- PANTS	500346	522120	197.35
10/08/2021	PWBDD	38869	TRANSUNION RISK AND ALTERNATIVE	PERIOD 9/1/2021-9/30-2021	500225	522110	75.00
10/08/2021	PWBDD	38870*#	U.S. CELLULAR	MONTHLY CELL PHONE CHARGES	500225	518100	16.20
				MONTHLY CELL PHONE CHARGES	500225	522310	128.84
				MONTHLY CELL PHONE CHARGES	500225	522310	42.34
				MONTHLY CELL PHONE CHARGES	500225	533110	10.84
				MONTHLY CELL PHONE CHARGES	500225	533110	38.84
				MONTHLY CELL PHONE CHARGES	500225	533210	25.34
				MONTHLY CELL PHONE CHARGES	500225	533210	42.84
				MONTHLY CELL PHONE CHARGES	500225	533210	39.84
				MONTHLY CELL PHONE CHARGES	500225	533210	25.34
				MONTHLY CELL PHONE CHARGES	500225	555145	1.68
				MONTHLY CELL PHONE CHARGES	500225	555510	42.84
				MONTHLY CELL PHONE CHARGES	500225	555510	10.84
				MONTHLY CELL PHONE CHARGES	500225	555510	10.84
				MONTHLY CELL PHONE CHARGES	500225	555510	10.84
				MONTHLY CELL PHONE CHARGES	500225	555510	42.84

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User: mrusso
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CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 10/02/2021 - 10/15/2021
Banks: PWBDD

Page 4/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND				CHECK PWBDD 38870 TOTAL FOR FUND 100:			490.30
10/08/2021	PWBDD	38871*#	UNIFIRST CORPORATION	UNIFORMS	500350	533210	56.10
				DPW OPERATING- ORIGINAL CHECK NEVER	500350	533210	49.51
				DPW UNIFORMS ORIGINAL CHECK 37917 NEVER	500350	533210	49.51
				CHECK PWBDD 38871 TOTAL FOR FUND 100:			155.12
10/08/2021	PWBDD	38872	WAUKESHA COUNTY TECHNICAL COLLEGE	JACOB BOLDT & STEVEN CHOJNACKI &	500330	522110	468.40
10/15/2021	PWBDD	38876	ACEK9	ACE WATCH DOG SERVICE 1 YEAR	500352	522120	168.00
10/15/2021	PWBDD	38877	AURORA HEALTH CARE	NATHAN HARTMANN	500210	533311	27.00
10/15/2021	PWBDD	38878	AXON ENTERPRISE INC	MIGRATION INVOICES	500240	522110	1,900.80
10/15/2021	PWBDD	38882*#	BEYER'S HARDWARE	LAM ADAPTER, BARB INSERT	500240	518100	38.50
				6" RETACT UTL KNIFE	500350	533210	8.08
				HARDWARE	500353	533210	10.01
				32 QT LATCH STOR BOX	500240	555510	14.39
				CHECK PWBDD 38882 TOTAL FOR FUND 100:			70.98
10/15/2021	PWBDD	38883	BURKE TRUCK & EQUIPMENT INC.	TARP & PLOW COUPLER DRAIN VALVE	500353	533210	620.00
10/15/2021	PWBDD	38884*#	CARDMEMBER SERVICE	8/26-9/23 PWSB CREDIT CARD PURCHASES	500343	513100	725.99
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500330	513200	81.21
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500310	514100	63.26
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500330	515600	137.00
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500240	518100	134.00
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500310	522110	344.87
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500330	522110	(385.96)
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500330	522120	(525.00)
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500310	522130	254.97
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500346	522130	71.75
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500343	522410	25.00
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500350	522410	37.47
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500240	533210	65.63
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500350	533210	765.43

10/20/2021 10:17 AM

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CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG

CHECK DATE FROM 10/02/2021 - 10/15/2021

Banks: PWBDD

Page 5/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500240	533311	19.99
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500390	555140	206.85
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500240	555510	206.13
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500330	555510	37.00
				CHECK PWBDD 38884 TOTAL FOR FUND 100:			2,265.59
10/15/2021	PWBDD	38886*#	CHARTER COMMUNICATIONS	SPECTRUM INTERNET 10/9-11/8	136100	000000	212.27
				SPECTRUM INTERNET 10/9-11/8	500225	513100	7.69
				SPECTRUM INTERNET 10/9-11/8	500225	513200	7.69
				SPECTRUM INTERNET 10/9-11/8	500225	514100	38.47
				SPECTRUM INTERNET 10/9-11/8	500220	514700	1,077.99
				SPECTRUM INTERNET 10/9-11/8	500225	515400	15.39
				SPECTRUM INTERNET 10/9-11/8	500225	515600	23.08
				SPECTRUM INTERNET 10/9-11/8	500225	518100	69.36
				PHONE BILL	500225	522110	430.63
				SPECTRUM INTERNET 10/9-11/8	500225	522230	15.39
				SPECTRUM INTERNET 10/9-11/8	500225	522310	15.39
				SPECTRUM INTERNET 10/9-11/8	500220	522410	134.98
				SPECTRUM INTERNET 10/9-11/8	500225	522410	23.08
				SPECTRUM INTERNET 10/9-11/8	500225	533110	23.08
				SPECTRUM INTERNET 10/9-11/8	500225	533210	30.78
				SPECTRUM INTERNET 10/9-11/8	500350	533210	117.48
				SPECTRUM INTERNET 10/9-11/8	500225	555140	15.39
				SPECTRUM INTERNET 10/9-11/8	500220	555510	117.48
				SPECTRUM INTERNET 10/9-11/8	500220	555510	107.98
				SPECTRUM INTERNET 10/9-11/8	500220	555510	122.97
				SPECTRUM INTERNET 10/9-11/8	500225	566310	15.39
				CHECK PWBDD 38886 TOTAL FOR FUND 100:			2,621.96
10/15/2021	PWBDD	38887	CHUCK MOEGENBURG	WINDOW CLEANING	500240	518100	110.00
10/15/2021	PWBDD	38888#	COMPLETE OFFICE OF WISCONSIN	OFFICE SUPPLIES	500310	533110	5.50
				OFFICE SUPPLIES	500310	566310	22.11
				CHECK PWBDD 38888 TOTAL FOR FUND 100:			27.61
10/15/2021	PWBDD	38890	CONLEY MEDIA, LLC	PUBLICATIONS	500325	514100	697.65

10/20/2021 10:17 AM
User: mrusso
DB: Cedarburg

CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 10/02/2021 - 10/15/2021
Banks: PWBDD

Page 6/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
10/15/2021	PWBDD	38891	CRETEX SPECIALTY PRODUCTS INC	PRO-RING FLAT RING	500240	533440	3,830.00
10/15/2021	PWBDD	38892	DAVE SCHWANTES	TEN YEARS OF SERVICE- DAVE SCHWANTES	500343	519200	50.00
10/15/2021	PWBDD	38893	EGELHOFF LAWNMOWER SERVICE	WOOD BITS & CHUCK W/KEY	500380	555510	115.77
10/15/2021	PWBDD	38894	EHLERS	2021 CONTINUING DISCLOSURE REPORTING	500210	515600	3,300.00
10/15/2021	PWBDD	38895	ETI CORP	BUSINESS LICENSE MANAGER	500320	514100	224.00
10/15/2021	PWBDD	38896	FORESTRY SUPPLIERS	FLAGS & PAINT	500240	555510	220.59
10/15/2021	PWBDD	38898*#	HOUSEMAN & FEIND, LLP	MUNICIPAL MATTERS	500211	516100	4,116.00
				MUNICIPAL MATTERS	500212	522110	282.50
				TRAFFIC MATTERS FOR SEPTEMBER 2021	500212	522110	896.00
				CHECK PWBDD 38898 TOTAL FOR FUND 100:			5,294.50
10/15/2021	PWBDD	38899	JOHNSON CONTROLS SECURITY SOLU	INSTALLATION CHARGE	500240	522110	940.00
10/15/2021	PWBDD	38900	NEENAH FOUNDRY CO.	ADJUSTING RINGS	500240	533440	2,076.00
10/15/2021	PWBDD	38902	OFFICE COPYING EQUIPMENT LTD	COLLECTION CONT	500385	514700	9.47
				CYAN TONER CARTRIDGE	500385	514700	9.23
				CHECK PWBDD 38902 TOTAL FOR FUND 100:			18.70
10/15/2021	PWBDD	38907#	QUILL CORP.	OFFICE SUPPLIES	500312	514100	50.00
				OFFICE SUPPLIES	500310	515600	93.11
				CHECK PWBDD 38907 TOTAL FOR FUND 100:			143.11
10/15/2021	PWBDD	38909	SAN-A-CARE, INC.	SYM GRNCERT	500350	518100	536.20
10/15/2021	PWBDD	38910	SITEONE LANDSCAPE SUPPLY	SINGLE SIDE STRAW POLY NET	500240	533440	511.98
				CREDIT FOR OVERPAYMENTS	500240	533440	(266.47)
				CHECK PWBDD 38910 TOTAL FOR FUND 100:			245.51
10/15/2021	PWBDD	38911	SOUTHSIDE TIRECO., FRANKLIN	TIRE REPAIRS	500353	533210	880.63
				OVERPAYMENT	500353	533210	(105.12)

10/20/2021 10:17 AM
User: mrusso
DB: Cedarburg

CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 10/02/2021 - 10/15/2021
Banks: PWBDD

Page 7/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
CHECK PWBDD 38911 TOTAL FOR FUND 100:							775.51
10/15/2021	PWBDD	38912	STREICHER'S POLICE EQUIPMENT	HAT: BASEBALL & SHORTS	500346	522120	50.98
				PANTS, BELT & KEY RING	500346	522120	59.98
				HAT, BASEBALL & SHORTS	500346	522120	50.98
CHECK PWBDD 38912 TOTAL FOR FUND 100:							161.94
10/15/2021	PWBDD	38913	THE SCHMIT COMPANY	REPLACEMENT OF OFFICE WINDOW	500240	522100	2,853.92
10/15/2021	PWBDD	38914	TRANS UNION LLC	BASIC SERVICE	500225	522110	55.00
10/15/2021	PWBDD	38915	TRANSUNION RISK AND ALTERNATIVE	JULY 2021	500225	522110	75.00
10/15/2021	PWBDD	38916	TRUCK COUNTRY-MILWAUKEE NORTH	SENSOR	500353	533210	953.13
				SENSOR NITROGEN	500353	533210	(263.93)
CHECK PWBDD 38916 TOTAL FOR FUND 100:							689.20
10/15/2021	PWBDD	38918*#	UNIFIRST CORPORATION	UNIFORMS	500350	533210	188.15
10/15/2021	PWBDD	38920	WESTERN CULVERT & SUPPLY INC.	15" FLARED END SECTION	500240	533440	845.20
10/15/2021	PWBDD	38921	WISCONSIN HUMANE SOCIETY	SEPTEMBER 2021 STRAY PERIOD	500213	522110	120.00
10/15/2021	PWBDD	38922#	WM CORPORATE SERVICES, INC	MONTHLY RUBBISH & RECYCLE	500290	533710	40,468.40
				MONTHLY RUBBISH & RECYCLE	500290	533730	18,398.52
CHECK PWBDD 38922 TOTAL FOR FUND 100:							58,866.92
Total for fund 100 GENERAL FUND							182,612.39
Fund: 200 CEMETERY FUND							
10/15/2021	PWBDD	38882*#	BEYER'S HARDWARE	2 GAL GRN DLX WTR CAN	500230	544210	107.78
10/15/2021	PWBDD	38897	GRAFTON ACE HARDWARE	STRAW MULCH	500230	544210	28.78
Total for fund 200 CEMETERY FUND							136.56
Fund: 220 RECREATION PROGRAMS FUND							
10/08/2021	PWBDD	38828*#	BEYER'S HARDWARE	45 GAL TRASH CAN	500347	555390	34.19

10/20/2021 10:17 AM

User: mrusso

DB: Cedarburg

CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG

CHECK DATE FROM 10/02/2021 - 10/15/2021

Banks: PWBDD

Page 8/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 220 RECREATION PROGRAMS FUND							
10/08/2021	PWBDD	38840	ERIC WEAVER	ACTIVITY TRANSFER	467332	000000	10.00
10/15/2021	PWBDD	38884*#	CARDMEMBER SERVICE	8/26-9/23 PWSB CREDIT CARD PURCHASES	500290	555390	624.00
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500347	555390	236.31
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500380	555390	315.45
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500394	555390	16.87
				CHECK PWBDD 38884 TOTAL FOR FUND 220:			1,192.63
10/15/2021	PWBDD	38886*#	CHARTER COMMUNICATIONS	SPECTRUM INTERNET 10/9-11/8	500225	555390	30.78
10/15/2021	PWBDD	38889	COMPUTER EXPLORERS	CLASS, BRICKS, BRICKS & MORE BRICKS	500290	555390	400.00
				LEGO ROBOTICS	500290	555390	520.00
				TECHNOLOGY TRIO	500290	555390	400.00
				CHECK PWBDD 38889 TOTAL FOR FUND 220:			1,320.00
				Total for fund 220 RECREATION PROGRAMS FUND			2,587.60
Fund: 221 FUEL SYSTEM - WASH BAY							
10/08/2021	PWBDD	38874	WISCONSIN STEAM CLEANER	LANDA VNG6 6 MONTH MAINTENANCE	500240	533210	1,099.66
				Total for fund 221 FUEL SYSTEM - WASH BAY			1,099.66
Fund: 240 SWIMMING POOL FUND							
10/15/2021	PWBDD	38886*#	CHARTER COMMUNICATIONS	SPECTRUM INTERNET 10/9-11/8	500220	555320	134.98
				SPECTRUM INTERNET 10/9-11/8	500225	555320	38.47
				CHECK PWBDD 38886 TOTAL FOR FUND 240:			173.45
				Total for fund 240 SWIMMING POOL FUND			173.45
Fund: 260 LIBRARY FUND							
10/08/2021	PWBDD	38826*#	AT&T LONG DISTANCE	MONTHLY LONG DISTANCE	500225	555110	1.01
10/08/2021	PWBDD	38827	BAKER & TAYLOR BOOKS	BOOKS	500319	555110	358.08
				BOOKS	500322	555110	14.33
				CHECK PWBDD 38827 TOTAL FOR FUND 260:			372.41
10/08/2021	PWBDD	38835	DATA COMM PLUS	VOIP SERVICES & PARTNERSHIP PLAN	500290	555110	49.99
10/08/2021	PWBDD	38836	DEMCO SOFTWARE	45 LABELS & STAMPS	500310	555110	93.21

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CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
 CHECK DATE FROM 10/02/2021 - 10/15/2021
 Banks: PWBDD

Page 9/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 260 LIBRARY FUND							
10/08/2021	PWBDD	38847	JAMES IMAGING SYSTEMS, INC.	MONHLY SERVICE	500290	555110	383.00
10/08/2021	PWBDD	38855*#	OFFICE DEPOT	PAPER & WASTEBASKET	500310	555110	64.66
				TONER	500312	555110	166.02
				CHECK PWBDD 38855 TOTAL FOR FUND 260:			230.68
10/15/2021	PWBDD	38880	BAKER & TAYLOR AUDIOBOOK PRE	BOOKS	500319	555110	181.78
10/15/2021	PWBDD	38881	BAKER & TAYLOR BOOKS	BOOKS	500319	555110	198.85
				BOOKS	500319	555110	474.04
				BOOKS	500319	555110	356.96
				BOOKS	500322	555110	114.06
				BOOKS	500322	555110	25.13
				BOOKS	500322	555110	377.76
				CHECK PWBDD 38881 TOTAL FOR FUND 260:			1,546.80
10/15/2021	PWBDD	38884*#	CARDMEMBER SERVICE	8/26-9/23 PWSB CREDIT CARD PURCHASES	500223	555110	6.85
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500225	555110	367.97
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500310	555110	183.72
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500312	555110	176.52
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500319	555110	211.50
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500322	555110	1,789.60
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500382	555110	61.99
				CHECK PWBDD 38884 TOTAL FOR FUND 260:			2,798.15
10/15/2021	PWBDD	38886*#	CHARTER COMMUNICATIONS	SPECTRUM INTERNET 10/9-11/8	500225	555110	137.96
10/15/2021	PWBDD	38903	OFFICE DEPOT	PAPER & SHARPIE	500310	555110	51.23
10/15/2021	PWBDD	38905	OWEN'S OFFICE SUPPLIES	DESK NAME PLATES	500310	555110	31.70
				Total for fund 260 LIBRARY FUND			5,877.92
Fund: 350 TIF DISTRICT FUND #4							
10/15/2021	PWBDD	38898*#	HOUSEMAN & FEIND, LLP	REVIEW OF AMCAST REPORTS	500212	566710	140.00

10/20/2021 10:17 AM
User: mrusso
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CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 10/02/2021 - 10/15/2021
Banks: PWBDD

Page 10/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 350 TIF DISTRICT FUND #4							
10/15/2021	PWBDD	38904	OLIVER FIONTAR LLC	TASK A 18 TASK B 3	500227	566710	19,285.00
				TASK A 15, TASK B 3 TASK C1	500227	566710	44,612.97
				STAFF TIME ON AMCAST REMEDIATION	500227	566710	40,142.50
				AMCAST EXCCCEL DISPOSAL SERVICES	500227	566710	850.35
				CHECK PWBDD 38904 TOTAL FOR FUND 350:			104,890.82
				Total for fund 350 TIF DISTRICT FUND #4			105,030.82
Fund: 353 TIF DISTRICT #6							
10/15/2021	PWBDD	38908	R.A. SMITH NATIONAL	PROOJECT: 1200167.03 CEDARBURG BUSINESS	500210	566710	20,988.86
				PROJECT: 1200167 CEDARBURG BUSINESS	500210	566710	2,476.32
				1200167.02 CEDARBURG BUSINESS PARK	500210	566710	5,056.25
				CHECK PWBDD 38908 TOTAL FOR FUND 353:			28,521.43
				Total for fund 353 TIF DISTRICT #6			28,521.43
Fund: 400 CAPITAL IMPROVEMENTS FUND							
10/15/2021	PWBDD	38898*#	HOUSEMAN & FEIND, LLP	MUNICIPAL MATTERS	500841	533750	630.00
				Total for fund 400 CAPITAL IMPROVEMENTS FUND			630.00
Fund: 601 WATER RECYCLING CENTER							
10/08/2021	PWBDD	38823	AMERICAN DEMOLITION	DEMOLLITION OF ZARLING PROPERTY	500990	573855	2,700.00
10/08/2021	PWBDD	38824	APPLIED INDUSTRIAL TECHNOLOGIE	FALK COVER GRID, FALK GRIDMEMBER	500340	573830	2,994.49
10/08/2021	PWBDD	38837	DORNER COMPANY	SERVICE & WASHER SUPPORT	500340	573830	2,703.00
10/08/2021	PWBDD	38841	EXCEL DISPOSAL OF WISCONSIN LLC	30 YD DELIVERY WRC PIONEER RD PROPERTY	500297	573830	159.00
10/08/2021	PWBDD	38859	OZAUKEE DISPOSAL CORPORATION	2 YARD DEMPSTER (PICKUP) AUGUST 2021	500297	573830	1,525.00
10/08/2021	PWBDD	38870*#	U.S. CELLULAR	MONTHLY CELL PHONE CHARGES	500225	573825	25.84
				MONTHLY CELL PHONE CHARGES	500225	573825	38.84
				MONTHLY CELL PHONE CHARGES	500225	573825	39.84
				MONTHLY CELL PHONE CHARGES	500225	573825	10.84
				MONTHLY CELL PHONE CHARGES	500225	573825	38.79
				CHECK PWBDD 38870 TOTAL FOR FUND 601:			154.15
10/08/2021	PWBDD	38871*#	UNIFIRST CORPORATION	UNIFORMS	500372	573825	86.95
				WRC UNIFORMS ORIGINAL CHECK 37917 NEVER	500372	573825	78.35

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CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG

CHECK DATE FROM 10/02/2021 - 10/15/2021

Banks: PWBDD

Page 11/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 601 WATER RECYCLING CENTER							
				CHECK PWBDD 38871 TOTAL FOR FUND 601:			165.30
10/08/2021	PWBDD	38873	WE ENERGIES	ELECTRIC BILL	500222	573825	14.12
10/15/2021	PWBDD	38879	BADGER STATE WASTE, LLC	DISPOSAL OF CEDARBURG BIOSOLIDS	500294	573825	24,585.00
10/15/2021	PWBDD	38882*#	BEYER'S HARDWARE	MOUSETRAP & JACK FLUID	500340	573830	14.36
				PAINT	500340	573830	9.88
				CHECK PWBDD 38882 TOTAL FOR FUND 601:			24.24
10/15/2021	PWBDD	38884*#	CARDMEMBER SERVICE	8/26-9/23 PWSB CREDIT CARD PURCHASES	500312	573825	1,121.90
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500340	573830	173.76
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500360	573835	1.60
				8/26-9/23 PWSB CREDIT CARD PURCHASES	500330	573850	882.26
				CHECK PWBDD 38884 TOTAL FOR FUND 601:			2,179.52
10/15/2021	PWBDD	38885	CCP INDUSTRIES INC	NITRILE POWDER FREE EXAM GLOVES	500340	573830	684.93
10/15/2021	PWBDD	38886*#	CHARTER COMMUNICATIONS	SPECTRUM INTERNET 10/9-11/8	500225	573825	134.98
				SPECTRUM INTERNET 10/9-11/8	500225	573825	61.56
				CHECK PWBDD 38886 TOTAL FOR FUND 601:			196.54
10/15/2021	PWBDD	38901	NORTH CENTRAL LABORATORIES	ORION STARA216 BENCH METER	500370	573825	2,686.49
10/15/2021	PWBDD	38906	PACE ANALYTICAL SERVICES, LLC	KJEIDAHN NITROGEN	500370	573825	35.00
10/15/2021	PWBDD	38918*#	UNIFIRST CORPORATION	UNIFORMS	500372	573825	86.95
				UNIFORMS	500342	573830	82.30
				CHECK PWBDD 38918 TOTAL FOR FUND 601:			169.25
10/15/2021	PWBDD	38919	VISU-SEWER INC.	SEWER LINING	184313	000000	14,785.00
				DORCHESTER & GARFIELD PIPE JOINT &	184313	000000	8,192.25
				CHECK PWBDD 38919 TOTAL FOR FUND 601:			22,977.25
				Total for fund 601 WATER RECYCLING CENTER			63,953.28

Fund: 700 RISK MANAGEMENT FUND

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CHECK DISBURSEMENT REPORT FOR CITY OF CEDARBURG
CHECK DATE FROM 10/02/2021 - 10/15/2021
Banks: PWBDD

Page 12/12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 700 RISK MANAGEMENT FUND							
10/08/2021	PWBDD	38865	STAFFORD ROSENBAUM LLP	LEGAL SERVICES	500546	519400	2,132.36
10/15/2021	PWBDD	38917	UNEMPLOYMENT INSURANCE	BENEFIT CHARGE	500393	519400	28.00
Total for fund 700 RISK MANAGEMENT FUND							2,160.36
TOTAL - ALL FUNDS							392,783.47

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

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



City of Cedarburg

City Administrator's Report

October 21, 2021

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.

Treasurer— The Finance Committee met Tuesday and discussed the budget and borrowing.

Engineering & Public Works — The Washington Avenue project is completed and the barricades were removed on Monday. The Hwy 60 project is completed with the exception of some signage. The Pioneer Road/Interurban Trail crossing was completed last Friday and is functional; however, there is some asphalt patching and signage to be completed.

Water Recycling Center— The Department has completed sanitary sewer and catch basin work for the year.

Light & Water— The new water tower began servicing the community with a soft opening on Thursday, October 14.

Administrator— The 2022 Budget Hearing will be held at the November 8 Common Council meeting with final adoption at the November 29 meeting.

There is a ribbon cutting ceremony on October 22 at 8:30 a.m. for the new Pioneer Road/Interurban Trail crossing. The project was paid for by Jim Kaczmarek of Kapco. The Community is very appreciative of this safety enhancement and gift.

Respectfully submitted,

Mikko Hilvo

PROCLAMATION CHANGE YOUR CLOCK – CHANGE YOUR BATTERY DAY

WHEREAS, the peak time for home fire fatalities is between 10 p.m. and 6 a.m. when most families are sleeping; and

WHEREAS, each day an average of three children die in home fires and eighty percent of the fire deaths involving children occur in homes without working smoke alarms; and

WHEREAS, by providing an early warning and critical extra seconds to escape, the installation of smoke alarms doubles a family’s chance of getting out of a home fire alive – but only if they work; and

WHEREAS, in the mid-80s the International Association of Fire Chiefs and Energizer recognized a disturbing trend...home fire deaths and injuries were increasing despite widespread use of smoke alarms because the smoke alarms were not operational; and

WHEREAS, the two organizations joined forces and spread the news about proper smoke alarm maintenance, founding the “Change Your Clock, Change your Battery” program in 1987; and

WHEREAS, the Cedarburg Fire Department has joined the International Association of Fire Chiefs and Energizer to remind citizens to change the batteries in their smoke alarms when they change their clocks back to standard time on Sunday, November 7, 2021.

NOW THEREFORE, BE IT RESOLVED that I, Mike O’Keefe, Mayor of the City of Cedarburg do hereby proclaim November 7, 2021 as “Change Your Clock, Change Your Battery Day” in the City of Cedarburg and encourage all residents to make fire safety a priority by adopting this simple life-saving habit.

Michael O’Keefe, Mayor

Attest:

Tracie Sette, City Clerk