



Common Council Meeting Agenda

AMENDED

Tuesday, September 16, 2025 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Roll Call

Pledge of Allegiance

Notice of Open Meeting

Approval of Agenda

Department Reports for File

1. Department Reports for File: CAEMS (06/2025), (07/2025), (08/2025), Fire (07/2025), (08/2025), Library (08/2025), Police (08/2025).

Public Comment

Consent Agenda

2. Committee of the Whole, Common Council and Council Workshop Minutes of 09/02/2025.
3. Approval of Temporary "Class B" Wine and Class "B" Beer Alcohol License for the Columbus Chamber of Commerce 2025 Wine Walk to be held October 18, 2025.
4. Approval of Street Closing application for the Columbus Fire Department's Open House on October 4, 2025.

Ordinances – First Reading (Final action may be taken by a motion to suspend the rules and waive the readings under City of Columbus Ordinance Sec 2-46)

5. Consider and take action on ORD.810-25: An Ordinance to Repeal and Recreate Certain Provisions of Section 86-191 of the City Code of Ordinances Concerning Requirements for Driveways. (CoW 09/02/25)

New Business

6. Consider and take action on agreement between the City of Columbus and Ruekert Mielke regarding Public Safety Facility Proposal (CC 9/2/25).
7. Consider and take action on the Agreement for Emergency Ambulance Service between Columbus Area Medical Services Group and Lifestar Emergency Medical Services, LLC.
8. Consider and take action on claims in the amount of \$416,635.00

Report of City Officers – City Administrator, Mayor

Adjourn

*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.

TO: Columbus Area EMS District Board Members

FROM: Cierra Schaalma

DATE: July 11, 2025

SUBJECT: June 2025

Lifestar had 75 911 requests for June 2025 in the CAEMS area that were paged out via Columbia County Dispatch.

There was zero (0) response time issue.

Below is the monthly breakdown by municipality:

- City of Columbus – 48
- Village of Fall River – 14
- Village of Lowell – 0
- Village of Reeseville – 1
- Town of Calamus – 0
- Town of Columbus – 2
- Town of Elba – 1
- Town of Fountain Prairie – 3
- Town of Hampden – 0
- Town of Otsego – 0
- Town of Portland – 0
- Town of York – 4

- Intercepts – 1
- Mutual Aid Given – 0
- Mutual Aid Rec'd – 1

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Calamus	4	0	2	2	1	0							9
Columbus, City	53	45	46	45	37	48							274
Columbus, Town	7	4	5	4	3	2							25
Elba	6	2	2	9	13	1							33
Fall River	21	8	10	14	16	14							83
Fountain Prairie	4	0	2	3	2	3							14
Hampden	4	0	2	2	0	0							8
Lowell	1	3	1	2	2	0							9
Otsego	1	0	0	0	5	0							6
Portland	1	1	1	2	0	0							5
Reeseville	3	5	8	1	5	1							23
York	0	3	4	1	2	4							14
Totals	105	71	83	85	86	73							503
Auto ALS	1	0	0	0	2	0							3
Intercepts	1	0	0	0	0	1							2
Mutual Aid Given	0	1	0	0	0	0							1
Mutual Aid Rec'd	0	0	2	1	0	1							4
Mutual Aid MCI	4	0	0	0	1	1							6
Monthly Total	107	72	85	86	88	75							513
PRH Transfer	49	46	37	31	43	46							252

TO: Columbus Area EMS District Board Members

FROM: Cierra Schaalma

DATE: August 5, 2025

SUBJECT: July 2025

Lifestar had 80 911 requests for July 2025 in the CAEMS area that were paged out via Columbia County Dispatch.

There was one (1) response time issue which was due to crews being on 911s and clearing to take additional 911 vs calling mutual aid.

Below is the monthly breakdown by municipality:

- City of Columbus – 38
- Village of Fall River – 10
- Village of Lowell – 2
- Village of Reeseville – 5
- Town of Calamus – 1
- Town of Columbus – 6
- Town of Elba – 6
- Town of Fountain Prairie – 2
- Town of Hampden – 2
- Town of Otsego – 2
- Town of Portland – 0
- Town of York – 5

- Intercepts – 0
- Mutual Aid Given – 1
- Mutual Aid Rec'd – 0

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Calamus	4	0	2	2	1	0	1						10
Columbus, City	53	45	46	45	37	48	38						312
Columbus, Town	7	4	5	4	3	2	6						31
Elba	6	2	2	9	13	1	6						39
Fall River	21	8	10	14	16	14	10						93
Fountain Prairie	4	0	2	3	2	3	2						16
Hampden	4	0	2	2	0	0	2						10
Lowell	1	3	1	2	2	0	2						11
Otsego	1	0	0	0	5	0	2						8
Portland	1	1	1	2	0	0	0						5
Reeseville	3	5	8	1	5	1	5						28
York	0	3	4	1	2	4	5						19
Totals	105	71	83	85	86	73	79						582
Auto ALS	1	0	0	0	2	0	0						3
Intercepts	1	0	0	0	0	1	0						2
Mutual Aid Given	0	1	0	0	0	0	1						2
Mutual Aid Rec'd	0	0	2	1	0	1	0						4
Mutual Aid MCI	4	0	0	0	1	1	2						8
Monthly Total	107	72	85	86	88	75	80						593
PRH Transfer	49	46	37	31	43	46	44						296

TO: Columbus Area EMS District Board Members

FROM: Cierra Schaalma

DATE: September 5, 2025

SUBJECT: August 2025

Lifestar had 91 911 requests for August 2025 in the CAEMS area that were paged out via Columbia County Dispatch.

There was one (1) response time issue due to responding to the incorrect address in the wrong Township. This delay resulted in a no transport but is acknowledged at a near miss.

Below is the monthly breakdown by municipality:

- City of Columbus – 47
- Village of Fall River – 15
- Village of Lowell – 3
- Village of Reeseville – 7
- Town of Calamus – 3
- Town of Columbus – 3
- Town of Elba – 2
- Town of Fountain Prairie – 1
- Town of Hampden – 3
- Town of Otsego – 0
- Town of Portland – 0
- Town of York – 4

- Intercepts – 2
- Mutual Aid Given – 0
- Mutual Aid Rec'd – 1

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Calamus	4	0	2	2	1	0	1	3					13
Columbus, City	53	45	46	45	37	48	38	47					359
Columbus, Town	7	4	5	4	3	2	6	3					34
Elba	6	2	2	9	13	1	6	2					41
Fall River	21	8	10	14	16	14	10	15					108
Fountain Prairie	4	0	2	3	2	3	2	1					17
Hampden	4	0	2	2	0	0	2	3					13
Lowell	1	3	1	2	2	0	2	3					14
Otsego	1	0	0	0	5	0	2	0					8
Portland	1	1	1	2	0	0	0	0					5
Reeseville	3	5	8	1	5	1	5	7					35
York	0	3	4	1	2	4	5	4					13
Totals	105	71	83	85	86	73	79	88					670
Auto ALS	1	0	0	0	2	0	0	1					4
Intercepts	1	0	0	0	0	1	0	1					3
Mutual Aid Given	0	1	0	0	0	0	1	0					2
Mutual Aid Rec'd	0	0	2	1	0	1	0	1					5
Mutual Aid MCI	4	0	0	0	1	1	2	1					9
Monthly Total	107	72	85	86	88	75	80	91					684
PRH Transfer	49	46	37	31	43	46	44	32					328



Columbus Fire Department

July 2025 Columbus City Council Report

Item #1.

Membership Status

Total Active Members:	34
Probationary Members:	3
Non-Probationary Members:	31
Total Positions Allowed:	40

Incident Report: July 2025

Incident Number	Date & Time	Last Unit Cleared	Address	City / Rural	Location	Incident Type	Total # FF
25-132	7/2/2025 4:28	05:15	16 Highway and Just west of Duborg Road	City	City of Columbus	Motor vehicle accident with no injuries.	4
25-133	7/3/2025 15:53	16:25	N6524 73 Highway	Rural	Town of Calamus	Medical assist, assist EMS crew	7
25-134	7/4/2025 14:55	16:30	73 Highway and County Road V	Rural	Town of York	Motor vehicle accident with injuries	9
25-135	7/5/2025 13:51	14:05	800 Avalon Road	City	City of Columbus	Extrication of victim(s) from building/structure	11
25-136	7/5/2025 19:34		Warner Street and Chapin Street	City	City of	Oil or other combustible liquid spill	6

	19:12				Columbus		Item #1.
25-137	7/7/2025 13:57	15:30	16/60 Highway and 200 yards West of County BB	Rural	Town of Elba	Motor vehicle accident with no injuries.	6
25-138	7/7/2025 14:51	15:15	100 APC Way	City	City of Columbus	Alarm system activation, no fire - unintentional	1
25-139	7/9/2025 16:45	17:23	531 West Mill Street	City	City of Columbus	Cooking fire, confined to container	1
25-140	7/10/2025 1:05	07:00	N3180 A Highway	Mutual Aid - Rural	Fall River Fire Department	Building fire	5
25-141	7/11/2025 8:25	10:00	N3180 A Highway	Mutual Aid - Rural	Fall River Fire Department	Building fire	1
25-142	7/11/2025 11:08	11:33	330 Transit Road	City	City of Columbus	Public service	1
25-143	7/15/2025 23:53	23:53	177 Ingalsbe Street	City	City of Columbus	Assist police or other governmental agency	5
25-144	7/16/2025 13:32	16:14	73 Highway and County V	Rural	Town of York	Motor vehicle accident with injuries	5
25-145	7/16/2025 15:00	18:00	Rural Area and & the City of Columbus	City	City of Columbus	Severe weather or natural disaster, other	3
25-146	7/16/2025 16:32	18:30	John Street and Elba Street	City	City of Columbus	Power line down	2
25-147	7/17/2025 9:20	09:36	James Street and Ludington Street	City	City of Columbus	Public service assistance, other	2
25-148	7/17/2025 12:34	13:10	255 Fuller Street	City	City of Columbus	Smoke or odor removal-Investigation	1
25-149	7/17/2025 14:55	16:10	Park Avenue and Tower Drive	City	City of Columbus	Motor vehicle accident with no injuries.	6
25-150	7/20/2025 1:22	02:48	N3812 River Road	City	City of Columbus	Motor vehicle accident with no injuries.	4
25-151	7/22/2025 18:59	21:30	K Highway and Wendt Road	Rural	Town of Columbus	Motor vehicle accident with injuries	9

25-152	7/24/2025 11:13	12:10	N6524 73 Highway	Rural	Town of Calamus	Medical assist, assist EMS crew	Item #1. 6
25-153	7/26/2025 7:19	08:13	827 Warner Street	City	City of Columbus	Alarm system activation, no fire - unintentional	3
25-154	7/27/2025 20:46	21:30	195 Fuller Street	City	City of Columbus	Removal of victim(s) from stalled elevator	7
25-155	7/28/2025 12:20	12:36	822 Western Avenue	City	City of Columbus	Gas leak (natural gas or LPG)	1
25-156	7/30/2025 7:02	08:30	73 Highway and County D	Rural	Town of Calamus	Motor vehicle accident with no injuries.	6

Incident Running Totals Through July 2025

	Incident Count
July 2025 Total:	25
All 2025 through July	156
All 2024 through July	159

Training Report: July 2025

Date	Training Activity	Location	Attendance
7/1/2025	Drill - Vehicle Extrication	Old Countryside	12
7/7/2025	Monthly Officer Meeting	Columbus Fire Department	10
7/8/2025	Monthly Maintenance/Cleanup Night	Columbus Fire Department	20
7/8/2025	Monthly Department Meeting	Columbus Fire Department	19
7/9/2025	Dane County Chiefs Meeting	Waunakee	3
7/14/2025	Meeting - Safety Officers	Columbus Fire Department	6
7/15/2025	Training for Downed Aircraft	Columbus Fire Department	22

7/22/2025	Training for Traffic Safety	Columbus Fire Department	16
7/22/2025	Dodge County chiefs meeting.	Dodge County EM	2
7/23/2025	Columbia County Chiefs & MABAS	Doylestown	4
7/24/2025	Training on Stop the Bleed	Columbus Fire Department	9
7/29/2025	Ropes Rescue	Beaujon Farm	16

Chief Hazeltine’s Comments

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Sincerely,

Scott Hazeltine
Columbus Fire Chief



Columbus Fire Department

August 2025 Columbus City Council Report

Item #1.

Membership Status

Total Active Members:	34
Probationary Members:	4
Non-Probationary Members:	30
Total Positions Allowed:	40

Incident Report: August 2025

Incident Number	Date & Time	Last Unit Cleared	Address	City / Rural	Location	Incident Type	Total # FF
25-157	8/1/2025 10:27	11:25	550 River Road	City	City of Columbus	Smoke or odor removal- Investigation	1
25-158	8/1/2025 14:38	16:08	W1934 60 Highway	Rural	Town of Columbus	Medical assist, assist EMS crew	4
25-159	8/1/2025 15:12	17:05	138 River Road	City	City of Columbus	Smoke detector activation, no fire - unintentional	0
25-160	8/3/2025 3:35	04:00	W3285 Hampden Road	Rural	Town of Hampden	Medical assist, assist EMS crew	4
25-161	8/9/2025 13:41	13:41	1515 Park Avenue	City	City of Columbus	Alarm system activation, no fire - unintentional	1

							Item #1.
25-162	8/10/2025 14:09	14:09	1515 Park Avenue	City	City of Columbus	Alarm system activation, no fire - unintentional	1
25-163	8/11/2025 0:56	01:01	151 Highway and Southbound ditch side	Rural	Town of Columbus	Motor vehicle accident with no injuries.	4
25-164	8/11/2025 23:43	00:15	10080 West D Highway	Rural	Town of Calamus	Search for person on land	4
25-165	8/12/2025 1:04	01:30	638 North Lewis Street	City	City of Columbus	Carbon monoxide detector activation, no CO	1
25-166	8/12/2025 10:38	11:20	755 North Dickason Boulevard	City	City of Columbus	Detector activation, no fire - unintentional	1
25-167	8/12/2025 16:10	16:15	2200 West James Street	City	City of Columbus	Motor vehicle accident with no injuries.	7
25-168	8/13/2025 4:06	04:40	N6524 73 Highway	Rural	Town of Calamus	Medical assist, assist EMS crew	5
25-169	8/13/2025 13:14	13:23	31 Parkview Circle	City	City of Columbus	Medical assist, assist EMS crew	2
25-170	8/13/2025 13:22	13:25	266 Folsom Street	City	City of Columbus	Medical assist, assist EMS crew	3
25-171	8/15/2025 14:50	17:52	9425 West Danville Road	Mutual Aid - Rural	Village of Reeseville	Chemical spill or leak	5
25-172	8/16/2025 16:28	17:10	1049 Park Avenue	City	City of Columbus	Assist police or other governmental agency	11
25-173	8/17/2025 17:22	18:13	N5688 Lark Road	Rural	Town of Calamus	Medical assist, assist EMS crew	7
25-174	8/20/2025 8:55	10:00	652 South Lewis Street	City	City of Columbus	Gas leak (natural gas or LPG)	3
25-175	8/20/2025 21:28	21:45	W9938 16/60 Highway	Rural	Town of Elba	Outside rubbish, trash or waste fire	6
25-176	8/22/2025 7:49	09:00	73 Highway and V	Rural	Town of York	Motor vehicle accident with injuries	6
25-177	8/25/2025 6:36	08:00	151 Highway and 114 MM Northbound	Rural	Town of Columbus	Motor vehicle accident with no injuries.	5
25-178	8/30/2025 12:04	13:45	736 Park Avenue	City	City of Columbus	Building fire	6

Incident Running Totals Through August 2025

	Incident Count
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August 2025 Total:	22
All 2025 through August	178
All 2024 through August	179

Training Report: August 2025

Date	Training Activity	Location	Attendance
8/5/2025	National Night Out	Fireman's Park	19
8/7/2025	EOC Meeting	Fall River	3
8/11/2025	Monthly Officer Meeting	Columbus Fire Department	10
8/12/2025	Monthly Department Meeting	Columbus Fire Department	20
8/19/2025	Drill- Hose advancement	American Packaging Parking Lot	20
8/20/2025	Drill - Natural Disaster Drill at Fall River Foundry	Fall River Foundry	7
8/26/2025	Drill - EV and Lithium Ion Batteries	Columbus Fire Department	23

Chief Hazeltine's Comments

- We have applied for a few grants this year and were recently granted a WE Energies for \$2000 max and an Adams Columbia Grant. We used both grants to update our gas meters. The meters are from the same company that the gas company uses, Sensit. These each cost a little below \$2400, we got grants for 2 and a calibration kit that we would pay for the difference that the grant did not cover. This will allow us to have faster feedback of gas leak percentages helping us make quicker decisions.
- National Night Out again was busy and a huge success
- We went to the Fall River Foundry for our annual disaster drill, with Fall River Fire hosting this year. A great opportunity to work with local businesses and Fall River Fire, Columbus Fire and neighboring departments working together. This is a learning opportunity as we put

younger less experienced officers in charge. There are mistakes made, but this helps officers learn what they will experience if the re happened, lots of radio chatter, chaos and trying to get control of the situation calmly. It is a learning situation for all so we all are better to protect our citizens when/if this emergency ever did happen.

Sincerely,

Scott Hazeltine
Columbus Fire Chief

DIRECTOR'S REPORT

Summer Library Program Summary

We're happy to share that the 2024 Summer Library Program concluded with **617 participants**.

On **Monday, August 11**, about **350 people** joined us at the Aquatic Center for our end-of-summer celebration. Families enjoyed a picnic meal sponsored by the **Columbus Kiwanis** and **Kwik Trip**, along with a petting zoo, face painting, and yard games. At 6:00 p.m., children were invited to swim for free, and everyone enjoyed ice cream treats generously donated by **Mullins Short-Stop**. We are especially grateful to the **Kiwanis** and **Friends of Columbus Library** for serving the meal and handling clean-up duties.

Community Outreach

On **August 5**, the Library participated in **National Night Out**, partnering with the Department of Public Works to help children decorate hardhats and safety vests and add colorful handprints to a snowplow. We also handed out program information and fun giveaways.

Library staff representing us at the event included Amanda, Helen, Catherine, Kristen, Deb, and Pat.

Youth Services

We were fortunate to welcome several special guests this month:

- Fire Chief **Scott Hazeltime** and Police Chief **Dennis Weiner**
- Recreation Director **Amy Jo Meyers**
- Columbus Utilities Lineman **Jake Boness**
- Columbus Police Officer **Julia Knoll**
- Library Board Members **Jim Schieble** and **Dana Pike**
- City Administrator **Matt Amundson**



Our summer program lineup featured:

- ***The Wonders of Physics*** from the University of Wisconsin–Madison
- **J & R Aquatic Animal Rescue**
- A musical performance by **Angela Puerta**

Adult Services

- **July 17** – Author visit with **Dean Robbins**
- **July 24** – **Cookbook Club**, where members prepared dishes to share and swapped recipes
- **Lotus Lantern Craft Workshop**, led by Helen and Kristen in collaboration with the Korean Spirit and Culture Promotion Project, filled to capacity with 20 participants
- **August 7** – **After Hours Book Club** met at The 161 Building and welcomed 28 attendees, continuing to grow in popularity

Looking Ahead










- **September 9** – Author **Ruth Conniff** will discuss her book *Milked: How an American Crisis Brought Together Midwestern Dairy Farmers and Mexican Workers*
- **September 18** – Classical guitar performance by **David Rogers**
- **Books & Beer** with **Valerie Biel** – Monthly author talks will take place in the Annex
- **September** – Library Card Sign-Up Month, with raffles for both new cardholders and current patrons who update their information
- **September 18**– New Art from the Heart Art Club for kids.

Meetings

- **July 17** – South Central Library System All Directors Meeting in Wisconsin Dells, including training on crisis management and media relations
- **July 18** – Columbia County Directors Meeting, focusing on the near-completion of the county strategic plan. Amanda will help present the county library budget to the Finance Committee on **September 24**

Facilities

- The west side window has been removed and is being rebuilt by the Department of Public Works in-house
- Quotes are being collected for cleaning and sealing the bathroom grout the bathrooms.

Library Statistics		2025 Month	2025 YTD	2024 YTD	2024 Total	% Change from 2024 to 2025
	Visits (# door counts)	7,383	42,022	40,061	67,146	4.9%
	Items Borrowed (total)	5,991	37,132	35,196	58,538	5.5%
	% Columbus residents		47%		50%	
	% Fall River residents		13%		13%	
	% Other Columbia County		24%		21%	
	% Dodge County		11%		10%	
	% Other		6%		6%	
	Digital Items Borrowed (# checkouts)	1,252	8,378	8,884	14,759	-6%
	Books by Mail (# items sent)	9	91	142	259	-36%
	Public Wi-Fi (# sessions)	5,837	35,402	36,696	56,084	-3.5%
	Public Computer Use (# sessions)	228	1,581	1,795	3,077	-12%
	Wireless Printing & Faxing (# jobs)	70	564	546	967	3.3%
	Community Use of Rooms (# attended)	108	680	677	1,171	.5%
	Patrons Added (# added)	27	197	246	368	-20%
Program Statistics		In-Person & Live Virtual (# programs)	In-Person & Live Virtual (# attended)	Self-Directed Activities (# participated)		
Future Readers		12	336	5		
Children		4	164	0		
Teen		4	37	0		
Adult		8	109	1		
General Interest		14	463	0		



COLUMBUS POLICE DEPARTMENT

159 S. Ludington St.
Columbus, WI. 53925
920-623-5919 (Main)
920-623-5930 (Fax)

Item #1.

September 10, 2025

Mayor Hammer
Members of the Common Council
Columbus Police and Fire Commission:

RE: POLICE DEPARTMENT ACTIVITY REPORT, AUGUST 2025

Attached is the monthly report for the Columbus Police Department.

Please feel free to contact me at any time if you have questions.

Chief Dennis Weiner



COLUMBUS POLICE DEPARTMENT

159 S. Ludington St.
Columbus, WI. 53925
920-623-5919 (Main)
920-623-5930 (Fax)

Item #1.

PERSONNEL

The department is not fully staffed. Current staffing as of September 10, 2025:

	Authorized by Budget	Actual
<u>Sworn Officers</u>		
Full-time sworn police positions:	10	8
Patrol Officer Full time	6	5
Sergeant	1	0
Lieutenant	2	2
Chief	1	1
<u>Clerical</u>		
Office Manager (full-time)	1	1
Public Safety Clerk (full-time)	1	1

Current Staff:

Name	Date of Hire
Chief Dennis Weiner	02/18/2008
Lieutenant Darrell Ward	09/18/2022
Lieutenant Michael Rosecky	12/30/2022
Sergeant vacant	
Officer Julia Knoll	01/03/2022
Officer Matt Dammen	01/03/2023
Officer Spencer Trevorrow	07/31/2023
Officer Colton Hayes	07/30/2024
Officer Madeline Kraus	04/28/2025
Officer vacant	
Office Manager Erika Kellar	02/04/1999
Public Safety Clerk Kimberly Kehoe	01/13/2025



COLUMBUS POLICE DEPARTMENT

159 S. Ludington St.
Columbus, WI. 53925
920-623-5919 (Main)
920-623-5930 (Fax)

Item #1.

PERSONNEL:

The postings for the vacant Officer and Sergeant position remain active. There has been no interest in either position.

COMMUNITY EVENTS:

August 5, 2025 National Night Out was held at Fireman's Park. It is believed to be the largest attendance in the 17 years we have been participating in this event. Thank you to everyone who donated or helped us put this event on every year. It continues to grow each year.

TRAFFIC ENFORCEMENT/CITATIONS:

During the month of August officers issued 109 traffic citations, 213 warnings and 16 ordinance citations.

ITEMS OF INTEREST:

An officer made a traffic stop for a traffic violation and detected an odor of intoxicants. He began an OWI investigation and female driver refused to get out of the vehicle after 8 requests to do. She was removed from the vehicle and arrested for Operating While Intoxicated w/passenger under 16. During the arrest a male showed up at the scene, was aggressive and created a disturbance. When told he was under arrest, he refused to comply with officer's repeated commands and a taser was deployed. Both the male and female were taken to jail. A Use of Force Review showed the officers used an appropriate level of force during this incident. The body cameras and squad videos showed the officers acted very professionally when dealing with extreme verbal and physical resistance. The body cameras have been a remarkable addition to our technology and I thank the council for all their support to keep us updated with the evolving technology.

An officer made an arrest for possession of cocaine and possession of drug paraphernalia. The female suspect has 2 open criminal drug cases in another county. During the search of the suspects purse a substance was located that was believed to be a controlled substance. It was tested and found to be a mix of methamphetamine and fentanyl. Fentanyl is a synthetic opioid that is 100 times stronger than morphine and 50 times stronger than heroin. A quantity of fentanyl a little as 2 grains of salt can kill. Fortunately, there was no direct exposure to the officer. The suspect was charged with a felony and 3 misdemeanors.

A resident received a pop-up ad on their computer that was purported to be from Microsoft. It informed him his computer had been compromised and to call a number. He called the number and people on the other end requested he go and purchase some gift cards. He was on his way to purchase them and decided to report it to us as it did not sound right.

Someone received a phone call from a person who claimed to be from JP Morgan Bank. They wished to talk with him about fraudulent activity on his bank account. They told him an FBI agent also wanted to speak with him and he was put on the phone with someone who claimed to be an agent. This 'agent' asked for personally identifying information of the person, such as name, date of birth, SSN, passport number, etc. The 'agent' was most likely a scammer.



COLUMBUS POLICE DEPARTMENT

Item #1.

159 S. Ludington St.
Columbus, WI. 53925
920-623-5919 (Main)
920-623-5930 (Fax)

Columbus Police Department
Total CAD Calls Received, by Nature of Call

Nature of Call	Total Calls Received
-----	-----
911 HANG UP	18
ACCIDENT HIT AND RUN	1
ACCIDENT-NON-REPORTABLE	1
ACCIDENT PROPERTY DAMAGE ONLY	4
ASSIST ANOTHER AGENCY	7
BURGLAR ALARM	2
FIRE ALARM	2
MEDICAL ALARM	1
ANIMAL COMPLAINTS	10
BOND VIOLATION	1
MENTAL HEALTH COMMITMENT	3
DETOX	2
CHILD ABUSE	1
CHILD CUSTODY	1
CITIZEN ASSIST	17
CIVIL	1
CIVIL PROPERTY DAMAGE	1
CONTROLLED	4
CRIMINAL DAMAGE TO PROPERTY	1
DISORDERLY CONDUCT	2
DEATH INVESTIGATION	1
DISABLED VEHICLE	8
DOMESTIC ABUSE	1
DPW	3
DRIVING COMPLAINT	23
EMS CALL	16
ESCORT	2
DISPOSITION OF EVIDENCE	4
EXTRA PATROL	3
GENERAL FIRE	1
FIRE GAS LEAK/CARBON MONOXIDE	2
FLEET MAINTENANCE	5
FOOT PATROL	2
FRAUD	3
HARASSMENT	2
ROAD HAZARD	7
JUVENILE INCIDENT	5
KEEP THE PEACE	6
LITTERING	2
LOST AND FOUND	3
NOISE COMPLAINT	1
OUT WITH PERSON	8
OPEN DOOR	4
ORDINANCE VIOLATION	3
OWI	7
PARKING ENFORCMENT	8
PARKING VIOLATION	9



COLUMBUS POLICE DEPARTMENT

159 S. Ludington St.
Columbus, WI. 53925
920-623-5919 (Main)
920-623-5930 (Fax)

Item #1.

SECURITY	224
SLIDE OFF	1
THEFT	3
THREAT	1
TIPS/LEADS	1
TRAFFIC STOP	287
TRESPASS	1
UNWANTED PERSON	1
UTILITY ISSUE	1
VEH LOCKOUT	8
WARRANT	2
WEATHER	1
WELFARE	14

Total Calls: 776



Committee of the Whole Meeting Minutes

Tuesday, September 02, 2025 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Roll Call

Committee President Molly Finkler called the meeting to order at 6:30pm. Members present included: Mayor Joe Hammer, Council President Molly Finkler, Alderperson Michael Lawson, Alderperson Marcus Meier, Alderperson Trina Reid, Alderperson Amy Roelke and Alderperson Ryan Rostad.

Notice of Open Meeting

Noted as posted.

Approval of Agenda

Motion made by Alderperson Rostad, Seconded by Alderperson Meier to approve the agenda. Motion carried on a unanimous voice vote.

Public Comment

None.

New Business

1. Discussion and consideration of an Encroachment Agreement between the City of Columbus and Keith and Andrea Loppnow:

Mike Kornmann, Community and Economic Development Director, shared that this Encroachment Agreement is for parcel 45.03, one of the oldest in the city. Keith and Andrea Loppnow are renovating the building located on the property. The building is built up to the right of way line and the main floor is a couple of feet above the sidewalk grade. Current access to the commercial portion of the building is via existing stairs located in the right of way. The owners would like to recreate the original entrance near the corner of N. Dickason Blvd. and Mill Street. There is nineteen feet between the building and the curb and the steps will only be four feet deep. The agreement gives access into the building until renovation is complete. Committee members agreed to move forward to the September 2, 2025 Common Council meeting.

2. Discussion regarding an ordinance to repeal and recreate provisions of Sec. 86-191 of the City Code of Ordinances concerning requirements for driveways:

Amundson shared that this ordinance is an attempt to clean up several provisions of Section 86-191 concerning requirements for driveways. After discussion, Committee Members decided to send the draft ordinance back to legal for further additions and clarifications.

3. Discussion of approval of job description for Utility Director and authorization to fill vacancy:

After review of minor adjustments to the job description of the Utility Director, Committee Members agreed to move forward to the September 2, 2025, Common Council meeting for a vote.

Convene to Closed Session

4. **Convene to closed session pursuant to 19.85(1)(c), considering employment, promotion, compensation, or performance evaluation data for any public employee over which the governmental body has jurisdiction or exercises responsibility (Columbus Police Local WPPA #237 negotiations).**

Motion made by Alderperson Roelke, Seconded by Alderperson Reid to convene into Closed Session at 6:39pm. Motion carried on a 7-0 Roll Call vote. Police Chief Weiner was asked to stay for the discussion.

Voting Yea: Mayor Hammer, Council President Finkler, Alderperson Lawson, Alderperson Meier, Alderperson Reid, Alderperson Roelke, and Alderperson Rostad.

Reconvene to Open Session

Motion made by Alderperson Roelke, Seconded by Alderperson Lawson to reconvene into Open Session. Motion carried on a unanimous voice vote at 7:27pm.

Adjourn

Motion made by Alderperson Roelke, Seconded by Alderperson Lawson to adjourn at 7:28pm. Motion carried on a unanimous voice vote.

*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.

Respectfully Submitted by
Susan L. Caine, Clerk



Common Council Meeting Minutes

Tuesday, September 02, 2025 at 6:35 PM

Columbus City Hall – 105 N. Dickason Boulevard

Roll Call

Mayor Hammer called the meeting to order at 7:32pm. Members present included: Mayor Joe Hammer, Council President Molly Finkler, Alderperson Michael Lawson, Alderperson Marcus Meier, Alderperson Trina Reid, Alderperson Amy Roelke and Alderperson Ryan Rostad.

Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

Notice of Open Meeting

Noted as posted.

Approval of Agenda

Motion made by Alderperson Meier, Seconded by Council President Finkler to approve the agenda with the removal of Item #4: Consider and take action on ORD.810-25: An Ordinance to Repeal and Recreate Certain Provisions of Section 86-191 of the City Code of Ordinances Concerning Requirements for Driveways (CoW 09/02/25). Motion carried on a unanimous voice vote.

Public Comment

None.

Committee Minutes for File included minutes from CAAC (05/28/2025), CAAC (06/25/2025), CDA (06/16/2025), CDA (07/21/2025), CDA (08/18/2025), HLPC-Rest Haven Sub Comm. (06/23/2025), HLPC (06/25/2025), Plan Comm. (07/10/2025), Recreation (07/14/2025) and Tourism (06/30/2025).

Consent Agenda included minutes from Committee of the Whole, Common Council and Council Workshop of 08/19/25.

Motion made by Alderperson Meier, Seconded by Alderperson Roelke to approve the Consent Agenda. Motion carried on a unanimous voice vote.

Ordinances – First Reading (Final action may be taken by a motion to suspend the rules and waive the readings under City of Columbus Ordinance Sec 2-46)

3. Consider and take action on ORD.809-25: An Ordinance to Repeal and Recreate Sec. 114-95 of the City Code of Ordinances Concerning Outdoor Storage of Vehicles. (PC 08/14/25):

Motion made by Council President Finkler, Seconded by Alderperson Meier to suspend the rules per Sec. 2-46. Motion carried on a unanimous voice vote.

Motion made by Alderperson Finkler, Seconded by Alderperson Meier to waive the readings of Ordinance 809-25: An Ordinance to Repeal and Recreate Section 114-95 of the City Code of Ordinances Concerning Outdoor Storage of Vehicles per Sec. 2-46. Motion carried on a unanimous voice vote.

Motion made by Alderperson Finkler, Seconded by Alderperson Meier to adopt Ordinance 809-25: An Ordinance to Repeal and Recreate Section 114-95 of the City Code of Ordinances Concerning

Outdoor Storage of Vehicles, with the change of the word "said" *vehicles* to "recreational" *vehicles*, and the addition of "motorhomes" to the listing of recreational vehicles in the *Recreational Vehicles* paragraph. Alderperson Lawson suggested removing #5 from the final copy as it is blank. Staff will make the clarifying changes to the final draft of Ordinance 809-25 before signing. Motion carried on a 5-1 voice vote, with Alderperson Rostad voting Nay.

4. Consider and take action on ORD.810-25: An Ordinance to Repeal and Recreate Certain Provisions of Section 86-191 of the City Code of Ordinances Concerning Requirements for Driveways. (CoW 09/02/25):

Item removed from agenda.

New Business

5. Consider and take action on approval of up to \$18,917.92 for the Community Development Authority's (CDA) Façade Grant for MP's Town Tap for tuckpointing (CDA 8/18/25):

Motion made by Alderperson Meier, Seconded by Alderperson Rostad to approve the CDA Grant in the amount of up to \$18,917.92 for MP's Town Tap for tuckpointing. Alderperson Rostad asked to verify that \$18,917.92 was the remainder of available grant funds. Alders Lawson and Meier agreed that it was. Motion carried on a 6-0 Roll Call vote. Voting Yea: Council President Finkler, Alderperson Lawson, Alderperson Meier, Alderperson Reid, Alderperson Roelke, and Alderperson Rostad.

6. Consider and take action regarding a Conditional Use Permit for outdoor storage at 277 Industrial Drive - Core and Main (PC 8/14/25):

Motion made by Alderperson Meier, Seconded by Alderperson Roelke to approve the Conditional Use Permit for outdoor storage at 277 Industrial Drive (Core and Main) with conditions outlined by the Plan Commission that include: fencing completely enclosing the outdoor storage, storage materials not to exceed the height of the fence, a fence height not to exceed eight feet, and the permit remaining in effect as long as all conditions are met. Motion carried on a unanimous voice vote.

7. Consider and take action to authorize City Administrator to approve the purchase of police equipment up to \$20,000 when LESO (Law Enforcement Support Office) funds are available for the purchase (CoW 8/19/25):

Motion made by Council President Finkler, Seconded by Alderperson Reid to authorize the City Administrator approval of purchases of police equipment up to \$20,000 when LESO (Law Enforcement Support Office) funds are available for said purchases.

Alderperson Rostad asked for clarification between the \$20,000 vs. standard \$25,000 spending limit for the City Administrator. Amundson reminded all that LESO funds are not budgeted funds and the \$20,000 limit was agreed upon by Chief Weiner and Amundson.

Motion carried on a 5-1 Roll Call vote with Council President Finkler, Alderperson Lawson, Alderperson Reid, Alderperson Roelke, and Alderperson Rostad voting Yea, and Alderperson Meier voting Nay.

8. Consider and take action on an Encroachment Agreement between the City of Columbus and Keith and Andrea Loppnow (CoW 9/2/25):

Motion made by Alderperson Roelke, Seconded by Council President Finkler to approve the Encroachment Agreement between the City of Columbus and Keith and Andrea Loppnow for parcel number 11211-45.03. Motion carried on a unanimous voice vote.

9. Consider and take action on approval of job description for Utility Director and authorization to fill vacancy (CoW 9/2/25):

Motion made by Council President Finkler, Seconded by Alderperson Rostad to approve the job description for Utility Director and authorization for staff to fill the vacancy. Motion carried on a unanimous voice vote.

10. Consider and take action on Claims in the amount of \$591,841.04:

Motion made by Alderperson Meier, Seconded by Alderperson Roelke to approve and pay the claims in the amount of \$591,841.04. Motion carried on a 6-0 Roll Call vote. Voting Yea: Council President Finkler, Alderperson Lawson, Alderperson Meier, Alderperson Reid, Alderperson Roelke, and Alderperson Rostad.

Convene to Closed Session

11. Convene to Closed Session per § 19.85(1)(e) deliberating or negotiating the purchase of public properties, the investment of public funds, or conducting other public business, whenever competitive or bargaining reasons require a closed session, specifically to discuss proposals received for the design of the Public Safety Building:

Motion made by Alderperson Rostad, Seconded by Alderperson Meier to convene into Closed Session at 7:51pm. Motion carried on a 6-0 Roll Call vote. Voting Yea: Council President Finkler, Alderperson Lawson, Alderperson Meier, Alderperson Reid, Alderperson Roelke, and Alderperson Rostad.

Reconvene to Open Session

Motion made by Alderperson Roelke, Seconded by Council President Finkler to reconvene into Open Session at 8:11pm. Motion carried on a unanimous voice vote.

12. Consider and take action on the award of design services for the Public Safety building (CC 8/6/25):

Motion made by Alderperson Meier, Seconded by Alderperson Rostad to direct city staff to work with Axiom Consultants on a contract for design services for the Public Safety Building. Motion carried on a unanimous voice vote.

Report of City Officers – City Administrator, Mayor

Amundson reminded everyone that now that school is back in session to be aware of pedestrians, school buses and yielding in crosswalks as we drive through the city.

Mayor Hammer publicly welcomed Collin Bjerke as our new Maintenance II employee at the Department of Public Works.

Adjourn

Motion made by Council President Finkler, Seconded by Alderperson Roelke to adjourn at 8:13pm. Motion carried on a unanimous voice vote.

*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.

Respectfully Submitted by
Susan L. Caine, Clerk



Council Workshop Minutes

Tuesday, September 02, 2025 at 7:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

Roll Call

Mayor Hammer called the Council Workshop to order at 8:17pm. Members present included: Mayor Joe Hammer, Council President Molly Finkler, Alderperson Michael Lawson, Alderperson Marcus Meier, Alderperson Trina Reid, Alderperson Amy Roelke and Alderperson Ryan Rostad.

Notice of Open Meeting

Noted as posted.

Discussion Items

1. The topics being discussed at the workshop include the Employee Handbook:

Finance Director/Human Resources Administrator Kendra Riddle shared the updated changes made to the presented copy of the updated Employee Handbook. She looked into the requirements for part-time employees receiving Parental Leave and the Family Medical Leave Act (FMLA) requires that employees work a minimum of 1,250 hours/year to be qualified.

Riddle made the updates requested at the last Council Workshop. Alderperson Lawson asked if an Addendum will still be included for specific department variances, and Amundson shared that it will.

Council Members agreed to share this version with staff and after their review, bring back to Council with a targeted date of October 21, 2025.

Adjourn

Motion made by Alderperson Lawson, Seconded by Alderperson Roelke to adjourn at 8:28pm. Motion carried on a unanimous voice vote.

*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.

Respectfully Submitted by
Susan L. Caine, Clerk

Temporary Alcohol Beverage License

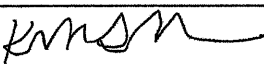
License(s) Requested	Fees	
<input checked="" type="checkbox"/> Temporary "Class B" Wine <input type="checkbox"/> Temporary Class "B" Beer	License Fees	\$ 10.00
	Background Check	\$
	Total Fees	\$ 100.00


Part A: Organization Information		
1. Organization Name Columbus Chamber of Commerce, Inc.		
2. Organization Permanent Address 100 S. Ludington St.		
3. City Columbus	4. State WI	5. Zip Code 53925
6. Mailing Address (if different from permanent address) PO Box 362, Columbus WI 53925		
7. FEIN 39-6127487	8. Date of Organization/Incorporation 03/31/59	9. State of Organization/Incorporation Wisconsin
10. Phone (920) 623-3699	11. Email info@columbuswischamber.news	
12. Organization type (check one) <input type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input checked="" type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information			
List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary. Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).			
Last Name	First Name	Title	Phone
Nichols	Katherine	President	(608) 669-2445
Walker	Patti	Treasurer	(920) 285-4107
Walcott	Suzanne	Secretary	(414) 418-2893

Continued →

Part C: Event Information				Item #3.
1. Name of Event (if applicable) Columbus Wine Walk				
2. Dates of Operation October 18			3. Hours of Operation noon - 6pm	
4. Premises Address various, see attached				
5. City Columbus			6. State WI	7. Zip Code 53925
8. County Columbia		9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Columbus		10. Aldermanic District
11. Organizer of Event (if not the named applicant)			12. Email and/or Phone Number for Organizer of Event	
13. Organizer Website columbuswichamber.com			14. Event Website columbuswichamber.com	
<p>15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.</p> <p>Samples will be provided and consumed indoors at various Columbus business locations. Please see attached for list of location requiring a temporary license. All other locations are already licensed or will not be serving wine.</p>				

Part D: Attestation			
<p>Who must sign this application?</p> <ul style="list-style-type: none"> • one officer or director of the nonprofit organization 			
<p>READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.</p>			
Last Name Nichols		First Name Katherine	
Title President		M.I. S	
Email kmsarrows@gmail.com		Phone (608) 669-2445	
Signature 		Date 9/2/2025	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk 9-2-2025	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk 	

At Ease LLC Massage	229 N. Ludington #4
Ana's Sewing Studio	1540 W. James St.
Cardinal's Nest Nutrition	125 W. James St.
Forward Pharmacy	100 S Ludington St
Wellspring	110 S. Ludington St.
Friends of the Columbus Public Library - Columbus Public Library - City of Columbus	251 W James St
Divinity Designs & Co.	146 w mill st suite No. 2
Posh Salon and Spa	146 N. Dickason Blvd
Olive and Herb	1540 W. James St., Suite 500
Secret Garden Floral	158 S. Ludington St.



STREET CLOSING APPLICATION

Name of Organization Applying for permit:

Contact Information:

Name: COLUMBUS FIRE DEPARTMENT-SCOTT HAZELTINE

Address: 123 WEST HARRISON ST.

Phone: 608-566-8134 email SHAZELTINE@COLUMBUSWI.GOV

****please provide a certificate of insurance for the event**

Date(s) and time(s) of street closing:

10/4/25 9 AM 3 PM
____ AM ____ PM

Name of street(s) and description of area to be closed:

HARRISON ST FROM LUDINGTON TO POST OFFICE

Purpose for street closing:

***Attach a map showing area of the requested street closure.**

ITEMS REQUESTED:

Barricades	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	_____ number needed
Trash Barrels	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	_____ number needed
Picnic Tables	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	_____ number needed
Umbrellas	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	_____ number needed
Stage	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	

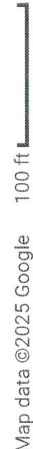
**IT IS THE APPLICANT'S RESPONSIBILITY TO CONTACT
DEPT OF PUBLIC WORKS THREE DAYS PRIOR TO EVENT
AT 920.623.5908 TO MAKE ARRANGEMENTS FOR ITEMS REQUESTED**

Scott Hazeltine
Applicant Signature

9-10-2025
Initials/date received in clerk's office

9/10/25
Date

Council Action _____
Date of Action _____



Item #4.



Agenda Item Report

Meeting Type: Committee of the Whole & Council

Meeting Date: September 2, 2025

Item Title: Ordinance to Repeal & Recreate 86-191

Submitted By: Duane Millard, Director of Public Works

Detailed Description of Subject Matter:

Attorney Johnson has drafted the amended ordinance due to some recent conversations and issues related to driveways in an attempt to clean up this ordinance. The following are the changes:

- section 1, added the date of January 1, 2004 for the date all driveways had to be something other than gravel.
- section 2, changed building inspector to director of public works.
- section 3, allows one driveway on a single family residential lot and two driveways on a multi-family lot. Eliminates 200 foot rule and no allowance for a driveway on each frontage of a corner lot.
- section 4, consistency with commercial and industrial lots except two driveways are allowed.
- section 5, the Plan Commission can grant waivers to the requirements of section 86-191. They are the final decision maker in this regard. The Plan Commission can require an applicant for a waiver to submit an engineered plan if it so chooses. This is discretionary and not mandatory with the Commission.

List all Supporting Documentation Attached:

Draft Ordinance

Action Requested of Council:

Discussion regarding an ordinance to repeal and recreate certain provisions of Section 86-191 of the City Code of Ordinances concerning requirements for driveways.

CITY OF COLUMBUS**ORDINANCE NO. 810-25****AN ORDINANCE TO REPEAL AND RECREATE CERTAIN PROVISIONS OF
SECTION 86-191 OF THE CITY CODE OF ORDINANCES CONCERNING
REQUIREMENTS FOR DRIVEWAYS**

The Common Council of the City of Columbus, Columbia County, Wisconsin does hereby ordain as follows:

1. Sec. 86-191(a)(5) is repealed and recreated to read now as follows:
 - (5) Any driveway constructed after January 1, 2004, shall be constructed of one of the following: Concrete, asphalt, brick or other surface approved by the Director of Public Works. Driveway approaches, between the edge of the pavement and the right-of-way line, shall be constructed of concrete pavement.
2. Sec. 86-191(a)(10) is repealed and recreated to now read as follows:
 - (10) No person shall install, alter, change, replace or extend any driveway without first obtaining a permit from the Director of Public Works.
3. Sec. 86-191(b)(1) is repealed and recreated to now read as follows:
 - (1) There shall be no more than 1 driveway per lot or 2 driveways per multi-family residential lot.
4. Sec. 86-191(c)(1) is repealed and recreated to now read as follows:
 - (1) There shall be no more than 2 driveways per commercial or industrial lot. Each driveway on a commercial or industrial lot shall meet the requirements for street frontage separately. Driveways may be prohibited or restricted in size, number or direction of traffic flow, if, in the opinion of the Public Works Director, the proposed location of a driveway will present a hazard to the safety and general welfare of the public.
5. Sec. 86-191(d)(1) and (2) are repealed and recreated to now read as follows:
 - (1) The City Planning Commission may waive the requirements for residential, commercial or industrial driveways when, in its opinion, the waiving of the requirements will not have a detrimental effect on the safety of the general public. The Plan Commission may require the applicant for a waiver to submit an engineered plan that will effectively permit ingress and egress with a minimum of hazard or congestion to pedestrian and vehicle traffic both on and off the street.

6. **Severability.** Each section, paragraph, sentence, clause, word, and provision of this Section is severable, and if any such provision shall be held unconstitutional or invalid for any reason, such decision(s) shall not affect the remainder of the ordinance nor any part thereof other than that affected by such decision.
7. **Effective Date.** This Ordinance shall take effect immediately upon its passage and posting as required by law.

Adopted this ____ day of _____, 2025.

CITY OF COLUMBUS

By: _____
Joseph Hammer, Mayor

By: _____
Susan L. Caine, Clerk

MEMORANDUM

TO: Members of Columbus Common Council

FROM: Paul A. Johnson

DATE: September 14, 2025

RE: Professional Services Agreement (PSA) with Ruekert and Mielke (RM)

I understand at the September 2, 2025 Council meeting the Council voted to go forward with Axiom Consultants and RM for a Design Services Agreement for the design of the future Public Safety Building. Jason Lietha of RM has provided a PSA to cover the design services offered by RM in support of this project and the Council has asked me to review the agreement. I have reviewed the proposed agreement and do not have any major objections or concerns. There are a few things to point out and a couple suggested changes. Below are my comments.

General Terms

This agreement is between the City of Columbus and RM. I understand that Axiom is a subsidiary of RM so this agreement is with the parent company. The Effective Date is listed as September 3, 2025. I suggest adjusting the Effective Date to September 16, 2025 of the agreement is approved at the upcoming meeting.

In section 4, it is provided that the obligations of RM will be done in a "reasonable time". This term is not defined, and any specific timelines are to be included in Exhibit A. It is also contemplated that the parties will reduce the schedule and timeline to writing as part of this agreement. There is an estimated timeline attached to Exhibit A and the City should review that timeline and discuss any modification with RM as necessary. The City is responsible for making sure RM has what it needs as far as materials and information to properly do its job. If delays or changes in the schedule occur, those changes should be reduced to writing in order to keep both parties on the same page.

In section 5, RM will bill the City on a monthly basis for services actually rendered. The City agrees to pay each invoice within 30 days of the invoice date. Based on the City's claims approval process, this may be a tight timeline. Late payments are subject to interest at 1.5% per month, but imposing that penalty is discretionary on the part of RM.

SEPTEMBER 15, 2025
PAGE 2

In section 8, it is stated that RM is the owner of any documents, drawings and specs prepared by RM, including copyright rules. This is normal in industry and RM grants the city a license to use the documents for the intended purpose but the City is not use any documents for purposes outside this project. In section 8.3.3 the City is being asked to indemnify RM if the City uses any documents without RM consent. I suggest adding language at the beginning of this section that provides the indemnity is limited by the provisions of section 893.80, stats, which caps the City's liability at \$50k.

Section 11.2 has a fee shifting provision that would require the City to pay the legal fees and expenses of RM if RM is forced to sue the City for violation of this agreement.

In section 12, I suggest adding the same language as referenced above which would cap the City's liability for indemnification under the rules of section 893.80, Stats. A clause to this nature should be added to section 12.1 and 12.2.

Exhibit A

This is where the specifics of the project are provided. It is stated that this is a complete architecture and engineering package. The proposal is based on a project with a 61,000 sq ft building and a building cost of \$27.45M. If these numbers are changed by the City, the price of the agreement may also change accordingly.

Exhibit A outlines the basic services to be provided by RM during this part of the project and is broken down into several phases with an estimated price for each phase. I will leave the engineering to RM and will focus on the legal side of things. Part 1, sections 1-4 cover the design part of the agreement. section 5 provides that once the City gives final approval to the design of the project, the project will be put out to bid by RM pursuant to WI bidding law. Once the project is bid and the contracts granted, section 6 provides that RM will then focus on being the City engineer for the project and will oversee the project per the contracts and construction plans.

In part 4 of Exhibit A, there is language which will allow for an adjustment to the price if the project is reduced. This section should be reviewed and understood by the City and if there is a reduction in price pursuant to this section, the reduction should be agreed to in writing.

These are my comments to date.

PROFESSIONAL SERVICES AGREEMENT (PSA)

This **PROFESSIONAL SERVICES AGREEMENT** (hereinafter referred to as "**Agreement**" or "**PSA**") sets forth the terms and conditions between:

CLIENT NAME City of Columbus (hereinafter referred to as "**CoC, Owner, Client**")
 located at 105 North Dickason Blvd., Columbus, WI 53925
 and Ruekert and Mielke (hereinafter referred to as "**R/M or Engineer**")
 located at W233N2080 Ridgeview Pkwy, Waukesha, WI 53188
 the effective date of this agreement shall be 9.3.2025 (hereinafter referred to as "**effective date.**")

Engineer and Client may be referred to in this agreement individually as "**Party**" and collectively as "**Parties.**"

WHEREAS, Engineer is a Wisconsin Company with its principal place of business as listed above and Client seeks to procure certain professional services from Engineer from time to time; and Engineer possesses the requisite skills and experience to provide such services, all upon the terms and conditions set forth in this Agreement;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Engineer and Client agree as follows:

1. DEFINITIONS AND RESPONSIBILITIES

- 1.1. "**Addenda**" written or graphic instruments issued prior to the opening of bids which clarify, correct, or change the bidding requirements or the proposed Issued for Construction documents.
- 1.2. "**Agreement**" this written contract for professional services between Client and Engineer, including all exhibits and any duly executed amendments.
- 1.3. "**Application for Payment**" Engineer's standard invoicing form; otherwise a form acceptable to Engineer which is to be submitted to Client during the course of the Work in requesting progress or final payments.
- 1.4. "**As-Builts**" drawings depicting the completed Project, or a specific portion of the completed Project, prepared by Engineer as an Additional Service (unless otherwise noted) and based on Contractor's record copy of all Drawings, Specifications, Addenda, Change Orders, Work Change Directives, Field Orders, and written interpretations and clarifications, as delivered to Engineer and annotated by Contractor to show changes made during construction.
- 1.5. "**Authority Having Jurisdiction (AHJ)**" any party(s) having control over a project (or any portion of a project) being approved per their regulations. These include but are not limited to county, city, and municipal boards, councils, or other governing bodies. May also include private boards or stakeholder, franchise utilities, federal regulators or permitting bodies, or other involved parties.
- 1.6. "**Constructor**" any person or entity (not including Engineer, its employees, agents, representatives, and Consultants), performing or supporting construction activities relating to the Project, including but not limited to Contractors, Subcontractors, Suppliers, Client's work forces, utility companies, other contractors, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- 1.7. "**Consultants**" individuals or entities having a contract with Engineer to furnish services with respect to this Project as Engineer's independent professional associates and consultants; subconsultants; or vendors.
- 1.8. "**Documents**" means any and all data, reports, drawings, specifications, record drawings, building information models, civil integrated models, and any other deliverables, whether in printed or electronic or other format, provided or furnished by Engineer to Client pursuant to this Agreement.
- 1.9. "**Issued for Construction Documents (IFC)**" plans and specifications issued by Engineer after all reviews and approvals by the AHJ have been completed and after all bidding and addenda processes. These documents will be sealed by Engineer with signatures on all applicable title blocks and will be annotated as "Issued for Construction." This set should be the official set utilized by the Contractor in undertaking the Construction of the Project.

- 1.10. **“Professional Services Agreement Amendment (PSAA)”** a document provided as a revision to this Agreement, detailing additional services requested by Engineer and approved by Client. These documents will update and addend the overall scope and fee for all applicable services.
- 1.11. **“Reimbursable Expenses”** the expenses incurred directly by Engineer in connection with the performing or furnishing of Basic Services and Additional Services for the Project. These expenses generally include but are not limited to advertising/publishing costs, permitting fees, franchise utility fees, and other similar costs of executing the overall project on behalf of Client. R/M will do its best to identify these costs for Client during the course of design.
- 1.12. **“Shop Drawings”** all drawings, diagrams, illustrations, schedules, and other data or information that are specifically prepared or assembled by or for Contractor and submitted by Contractor to illustrate some portion of the Work. Shop Drawings, whether approved or not, are not Drawings and are not Construction Contract Documents.
- 1.13. **“Site”** lands or areas to be indicated in the IFCs as being furnished by Client upon which the Work is to be performed, including rights-of-way and easements, and such other lands furnished by Client which are designated for the use of Contractor.
- 1.14. **“Specifications”** the part of the IFCs that consists of written requirements for materials, equipment, systems, standards, and workmanship as applied to the Work, and certain administrative requirements and procedural matters applicable to the Work.
- 1.15. **“Subconsultant”** an individual or entity having a direct contract with Engineer for the performance of a part of the Work.
- 1.16. **“Subcontractor”** an individual or entity having a direct contract with Client or Owner for the performance of a part of the work.
- 1.17. **“Supplier”** a manufacturer, fabricator, supplier, distributor, materialman, or vendor having a direct contract with Contractor or with any Subcontractor to furnish materials or equipment to be incorporated in the Work by Contractor or a Subcontractor.

2. **SERVICES OF ENGINEER**

- 2.1 **Scope.** Engineer shall provide, or cause to be provided, the services set forth herein and in *Exhibit A*.
- 2.2 **Guarantee of Approval.** Engineer does not imply, guarantee, or warrant approval of any stage of the project in regards to processes involving political or opinion-based AHJ procedures. Items involving, but not limited to: approvals by boards, councils, commissions, and other similar entities shall not be the responsibility of R/M or any of its Subcontractors.
- 2.3 **Guarantee of Financial Viability or Success.** Engineer does not imply, guarantee, or warrant the financial viability of a project by the Owner, or any of its Associates or Subcontractors, at any stage of the project, unless Exhibit A includes Scope which specifically defines designing to a set budgetary constraint. Budgetary and final pricing requirements of the Owner are the responsibility of the Owner, it's Contractor(s), and any of its Subcontractors. Additional contractual information on this item is included in paragraph 6.3

3. **CLIENT'S RESPONSIBILITIES**

- 3.1 **General.** Client shall have the following responsibilities at a minimum:
 - 3.2.1. Client shall pay Engineer as set forth in Exhibit A and per the Terms of Section 5 below.
 - 3.2.2. Client shall be responsible for all requirements and instructions that it furnishes to Engineer pursuant to this Agreement, and for the accuracy and completeness of all programs, reports, data, and other information furnished by Client to Engineer pursuant to this Agreement. Engineer may use and rely upon such requirements, programs, instructions, reports, data, and information in performing or

furnishing services under this Agreement, subject to any express limitations or reservations applicable to the furnished items.

- 3.2.3. Client shall give prompt written notice to Engineer whenever Client observes or otherwise becomes aware of:
- 3.2.3.1. Any development that affects the scope or time of performance of Engineer's services;
 - 3.2.3.2. The presence at the Site of any Constituent of Concern; or
 - 3.2.3.3. Any relevant, material defect, or nonconformance in: (a) Engineer's services, (b) the Work, (c) the performance of any Constructor, or (d) Client's performance of its responsibilities under this Agreement.

4. SCHEDULE FOR RENDERING SERVICES

- 4.1 **Timeframe.** Engineer shall complete its obligations within a reasonable time. When applicable and/or when known at the issuance of this Agreement, specific periods of time for rendering services, or specific dates by which services are to be completed, will be indicated in Exhibit A. These dates shall hereby be agreed upon as reasonable. If not defined at the time of execution of this contract, R/M and Client shall agree upon a reasonable schedule and put that schedule into writing.
- 4.2 **Materials Required.** If specific materials are required for the timely and scheduled execution of Engineer's services – these materials will be supplied by Client or Client's subconsultants. These materials may include but are not limited to: property information, legal information, geotechnical reports, pre-engineered building reaction information, CAD or BIM models, lighting design requirements, fixture selection, specialty equipment information and schedules, and other required items. Engineer will make every effort to notify Client of these delays and will continue to do so until these materials are received. Delay in the receipt of the required materials will be subject to the terms below.
- 4.3 **Changes in Timing.** If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's services is impaired, or Engineer's services are delayed or suspended, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be appropriately adjusted.
- 4.4 **Right to Additional Compensation.** If Client authorizes or requests changes in the scope, extent, or character of the Project or Engineer's services, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
- 4.5 **Cause for Delay.** Client shall make decisions and carry out its other responsibilities in a timely manner so as not to delay Engineer's performance of its services.

5. INVOICING and PAYMENT

- 5.1 **Payment Terms.** Unless otherwise set forth in Exhibit A, Engineer will invoice Client on a monthly basis for services actually rendered. Engineer will make best effort to comply with all reasonable invoicing procedures requested by Client. All Engineer's invoices shall be paid by Client within thirty (30) days of the invoice date.
- 5.2 **Non-Payment.** In the event that Engineer is not paid within thirty (30) days of Client's receipt of an invoice, in addition to all legal and equitable remedies available, Engineer may charge interest on such unpaid amounts at a rate of one and one-half percent (1.5% per month), which is 18% per annum, or the maximum amount of interest then-allowed by Wisconsin law, whichever is larger, from the date such payment was due until the date paid; and/or suspend the performance of all services hereunder without liability or breach until all delinquent amounts have been paid in full.
- 5.3 **Disputed Invoices.** If Client disputes an invoice, either as to amount or entitlement, then Client shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and said disputed portion shall be resolved with R/M within thirty (30) days. If the invoicing dispute is not resolved within this timeframe then the invoice shall become due per the terms of this agreement.

- 5.4 **Taxes.** Engineer is solely responsible for payment of income, social security, and/or other employment taxes due and owing to proper taxing authorities, and Client agrees no deduction of any taxes will be taken from any payments made to Engineer.
- 5.5 **Retainage.** In no circumstance shall Engineer's invoicing be subject to retainage withholding of any sort unless agreed to in Exhibit A.
- 5.6 **Out of Scope.** Fees for services not within the scope of this Agreement shall be completed at Engineer's standard hourly rates.
- 5.7 **Withholding of Deliverables.** At any time during the project, with or without notice, the Engineer may withhold deliverables to Client that are detailed and contracted in Exhibit A if those deliverables were created via work that is subject to non-payment per paragraph 5.2 above. Client will be required to make payment, and Engineer receive payment, prior to the transfer of said deliverables.

6. OPINIONS OF COST

- 6.1 **Typical.** Unless otherwise stated in Exhibit A, the following terms shall apply to all construction costs related to the design scope of any Agreement.
- 6.2 **Opinions of Probable Cost.** Engineer's opinions (if any) of probable Construction Cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. Because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, nor over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by Engineer. Opinions of probable cost are provided only as a courtesy and general guide to Client if requested. If a formal Opinion of Cost is needed, Client shall seek the services of an independent Cost Opinion Consultant.
- 6.3 **Designing to Construction Cost Limit.** If a Construction Cost limit is established between Client and Engineer, such Construction Cost limit and a statement of Engineer's rights and responsibilities with respect thereto will be specifically set forth in Exhibit A. Engineer does not design to cost limits unless expressly contracted to do so.
- 6.4 **Opinions of Total Project Costs.** The services, if any, of Engineer with respect to Total Project Costs shall be limited to assisting Client in tabulating the various categories that comprise Total Project Costs. Engineer assumes no responsibility for the accuracy of any opinions of Total Project Costs.

7. GENERAL CONDITIONS

- 7.1 **Standard of Care.** The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession(s) practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer.
- 7.2 **Technical Accuracy.** Client shall not be responsible for discovering deficiencies in the technical accuracy of Engineer's services. Engineer shall correct deficiencies in technical accuracy without additional compensation, unless such corrective action is directly attributable to deficiencies in Client-furnished or Subcontractor-furnished information.
- 7.3 **Subconsultants.** Engineer may retain such Subconsultants as Engineer deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objections by Client.
- 7.4 **Reliance on Others.** Engineer and its Subconsultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- 7.5 **Compliance with Laws and Regulations.** Engineer shall comply with all applicable Laws and Regulations related to the Project. Engineer shall comply with any and all policies, procedures, and instructions of the

Owner that the Owner includes in Exhibit A of this Agreement and which are applicable to Engineer's performance of services. These will be subject to the Standard of Care listed in 7.1 of this Agreement, and followed to the extent that compliance is not inconsistent with professional practice requirements. The effective Laws and Regulations shall be those which are in place as of the effective date of the Agreement.

- 7.6 **Signing and Certifying.** Engineer shall not be required to sign any document, no matter by whom requested, that would result in Engineer having to certify, guarantee, or warrant the existence of conditions whose existence Engineer cannot ascertain. Client agrees not to make resolution of any dispute with Engineer or payment of any amount due to Engineer in any way contingent upon Engineer signing any such document.
- 7.7 **Supervision of Constructor(s.)** Unless otherwise noted in Exhibit A, Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Site, nor for any failure of a Constructor to comply with Laws and Regulations applicable to that Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.
- 7.8 **Guarantee of Constructor Performance.** Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform the Work in accordance with the Construction Contract Documents.
- 7.9 **Construction Contract.** Engineer shall not be responsible for any decision made regarding the Construction Contract Documents, or any application, interpretation, clarification, or modification of the Construction Contract Documents, other than those made by Engineer or its Consultants.
- 7.10 **Bonding.** Engineer is not required to provide and does not have any responsibility for surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements.
- 7.11 **Legal.** Engineer's services do not include providing legal advice or representation.
- 7.12 **Site Safety.** While at the Site, Engineer, its Subconsultants, and their employees and representatives shall comply with the applicable requirements of Contractor's and Client's safety programs of which Engineer has been informed in writing.
- 7.13 **Design Without Construction Phase Services.** Engineer shall be responsible only for those Construction Phase services expressly defined in Exhibit A. With the exception of such expressly required services, Engineer shall have no design, Shop Drawing review, or other obligations during construction, and Client assumes all responsibility for the application and interpretation of the Construction Contract Documents, review and response to Contractor claims, Construction Contract administration, processing of Change Orders and submittals, revisions to the Construction Contract Documents during construction, construction observation and review, review of Contractor's payment applications, and all other necessary Construction Phase administrative, engineering, and professional services. Client waives all claims against Engineer that may be connected in any way to Construction Phase administrative, engineering, or professional services except for those services that are expressly required of Engineer in Exhibit A.

8. USE AND OWNERSHIP OF DOCUMENTS

- 8.1 **Ownership and Property.** All Documents are instruments of service, and Engineer shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of Engineer) whether or not the project is completed.
- 8.2 **Drawings and Specifications.** If Engineer is required to prepare or furnish Drawings or Specifications under this Agreement, Engineer shall deliver to Client at least one original printed record version of such Drawings and Specifications, signed and sealed according to applicable Laws and Regulations.
- 8.3 **Limited License to Use Documents.** Client may make and retain copies of Documents for information and reference in connection with the use of the Documents on the Project. Engineer grants Client a limited license to use the Documents on the Project, extensions of the Project, and for related uses of Client, subject to

receipt by Engineer of full payment due and owing for all services relating to preparation of the Documents, and subject to the following limitations:

- 8.3.1 Client acknowledges that such Documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Client or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaption by Engineer;
- 8.3.2 Any such use or reuse, or any modification of the Documents, without written verification, completion, or adaption by Engineer, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Engineer or to its Officers, directors, members, partners, agents, employees and Consultants;
- 8.3.3 Client shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and Consultants from all claims, damages, losses, and expenses, including attorney's fees, arising out of or resulting from any use, reuse or modification of the Documents without written verification, completion or adaption by Engineer; and
- 8.3.4 Such limited license to Client shall not create any rights in third parties.
- 8.3.5 If Engineer at Client's request verifies the suitability of the Documents, completes them, or adapts them for extensions of the Project or for any other purpose, then Client shall compensate Engineer at rates or in an amount to be agreed upon by Client and Engineer.

9. **CONFIDENTIALITY**

- 9.1 **Engineer Agreement.** Engineer agrees to keep confidential and not to disclose to third parties any information provided by Client, or learned by Engineer during the course of this agreement unless Engineer has received the prior written consent of Client to make such disclosure. This obligation of confidentiality does not extend to any information that:
 - 9.1.1 Was in the possession of Engineer at the time of disclosure by Client, directly or indirectly.
 - 9.1.2 Is or shall become, through no fault of Engineer, available to the general public.
 - 9.1.3 Is independently developed and hereafter supplied to Engineer by a third party without restriction or disclosure.
 - 9.1.4 This provision shall survive expiration and termination of this Agreement.

10. **INSURANCE**

- 10.1 **Engineer Insurance.** Engineer warrants that it carries the following types of insurance with the following minimum amounts of coverage:
 - 10.1.1. General Liability - \$5,000,000
 - 10.1.2. Professional Liability - \$2,000,000
 - 10.1.3. Workers Compensation – per State of Wisconsin law

11. **LIMITATION OF LIABILITY**

- 11.1 **Limitation of Liability.** To the fullest extent permitted by Laws and Regulations, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of Engineer and Engineer's officers, directors, members, partners, agents, employees, and Consultants, to Client and anyone claiming by, through, or under Client for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or

implied of Engineer or Engineer's officers, directors, members, partners, agents, employees, or Consultants shall not exceed the total compensation received by Engineer under this Agreement.

- 11.2 **Fee Shifting.** In the event Engineer is forced to engage legal counsel to enforce this Agreement or any provision thereof, Client shall reimburse and indemnify Engineer for the actual costs incurred by Engineer in said enforcement, including but not limited to, attorney's fees at the actual hourly rate customarily charged by Engineer's counsel for the time reasonably spent in enforcement activity. In addition, if Engineer institutes any proceeding to enforce this Agreement or any provision thereof, Engineer shall be entitled to recover all court costs, including but not limited to reasonable attorney's fees, regardless of whether such action is prosecuted to final judgment.

12. INDEMNIFICATION

- 12.1 **Indemnification by Both Parties.** Each party agrees to indemnify, and hold the other Party, its parent, affiliates, subsidiaries, assigns, and each of its and their directors, officers, partners, employees and agents (collectively the "indemnified parties") harmless from and against any and all suits, claims, proceedings, damages, costs, losses and expenses, including court costs and reasonable attorneys' fees (collectively "losses"), which arise out of the performance or non-performance by the other Party, without limitation to Losses arising from and/or relating to (i) personal injury, or loss or damage to property resulting from an act, omission, or negligence of each Party; (ii) a breach by either Party of this Agreement; (iii) any claim, action or proceeding commenced against any of the indemnified parties alleging that personnel are employees of indemnified parties; (iv) each Party's conduct, actions, or inactions while on or in an indemnified parties' or a third party's premises and (v) taxes, penalties, interest and/or fines assessed by any governmental unit against any of the indemnified parties.
- 12.2 **Environmental Indemnification.** To the fullest extent permitted by Laws and Regulations, Client shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and Subconsultants from all claims, costs, losses, damages, actions, and judgments (including reasonable consultants' and attorneys fees and expenses) caused by, arising out of, relating to, or resulting from a Constituent of Concern at, on, or under the Site, provided that (1) any such claim, cost, loss, damages, action, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, and (2) nothing in this paragraph shall obligate Client to indemnify any individual or entity from and against the consequences of that individual's or entity's own negligence or willful misconduct.
- 12.3 **No Defense Obligation.** The indemnification commitments in this Agreement do not include a defense obligation by the indemnitor unless such obligation is expressly stated.
- 12.4 **Percentage Share of Negligence.** To the fullest extent permitted by Laws and Regulations, a party's total liability to the other party and anyone claiming by, through, or under the other party for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, shall not exceed the percentage share that the party's negligence bears to the total negligence of Client, Engineer, and all other negligent entities and individuals.
- 12.5 **Mutual Waiver.** To the fullest extent permitted by Laws and Regulations, Client and Engineer waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, from any cause or causes.

13. CONCLUDING PROVISIONS

- 13.1 **Term and Termination.** This Agreement can be terminated at any time by either Party on fourteen (14) days advance written notice. In the event of non-payment by Client, Engineer may terminate the Agreement immediately per the terms of Article 5 of this Agreement.
- 13.2 **Notice.** All notices or other communications hereunder shall be required in writing and shall be given by personal delivery or by one-day overnight delivery UPS, FedEx, DHL addressed as set forth below:

13.2.1 R/M: W233N2080 Ridgeview Pkwy, Waukesha, WI 53188

- 13.3 **Return of Materials.** Upon expiration or cancellation of this Agreement by either Party for any reason, both Parties will relinquish to each other all software, programs, and files, documents, books, manuals, lists records, publications, or other writings or data that came into the possession of said Party in connection with this agreement.
- 13.4 **Non-Disparagement.** The Parties agree that each will refrain from disparaging or casting negative aspersion on the other, including its officers, directors, employees, agents or members.
- 13.5 **Dissolution.** In the event of dissolution of Client, Client shall still be liable to Engineer for, and shall pay Engineer, a lump sum payment prior to such dissolution, the full monetary amount or equivalent of all compensation that would be due to Engineer. In the event of any merger, consolidation, or reorganization involving either Party, this Agreement shall become an obligation of any legal successors or successor.
- 13.6 **Severability Clause.** If any provision of this Agreement is invalid, that provision shall be disregarded, and the remainder of this Agreement shall be construed as if the invalid provision had not been included.
- 13.7 **Entire Agreement.** The Agreement contains the entire Agreement between the Parties. It may not be changed orally but only in writing signed by both parties.
- 13.8 **No Assignment.** Each Party shall not subcontract, assign, or delegate any of its rights, responsibilities, or duties under this Agreement without the express prior written consent of the other party.
- 13.9 **No Waiver.** No waiver by either Party shall be held to be a waiver of any other or subsequent breach.
- 13.10 **Successors and Assigns.** All rights conferred by this Agreement, shall be binding upon, insure to the benefit of, and be enforceable by or against the respective successors and permitted assigns of parties hereto.
- 13.11 **Governing Law and Venue.** This Agreement shall be construed and enforced according to the laws of the State of Wisconsin and any dispute under this Agreement must be brought in Waukesha County, WI. The Parties hereby consent to personal jurisdiction in such courts, and irrevocably waive any right to challenge venue and/or jurisdiction therein, and further waive any argument arising from the doctrine of forum non conveniens.
- 13.12 **Alternative Dispute Resolution.** Any dispute, controversy or claim, arising out of or relating to this Agreement, or a breach thereof, shall be settled by single-arbitrator arbitration at the election of either party in accordance with the rules of the American Arbitration Association and judgment upon such award rendered by the arbitrator may be entered in any court having competent jurisdiction thereof. Prior to invoking the arbitration provision hereof, the parties shall negotiate any such dispute, controversy or claim in good faith for a reasonable period of time, and shall, upon the request of either party, submit such dispute, controversy or claim to nonbinding mediation.
- 13.13 **Counterparts.** Facsimile copies or other electronically transmitted copies hereof shall be deemed to be originals and if any signature is delivered by facsimile transmission or in a ".pdf" format data file (or a similar electronic/digital format), such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such signature page were an original.

In WITNESS WHEREOF, the parties hereto have executed this agreement, the effective date of which is indicated on Page 1.

CLIENT

Printed Name: _____

Signature: _____

Job Title: _____

Date: _____

ENGINEER

Printed Name: _____

Signature: _____

Job Title: _____

Date: _____

EXHIBIT A**CITY OF COLUMBUS - PUBLIC SAFETY BUILDING DESIGN PACKAGE****DATE:** September 3rd, 2025**LOCATION:** City of Columbus, WI**OVERALL PROPOSED NARRATIVE**

This proposal is laid out to provide a comprehensive design package to the City of Columbus for the design of its new public safety building as conceived in the attached concept (previously completed for the City.) The proposal is based on the parameters included below which provides the rough overall scope of the project to the best of our knowledge. The proposal includes all services including planning, design, and construction efforts and will ensure the successful execution of the overall project. This is a complete A/E (architecture and engineering) package as conceived. The proposal includes a potential fee reduction if the scope and scale of the project reduces as requested by the City. That information is included towards the end of the proposal. A general schedule is also included for reference by the City stakeholders. The schedule would be finalized and formalized at the end of the contracting process but should be able to generally follow the included timeframe all things being equal. The project is proposed as design-bid-build (public bidding process.)

PROJECT BASIS – ASSUMPTIONS

The following elements were utilized in the creation of this proposal and provisions are detailed for flexibility in the overall design fees as included later in the document:

- BUILDING SIZE: ~61,000 sF
- ESTIMATED COST PER SF: \$450
- ESTIMATED SITE COSTS: \$0.9M
- ESTIMATED BUILDING COST: \$27.45M
- ESTIMATED OVERALL PROJECT COST: \$28.45M

*See exhibit b for more information.

PART 1 – BASIC SERVICES**1. DUE DILIGENCE****TOTAL FEE: \$43,400**

Engineer's due diligence services to be completed prior to the start of design or subsequent to the start of design include:

- C. **PROJECT REQUIREMENTS.** Consult with Owner to define and clarify Owner's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility, and expandability, and any budgetary limitations.
- D. **TOPOGRAPHIC, UTILITY, DRONE, BOUNDARY SURVEY.** Complete one-call utility locate to determine and mark out location of all public and franchise utilities on the site. Perform complete topographic survey of the site including surface, infrastructure, and utility elements including some areas outside of the overall site for tie-in of appropriate elements (generally 25-50' outside of the site.) Right-of-way easement research and determination. Utility investigation on site – condition, material, and cursory exploratory work. Property corner determination as well as set-backs and property lines. Establishment of benchmarks for current and future use. Does not include an ALTA survey – a fee for this can be provided if required/requested. Includes drone imagery and lidar information.
- E. **GEOTECHNICAL INVESTIGATION.** Create geotechnical layout (based on proposed building footprints) and surveying of points for boring crew. Site borings to determine subsurface conditions. Groundwater presence and elevation measurements. Engineering properties of soils - Bearing capacity, Organic content, Plasticity index, Shear strength, Hydrocarbon presence. Evaluation of overall site conditions related to structural design for - Differential settlement predictions, Fill material vs native bearing strata, Backfill materials, Structural floor design considerations, Dewatering requirements. Geotechnical report summarizing all of the above. Follow up amendments (if necessary) finalizing the report to the as-designed conditions. Geotechnical information to be utilized for structural design, pavement design, retaining wall design (if required), and considerations and distribution to the eventual earthwork contractor.

- F. **ENVIRONMENTAL ANALYSIS and PERMITTING.** Once a conceptual design has been developed, a site visit will occur. Using the field information and the conceptual design, the permit matrix will be updated to reflect specific conditions that may affect regulatory requirements. The conceptual design will be used to assess impacts and disturbance. These calculations will be used to draft permit applications as necessary. Preapplication meetings will be held to shore up the permit matrix requirements. Once design progresses, impact and disturbance calculations will be updated and permit applications will be finalized and submitted.
- G. **AHJ CONSULTING and RESEARCH.** Identify, consult with, and analyze requirements of governmental authorities having jurisdiction to approve the portions of the Project to be designed or specified by Engineer including permitting requirements. Verify zoning, design requirements, and stipulations for the site. Consult with the AHJ to ensure that the plan is coordinated with them and communicate to the owner what the constraints and considerations will be. As Columbus IS the primary AHJ in this case, this portion is expected to be minimal.
- H. **SCHEDULE DEVELOPMENT.** Finalize the design and construction schedule to lay out a trackable path of success for the owner. Develop target dates for permitting, review periods, construction start, completion dates, owner departmental integrations, ribbon-cutting targets, and 11-month walkthrough dates. Review schedule with owner and establish formal schedule with AHJ, design, and construction teams as appropriate.
- I. **REZONING PROCESS.** The site does need to be rezoned and this process should be begun in this phase and completed within the phase or shortly thereafter. Process is expected to fairly easy and straight forward as our team serves as the City Engineer and can facilitate the process very quickly.
- J. **MEETING ASSUMPTIONS.** During the due diligence phase the meetings are expected to be a mix of in-person and Teams calls as works when coordinating with the overall Stakeholder group.
- K. Engineer's services under the Due Diligence Phase will be considered complete on the date when Engineer has delivered to Owner the findings of the investigatory elements and moved into the creation of plans and specifications.

2. **SCHEMATIC DESIGN**

TOTAL FEE: \$229,885

Initial design work to program the building, develop floorplans, and basic layouts and systems. Includes demolition elements for existing site and infrastructure.

A. **DEMOLITION SCOPE.**

1. Development of demolition plans for the existing site.
2. Coordinate removals of private and public utilities.
3. Includes permitting and environmental requirements related to demolition.
4. Development of quantities for removal of public horizontal and vertical infrastructure – pavement, utility structures, buildings, etc...
5. Demolition plan to be included in the overall final construction set of documents.

B. **CIVIL and LANDSCAPE SCOPE.**

1. Existing conditions and demolition.
2. Building outline(s) placed on site.
3. Future expansion indications (if applicable.)
4. Site entry points defined showing proposed entry reconfigurations.
5. Loading dock areas indicated and conceptualized.
6. ADA analysis.
7. Driveway basic layouts.
8. Parking locations and dimensions.
9. Public transit considerations (if applicable.)
10. Waste/recycling locations developed.
11. Walkway and trail connection schematic layouts created.
12. Stairway locations indicated with general geometric layout.
13. Utility requirements developed – both public and private.
14. Schematic layouts of site utilities.
15. Preliminary grading plan.
16. Preliminary site lighting plan (corroborated with Electrical.)
17. Storm water pre and post construction calculations for AHJ submittal.

18. Evaluate existing conditions (soils, flow paths, pre-development flow rates.)
19. Layout site, protecting sensitive areas, and accounting for post construction BMPs.
20. Determination of Owner planting and decorative site elements requirements.
21. Determination of AHJ requirements for plantings and other landscape site elements.
22. Concept plan for planting and landscape design.
23. Hand-drawn (look) color concept of the site available upon request.
24. Determination of protected elements.

C. STRUCTURAL SCOPE.

1. Building code review.
2. Verify loading design parameters.
3. Determine materials of use.
4. Layout bay sizing, basic geometry, and high-stress elements.
5. Determine load paths and begin to develop lateral system.
6. Basic framing plan layout.
7. Tentative column, beam, and slab sizes.

D. MECHANICAL/PLUMBING SCOPE.

1. Review owner and architect data to verify building design program, budget, code, and owner requirements.
2. Review of existing systems and creation of comprehensive demolition plans.
3. Develop design criteria including indoor and outdoor conditions, ventilation, air circulation, minimum exhaust, sound levels, system diversities, and building envelope thermal characteristics.
4. Begin research on materials, equipment, fixtures, and building systems.
5. Major HVAC equipment locations.
6. Air intake and discharge locations.
7. HVAC zoning development.
8. Mechanical legend creation.
9. Determination of special occupancy zones.
10. Determination of main water, storm, and sanitary revisions required.
11. Major plumbing equipment locations.
12. Connection to utility determination.
13. Fire service entry location evaluation and reconfiguration (if necessary.)
14. Location of fire pump and controller, jockey pump, and sprinkler valves.
15. Engagement with utility provider(s.)

E. ELECTRICAL/TECH SCOPE

1. General photometric level requirements.
2. General controls considerations.
3. Preliminary indoor and outdoor lighting plans.
4. Electrical demolition determinations
5. Manhole, duct bank, and building entry locations.
6. Exterior equipment location determination – transformer and metering evaluation and redesign if necessary.
7. Generator and ATS descriptions and locations (when applicable.)
8. Preliminary service size revisions/improvements.
9. Electric room location/size.
10. Panel numbering scheme.
11. Electrical distribution and branch panelboard layout.
12. One-line diagram for fire protection system(s) to describe the fundamental design concept.
13. Fire alarm system description and tentative panel locations.
14. Telecom building entrance and telecom room locations.
15. Telecom riser diagram.
16. Preliminary cable tray plans.
17. Access, security, AV, and other specialty system description and panel locations.
18. Engagement with utility provider(s.)

F. ARCHITECTURAL SCOPE.

1. Program development for the building generally established.
2. Determination of specialty building equipment and fixtures distributed.
3. Applicable zoning and life safety codes established.

4. Determination of building envelope performance criteria.
5. Determination of acoustical performance criteria.
6. Definition of building system durability and maintenance criteria.
7. Discussion with owner of alternative approaches to design and construction has been completed.
8. All major plan elements for the building floors, with approximate accommodations for structure and MEPT provided.
9. Develop Typical project functional components.. Components should be graphically correct and coordinated with structural and MEPT. Representative dimensions shown and representative partitions tagged. Show schematic furniture layouts to confirm spatial and program requirements of unit types.
10. Develop typical project components and core elements including stairs and MEPT risers and toilet rooms. Components should be graphically correct and dimensioned. Minor or atypical elements should be reflected in the plans and building sections. Confirm that all circulation elements conform with building and accessibility codes as well as with market requirements.
11. Verify that all program requirements are incorporated in the plans including support areas such as staff break rooms/toilets, building storage areas, janitor closets, and trash rooms and recycling.
12. Develop Building elevations and note exterior materials. Indicate the extent of their use. Confirm alternatives with the Owner.
13. Develop Building sections including typical foundation details. Indicate floor to floor dimensions, ceiling heights, major structural elements and major MEPT transfer or horizontal distribution zones.
14. Develop preliminary selections of major building systems with construction materials noted on the drawings or described in writing.
15. Consider Environmentally responsible design alternatives.
16. Consider the value of alternative materials, building systems and equipment.
17. Develop typical exterior wall sections, typical exterior details and typical exterior wall types with sufficient detail delineated in the drawings and adequately described in the Basis of Design Project Manual so that initial system pricing can be obtained.
18. Prepare general description of atypical and high finish spaces such as lobbies, public corridors and amenities. Describe in the form of narratives and/or freehand sketches.
19. Prepare general describe typical toilet room and kitchen in plan and interior room elevations.
20. Establish ceiling heights on a preliminary typical or representative reflected ceiling plan(s) as the basis to initiate project coordination. If possible layout a small representative portion to establish design intent.
21. Establish preliminary ceiling heights for all typical and principal spaces; indicate on the floor plans and building sections.
22. Prepare partition type sheet for typical floor only. All types of partitions should be accurately shown, noted, and dimensioned.
23. Prepare an Outline Specification with Project Description, general and regulatory requirements, preliminary building code, preliminary accessibility analysis, structural requirements, acoustical requirements, outline basic interior and exterior construction and materials.
24. BIM model provided to the design team with the above-included elements in timely and regularly-updated fashion.
25. Start initial coordination with Owner-preferred vendors including furniture, specialty equipment, and A/V specialists.

3. **DESIGN DEVELOPMENT**

TOTAL FEE: \$631,643

Primary design phase where all of the systems and elements for the building and site are decided and heavily designed.

A. **CIVIL and LANDSCAPE SCOPE.**

1. General dimensions and elevations.
2. Permanent exterior signage developed.
3. Parking and roadway plans and elevations.
4. Pedestrian pathway plans (sidewalks and trails.)
5. Vehicle and pedestrian traffic controls.
6. Grading plan.
7. Site lighting plan coordination (with Electrical.)
8. Concept details of site fixtures and equipment.
9. Utility plans, elevations, and details.
10. Modeling and calculation for final stormwater design – quality and quantity (as applicable.)
11. Initial utility coordination with AHJ.
12. Utility calculations as required.
13. Soil erosion and sedimentation control plan (for construction and post-construction.)

14. Initial planting plans and schedules for landscape elements.
15. Integration of all owner and AHJ requirements to the site.
16. Site furnishing determinations and placement on site – bike racks, benches, hardscapes, trash receptacles, etc

B. STRUCTURAL SCOPE.

1. Design of foundation, flooring, stoops, and other related items.
2. Design of lateral system and associated elements.
3. Design of framing plan for floors and roof.
4. Final sizing of columns, beams, and slabs.
5. Create typical sections and cuts.
6. Indicate bedrock elevation (if applicable) and make accommodations.
7. Development of new second floor structural and all associated elements. Will utilize existing framework as much as possible with information available.
8. Initial exterior wall sections.
9. Verify sleeve locations and requirements.
10. Creation of final structural calculations.

C. MECHANICAL/PLUMBING SCOPE.

1. Design criteria including indoor and outdoor conditions, ventilation, air circulation, minimum exhaust, sound levels, system diversities, and building envelope thermal characteristics reaffirmed and verified in the documents.
2. Initiate approval process with appropriate utilities.
3. All riser diagrams completed.
4. Typical floor coordination is complete with all risers, chases, and interstitial ceiling areas coordinated.
5. Overall building air flow diagram – air handlers, exhaust, duct risers and mains.
6. Determination of any room pressurization and/or airflow relationships.
7. Plans for shaft, chase, and recess requirements.
8. Duct layout for typical spaces.
9. Equipment schedules for major equipment.
10. Equipment locations with enlarged mechanical plans.
11. Indications of typical locations of fire dampers, smoke dampers, and combination dampers.
12. Outline of major control sequences of operation.
13. Smoke control scheme determination.
14. Preliminary floor plans of mechanical rooms with all components and required service access areas.
15. Utility meter locations and design flow rates.
16. Piping schematic or riser diagrams for every plumbing system.
17. Preliminary piping plans (domestic and process) with indication of required service areas.
18. Water meter locations.
19. Back flow prevention locations.
20. Plumbing fixture schedules (selected by architect and owner.)
21. Equipment schedules for major plumbing equipment.
22. Fire protection zoning extents.
23. Location of main headers and risers on fire protection system.
24. Location of test headers and FDC for fire protection system.
25. Fire pump sizing calculations.

D. ELECTRICAL/TECH SCOPE.

1. Initiate approval process with appropriate utilities.
2. All riser diagrams completed.
3. Typical floor coordination is complete with all risers, chases, and interstitial ceiling areas coordinated.
4. Typical interior lighting and control plans.
5. Outdoor lighting and control plans.
6. Electrical fixture types and schedules.
7. Lighting control system and control device descriptions.
8. Typical photometric calculations and layout.
9. Dimming, daylighting, and low voltage control zones.
10. Electrical manhole, duct bank, and building entry plans and details

11. Normal power riser diagram with breaker, fuse, conduit, and conductor sizes.
12. Emergency power riser diagram with breaker, fuse, conduit, and conductor sizes.
13. Grounding riser diagram.
14. List of equipment on emergency power (simple schedule.)
15. Panel schedules.
16. Electrical equipment location plans.
17. Typical electrical outlet location plans.
18. Temporary power plan for construction coordination (with contractors.)
19. Electric meter location with design amps and voltage.
20. Fire protection zoning extents.
21. Location of main headers and risers on fire protection system.
22. Location of test headers and FDC for fire protection system.
23. Fire pump sizing calculations.
24. Fire alarm riser diagram.
25. Fire alarm panel, device, and appliance location plans.
26. Telecom backboard locations.
27. Telecom raceway and grounding riser diagrams.
28. Conduit and cable tray plans with sizes.
29. Material cut sheets.
30. List of equipment to share telecom rooms.
31. Typical telecom outlet location plans.
32. Intercom locations (if applicable.)
33. Access, security, AV, and other specialty riser diagrams and equipment location plans.

E. **ARCHITECTURAL SCOPE.**

1. Exterior envelope modules and primary exterior dimension strings are complete.
2. Representative area interior dimensioning.
3. Rooms labeled and numbered.
4. Partition types tagging generally represented.
5. Doors tagged.
6. Reflected ceiling plans for all typical and major areas of the project drawn with light fixtures and diffusers indicated.
7. Representative ceiling details drawn, focus on covering scope.
8. Structure and MEPT/FP coordination well underway.
9. Exterior elevations are graphically complete.
10. Most building sections are cut and structure is coordinated with the current structural drawings.
11. MEPT/FP horizontal collection and distribution zones addressed in building sections where applicable.
12. Complete typical wall sections at 1/2" or 3/4" scale with notes and dimensions.
13. Representative larger scale partial details at 1 1/2" or 3" scale.
14. Foundation sections complete.
15. Draft of specification sections pertaining to exterior envelope including roofing, waterproofing, aluminum & glass systems and opaque wall systems.
16. Block out spaces with casework and built-in fixtures, equipment and appliances.
17. Interior material selections are scheduled and/or specified.
18. Finish design of lobbies, amenities and other finish spaces is initiated.
19. Draft of specifications for finish sections.
20. The majority of partition types are detailed (those in high finish areas may not be detailed.)
21. Representative typical interior details drawn.
22. Door schedules for typical areas complete with draft of specifications for doors, frames and hardware.
23. Typical door details are drawn.
24. Typical area room finish scheduled is complete.
25. Interior finishes are tabulated or specified citing as much specific manufacturer, model, type, color information as possible.
26. Updated outline specification or prepare draft specification for finishes and doors (if preparing draft specifications must include as much project specific information as possible.)
27. BIM model provided to the design team with the above-included elements in timely and regularly-updated fashion.
28. In depth communication with owner's specialty consultants.

- F. **OPINION OF COST.** Order of magnitude cost opinion will be provided by the team for review by the owner to track the potential cost of the project at this stage.

4. **PERMIT DOCUMENTS**

TOTAL FEE: \$461,593

Final phase of design where all of the design elements are cleaned up and detailed into all of the assembled pages for submittal to the AHJ and utilized for contractor bidding.

A. **CIVIL and LANDSCAPE SCOPE.**

1. Extent of construction area delineated and indicated.
2. Final traffic control plan.
3. Construction site access and staging area determination.
4. Underground utility profiles.
5. Final verification of pipe sizing.
6. Finalization of jointing locations and types.
7. Indication of stoops (coordinated with Structural.)
8. Pavement markings and wayfinding.
9. Final SWPPP.
10. All applicable details and notes finalized.
11. Final planting plans and schedules for landscape elements.
12. Finalization and verification of all owner and AHJ requirements to the site.
13. Site furnishing finalization – placements, brands, materials, configurations.

B. **STRUCTURAL SCOPE.**

1. Fully correlate plans with architectural and mechanical models.
2. Review utility interference with finalized structural elements.
3. Corroborate with architectural team and identify architectural/structural conflicts.
4. Finalize exterior wall assembly details.
5. Masonry Walls, Anchorage, and Reinforcing
6. Verify Thermal Break Requirements
7. Verify Brick Ledges and Masonry Integration
8. Masonry rehabilitation and repair detailing – corroborated with architect.
9. Develop all connection details.
10. Finalize all calculations.
11. Finalize dimensions.
12. Final design of beams, columns, decking, floor.
13. Verify any floor and roof openings
14. Finalize top of beam elevations
15. Expansion Joint Detailing
16. Water proofing details coordinated with architect.
17. Finalize steel grades, concrete types, and other applicable material data.
18. Finalize schedules.
19. Fireproofing Integration (from Architect)
20. Structural Notes
21. Special Inspection Logs
22. 3-part specifications for all included elements.

C. **MECHANICAL/PLUMBING SCOPE.**

1. Verify room numbers and architectural backgrounds are lightly shown under floorplans.
2. Number all duct mounted smoke and combination fire/smoke dampers on HVAC floor plans and create corresponding schedule.
3. Detailed piping and duct design with all sizes indicated.
4. Schematic one-line diagrams for all steam/hydronic systems including pipe specialties, instrumentation and valving requirements.
5. Detailed floor plans of mechanical rooms with all components required and service areas.
6. Cross sections through mechanical rooms and areas where there are installation and coordination issues (tight spaces.)
7. Equipment details including structural support requirements.
8. Penetration and sleeve details.

9. Installation details.
10. Duct construction schedules indicating material and pressure class.
11. Detailed HVAC sequence of operation.
12. Utility meter details.
13. Water riser diagram.
14. Waste and vent riser diagrams.
15. Foundation drains.
16. Detailed piping design with all pipe sizes indicated.
17. Typical plumbing details, including structural support requirements.
18. Piping details.
19. Plumbing penetration and sleeve details.
20. Fire protection service entrance details.
21. Location of all sprinkler zone valves, drains, and fire hose connections.
22. Typical sprinkler installation details.
23. Sprinkler penetration and sleeve details.

D. ELECTRICAL/TECH SCOPE.

1. Verify room numbers and architectural backgrounds are lightly shown under floorplans.
2. Interior and exterior lighting plans including control systems and devices, lighting panels, switching and circuiting.
3. Lighting control system schematics and wiring diagrams.
4. Lighting control system detailed sequences of operation.
5. Details of power service to building.
6. Power plans including primary raceways, feeder conduits, electrical loads, duplex and special receptacles, and circuiting.
7. Emergency power system plans, controls, and details.
8. Connections to other building systems including fire alarm and HVAC controls.
9. Details of non-standard electrical installations.
10. Conduit and wire sizes for services, feeders, and special branch circuits.
11. MCC elevations.
12. Grounding details.
13. Roof and floor penetration details.
14. Fire alarm detailed panel, device, and appliance location plans including duct detectors, fire/smoke dampers, sprinkler flow and tamper switches.
15. Fire alarm monitor and control modules, door hold-opens, and door lock releases.
16. Fire alarm general notes on wire and conduit sizes.
17. Fire alarm details of connections to HVAC, fire pump, fire suppression, door hold-open, and door locks.
18. Suggested detailed operation sequence.
19. Telecom outlet locations.
20. Details of telecom service to the building.
21. Floor box schedule.
22. Telecom floor box, outlet box, and conduit installation details.
23. Telecom power outlet locations.
24. Card access, security, AV and other specialty detailed equipment location plans, equipment schedules, wiring diagrams, installation details, and suggested sequence of operations.

E. ARCHITECTURAL SCOPE.

1. Verification of owner-provided items and finalization with owner's specialty consultants.
2. Determination of all allowances and bid alternates.
3. All final door, window, and finish schedules provided.
4. Title block completed and all requirements established.
5. All finalized floorplans completed and provided to design team for use. Adequate time provided for integration of final floorplan(s) into final overall design.
6. Site plan integration is fully completed for all engineering discipline coordination.
7. Floor to floor heights are all established and provided.
8. Expansion joint requirements are developed and conveyed.
9. Wall sections are all created and determined for all conditions.
10. Edge of slab locations are determined.
11. Parapet heights are established.
12. Roof screening wall requirements and locations and provided.
13. Type and weight of the roofing system is determined.

14. Location and depth for all floor recesses is conveyed.
15. Any panelized architectural wall systems are determined.
16. Stair and elevator smoke hatch locations established.
17. Skylight rough ins and sizes are provided.
18. Areas on suspended levels requiring heavier design loading criteria are conveyed.
19. Roof drainage plan is created.
20. BIM model provided to the design team with the above-included elements in timely and regularly-updated fashion.
21. Specifications finalized.

- F. **OPINION OF COST.** Complete Master-Format divisional-based cost opinion will be provided at this stage for Client support of the project. This opinion will allow the client to evaluate progress and the scope/scale of the project as it is intended and allow for adjustments or changes to the design to accommodate the effort and eliminate the need for value engineering the project late in the overall effort. This will also be used for the bidding RFP.

5. **BIDDING, PERMITTING AND CONTRACT PHASE**

TOTAL FEE: \$34,500

- A. After acceptance by Owner of the final Drawings and Specifications, other Construction Contract Documents, bidding-related documents (or requests for proposals or other construction procurement documents), and upon written authorization by Owner to proceed, Engineer shall:
1. Assist Owner in advertising for and obtaining bids or proposals for the Work, assist Owner in issuing assembled design, contract, and bidding-related documents (or requests for proposals or other construction procurement documents) to prospective contractors, and, where applicable, maintain a record of prospective contractors to which documents have been issued, attend pre-bid conferences, if any, and receive and process contractor deposits or charges for the issued documents.
 2. Prepare and issue Addenda as appropriate to clarify, correct, or change the issued documents.
 3. Provide information or assistance needed by Owner in the course of any review of proposals or negotiations with prospective contractors.
 4. Consult with Owner as to the qualifications of prospective contractors.
 5. Consult with Owner as to the qualifications of sub-contractors, suppliers, and other individuals and entities proposed by prospective contractors, for those portions of the Work as to which review of qualifications is required by the issued documents.
 6. If the issued documents require, the Engineer shall evaluate and determine the acceptability of "or equals" and substitute materials and equipment proposed by prospective contractors, provided that such proposals are allowed by the bidding-related documents (or requests for proposals or other construction procurement documents) prior to award of contracts for the Work.
 7. Perform bid opening for Owner, prepare summary, and discuss results/evaluation of bid with owner.
 8. If Owner engages in negotiations with bidders or proposers, assist Owner with respect to technical and engineering issues that arise during the negotiations.
 9. Assist owner with review and execution of the construction contract with the selected General Contractor.
 10. On-boarding of the selected General Contractor. Introductions to team, set up of construction management software/system, development of schedule outlay and milestones, scheduling of bi-weekly OAEC meetings, and other required elements for getting underway with construction.
- B. The Bidding or Negotiating Phase will be considered complete upon commencement of the Construction Phase or upon cessation of negotiations with prospective contractors.

6. **CONSTRUCTION PHASE**

TOTAL FEE: \$359,888

- A. Upon successful completion of the Bidding and Negotiating Phase, and upon written authorization from Owner, Engineer shall:
1. *General Administration of Construction Contract:* Consult with Owner and act as Owner's representative as provided in the Construction Contract.
 2. *Selection of Independent Testing Laboratory:* Assist Owner in the selection of an independent testing laboratory insofar as this is required by the AHJ.
 3. *Pre-Construction Conference:* Participate in a pre-construction conference prior to commencement of Work at the Sites.
 4. *Schedules:* Receive, review, and determine the acceptability of any and all schedules that Contractor is required to submit to Engineer, including the Progress Schedule, Schedule of Submittals, and Schedule of Values.

5. *Visits to Site and Observation of Construction:* In connection with observations of Contractor's Work while it is in progress:
 - a. Make visits to the Site at intervals appropriate to the various stages of construction, as Engineer deems necessary, to observe as an experienced and qualified design professional the progress of Contractor's executed Work. Such visits and observations by Engineer, are not intended to be exhaustive or to extend to every aspect of the Work or to involve detailed inspections of the Work beyond the responsibilities specifically assigned to Engineer in this Agreement and the Construction Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment. Based on information obtained during such visits and observations, Engineer will determine in general if the Work is proceeding in accordance with the Construction Contract Documents, and Engineer shall keep Owner informed of the progress of the Work.
 - b. The purpose of Engineer's visits to the Site, will be to enable Engineer to better carry out the duties and responsibilities assigned to and undertaken by Engineer during the Construction Phase, and, in addition, by the exercise of Engineer's efforts as an experienced and qualified design professional, to provide for Owner a greater degree of confidence that the completed Work will conform in general to the Construction Contract Documents and that Contractor has implemented and maintained the integrity of the design concept of the completed Project as a functioning whole as indicated in the Construction Contract Documents. Engineer shall not, during such visits or as a result of such observations of the Work, supervise, direct, or have control over the Work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, for security or safety at the Site, for safety precautions and programs incident to any Constructor's work in progress, for the coordination of the Constructors' work or schedules, nor for any failure of any Constructor to comply with Laws and Regulations applicable to furnishing and performing of its work. Accordingly, Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish or perform the Work, or any portion of the Work, in accordance with the Construction Contract Documents.
 - c. Site visits include photography and drone imagery
6. *Defective Work:* Reject Work if, on the basis of Engineer's observations, Engineer believes that such Work is defective under the terms and standards set forth in the Construction Contract Documents. Provide recommendations to Owner regarding whether Contractor should correct such Work or remove and replace such Work, or whether Owner should consider accepting such Work as provided in the Construction Contract Documents potentially with deductive considerations.
7. *Compatibility with Design Concept:* If Engineer has express knowledge that a specific part of the Work that is not defective under the terms and standards set forth in the Construction Contract Documents is nonetheless not compatible with the design concept of the completed Project as a functioning whole, then inform Owner of such incompatibility, and provide recommendations for addressing such Work.
8. *Construction Staking:* Work with the owner to complete construction staking. R/M will work with the construction staking staff to develop point files and appropriate data to lay out as the General Contractor requires. **This item will be hourly as required.**
9. *Clarifications and Interpretations:* Accept from Contractor and Owner submittal of all matters in question concerning the requirements of the Construction Contract Documents (requests for information or interpretation—RFIs), or relating to the acceptability of the Work under the Construction Contract Documents. With reasonable promptness, render a written clarification, interpretation, or decision on the issue submitted, or initiate an amendment or supplement to the Construction Contract Documents.
10. *Non-reviewable Matters:* If a submitted matter in question concerns the Engineer's performance of its duties and obligations, or terms and conditions of the Construction Contract Documents that do not involve (1) the performance or acceptability of the Work under the Construction Contract Documents, (2) the design (as set forth in the Drawings, Specifications, or otherwise), or (3) other engineering or technical matters, then Engineer will promptly give written notice to Owner and Contractor that Engineer will not provide a decision or interpretation.
11. *Field Orders:* Subject to any limitations in the Construction Contract Documents, Engineer may prepare and issue Field Orders requiring minor changes in the Work.
12. *Change Orders and Work Change Directives:* Recommend Change Orders and Work Change Directives to Owner, as appropriate, and prepare Change Orders and Work Change Directives as required.
13. *Differing Site Conditions:* Respond to any notice from Contractor of differing site conditions, including conditions relating to underground facilities such as utilities, and hazardous environmental conditions. Promptly conduct reviews and prepare findings, conclusions, and recommendations for Owner's use.
14. *Shop Drawings, Samples, and Other Submittals:* Review and approve or take other appropriate action with respect to Shop Drawings, Samples, and other required Contractor submittals, but only for conformance with the information given in the Construction Contract Documents and compatibility with the design concept of the

- completed Project as a functioning whole as indicated by the Construction Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto. Engineer shall meet any Contractor's submittal schedule that Engineer has accepted.
15. *Substitutes and "Or-equal"*: Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor, but subject to the provisions of Paragraph A2.02.A.2 of this Exhibit A.
 16. *Inspections and Tests*:
 - a. Receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Construction Contract Documents. Engineer's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Construction Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Construction Contract Documents. Engineer shall be entitled to rely on the results of such inspections and tests.
 - b. As deemed reasonably necessary, request that Contractor uncover Work that is to be inspected, tested, or approved.
 - c. Pursuant to the terms of the Construction Contract, require special inspections or testing of the Work, whether or not the Work is fabricated, installed, or completed.
 17. *Change Proposals and Claims*: (a) Review and respond to Change Proposals. Review each duly submitted Change Proposal from Contractor and, within 30 days after receipt of the Contractor's supporting data, either deny the Change Proposal in whole, approve it in whole, or deny it in part and approve it in part. Such actions shall be in writing, with a copy provided to Owner and Contractor. If the Change Proposal does not involve the design (as set forth in the Drawings, Specifications, or otherwise), the acceptability of the Work, or other engineering or technical matters, then Engineer will notify the parties that the Engineer will not resolve the Change Proposal. (b) Provide information or data to Owner regarding engineering or technical matters pertaining to Claims.
 18. *Applications for Payment*: Based on Engineer's observations as an experienced and qualified design professional and on review of Applications for Payment and accompanying supporting documentation:
 - a. Determine the amounts that Engineer recommends Contractor be paid. Such recommendations of payment will be in writing and will constitute Engineer's representation to Owner, based on such observations and review, that, to the best of Engineer's knowledge, information and belief, Contractor's Work has progressed to the point indicated, the Work is generally in accordance with the Construction Contract Documents (subject to an evaluation of the Work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Construction Contract Documents, and to any other qualifications stated in the recommendation), and the conditions precedent to Contractor's being entitled to such payment appear to have been fulfilled in so far as it is Engineer's responsibility to observe the Work. In the case of unit price Work, Engineer's recommendations of payment will include final determinations of quantities and classifications of the Work (subject to any subsequent adjustments allowed by the Construction Contract Documents).
 - b. By recommending payment, Engineer shall not thereby be deemed to have represented that observations made by Engineer to check the quality or quantity of Contractor's Work as it is performed and furnished have been exhaustive, extended to every aspect of Contractor's Work in progress, or involved detailed inspections of the Work beyond the responsibilities specifically assigned to Engineer in this Agreement. Neither Engineer's review of Contractor's Work for the purposes of recommending payments nor Engineer's recommendation of any payment including final payment will impose on Engineer responsibility to supervise, direct, or control the Work, or for the means, methods, techniques, sequences, or procedures of construction or safety precautions or programs incident thereto, or Contractor's compliance with Laws and Regulations applicable to Contractor's furnishing and performing the Work. It will also not impose responsibility on Engineer to make any examination to ascertain how or for what purposes Contractor has used the money paid to Contractor by Owner; to determine that title to any portion of the Work, including materials or equipment, has passed to Owner free and clear of any liens, claims, security interests, or encumbrances; or that there may not be other matters at issue between Owner and Contractor that might affect the amount that should be paid.
 19. *Contractor's Completion Documents*: Receive from Contractor, review, and transmit to Owner maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance required by the Construction Contract Documents, certificates of inspection, tests and approvals, and Shop Drawings, Samples, and other data approved. Receive from Contractor, review, and transmit to Owner the annotated record documents which are to be assembled by Contractor in accordance with the Construction Contract Documents to obtain final payment. The extent of Engineer's review of record documents shall be to check that Contractor has submitted all pages.

20. *Substantial Completion:* Promptly after notice from Contractor that Contractor considers the entire Work ready for its intended use, in company with Owner and Contractor, visit the Site to review the Work and determine the status of completion. Follow the procedures in the Construction Contract regarding the preliminary certificate of Substantial Completion, punch list of items to be completed, Owner's objections, notice to Contractor, and issuance of a final certificate of Substantial Completion. Assist Owner regarding any remaining engineering or technical matters affecting Owner's use or occupancy of the Work following Substantial Completion.
21. *Final Notice of Acceptability of the Work:* Conduct a final visit to the Project to determine if the Work is complete and acceptable so that Engineer may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, Engineer shall also provide a notice to Owner and Contractor that the Work is acceptable to the best of Engineer's knowledge, information, and belief, and based on the extent of the services provided by Engineer under this Agreement.
22. *Standards for Certain Construction-Phase Decisions:* Engineer will render decisions regarding the requirements of the Construction Contract Documents, and judge the acceptability of the Work, pursuant to the specific procedures set forth in the Construction Contract for initial interpretations, Change Proposals, and acceptance of the Work. In rendering such decisions and judgments, Engineer will not show partiality to Owner or Contractor, and will not be liable to Owner, Contractor, or others in connection with any proceedings, interpretations, decisions, or judgments conducted or rendered in good faith.
23. *Duration of Construction Phase:* The Construction Phase will commence with the execution of the first Construction Contract for the Project or any part thereof and will terminate upon written recommendation by Engineer for final payment to Contractors. If the Project involves more than one prime contract, then Construction Phase services may be rendered at different times in respect to the separate contracts. Engineer shall be entitled to an equitable increase in compensation if Construction Phase services are required after the original date for completion and readiness for final payment of Contractor as set forth in the Construction Contract.

7. **POST CONSTRUCTION PHASE**

TOTAL FEE: \$3,980*

- A. Upon written authorization from Owner during the Post-Construction Phase, Engineer shall:
 1. Together with Owner, visit the Project to observe any apparent defects in the Work, make recommendations as to replacement or correction of defective Work, if any, or the need to repair of any damage to the Site or adjacent areas, and assist Owner in consultations and discussions with Contractor concerning correction of any such defective Work and any needed repairs.
 2. Together with Owner, visit the Project within one month before the end of the Construction Contract's correction period to ascertain whether any portion of the Work or the repair of any damage to the Site or adjacent areas is defective and therefore subject to correction by Contractor. "11-month walk."
- B. The Post-Construction Phase services may commence during the Construction Phase and, if not otherwise modified in this Exhibit A, will terminate twelve months after the commencement of the Construction Contract's correction period.

8. **ASSUMPTIONS AND NOTES**

A. **CIVIL and LANDSCAPE NOTES.**

1. Design will follow applicable State and Local standard requirements.
2. Does not include redesign of any city infrastructure – adjacent streets, utilities, traffic signal, etc...
3. 3-Part MasterFormat Specifications for inclusion into final specification manual.
4. Does not include any new land division work (CSM.)
5. Assumes the Ridgeline extension/roadway under the current platted configuration will be used for the final design.
6. Excludes the cost of design and construction inspection for the North roadway portions (see dashed/shaded area on the included concept exhibit.)
7. Site is assumed to be properly serviced by public and franchise utilities such that only typical service line design will be required. Design of public utility improvements required to service the site may result in additional hourly charges.
8. Any earthwork quantities are provided as referential in nature. Earthwork contractors should do their own takeoffs for bidding purposes.
9. Any paving connections to the street are assumed to require only curb and gutter section cuts to be integrated into the roadway.
10. Does not assume retaining wall design. Any retaining walls that are needed/included on the plans will be schematically designed with plan/profile/grade developed. Materials for the wall will be specified and included

specifications for the wall installer will be included. This will be a design-build item where the wall installer will be required to provide a stamped design drawing along with their installation.

11. Does not include a traffic study. One is not anticipated to be required.
12. Landscape elements and design based on heavy input from Owner to communicate desires and requests.
13. Full irrigation design is not included. Irrigation (if present) will be design-build by the irrigation contractor. R/M will complete and performance specification for the system based on owner input. R/M may include a general sleeving layout for proposed irrigation crossings and pathways under site elements (paving.) This will require input and direction from the owner.
14. A snow-removal plan and layout may be included on the plan set if requested by the owner.
15. In-depth DD and CD level document reviews with the owner are expected. Significant redesigns required after owner sign-off at these stages may result in additional hourly charges to redesign any requested elements.
16. Landscaping design will be included in the project as the AHJ requires. R/M will work to maintain as many of the owner standards as possible but some revisions/changes may be required due to AHJ constraints.

B. STRUCTURAL NOTES.

1. Building composition expectation is mainly steel and concrete with wood and masonry elements. Interior demised areas expected to be primarily light gauge steel or wood.
2. Specialty foundation design elements may require additional design fee depending on the area eventually selected for the site. These include but are not limited to Rammed Aggregate Piers, Piling, Helical Piers, Auger Cast Piles or other similar deeper foundation elements. Earth retention design is also not included.
3. Coordination with elevator supplier IS included but the structural team only designs the elevator shaft itself. The . Coordination of any embeds, top beam, sump pit, and drainage will be completed.
4. Open-web truss, steel joist, and steel stud design assumed to be performance based delegated design. R/M will work with known suppliers to provide design basis, general dimensioning/layout, and loading, but final design specifics, dimensioning, and layout will be provided by eventual supplier. R/M will review and verify final product meets design requirements and code factors.
5. Specialty/decorative elements will be designed by the architect and verified by R/M for structural requirements where applicable (and shown on structural pages for coordination) on elements such as handrail, steel stairs, specialty brackets and stanchions, etc.
6. Design will use applicable design standards for safety factor, deflection, settlement, drift, occupancy comfort and expansion/contraction.
7. In-depth DD and CD level document reviews with the owner are expected. Significant redesigns required after owner sign-off at these stages may result in additional hourly charges to redesign any requested elements.
8. Design will follow current IBC and AISC requirements as applicable.

C. MEPT NOTES.

1. Does not include evaluation of different HVAC, plumbing, and electrical systems required by the State, City or utility company; energy rebate programs.
2. Sprinkler design will be completed at a schematic level only. Final sprinkler design will be by eventual GC sprinkler subcontractor – level III NICET. R/M will coordinate testing for available City water and provide design specification. Layout of expected system(s) will be provided by R/M but eventual layout will be completed/confirmed by sprinkler subcontractor. R/M will adjust plans for final as-builts based on completed system. Entry point plumbing for the system will be included in R/M design.
3. Does not include fault current and coordination studies used to specify equipment ratings (can be provided for extra fee if required.)
4. Technology elements (fire protection, alarm, IT) are assumed to be partially delegated design by bidders. These items will be schematically designed, then reviewed and integrated into the building design by R/M but final layout and design will be by supplier. R/M will design the backbone with the owner-provided information.
5. Owner will provide security markup to R/M at the DD stage via markups made on a provided floorplan layout by R/M.
6. Lighting fixture selection by architect and owner. R/M will verify lighting levels and design lighting layout and power distribution. Architect will be expected to complete lighting design and provide reflected ceiling plans to R/M.
7. Generator and transfer switch design not assumed. Additional costs for design of this can be provided at request.
8. Design will follow current IBC, IMC, UPC, IECC, NFPA, ASHRAE, and NEC standards.

D. GENERAL NOTES.

1. R/M engineering documents will generally be on a delay from our architectural documents. This is due to reaction time and coordination to incorporate all final architectural changes. Generally – a period of 2 weeks

- (minimum) is needed from final architectural drawings to final engineering drawings (and the completed plan set as a whole.) R/M will work to build this into the overall schedule.
2. Additional services that are mentioned in this proposal will be provided upon the request of the Owner/Client and will be billed for at the included hourly rates unless otherwise noted. R/M will attempt to notify the Owner/Client to the best of our ability when entering into the additional work, but in many cases the pace/demands of the job will simply flow quickly into said work. R/M will indicate the work as hourly/extra on our invoicing and it is the responsibility of the Owner/Client in signing this contract to understand which services require an additional fee.
 3. ComCheck is assumed to be needed for submittal to the AHJ and will be included and completed with the architect. If an additional, more in-depth energy analysis is required additional fees may be required.
 4. R/M specifications are written by an in-house CSI-certified spec writer.
 5. To prevent scope creep and provide good stewardship to the Client/Owner, R/M will request a DD and CD level sign off of the provided documents prior to moving into the next phase of deliverable. Sign-off may be in the form of a checklist on some projects and/or may be in the form of a provided time period for owner-review.
 6. A value engineering process for this project is assumed as follows. R/M will provide a pricing exercise after the design documents for the Ownership team to evaluate and determine overall progress. Another full scale cost opinion will be provided at the end of design as well. Changes to the design can happen between DD and CD without too much effect to the project and budget. If wholesale design changes are required, additional fees may be required but that is not anticipated based on this tiered approach. Wholesale design changes would be in the form of wholistic changes to the overall size, scale, and approved SD program.
 7. Does not include any specialty studies or investigations.
 8. Does not include any review of remediation or hazardous materials investigation.
 9. No signage design is included but can be coordinated upon request.
 10. In-depth DD and CD level document reviews with the owner are expected. Significant redesigns required after owner sign-off at these stages may result in additional hourly charges to redesign any requested elements.

PART 2 – ADDITIONAL SERVICES

1. REQUIRING CLIENT APPROVAL

TOTAL FEE: hourly

If authorized in writing by Owner, Engineer shall provide Additional Services of the types listed below. These services are not included as part of Basic Services and will be paid for by Owner as indicated.

1. Preparation of applications and supporting documents (in addition to those furnished under Basic Services) for private or governmental grants, loans, or advances in connection with the Project; preparation or review of environmental assessments and impact statements; review and evaluation of the effects on the design requirements for the Project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the Project.
2. Services to make measured drawings of existing conditions or facilities, to conduct tests or investigations of existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by Owner or others.
3. Services resulting from significant changes in the scope, extent, or character of the portions of the Project designed or specified by Engineer, or the Project's design requirements, including, but not limited to, changes in size, complexity, Owner's schedule, character of construction, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Construction Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date or are due to any other causes beyond Engineer's control.
4. Services resulting from Owner's request to evaluate additional Study and Report Phase alternative solutions beyond those agreed to.
5. Services required as a result of Owner's providing incomplete or incorrect Project information to Engineer.
6. Providing renderings or models for Owner's use, including services in support of building information modeling or civil integrated management.
7. Preparing for, coordinating with, participating in and responding to structured independent review processes, including, but not limited to, construction management, cost estimating, project peer review, value engineering, and constructibility review requested by Owner; and performing or furnishing services required to revise studies, reports, Drawings, Specifications, or other documents as a result of such review processes.
8. Preparing additional bidding-related documents (or requests for proposals or other construction procurement documents) or Construction Contract Documents for alternate bids or cost estimates requested by Owner for the Work or a portion thereof.

9. Assistance in connection with bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services.
10. Providing Construction Phase services beyond the original date for completion and readiness for final payment of Contractor, but only if such services increase the total quantity of services to be performed in the Construction Phase, rather than merely shifting performance of such services to a later date.
11. Supplementing Record Drawings with information regarding the completed Project, Site, and immediately adjacent areas obtained from field observations, Owner, utility companies, and other reliable sources.
12. Conducting surveys, investigations, and field measurements to verify the accuracy of Record Drawing content obtained from Contractor, Owner, utility companies, and other sources; revise and supplement Record Drawings as needed.
13. Preparation of operation, maintenance, and staffing manuals.
14. Protracted or extensive assistance in refining and adjusting of Project equipment and systems (such as initial startup, testing, and balancing).
15. Assistance to Owner in training Owner's staff to operate and maintain Project equipment and systems.
16. Preparing to serve or serving as a consultant or witness for Owner in any litigation, arbitration, lien or bond claim, or other legal or administrative proceeding involving the Project.
17. Other additional services performed or furnished by Engineer not otherwise provided for in this Agreement.

PART 3 – PAYMENT and TOTALS

1. DUE DILIGENCE TOTAL	\$43,400
Topographic and Utility Survey, Site Evaluation, Walkdown	\$15,800
Geotech Investigation/Report, Layout and Coordination	\$20,100
Environmental Investigation/Report/Permitting Asst	\$5,000
Rezoning	\$2,500
2. SCHEMATIC DESIGN TOTAL	\$229,885
Engineering and Architectural Design	\$229,885
3. DESIGN DEVELOPMENT TOTAL	\$631,643
Engineering and Architectural Design	\$625,643
Cost Opinion	\$6,000
4. PERMIT AND CONSTRUCTION DOCUMENTS TOTAL	\$461,593
Engineering and Architectural Design	\$452,593
Cost Opinion	\$9,000
5. BIDDING AND CONTRACT TOTAL	\$34,500
Permitting Submittal and Coordination	\$19,000
Public Bidding Process	\$15,500
6. CONSTRUCTION PHASE TOTAL	\$359,888*
Construction Administration	\$331,088
Construction Meetings and Site Visits	\$28,800
Construction Staking and Layout	ALLOWANCE \$30,000*
Permitting Fees (pass-through billing)	As Required*
7. POST-CONSTRUCTION PHASE TOTAL	\$3,980
11 month warranty walk and follow-up	\$3,980
8. PROJECT MANAGEMENT/OWNERS REP	\$164,700
Project Management and Coordination	\$164,700
SERVICES TOTAL	\$1,959,589*

*Hourly/allowance and permit fee items will be completed as necessary/required/requested.

ADDITIONAL SERVICES BREAKDOWN

- | | |
|-----------------------------|--------|
| 1. REQUIRING OWNER APPROVAL | Hourly |
|-----------------------------|--------|

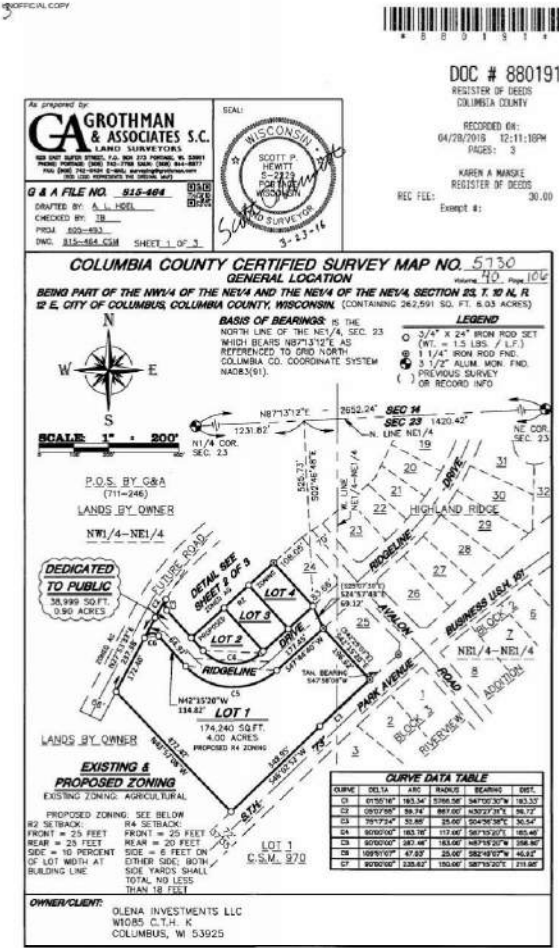
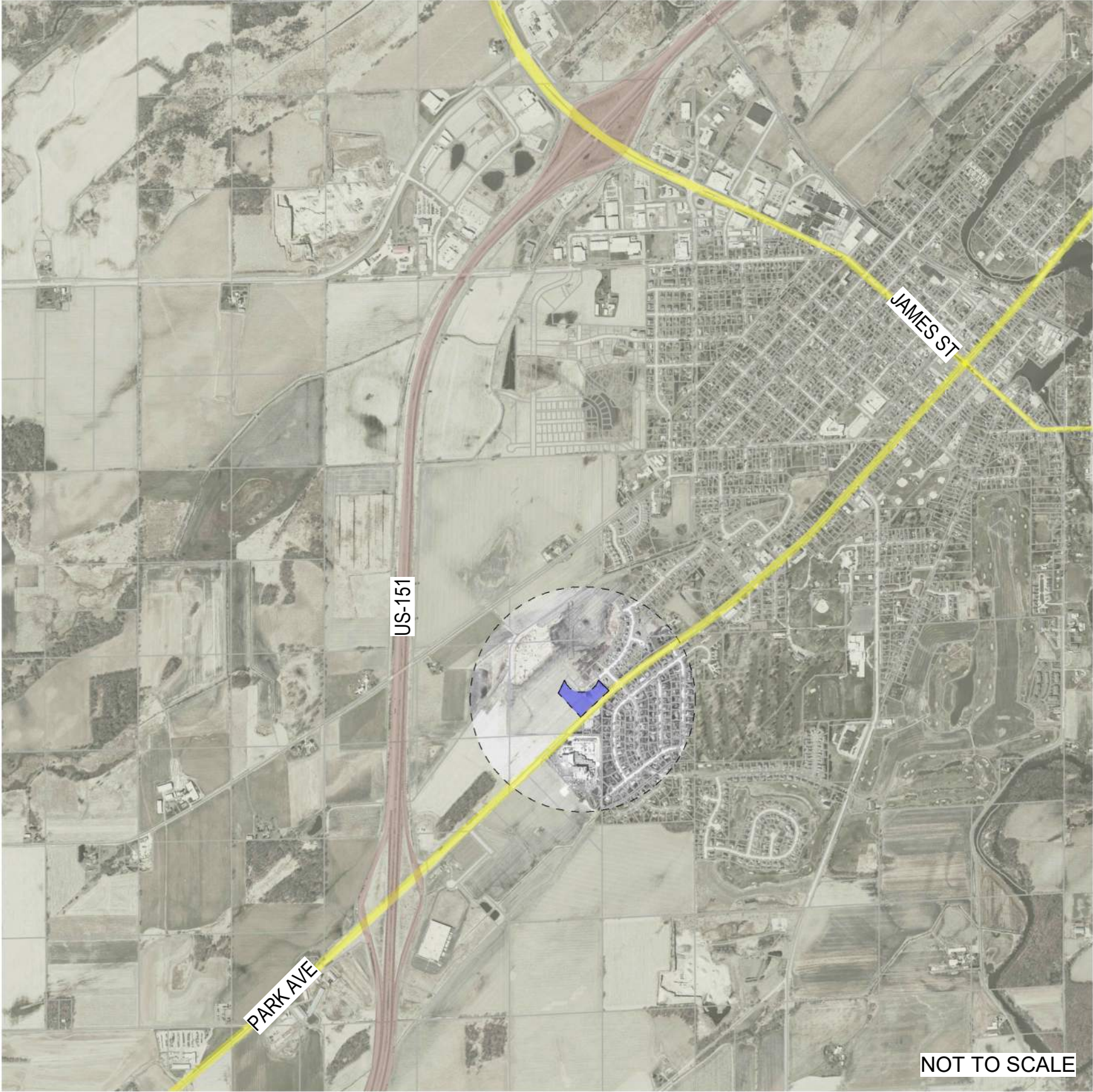
PART 4 – FEE ADJUSTMENTS

R/M does not operate with sliding scale fees. In an effort to provide good service, we WILL agree to reduce our fees under the following terms:

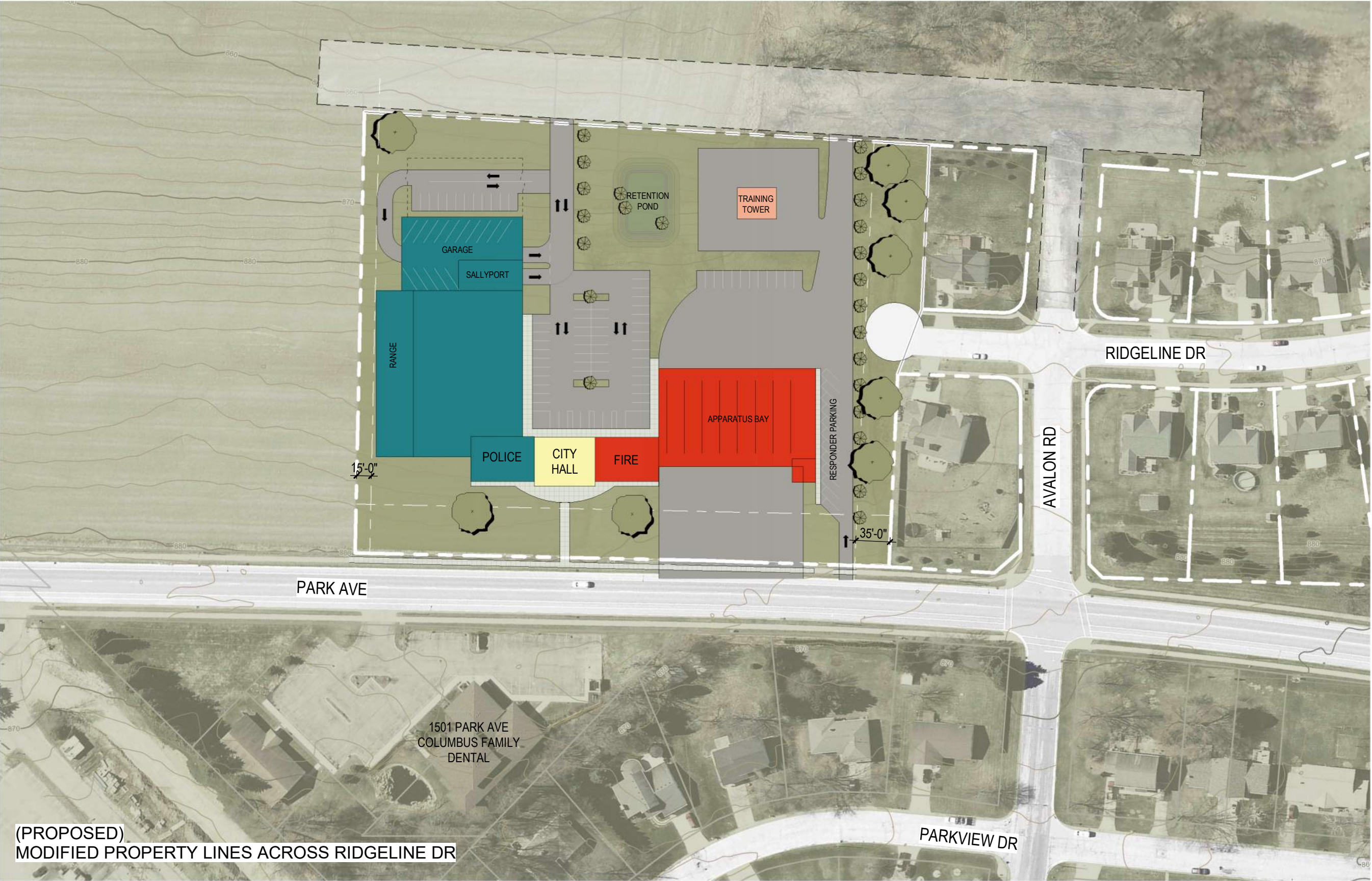
- A basis of cost of \$28.35M will be used (expected cost of building and site construction.)
- R/M will reduce the overall contract price by 1% for every 2% below the cost basis of the final project (up to -10% reduction... i.e. if the cost of the project is reduced by 10%, the overall fee will be decreased by 5%.)
- R/M will reduce the overall contract price by 0.5% for every 2% below the cost basis of the final project cost for the next 10% (up to -20% reduction... i.e. after the initial discount of 5% above, R/M would reduce the overall contract up to an additional 2.5% for the next 10% of overall construction cost.)

- Cost changes that exceed -20% cost basis will not result in a further reduction of fee (beyond the maximum 7.5% proposed.)
- Cost changes that exceed a +10% cost basis (OVER the proposed construction cost amount) will be grounds for negotiation of some additional fee by the design team (not anticipated as we will be doing cost exercises as checks during design.)
- Cost adjustments will apply to all parts excluding Part 1 – Due Diligence.
- Determination of cost adjustments will be set with a proportioned amount of the final value (e.g. a reduction of the final construction cost of 3% would result in a 1.5% reduction in overall design fee.)

[illegible]



R-4 MULTI-FAMILY RESIDENTIAL DISTRICT
REZONING REQUIRED
PUBLIC SAFETY FACILITY NOT PERMITTED
OR CONDITIONAL USE





Agenda Item Report

Meeting Type: Common Council

Meeting Date: September 16, 2025

Item Title: Consider and take action on the Agreement for Emergency Ambulance Service between Columbus Area Medical Services Group and Lifestar Emergency Medical Services, LLC.

Submitted By: Matt Amundson, City Administrator

Detailed Description of Subject Matter:

A five-year extension of the existing agreement with Lifestar is included in the support material (both a redline and clean version). The new agreement increases the City's contribution from \$97,065.38 in 2025 to \$130,050.55 in 2026. The agreement includes 3% increase for 2027 & 2028 with a re-negotiation of the amount for 2029 & 2030. The agreement also terminates the surety held by the City, we will return this amount to LifeStar in January 2026.

List all Supporting Documentation Attached:

Agreement Redline & Clean; 2026 EMS Budget

Action Requested of Council:

Consider and take action on the Agreement for Emergency Ambulance Service between Columbus Area Medical Services Group and Lifestar Emergency Medical Services, LLC.

AGREEMENT

for

EMERGENCY AMBULANCE SERVICE

by and between

COLUMBUS AREA EMERGENCY MEDICAL SERVICES GROUP

and

LIFESTAR EMERGENCY MEDICAL SERVICES, L.L.C.

January 1, ~~2021-2026~~ to December 31, ~~2025~~ 2030

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INTRODUCTION AND RECITALS

THIS AGREEMENT is entered into this ~~29th day of December, 2020~~ ^{3rd day of September,} by and between the COLUMBUS AREA EMERGENCY MEDICAL SERVICES GROUP, a Group composed of municipalities in Columbia, Dane and Dodge Counties in the State of Wisconsin, (Group) and LIFESTAR EMERGENCY MEDICAL SERVICES, L.L.C., a limited liability company, (Contractor).

Formatted: Superscript

WITNESSETH:

WHEREAS, pursuant to the Wisconsin Statutes, Group may contract with independent contractors for the furnishing of emergency medical transport services to or for Group; and

WHEREAS, pursuant to the Wisconsin Statutes and an Intergovernmental Agreement dated May 18, 2011, as amended, (IGA), Group may contract with an ambulance provider through a process for the provision of such services as more specifically hereinafter set forth; and

WHEREAS, Group has determined that the level of service prescribed herein is the most appropriate and efficient manner of exercising the authority contained in the Wisconsin Statutes; and

WHEREAS, Group negotiated a process in light of satisfactory performance of the Contractor for the past ten (~~40~~ ¹⁵) years; and

WHEREAS, Group has determined that all requests for emergency ambulance service shall be met by advanced life support (ALS) equipped and staffed ambulances; and

WHEREAS, Group has complied with all the Wisconsin Statutes and regulations governing the designation of an exclusive provider of emergency ambulance services in Columbia County;

NOW, THEREFORE, THE PARTIES HERETO AGREE as follows:

SECTION I: CONTRACT ADMINISTRATION

Columbus City Administrator shall serve as the Contract Administrator, and shall represent the Group in all matters pertaining to this Agreement and shall administer this Agreement on behalf of the Group. The Contract Administrator or her/his designee may:

- A. Audit and inspect the Contractor's operational and patient care records, except as limited by HIPAA rules and regulations, upon reasonable notice and at reasonable times.
- B. Monitor the Contractor's emergency medical service (EMS) delivery for compliance with standard of care as defined through law, medical protocols, and policies.
- C. Provide advisory guidance, as the Contract Administrator deems appropriate.

SECTION 2: TERM OF AGREEMENT

- A. Term. The term of this Agreement shall commence at 12:01 a.m. on January 1, ~~2024~~ 2026 and shall terminate at 12:00 p.m. on December 31, ~~2025~~ 2030. The period starting at 12:01 a.m. on January 1, ~~2024~~ 2026 shall be known as the "Service Period".
- B. Automatic Renewal. This Agreement shall automatically renew for additional one (1) year periods on the same terms unless written notice is delivered by one party to the other on or before July 1st immediately prior to the end of the then-current Agreement term.

SECTION 3: DOCUMENTS CONSTITUTING CONTRACT

The following documents are made a part hereof and by reference into this Agreement; provided, however, that this Agreement supersedes any inconsistent provision of these documents:

- The Intergovernmental Agreement of May 18, 2011; and all Amendments made thereto.

No addition to or alteration of the terms of this Agreement and no verbal understanding of the parties, or their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement.

SECTION 4: COMPENSATION OF CONTRACTOR

- A. Group, via the paying agent; that is, the City of Columbus, shall pay Contractor the base sum of ~~\$206,400 in equal installments of \$17,200~~ \$287,478 in equal installments of \$23,956.50 per month due and payable on the fifth (5th) day after the first City of Columbus council meeting of each month beginning in January of ~~2024~~ 2026. Beginning in January of ~~2022~~ 2027 the sum paid to the Contractor shall increase by ~~2 percent (2%)~~ 3 percent (3%) over the base contract, ~~and shall be in effect until January of 2024~~. Beginning in January of ~~2024~~ 2028 the sum paid to the Contractor shall increase by an additional ~~2 percent (2%) over the 2022~~ 3 percent (3%) over the 2027 contract price. The annual subsidy amount for 2029 and 2030 shall be mutually negotiated between Group and Contractor in 2028, and shall be in effect until termination of the Agreement. Late payments shall accrue interest at the rate of 1.5% per ~~annum~~ month.
- B. Contractor is hereby authorized to charge and collect user fees for services originating within the Contract Service Area as initially established and as adjusted from time to time according to the provisions of this Agreement. Upon commencement of this Agreement, Contractor may employ and revise from time to time without approval from Group, a schedule of user fee charges as attached and as may be amended by up to five percent (5%) ~~once-annually~~ during the term of this Agreement. User fees may be further increased by Contractor such that they exceed five percent (5%), only with the approval of the Group.
- C. State Funding Assistance Program Grant – Contractor may use this program in its performance of obligations under this Agreement, and the Group agrees to support

Contractor by providing information and other assistance as reasonably requested to aid Contractor in utilizing this program. Any funds obtained through the use of this program shall be retained by Contractor.

- D. TRIP - Contractor may use this program in its performance of obligations under this Agreement, and the Group agrees to support Contractor by providing information and other assistance as reasonably requested to aid Contractor in utilizing this program. Any funds obtained through the use of this program shall be retained by Contractor.

SECTION 5: CONTRACT RESPONSE AREA

5.1 DESCRIPTION.

Description of the Contract Response Area is attached hereto as Exhibit A. Map of Contract Response Area is attached hereto as Exhibit B.

5.2 COVERED TRANSPORTS.

All of the following transports originating in the Contract Response Area shall be referred to the Contractor and Contractor shall provide all responses and ground transports as follows:

- A. Made in response to 911/Public Service Answering Point (PSAP) requests.
- B. Made in response to requests for emergency ambulance service made directly to the ambulance service from a private telephone call without going through an authorized 911/PSAP.
- C. Any other request for service requiring an emergency ground ambulance response, as defined by Columbia County 's Fire/EMS Dispatch policies, procedures, protocols and standards.

SECTION 6: NOTICES

All notices, demands, requests, consents, approvals, waivers, or communications (notices) that either party desires or is required to give to the other party or any other person shall be in writing and either personally delivered or sent by prepaid postage, first class mail. Notices shall be addressed as appears below for each party, provided that if either party gives notice of a change of name or address, notices to the giver of that notice shall thereafter be given as demanded in that notice.

To Group: Linda Henning, Secretary
Columbus Area Emergency Medical Services Group
W1514 County Road Z
Fall River, WI 53932

To Contractor: Michael Krueger, President
 Lifestar Emergency Medical Services, L.L.C.
 Post Office Box 113
 West Bend, WI 53095

With a copy to: Schloemer Law Firm, S.C.
 Attn: Attorney Amanda N. Follet
 143 S. Main Street, Third Floor
 West Bend, WI 53095

SECTION 7: CONTRACTOR OBLIGATIONS AND PERFORMANCE STANDARDS

7.1 SUMMARY OF OBLIGATIONS.

During the term of this Agreement, the Contractor shall:

A. Provide prehospital emergency medical care and transport services in response to emergency medical calls within the Contract Response Area twenty-four (24) hours each day, seven days a week, without regard to the patient's financial status.

1. The first response ambulance shall be staffed by at least one EMT- Paramedic and by one EMT-Basic. The backup response ambulance shall be staffed by at least one Advanced EMT and one EMT- Basic.
2. Ambulance response times must meet the response-time standards set forth herein, and every ambulance unit provided by the Contractor for emergency response must, at all times, except as authorized by this Agreement, be equipped and staffed to operate at the advanced life support (paramedic) level on first ambulance responses, including immediate and urgent services. Clinical performance must be consistent with approved medical standards and protocols. The conduct and appearance of the Contractor's personnel must be professional and courteous at all times. Patient transportation and disposition will be according to the Contractor's Policies and Procedures.

Services and care delivered must be evaluated by the Contractor's internal quality improvement program in order to improve and maintain effective clinical performance, to detect and correct performance deficiencies and to continuously upgrade the performance and reliability of Contractor's services. Clinical and response-time performance must be extremely reliable and comply with Section 7.2.1 of this agreement, with equipment failure and human error held to a minimum through constant attention to performance, protocol, procedure, performance auditing, and prompt and definitive corrective action, and mere demonstration of effort, even diligent and well-intentioned effort, shall not substitute for performance results.

B. Provide all ambulances, as well as other vehicles and equipment that are necessary for the provision of services required under this Agreement.

- C. Furnish supplies and replacements for use by the Contractor's personnel.
- D. Establish a recruitment, hiring and retention system consistent with ensuring a quality workforce of clinically competent employees that are appropriately certified; licensed and/or accredited.
- E. Comply with all training requirements established by the State of Wisconsin.
- F. Comply with Columbia County Fire/EMS Dispatch policies, procedures, protocols and standards.
- G. Maintain neat, clean, and professional appearance of all personnel, facilities, and equipment.
- H. Submit, in a timely manner, reports which are supported by documentation or other verifiable information, as required by the Group.
- I. Respond to Group's inquiries about service and/or complaints within three business days of notification.

7.2 **OPERATIONS.**

7.2.1 **Response Time.**

- A. Response Time Performance. Contractor's response times are a key measurement of performance. This measurement is the determining factor which drives the placement and redeployment of Contractor's resources throughout the Contract Response Area.
 - 1. Each incident will be counted as a single response regardless of the number of units that respond.
 - 2. The Contractor shall use generally accepted industry standards and practices to minimize variations or fluctuations in response time performance.
- B. Response Time Standards. Standards shall be based on the zone where the destination of an ambulance is located. Map of Zones is attached hereto as Exhibit B.
 - 1. Zone A: Response time for first response ambulance for all destinations within Zone A shall be no more than six (6) minutes. Response time for backup ambulance shall be no more than eight (8) minutes.
 - 2. Zone B: Response time for first response ambulance for all destinations within Zone B shall be no more than fourteen (14) minutes. Response time for backup ambulance shall be no more than seventeen (17) minutes.
 - 3. Zone C: Response time for first response ambulance for all destinations within Zone C shall be no more than eighteen (18) minutes. Response time for backup ambulance shall be no more than twenty-one (21) minutes.

Failure to maintain 90% compliance with the response times set forth above, when viewed from any 6-month period, shall constitute a breach of this agreement and shall provide a basis for termination of the agreement.

C. Response Time Exemptions. Failure to comply with response time standards may be excused in the following situations:

1. Multiple units to the same scene.
2. Severe inclement weather conditions which impair visibility or create other unsafe driving conditions.
3. Call reduced from Code-3 to Code-1 or 2 by on-scene responders or by the dispatcher in accordance with Contractor's Policies and Procedures.
4. Wrong address provided by the requesting party or non-contractor dispatcher.
5. Unavoidable delay caused by road construction.
6. Material change in dispatch location after the initial dispatch is recorded as dispatched.
7. Mutual Aid call.
8. Unavoidable delay caused by train blocking roadway.
9. Radio or pager problems outside of the Contractor's control that prevent effective communications.

Exception shall be granted at the discretion of the Group upon written request of Contractor. Contractor shall file a request for each response time exception on a monthly basis with the Contract Administrator within fifteen (15) business days of the end of the previous month. Such request shall list the date, the time, and the specific circumstances causing the delayed response.

D. Response Time Calculations. Response times shall be calculated from the hour and minute and second the call is received by the Contractor on its pagers to the hour, minute and second the Contractor arrives on scene with a fully equipped and staffed advance life support unit.

E. Applicable Calls. Response time standards shall apply to all emergency ambulance requests.

F. Quality Assurance. Contractor shall establish and maintain a system to identify response time performance problems in order to identify underlying causes and to mitigate them. The posting plan, ambulance schedules, and the number of hours deployed will be reviewed and adjusted as needed.

G. Performance Reports and Adjustments.

1. Within fifteen (15) business days following the end of each month, the Contractor shall submit a written report to the Contract Administrator identifying each emergency call:
 - a. That did not meet response time standard;
 - b. That was not handled by an ALS ambulance;
 - c. That an ambulance was requested and was not able to respond except in the cases of mutual aid and intercept requests, which shall not be reported; and
 - d. That failed to properly report times necessary to determine response time, on-scene time, and transport time.
 - e. Standby requests shall be reported monthly by the Contractor to the Contract Administrator and monitored for proper utilization and impact on response times.

The Contractor shall identify causes of performance failures and shall document efforts to eliminate these problems.

Within seven (7) business days of occurrence, the Contractor shall notify the Contract Administrator of any major regulatory actions or sanctions against the Contractor, including suspension or revocation of any operating license or permit, any sanctions under Medicare or Medicaid programs, revocation of a business permit, or any sanctions by other third-party payers, whether public, private, or non-profit .

2. Performance Standards (Duty Mileage/Response Time/Credit/Penalty/Standby/Dispatch)

Criteria	Credit/Penalty per Month
95% and above	\$ 500.00 credit
90% to 94.99%	None
85% to 89.99%	\$ 500.00 penalty
80% to 84.99%	\$1,000.00 penalty
75% to 79.99%	\$1,500.00 penalty
74.99% and below	\$2,000.00 penalty

- H. Air Ambulance/Air Rescue Services. The Group reserves the right to allow helicopter air ambulance or helicopter air rescue services to operate in the Contract Response Area for the purpose of providing air ambulance/air rescue transportation services for both immediate and scheduled responses. This includes flights within the Contract Response Area. Prehospital utilization of such services is based upon Contractor's Policies and Procedures.
- I. Standbys. When requested by a public safety agency, the Contractor shall furnish standby coverage at emergency incidents within the Contract Response Area at the request of the

on-scene Incident Commander (IC), if in the opinion of the IC, the situation poses significant potential danger to the personnel of the requesting agency or to the general public.

J. Special events:

1. If the sponsor of a special event wants a dedicated standby emergency ambulance at the event, the Contractor may enter into a separate agreement with the sponsor for the provision and payment for such services.
2. Contractor shall not be precluded from performing other outside work, such as non-emergency medical transfers.
3. Nothing herein shall excuse contractor from satisfying its obligations under the terms of this Agreement.

7.2.2 Dispatch Requirements.

Contractor shall ensure that all communications with its ambulance units is conducted in a manner consistent with Columbia County Fire/EMS Dispatch policies, procedures, protocols, and standards.

7.2.3 Equipment and Supplies.

- A. Ambulances. Ambulances shall meet or exceed the current Federal KKK Standards at the time of the vehicles' original manufacture, except where such standards conflict with State of Wisconsin standards, in which case the state standards shall prevail. All such ambulances shall also meet or exceed the equipment standards of the State of Wisconsin. Contractor shall maintain, and provide to the Contract Administrator, a complete listing of all ambulances (including reserve ambulances) to be used in the performance of the Contract, including their license and vehicle identification numbers upon request.
- B. Ambulance Equipment and Supplies. Each ambulance shall, at all times, maintain an equipment and supply inventory sufficient to meet federal, state, and local requirements for ALS level ambulances. Contractor shall be responsible for stocking all expendable supplies including medications. All medical equipment shall be in good repair and safe working order at all times. Contractor shall have sufficient medical equipment and expendable supplies so that there is sufficient backup to accommodate replacement during repair and for times of excessive demand in the system, unless supplies are not available due to circumstances beyond Contractor's control.
- C. Radio Communications. Contractor shall ensure that each ambulance is equipped with appropriate emergency communication and alerting devices. Every ambulance shall include the ability to communicate at all times and locations with Columbia and Dodge County receiving facilities, fire agencies, and public safety agencies. Contractor shall ensure that each ambulance unit utilized in the performance of services under this Agreement is equipped with emergency alerting

devices capable of being used to notify ambulance personnel of response need and radio communications equipment compatible with communications equipment sufficient to meet or exceed the requirements of Columbia and Dodge County Fire/EMS Dispatch policies, procedures, protocols and standards. Contractor shall have access to an internal radio communications system including a portable communications link between Contractor's ambulance crews and its dispatch center. Contractor shall ensure that each ambulance unit utilized in the performance of services under this Agreement is equipped with emergency alerting devices capable of being used to notify ambulance personnel of response need and radio communications equipment sufficient to meet or exceed the requirements of Columbia and Dodge County Fire/EMS Dispatch policies, procedures, protocols and standards.

- D. Vehicle Maintenance Program. The Contractor's vehicle maintenance program shall be designed and conducted so as to achieve generally accepted industry standards of reliability appropriate to a modern emergency service. The Contractor, or its designee, shall maintain all ambulances. Vehicles shall be kept in generally accepted industry standard working condition at all times. Any ambulance with any deficiency that compromises, or may compromise, its performance shall be immediately removed from service. The Contractor shall submit a vehicle maintenance program and locations of maintenance services in writing to the Contract Administrator. Records of vehicle maintenance shall be submitted to the Contract Administrator within five (5) business days of request with such requests being permitted once per quarter. Interior and exterior appearance of vehicles shall meet generally accepted industry standards and practices.

7.2.4 Disaster Preparedness.

- A. Disaster Plan. Contractor shall have a plan for the immediate recall of personnel to staff units during multi-casualty situations, or declared disaster situations. This plan shall include the ability of the Contractor to contact and alert off-duty personnel. The Contractor shall participate in training programs and exercises designed to upgrade, evaluate, and maintain readiness of the system's disaster and multi-casualty response system.
- B. Mutual Aid. To the extent that the Contractor has units available, but consistent with its primary responsibility to provide ambulance and emergency medical services in the Contract Response Area, the Contractor shall render immediate Mutual Aid to those providers of emergency medical services operating within adjacent areas in and out of Columbia County in order to insure that timely emergency medical services are rendered to persons in need of such services within those areas.
- C. Disaster Planning. The Contractor shall actively participate with the City of Columbus and Columbia and Dodge Counties in disaster planning. The Contractor shall designate a representative who shall regularly attend meetings and shall be the liaison for disaster activities with the County and with other agencies. The Contractor shall provide field personnel and transport resources for participation in

any local disaster drill in which the County disaster plan/multi-casualty incident plan is exercised.

D. Disaster Response. If a disaster declaration is made, the Group via the Secretary, may suspend normal operations and the Contractor shall respond in accordance with the disaster plan. The following provisions may apply, as determined by the Contract Administrator, during and after a disaster:

1. During such periods, the Contractor may be released, at the discretion of the Contract Administrator, from response time performance requirements for all responses, including response time penalties. At the scene of such disasters, Contractor personnel shall perform at the direction of and in coordination with the incident commander for the disaster response.
2. When disaster response has been terminated, the Contractor shall resume normal operations as rapidly as is practical considering exhaustion of personnel, need for restocking, and other relevant considerations and shall keep the Contract Administrator informed of factors that limit Contractor's ability to resume normal operations.
3. During the course of a disaster, the Contractor shall use generally accepted industry standards and practices to maintain emergency service throughout the Contract Response Area and shall suspend or ration non-emergency transport work as necessary.
4. The municipality shall assist the Contractor in seeking reimbursement for its costs for any disaster relief monies. Such assistance shall be limited to processing claims for reimbursement equal to 100% of the direct cost of the services, or the allowable standby charge provided for herein, whichever is greater. The municipality shall have no financial responsibility for these costs or charges other than to provide assistance in processing the claim(s) for payment.

E. At the scene of an accident, disaster, or similar incident, the Contractor's personnel shall perform as part of the Incident Command System (ICS) structure.

7.2.5 System Committee Participation.

The Contractor shall designate appropriate personnel to participate in committees that have a direct impact on emergency medical services for the Group.

7.2.6 Community Education/Prevention.

A. Contractor shall participate in a public education and information program including press relations, explanations regarding rates, regulations and system operations, increasing public awareness and knowledge of the EMS System, injury/mortality prevention/reduction and general health and safety promotion.

- B. Contractor is encouraged to offer a variety of public education programs, including, but not limited to, EMS system use, citizen cardiopulmonary resuscitation (CPR), disaster preparedness, injury prevention, seat belt and helmet use, infant/child car seats, and injury prevention for elders. Other appropriate activities might include blood pressure screening, speaking to community groups, and programs for school children and adolescents. The Contractor shall work collaboratively with other public safety and EMS related groups such as the American Heart Association, the American Red Cross, and health care organizations to plan and provide public education programs. Contractor is encouraged to support child safety seat inspection programs with allied agencies.
- C. As part of the Annual Report, Contractor shall provide Group a report outlining all community education activities over the preceding twelve (12) month period.

7.2.7 EMS training Programs.

- A. The Contractor shall make a good faith effort to participate in training programs in collaboration with member municipality police and fire departments and other public agencies. These may include, but not be limited to, joint training exercises and providing of instructors for training courses, evaluators for EMT and first responder testing, and similar activities.
- B. As part of the Annual Report, Contractor shall provide Group with a report outlining all participation in training programs, including joint training with member municipality police and fire departments over the preceding twelve (12) month period.

7.2.8 Other Community Service Programs.

- A. Contractor shall participate in other community service programs, as mutually agreed, such as providing free or discounted ambulance standbys at youth sporting events and community events.
- B. As part of the Annual Report, Contractor shall provide Group with a report outlining all community standby activities over the preceding twelve (12) month period.

7.3 PERSONNEL.

7.3.1 Clinical Staffing Standards.

The Group expects the provision of emergency ambulance services shall conform to the highest professional standards and shall comply with all applicable state and local laws and regulations. All persons employed by the Contractor in the performance of work shall be competent and shall hold appropriate and currently valid certificates/licenses/accreditations in their respective trade or profession. The Contractor may be held accountable for its employees' licensure, performance and actions.

- A. Ambulance Staffing. The first response ambulance shall be staffed by at least one EMT-Paramedic and by one EMT- Basic personnel. The backup response ambulance shall be staffed by at least one Advanced EMT and by one EMT-Basic personnel. The first response staff shall be located at the ambulance facility on a 24/7 basis. The backup response staff shall be on call on a 24/7 basis. Contractor shall issue to all ambulance staff and field interns a photo identification card. Contractor shall ensure that all on-duty ambulance personnel have in their possession a valid Contractor photo identification card.
- B. Additional Certifications. All paramedic ambulance personnel shall be currently certified in:
1. Advanced Cardiac Life Support (ACLS); and
 2. Pediatric Advanced Life Support (PALS) or Pediatric Education for Prehospital Personnel (PEPP)
- C. In-Service Training, Continuing Education and Driver Training. Contractor shall have a program for ensuring personnel are prepared to respond to emergency requests through in-service training and continuing education.
- D. Management and Supervision. Contractor shall provide the management personnel necessary to administer and oversee the emergency ambulance service. There shall be one (1) shift supervisor on duty at all times. The shift supervisor will supervise Contractor personnel, ambulance deployment and operations and will be available as a resource to subcontractors in the provision of their deployment and performance.
- E. Orientation of New Personnel. Contractor shall ensure that field personnel are properly oriented before being assigned to respond to emergency medical requests. The orientation shall include, at a minimum, an EMS System overview; Contractor's Policies and Procedures including patient destination, trauma triage and patient treatment protocols; radio communications with and between the ambulance, base hospital, receiving facilities, and dispatch center; map reading skills, including key landmarks, routes to hospitals and other major receiving facilities; emergency response areas within the Contract Response Area and in surrounding areas; and ambulance equipment utilization and maintenance, in addition to the Contractor's policies and procedures. Contractor shall be responsible for ensuring that this standard is met.
- F. Preparation for Multi-Casualty Response. Contractor shall ensure that all ambulance personnel/supervisory staff are trained and prepared to assume their respective roles and responsibilities under the Columbia County MABAS. Contractor shall ensure that its personnel are trained as follows:
1. Hazardous materials first responder awareness training for all field employees.
 2. Hazardous materials first responder awareness training for field supervisors, alternative field supervisors, and field training officers.
 3. NIMS training for all field employees.

4. Hazardous materials basic awareness weapons of mass destruction program for all field employees.
5. ICS 700 for all field employees.
6. ICS 700 training for shift supervisors, alternates, and field training officers.

7.3.2 Compensation and Working Conditions for Ambulance Personnel.

- A. Work Schedules and Conditions. Contractor shall utilize reasonable work schedules and shift assignments to provide reasonable working conditions for ambulance personnel. Contractor shall ensure that ambulance personnel are not fatigued to an extent that might impair their judgment or motor skills.
- B. Compensation/Fringe Benefits. Group expects Contractor to provide reasonable compensation and benefits in order to attract and retain experienced and highly qualified personnel. Group encourages Contractor to establish creative programs that result in successful recruitment and retention of personnel.
- C. New Employee Recruitment and Screening Process. The Contractor shall operate a comprehensive program of personnel recruitment and screening designed to attract and select field personnel.
- D. Critical Incident Stress Management. The nature of work in emergency medical services may produce stress in prehospital care personnel. Contractor should provide a Critical Incident Stress Management Program (CISMP) and an Employee Assistance Program (EAP) for its employees.

7.3.3 Safety and Infection Control.

- A. Contractor shall provide personnel with training and equipment as necessary to protect from illness or injury when responding to an emergency medical request.
- B. Contractor shall notify the Group within five (5) business days of any State of Wisconsin/Occupational Safety and Health Administration (OSHA) major enforcement actions, and of any litigation, or other legal or regulatory proceedings in progress against Contractor's Columbia County operations.
- C. The Contractor shall have an Exposure Control Plan that complies with all OSHA requirements and other regulations related to prevention, reporting of exposure, and disposal of medical waste. All prehospital personnel shall be trained in prevention and universal precautions.

7.4 **INQUIRIES AND COMPLAINTS.**

- A. Inquiries and Complaints. Contractor shall provide prompt response and follow- up to inquiries and complaints. Such responses shall be subject to the limitations imposed by patient confidentiality restrictions.
- B. Miscellaneous:
 - 1. Contractor shall immediately notify the Secretary of filed complaints, claims or lawsuits based upon violations of state and local laws and regulations or any other event or set of circumstances which would create a likelihood of a cause of action against Contractor, Group or a member municipality.
 - 2. Contractor shall cooperate fully with the Group and/or the State of Wisconsin in the investigation of an incident or unusual occurrence.

7.5 **DATA AND REPORTING.**

- A. Contractor will submit required data elements in an electronic format mutually acceptable to the Group and the Contractor.
- B. Use and Reporting Responsibilities:
 - 1. The information submitted shall contain all EMS responses and certain user records. These patient records shall contain a unique identifier for each user (e.g., Patient Care Report (PCR) number), prehospital personnel for the response, insurance type (e.g. private insurance, Medicare, Medicaid, Self-Pay), and disposition.
 - 2. Contractor shall maintain current records related to EMT licensing, accreditation, certification, and continuing education. Upon request, Contractor shall provide Group with a list of EMTs currently employed by the Contractor. Information shall include, but not be limited to, name and EMT certification number.
- C. Contractor shall complete, maintain, and provide to Group on a monthly basis:
 - 1. Number of emergency responses.
 - 2. A complete listing of all service complaints received and their disposition/resolute.
 - 3. Contractor will make its system improvement information available to Group on as "as requested" basis.
 - 4. Mutual aid calls requested by Lifestar.
- D. Contractor shall complete, maintain, and upon request, make available to the Group within five (5) business days of request, copies of:

1. Personnel records related to requirements hereunder (including current licensure and certification), subject to employee privacy rights, and subject to redaction of privileged and confidential information.
2. Equipment and vehicle maintenance reports.

E. Audits and Inspections:

1. Contractor shall retain and make available for inspection by the Group during the term of this Agreement and for at least a three-year period from expiration of this Agreement all documents and records required and described herein, at reasonable times and with reasonable notice.
2. At any time during normal business hours, and as often as may reasonably be deemed necessary, the Contract Administrator (or designee approved by Group), including Contractor's Medical Director, may observe the Contractor's operations. Additionally, the Contractor shall make available for the Columbus Area EMS Group examination and audit, records of personnel (with the exception of confidential personnel records), daily logs, conditions of employment, and other data related to all matters covered by the contract provided release of liability waiver has been signed. Provided, however, that the obligations hereunder shall not interfere with Contractor's duties and shall not increase the duties or burden of Contractor hereunder; provided further that the Columbus Area EMS Group acknowledges this requirement will be limited by HIPPA requirements; provided further, all observations shall be scheduled as mutually agreed, and Contractor reserves the right to refuse to allow any individual to observe if Contractor reasonably believes such observations would affect Contractor's ability to perform its duties hereunder or comply with HIPPA or other requirements.
3. Group's representatives may, at any time, and without notification, directly observe and inspect the Contractor's operation and ride as a "third person" on any of the Contractor's ambulance units; provided, however, that in exercising this right to inspection and observation, such representatives shall conduct themselves in a professional and courteous manner, shall not interfere in any way with the Contractor's employees in the performance of their duties, and shall, at all times, be respectful of the Contractor's employer/employee relationship provided a release of liability has been signed by the representative of the Group participating in the ride along.
4. The Group's right to observe and inspect the Contractor's business office operations or records shall be restricted to normal business hours, except as provided above.

F. Health Insurance Portability and Accountability Act of 1996, Public Law 104-191:

1. Patient's privacy and confidentiality shall be protected in compliance with Health Insurance Portability and Accountability Act of 1996 (HIPAA) and other applicable laws related to privacy. Employees shall not disclose patient medical information to any person not providing medical care to the patient or related to EMS operations.

2. During the term of this Agreement, each party may receive from the other party, or may receive or create on behalf of the other party, certain confidential health or medical information (Protected Health Information "PHI", as further defined below). This PHI is subject to protection under state and/or federal law, including the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 (HIPAA) and regulations promulgated thereunder by the U. S. Department of Health and Human Services (HIPAA Regulations). Each party represents that it has in place policies and procedures that will adequately safeguard any PHI it receives or creates, and each party specifically agrees to safeguard and protect the confidentiality of PHI consistent with applicable law. Without limiting the generality of the foregoing, each party agrees that it shall have in place all policies and procedures required to comply with HIPAA and the HIPAA Regulations prior to the date on which such compliance is required. Contractor shall require subcontractors to abide by the requirements of this section. For purposes of this section, Protected Health Information means any information, whether oral or recorded in any form or medium: (a) that relates to the past, present or future physical or mental health or condition of an individual; the provision of health care to any individual; or the past, present or future payment for the provision of health care to an individual, and (b) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual. This section shall be interpreted in a manner consistent with HIPAA, the HIPAA Regulations and other state or federal laws applicable to PHI.

7.6 **SUBCONTRACTS.**

7.6.1 **Relationships and Accountability.**

Should the Contractor utilize one or more subcontractors to provide any of the Contractor's primary responsibilities, the Contractor shall seek and obtain approval of the subcontract(s) from Group, and provide assurance to the Group that each of the subcontractor(s) is professionally prepared for and understands its role within the system.

- A. The Contractor shall provide clear evidence that the scope of service designed for the subcontractor(s) will enhance system performance capability and provide a cost savings for the EMS System.
- B. If the subcontract(s) and associated scope of service is approved, the Contractor shall be accountable for the performance of the subcontractor(s).
- C. The inability or failure of any subcontractor to perform any duty or deliver contracted performance will not excuse the primary Contractor from any responsibility under this Agreement.
- D. The Contractor shall designate a management liaison to work with the Group in monitoring compliance of subcontractors with contractual and system standards.

7.6.2 General Subcontracting Provisions.

All subcontracts of Contractor for provision of services under this Agreement shall be notified of Contractor's relationship to Group.

- A. Contractor has legal responsibility for performance of all terms of this Agreement including those subcontracted.
- B. Nothing in this Agreement, or in any subcontract, shall preclude the Group from monitoring the EMS activity of any subcontractor.
- C. There shall be a section in each subcontract requiring prior approval from the Group before any subcontract may be modified.
- D. The Contractor shall assure that the subcontractors cooperate fully with the Group.
- E. In the event discrepancies or disputes arise between this Agreement and the subcontracts, the terms of this Agreement shall prevail in all cases.

7.6.3 Performance Criteria.

All subcontractors will be held to the same performance criteria as the primary Contractor, with respect to quality improvement activities, medical control, continuing education, and penalties for non-compliance. Subcontracts shall provide that paramedic and EMT first responders shall work cooperatively and supportively in the provision of care by the Contractor on-scene, and shall if requested by Contractor personnel, assist in providing care en-route to the receiving facility.

7.7 INSURANCE REQUIREMENTS.

Contractor, at its sole cost and expense, shall obtain maintain, and comply with all Group insurance coverage and requirements. Such insurance shall be occurrence based or claims made with tail coverage or shall be in a form and format acceptable to Group's counsel and shall be primary coverage as respects Group.

A. Types of Insurance and Minimum Limits:

1. General Liability. Contractor shall obtain and keep in force during the term of this Agreement, general liability insurance issued by an insurance company authorized to do business in the State of Wisconsin or a statutorily permissible self-insurance program, insuring Group against loss by reason of injury or damage that may result in persons or property from negligent operation or defective maintenance, or from violation of any law of the State of Wisconsin or the United States. Said comprehensive or commercial general liability shall be in the sum of not less than \$1 million for combined single limit bodily injury and property damage, with a \$3 million aggregate policy, including coverage for (a) bodily injury, (b) personal injury (c) broad form property damage, (d) contractual liability and (e) cross-liability.

2. Professional Liability. Contractor shall obtain and keep in force during the term of this Agreement, contract professional liability insurance issued by an insurance company authorized to do business in the State of Wisconsin or a statutorily permissible self-insurance program, insuring Group against loss by reason of injury or damage that may result in persons or property from negligent operation or defective maintenance, or from violation of any law of the State of Wisconsin or the United States. Said professional liability insurance shall be in the sum of not less than \$1 million/\$3 million primary coverage.
3. Automobile Insurance. Contractor shall obtain and keep in force during the term of this Agreement comprehensive automobile liability insurance for each of the Contractor's vehicles used in the performance of this Agreement, including owned, non-owned (e.g. owned by the Contractor's employees), leased or hired vehicles issued by an insurance company authorized to do business in the State of Wisconsin or a statutorily permissible self-insurance program, insuring Group against loss by reason of injury or damage that may result in persons or property from negligent operation or defective maintenance, or from violation of any law of the State of Wisconsin or the United States. Said comprehensive automobile liability policy shall be in the sum of not less than \$1 million / \$3 million for combined single limit bodily injury and property damage.
4. Worker's Compensation Insurance. All employees of the Contractor must be covered by a Worker's Compensation insurance policy, in the minimum statutorily-required coverage amounts.

B. Other Insurance Provisions.

1. Additional Insured. Contractor shall maintain insurance policies for the above outlined requirements, which contain endorsements naming the Group as additional insured for general liability, professional liability, and auto liability.
2. Hold Harmless. Contractor shall indemnify, defend and hold harmless the Group, its officers, agents and employees from all claims, demands or liability arising out of or encountered in connection with this Agreement or performance under it, whether such claims, demands, or liability are caused by provider, provider's agent or employees, excepting only such injury or harm as may be caused by Group's fault or negligence. Group shall give Contractor notice of any claim within thirty (30) days of Group's receipt of said notice and Group shall tender any legal action filed against Group to Contractor within seven (7) days of receipt of any such action.
3. Evidence of Insurance. Prior to the starting date of this Agreement and during the term of this Agreement, Certificates of Insurance indicating compliance with all insurance requirements shall be filed with the Group.

~~7.8 — PERFORMANCE SECURITY.~~

~~Group, via the Secretary and the Columbus City Treasurer, shall hold and maintain throughout the term of this Agreement, performance security in the amount of \$50,000 cash, performance~~

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7.98.1 General Provisions.

- A. As compensation for services, labor, equipment, supplies and materials furnished under this Agreement, Contractor shall collect revenues as permitted in this section.
- B. All reports provided by Contractor shall be in accordance with generally accepted accounting principles and be based on an accrual system.
- C. Fiscal year for reporting purposes of this Agreement will be January 1st to December 31st for each year of this Agreement period.
- D. Contractor shall maintain copies of all financial statements, records and receipts that support and identify operations for a minimum of three (3) years from the end of the reporting period to which they pertain. Contractor will provide the Contract Administrator or his designee access to all records for analytical purposes.

7.9.2 Billing and Collections.

Medicare/Medicaid – Contractor shall accept Medicare and other federal and state insurance assignment.

7.10.9 QUALITY CONTROL.

- A. Quality Improvement Program. The Contractor shall establish a comprehensive emergency medical services system Quality Improvement (QI) Program. The program shall be an organized, coordinated, multi-disciplinary approach to the assessment of prehospital emergency medical response and patient care for the purpose of improving patient care service and outcome. The program should not be limited to clinical functions alone. For example, response times should be addressed within the program as well as matters such as customer surveys and complaints. The program should include methods to measure performance, identify areas for improvement, and how such improvements can be implemented and then evaluated.
1. Review its QI program annually for appropriateness to the Contractor's operation and revise as needed.
 2. Develop, in cooperation with appropriate personnel/agencies, a performance improvement action plan when the QI program identifies a need for improvement. If the area identified as needing improvement includes system clinical issues, collaboration is required with the Contractor's Medical Director.
 3. In the Annual Report submit information to the Group to show compliance with the approved plan and areas for improvement.

If the State of Wisconsin EMS Section promulgates regulations or guidelines that address EMS quality improvement planning or activities, the Contractor shall amend its plan to comply with these requirements.

- B. Medical Director. Contractor shall retain a medical director who shall be a board certified emergency physician in the State of Wisconsin and who shall monitor the activities of Contractor's training department, to include continuing education programs and the preceptor program and shall advise Contractor regarding field operations and prehospital medical care. Contractor's medical director shall cooperate with City of Columbus's Health Officer and the Prairie Ridge Hospital medical staff.
- C. Patient Preference Policy. It is the Group's understanding that on the subject of patient hospital choice the preference is to transport a patient to the hospital of their choice. There are times when transporting to the hospital of the patient's choice is not possible, practical, or in the patient's interest. Such circumstances are, but not limited to:
1. The patient is unstable and transport to the nearest hospital is necessary to stabilize the patient.
 2. The patient is combative and making the transport hazardous for the EMS crew.
 3. When only one ambulance is covering the 911 territory and the length of time to transport to a more distant hospital will keep the ambulance from the coverage area.
 4. Road conditions are hazardous.
 5. There are other circumstances when going to the hospital of further distance may be advisable. In the event of these circumstances, the patient will be consulted to obtain permission to transport to a more appropriate hospital. Such circumstances are, but not limited to:
 - a) Traumatized patients that would be served going to a Level 1 Trauma Center.
 - b) A patient with a diagnosed ST elevation MI (STEMI) that will most likely need a cardiac catheterization procedure only available at cardiac centers such as in Madison.
 - c) A stroke patient if policy dictates.
 6. Decision by the Medical director at receiving facility.

SECTION 8: DEFAULT AND TERMINATION OF CONTRACT

If either party is in default (Defaulting Party) under any term or condition of this Agreement, the other party (Non-Defaulting Party) may give the Defaulting Party written notice of said default and require the Defaulting Party to correct or cure the default within fifteen (15) days of receipt of such notice. In the event the Defaulting Party fails to correct or cure the default within said period, the Non-Defaulting

Party may, at its election, terminate this Agreement upon written notice of termination delivered to the Defaulting Party; provided, however, that any such termination shall have no effect on amounts due for services performed prior to termination of this Agreement.

SECTION 9: MISCELLANEOUS

9.1 INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS.

Contractor shall exonerate, indemnify, defend, and hold harmless Group from and against:

- A. Any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature, including without limitation, all attorney's fees and related expenses, whether before, at or after trial or on appeal, which the Columbus Area EMS Group may sustain or incur or which may be imposed upon it for injury to or death of persons, or damages to property as a result of, or arising out of, or in any manner connected with Contractor's performance under the terms of this Agreement, excepting any liability arising out of the negligence of the Columbus Area EMS Group, or its affiliates, and its directors, managers, employees, agents, representatives, successors and permitted assigns. Such indemnification includes any damage to the person(s), or property(ies) of Contractor and third persons. This indemnification shall be as broad as may be permitted under law.
- B. Any and all federal, state and local taxes, charges, fees, or contributions required to be paid with respect to Contractor and Contractor's officers, employees and agents engaged in the performance of this Agreement (including, without limitation, unemployment insurance, and social security and payroll tax withholding).

9.2 EQUAL EMPLOYMENT OPPORTUNITY.

During and in relation to the performance of this Agreement, Contractor agrees as follows:

- A. Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sexual orientation, age (over 18), veteran status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such action shall include, but not be limited to the following: recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.
- B. Contractor shall, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sex, sexual orientation, age (over 18), veteran status, or any other non-merit factor unrelated to job duties, or a statement substantively similar thereto which complies with all State and Federal regulations.

In the event of Contractor's non-compliance with the non-discrimination clauses of this Agreement or with any of the said rules, regulations, or orders Contractor may be declared ineligible for further agreements with Group.

Contractor shall cause the foregoing provisions of this section to be inserted in all subcontracts for any work covered under this Agreement by a subcontractor compensated more than \$50,000 and employing more than 15 employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

9.3 INDEPENDENT CONTRACTOR STATUS.

Contractor is an independent contractor and not an employee of Group. Contractor is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. Contractor is not entitled to any employee benefits. Group agrees that Contractor shall have the right to control the manner and means of accomplishing the result contracted for herein.

9.4 NON-ASSIGNMENT AND NON-DELEGATION.

Contractor shall not assign or delegate this Agreement without the prior written consent of Group.

9.5 ENTIRE AGREEMENT.

This Agreement and the exhibits attached hereto constitute the entire agreement between Group and Contractor and supersede all prior discussions and negotiations, whether oral or written. Any amendment to this Agreement, including an oral modification supported by new consideration, must be reduced to writing and signed by authorized representatives of both parties before it will be effective.

9.6 BINDING ON SUCCESSORS.

This Agreement ensures to the benefit of, and is binding on, the parties and their respective heirs, personal representatives, successors and permitted assigns.

9.7 CAPTIONS.

The captions heading the various sections of this Agreement are for the convenience and shall not be considered to limit, expand or define the contents of the respective sections. Masculine, feminine or neuter gender, and the singular and the plural number shall each be considered to include the other whenever the context so requires.

9.8 CONTROLLING LAW.

This Agreement shall be interpreted under the laws of the State of Wisconsin and any disputes regarding this Agreement shall be decided in the courts of Columbia County, Wisconsin, unless otherwise specifically agreed to by the parties, and the prevailing party in any dispute under

this Agreement shall be allowed to recover both its damages and reasonable attorneys' fees and costs.

9.9 FORCE MAJEURE.

No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any obligations to make payments to the other party hereunder), when and to the extent such failure or delay is caused by or results from acts beyond the affected party's reasonable control, including, without limitation: (a) acts of God; (b) flood, fire, earthquake or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law; (e) actions, embargoes or blockades in effect on or after the date of this Agreement; (f) action by any governmental authority; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial disturbances; (i) shortage of adequate power or transportation facilities; and (j) pandemics (including without limitation COVID-19). The party suffering a Force Majeure Event shall give notice within fifteen (15) days of the Force Majeure Event to the other party, stating the period of time the occurrence is expected to continue and shall use diligent efforts to end the failure or delay and ensure the effects of such Force Majeure Event are minimized.

IN WITNESS WHEREOF, the parties have executed this Agreement the date first written above:

**COLUMBUS AREA MEDICAL
SERVICES GROUP**

**LIFESTAR EMERGENCY MEDICAL
SERVICES, L.L.C.**

By: _____
Jeff Slotten, Chair

By: _____
Michael Krueger, President

By: _____
Linda Henning, Secretary

AGREEMENT

for

EMERGENCY AMBULANCE SERVICE

by and between

COLUMBUS AREA EMERGENCY MEDICAL SERVICES GROUP

and

LIFESTAR EMERGENCY MEDICAL SERVICES, L.L.C.

January 1, 2026 to December 31, 2030

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INTRODUCTION AND RECITALS

THIS AGREEMENT is entered into this 3rd day of September, by and between the COLUMBUS AREA EMERGENCY MEDICAL SERVICES GROUP, a Group composed of municipalities in Columbia, Dane and Dodge Counties in the State of Wisconsin, (Group) and LIFESTAR EMERGENCY MEDICAL SERVICES, L.L.C., a limited liability company, (Contractor).

WITNESSETH:

WHEREAS, pursuant to the Wisconsin Statutes, Group may contract with independent contractors for the furnishing of emergency medical transport services to or for Group; and

WHEREAS, pursuant to the Wisconsin Statutes and an Intergovernmental Agreement dated May 18, 2011, as amended, (IGA), Group may contract with an ambulance provider through a process for the provision of such services as more specifically hereinafter set forth; and

WHEREAS, Group has determined that the level of service prescribed herein is the most appropriate and efficient manner of exercising the authority contained in the Wisconsin Statutes; and

WHEREAS, Group negotiated a process in light of satisfactory performance of the Contractor for the past ten (15) years; and

WHEREAS, Group has determined that all requests for emergency ambulance service shall be met by advanced life support (ALS) equipped and staffed ambulances; and

WHEREAS, Group has complied with all the Wisconsin Statutes and regulations governing the designation of an exclusive provider of emergency ambulance services in Columbia County;

NOW, THEREFORE, THE PARTIES HERETO AGREE as follows:

SECTION I: CONTRACT ADMINISTRATION

Columbus City Administrator shall serve as the Contract Administrator, and shall represent the Group in all matters pertaining to this Agreement and shall administer this Agreement on behalf of the Group. The Contract Administrator or her/his designee may:

- A. Audit and inspect the Contractor's operational and patient care records, except as limited by HIPAA rules and regulations, upon reasonable notice and at reasonable times.
- B. Monitor the Contractor's emergency medical service (EMS) delivery for compliance with standard of care as defined through law, medical protocols, and policies.
- C. Provide advisory guidance, as the Contract Administrator deems appropriate.

SECTION 2: TERM OF AGREEMENT

- A. Term. The term of this Agreement shall commence at 12:01 a.m. on January 1, 2026 and shall terminate at 12:00 p.m. on December 31, 2030. The period starting at 12:01 a.m. on January 1, 2026 shall be known as the "Service Period".
- B. Automatic Renewal. This Agreement shall automatically renew for additional one (1) year periods on the same terms unless written notice is delivered by one party to the other on or before July 1st immediately prior to the end of the then-current Agreement term.

SECTION 3: DOCUMENTS CONSTITUTING CONTRACT

The following documents are made a part hereof and by reference into this Agreement; provided, however, that this Agreement supersedes any inconsistent provision of these documents:

- The Intergovernmental Agreement of May 18, 2011; and all Amendments made thereto.

No addition to or alteration of the terms of this Agreement and no verbal understanding of the parties, or their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement.

SECTION 4: COMPENSATION OF CONTRACTOR

- A. Group, via the paying agent; that is, the City of Columbus, shall pay Contractor the base sum of \$287,478 in equal installments of \$23,956.50 per month due and payable on the fifth (5th) day after the first City of Columbus council meeting of each month beginning in January of 2026. Beginning in January of 2027 the sum paid to the Contractor shall increase by 3 percent (3%) over the base contract. Beginning in January of 2028 the sum paid to the Contractor shall increase by an additional 3 percent (3%) over the 2027 contract price. The annual subsidy amount for 2029 and 2030 shall be mutually negotiated between Group and Contractor in 2028. Late payments shall accrue interest at the rate of 1.5% per month.
- B. Contractor is hereby authorized to charge and collect user fees for services originating within the Contract Service Area as initially established and as adjusted from time to time according to the provisions of this Agreement. Upon commencement of this Agreement, Contractor may employ and revise from time to time without approval from Group, a schedule of user fee charges as attached and as may be amended by up to five percent (5%) annually during the term of this Agreement. User fees may be further increased by Contractor such that they exceed five percent (5%), only with the approval of the Group.
- C. State Funding Assistance Program Grant – Contractor may use this program in its performance of obligations under this Agreement, and the Group agrees to support Contractor by providing information and other assistance as reasonably requested to aid Contractor in utilizing this program. Any funds obtained through the use of this program shall be retained by Contractor.

- D. TRIP - Contractor may use this program in its performance of obligations under this Agreement, and the Group agrees to support Contractor by providing information and other assistance as reasonably requested to aid Contractor in utilizing this program. Any funds obtained through the use of this program shall be retained by Contractor.

SECTION 5: CONTRACT RESPONSE AREA

5.1 DESCRIPTION.

Description of the Contract Response Area is attached hereto as Exhibit A. Map of Contract Response Area is attached hereto as Exhibit B.

5.2 COVERED TRANSPORTS.

All of the following transports originating in the Contract Response Area shall be referred to the Contractor and Contractor shall provide all responses and ground transports as follows:

- A. Made in response to 911/Public Service Answering Point (PSAP) requests.
- B. Made in response to requests for emergency ambulance service made directly to the ambulance service from a private telephone call without going through an authorized 911/PSAP.
- C. Any other request for service requiring an emergency ground ambulance response, as defined by Columbia County 's Fire/EMS Dispatch policies, procedures, protocols and standards.

SECTION 6: NOTICES

All notices, demands, requests, consents, approvals, waivers, or communications (notices) that either party desires or is required to give to the other party or any other person shall be in writing and either personally delivered or sent by prepaid postage, first class mail. Notices shall be addressed as appears below for each party, provided that if either party gives notice of a change of name or address, notices to the giver of that notice shall thereafter be given as demanded in that notice.

To Group: Linda Henning, Secretary
Columbus Area Emergency Medical Services Group
W1514 County Road Z
Fall River, WI 53932

To Contractor: Michael Krueger, President
Lifestar Emergency Medical Services, L.L.C.
Post Office Box 113
West Bend, WI 53095

With a copy to: Schloemer Law Firm, S.C.
 Attn: Attorney Amanda N. Follet
 143 S. Main Street, Third Floor
 West Bend, WI 53095

SECTION 7: CONTRACTOR OBLIGATIONS AND PERFORMANCE STANDARDS

7.1 SUMMARY OF OBLIGATIONS.

During the term of this Agreement, the Contractor shall:

A. Provide prehospital emergency medical care and transport services in response to emergency medical calls within the Contract Response Area twenty-four (24) hours each day, seven days a week, without regard to the patient's financial status.

1. The first response ambulance shall be staffed by at least one EMT- Paramedic and by one EMT-Basic. The backup response ambulance shall be staffed by at least one Advanced EMT and one EMT- Basic.
2. Ambulance response times must meet the response-time standards set forth herein, and every ambulance unit provided by the Contractor for emergency response must, at all times, except as authorized by this Agreement, be equipped and staffed to operate at the advanced life support (paramedic) level on first ambulance responses, including immediate and urgent services. Clinical performance must be consistent with approved medical standards and protocols. The conduct and appearance of the Contractor's personnel must be professional and courteous at all times. Patient transportation and disposition will be according to the Contractor's Policies and Procedures.

Services and care delivered must be evaluated by the Contractor's internal quality improvement program in order to improve and maintain effective clinical performance, to detect and correct performance deficiencies and to continuously upgrade the performance and reliability of Contractor's services. Clinical and response-time performance must be extremely reliable and comply with Section 7.2.1 of this agreement, with equipment failure and human error held to a minimum through constant attention to performance, protocol, procedure, performance auditing, and prompt and definitive corrective action, and mere demonstration of effort, even diligent and well-intentioned effort, shall not substitute for performance results.

- B. Provide all ambulances, as well as other vehicles and equipment that are necessary for the provision of services required under this Agreement.
- C. Furnish supplies and replacements for use by the Contractor's personnel.
- D. Establish a recruitment, hiring and retention system consistent with ensuring a quality workforce of clinically competent employees that are appropriately certified; licensed and/or accredited.

- E. Comply with all training requirements established by the State of Wisconsin.
- F. Comply with Columbia County Fire/EMS Dispatch policies, procedures, protocols and standards.
- G. Maintain neat, clean, and professional appearance of all personnel, facilities, and equipment.
- H. Submit, in a timely manner, reports which are supported by documentation or other verifiable information, as required by the Group.
- I. Respond to Group's inquiries about service and/or complaints within three business days of notification.

7.2 **OPERATIONS.**

7.2.1 **Response Time.**

- A. **Response Time Performance.** Contractor's response times are a key measurement of performance. This measurement is the determining factor which drives the placement and redeployment of Contractor's resources throughout the Contract Response Area.
 - 1. Each incident will be counted as a single response regardless of the number of units that respond.
 - 2. The Contractor shall use generally accepted industry standards and practices to minimize variations or fluctuations in response time performance.
- B. **Response Time Standards.** Standards shall be based on the zone where the destination of an ambulance is located. Map of Zones is attached hereto as Exhibit B.
 - 1. **Zone A:** Response time for first response ambulance for all destinations within Zone A shall be no more than six (6) minutes. Response time for backup ambulance shall be no more than eight (8) minutes.
 - 2. **Zone B:** Response time for first response ambulance for all destinations within Zone B shall be no more than fourteen (14) minutes. Response time for backup ambulance shall be no more than seventeen (17) minutes.
 - 3. **Zone C:** Response time for first response ambulance for all destinations within Zone C shall be no more than eighteen (18) minutes. Response time for backup ambulance shall be no more than twenty-one (21) minutes.

Failure to maintain 90% compliance with the response times set forth above, when viewed from any 6-month period, shall constitute a breach of this agreement and shall provide a basis for termination of the agreement.

C. Response Time Exemptions. Failure to comply with response time standards may be excused in the following situations:

1. Multiple units to the same scene.
2. Severe inclement weather conditions which impair visibility or create other unsafe driving conditions.
3. Call reduced from Code-3 to Code-1 or 2 by on-scene responders or by the dispatcher in accordance with Contractor's Policies and Procedures.
4. Wrong address provided by the requesting party or non-contractor dispatcher.
5. Unavoidable delay caused by road construction.
6. Material change in dispatch location after the initial dispatch is recorded as dispatched.
7. Mutual Aid call.
8. Unavoidable delay caused by train blocking roadway.
9. Radio or pager problems outside of the Contractor's control that prevent effective communications.

Exception shall be granted at the discretion of the Group upon written request of Contractor. Contractor shall file a request for each response time exception on a monthly basis with the Contract Administrator within fifteen (15) business days of the end of the previous month. Such request shall list the date, the time, and the specific circumstances causing the delayed response.

D. Response Time Calculations. Response times shall be calculated from the hour and minute and second the call is received by the Contractor on its pagers to the hour, minute and second the Contractor arrives on scene with a fully equipped and staffed advance life support unit.

E. Applicable Calls. Response time standards shall apply to all emergency ambulance requests.

F. Quality Assurance. Contractor shall establish and maintain a system to identify response time performance problems in order to identify underlying causes and to mitigate them. The posting plan, ambulance schedules, and the number of hours deployed will be reviewed and adjusted as needed.

G. Performance Reports and Adjustments.

1. Within fifteen (15) business days following the end of each month, the Contractor shall submit a written report to the Contract Administrator identifying each emergency call:
 - a. That did not meet response time standard;

- b. That was not handled by an ALS ambulance;
- c. That an ambulance was requested and was not able to respond except in the cases of mutual aid and intercept requests, which shall not be reported; and
- d. That failed to properly report times necessary to determine response time, on-scene time, and transport time.
- e. Standby requests shall be reported monthly by the Contractor to the Contract Administrator and monitored for proper utilization and impact on response times.

The Contractor shall identify causes of performance failures and shall document efforts to eliminate these problems.

Within seven (7) business days of occurrence, the Contractor shall notify the Contract Administrator of any major regulatory actions or sanctions against the Contractor, including suspension or revocation of any operating license or permit, any sanctions under Medicare or Medicaid programs, revocation of a business permit, or any sanctions by other third-party payers, whether public, private, or non-profit .

- H. Air Ambulance/Air Rescue Services. The Group reserves the right to allow helicopter air ambulance or helicopter air rescue services to operate in the Contract Response Area for the purpose of providing air ambulance/air rescue transportation services for both immediate and scheduled responses. This includes flights within the Contract Response Area. Prehospital utilization of such services is based upon Contractor's Policies and Procedures.
- I. Standbys. When requested by a public safety agency, the Contractor shall furnish standby coverage at emergency incidents within the Contract Response Area at the request of the on-scene Incident Commander (IC), if in the opinion of the IC, the situation poses significant potential danger to the personnel of the requesting agency or to the general public.
- J. Special events:
 - 1. If the sponsor of a special event wants a dedicated standby emergency ambulance at the event, the Contractor may enter into a separate agreement with the sponsor for the provision and payment for such services.
 - 2. Contractor shall not be precluded from performing other outside work, such as non-emergency medical transfers.
 - 3. Nothing herein shall excuse contractor from satisfying its obligations under the terms of this Agreement.

7.2.2 **Dispatch Requirements.**

Contractor shall ensure that all communications with its ambulance units is conducted in a manner consistent with Columbia County Fire/EMS Dispatch policies, procedures, protocols, and standards.

7.2.3 **Equipment and Supplies.**

- A. **Ambulances.** Ambulances shall meet or exceed the current Federal KKK Standards at the time of the vehicles' original manufacture, except where such standards conflict with State of Wisconsin standards, in which case the state standards shall prevail. All such ambulances shall also meet or exceed the equipment standards of the State of Wisconsin. Contractor shall maintain, and provide to the Contract Administrator, a complete listing of all ambulances (including reserve ambulances) to be used in the performance of the Contract, including their license and vehicle identification numbers upon request.
- B. **Ambulance Equipment and Supplies.** Each ambulance shall, at all times, maintain an equipment and supply inventory sufficient to meet federal, state, and local requirements for ALS level ambulances. Contractor shall be responsible for stocking all expendable supplies including medications. All medical equipment shall be in good repair and safe working order at all times. Contractor shall have sufficient medical equipment and expendable supplies so that there is sufficient backup to accommodate replacement during repair and for times of excessive demand in the system, unless supplies are not available due to circumstances beyond Contractor's control.
- C. **Radio Communications.** Contractor shall ensure that each ambulance is equipped with appropriate emergency communication and alerting devices. Every ambulance shall include the ability to communicate at all times and locations with Columbia and Dodge County receiving facilities, fire agencies, and public safety agencies. Contractor shall ensure that each ambulance unit utilized in the performance of services under this Agreement is equipped with emergency alerting devices capable of being used to notify ambulance personnel of response need and radio communications equipment compatible with communications equipment sufficient to meet or exceed the requirements of Columbia and Dodge County Fire/EMS Dispatch policies, procedures, protocols and standards. Contractor shall have access to an internal radio communications system including a portable communications link between Contractor's ambulance crews and its dispatch center. Contractor shall ensure that each ambulance unit utilized in the performance of services under this Agreement is equipped with emergency alerting devices capable of being used to notify ambulance personnel of response need and radio communications equipment sufficient to meet or exceed the requirements of Columbia and Dodge County Fire/EMS Dispatch policies, procedures, protocols and standards.
- D. **Vehicle Maintenance Program.** The Contractor's vehicle maintenance program shall be designed and conducted so as to achieve generally accepted industry standards of reliability appropriate to a modern emergency service. The Contractor,

or its designee, shall maintain all ambulances. Vehicles shall be kept in generally accepted industry standard working condition at all times. Any ambulance with any deficiency that compromises, or may compromise, its performance shall be immediately removed from service. The Contractor shall submit a vehicle maintenance program and locations of maintenance services in writing to the Contract Administrator. Records of vehicle maintenance shall be submitted to the Contract Administrator within five (5) business days of request with such requests being permitted once per quarter. Interior and exterior appearance of vehicles shall meet generally accepted industry standards and practices.

7.2.4 Disaster Preparedness.

- A. Disaster Plan. Contractor shall have a plan for the immediate recall of personnel to staff units during multi-casualty situations, or declared disaster situations. This plan shall include the ability of the Contractor to contact and alert off-duty personnel. The Contractor shall participate in training programs and exercises designed to upgrade, evaluate, and maintain readiness of the system's disaster and multi-casualty response system.
- B. Mutual Aid. To the extent that the Contractor has units available, but consistent with its primary responsibility to provide ambulance and emergency medical services in the Contract Response Area, the Contractor shall render immediate Mutual Aid to those providers of emergency medical services operating within adjacent areas in and out of Columbia County in order to insure that timely emergency medical services are rendered to persons in need of such services within those areas.
- C. Disaster Planning. The Contractor shall actively participate with the City of Columbus and Columbia and Dodge Counties in disaster planning. The Contractor shall designate a representative who shall regularly attend meetings and shall be the liaison for disaster activities with the County and with other agencies. The Contractor shall provide field personnel and transport resources for participation in any local disaster drill in which the County disaster plan/multi-casualty incident plan is exercised.
- D. Disaster Response. If a disaster declaration is made, the Group via the Secretary, may suspend normal operations and the Contractor shall respond in accordance with the disaster plan. The following provisions may apply, as determined by the Contract Administrator, during and after a disaster:
 - 1. During such periods, the Contractor may be released, at the discretion of the Contract Administrator, from response time performance requirements for all responses, including response time penalties. At the scene of such disasters, Contractor personnel shall perform at the direction of and in coordination with the incident commander for the disaster response.
 - 2. When disaster response has been terminated, the Contractor shall resume normal operations as rapidly as is practical considering exhaustion of personnel, need for restocking, and other relevant considerations and shall keep

the Contract Administrator informed of factors that limit Contractor's ability to resume normal operations.

3. During the course of a disaster, the Contractor shall use generally accepted industry standards and practices to maintain emergency service throughout the Contract Response Area and shall suspend or ration non-emergency transport work as necessary.
 4. The municipality shall assist the Contractor in seeking reimbursement for its costs for any disaster relief monies. Such assistance shall be limited to processing claims for reimbursement equal to 100% of the direct cost of the services, or the allowable standby charge provided for herein, whichever is greater. The municipality shall have no financial responsibility for these costs or charges other than to provide assistance in processing the claim(s) for payment.
- E. At the scene of an accident, disaster, or similar incident, the Contractor's personnel shall perform as part of the Incident Command System (ICS) structure.

7.2.5 System Committee Participation.

The Contractor shall designate appropriate personnel to participate in committees that have a direct impact on emergency medical services for the Group.

7.2.6 Community Education/Prevention.

- A. Contractor shall participate in a public education and information program including press relations, explanations regarding rates, regulations and system operations, increasing public awareness and knowledge of the EMS System, injury/mortality prevention/reduction and general health and safety promotion.
- B. Contractor is encouraged to offer a variety of public education programs, including, but not limited to, EMS system use, citizen cardiopulmonary resuscitation (CPR), disaster preparedness, injury prevention, seat belt and helmet use, infant/child car seats, and injury prevention for elders. Other appropriate activities might include blood pressure screening, speaking to community groups, and programs for school children and adolescents. The Contractor shall work collaboratively with other public safety and EMS related groups such as the American Heart Association, the American Red Cross, and health care organizations to plan and provide public education programs. Contractor is encouraged to support child safety seat inspection programs with allied agencies.
- C. As part of the Annual Report, Contractor shall provide Group a report outlining all community education activities over the preceding twelve (12) month period.

7.2.7 EMS training Programs.

- A. The Contractor shall make a good faith effort to participate in training programs in collaboration with member municipality police and fire departments and other

public agencies. These may include, but not be limited to, joint training exercises and providing of instructors for training courses, evaluators for EMT and first responder testing, and similar activities.

- B. As part of the Annual Report, Contractor shall provide Group with a report outlining all participation in training programs, including joint training with member municipality police and fire departments over the preceding twelve (12) month period.

7.2.8 Other Community Service Programs.

- A. Contractor shall participate in other community service programs, as mutually agreed, such as providing free or discounted ambulance standbys at youth sporting events and community events.
- B. As part of the Annual Report, Contractor shall provide Group with a report outlining all community standby activities over the preceding twelve (12) month period.

7.3 PERSONNEL.

7.3.1 Clinical Staffing Standards.

The Group expects the provision of emergency ambulance services shall conform to the highest professional standards and shall comply with all applicable state and local laws and regulations. All persons employed by the Contractor in the performance of work shall be competent and shall hold appropriate and currently valid certificates/licenses/accreditations in their respective trade or profession. The Contractor may be held accountable for its employees' licensure, performance and actions.

- A. Ambulance Staffing. The first response ambulance shall be staffed by at least one EMT-Paramedic and by one EMT- Basic personnel. The backup response ambulance shall be staffed by at least one Advanced EMT and by one EMT-Basic personnel. The first response staff shall be located at the ambulance facility on a 24/7 basis. The backup response staff shall be on call on a 24/7 basis. Contractor shall issue to all ambulance staff and field interns a photo identification card. Contractor shall ensure that all on-duty ambulance personnel have in their possession a valid Contractor photo identification card.
- B. Additional Certifications. All paramedic ambulance personnel shall be currently certified in:
 - 1. Advanced Cardiac Life Support (ACLS); and
 - 2. Pediatric Advanced Life Support (PALS) or Pediatric Education for Prehospital Personnel (PEPP)

- C. In-Service Training, Continuing Education and Driver Training. Contractor shall have a program for ensuring personnel are prepared to respond to emergency requests through in-service training and continuing education.
- D. Management and Supervision. Contractor shall provide the management personnel necessary to administer and oversee the emergency ambulance service. There shall be one (1) shift supervisor on duty at all times. The shift supervisor will supervise Contractor personnel, ambulance deployment and operations and will be available as a resource to subcontractors in the provision of their deployment and performance.
- E. Orientation of New Personnel. Contractor shall ensure that field personnel are properly oriented before being assigned to respond to emergency medical requests. The orientation shall include, at a minimum, an EMS System overview; Contractor's Policies and Procedures including patient destination, trauma triage and patient treatment protocols; radio communications with and between the ambulance, base hospital, receiving facilities, and dispatch center; map reading skills, including key landmarks, routes to hospitals and other major receiving facilities; emergency response areas within the Contract Response Area and in surrounding areas; and ambulance equipment utilization and maintenance, in addition to the Contractor's policies and procedures. Contractor shall be responsible for ensuring that this standard is met.
- F. Preparation for Multi-Casualty Response. Contractor shall ensure that all ambulance personnel/supervisory staff are trained and prepared to assume their respective roles and responsibilities under the Columbia County MABAS. Contractor shall ensure that its personnel are trained as follows:
 - 1. Hazardous materials first responder awareness training for all field employees.
 - 2. Hazardous materials first responder awareness training for field supervisors, alternative field supervisors, and field training officers.
 - 3. NIMS training for all field employees.
 - 4. Hazardous materials basic awareness weapons of mass destruction program for all field employees.
 - 5. ICS 700 for all field employees.
 - 6. ICS 700 training for shift supervisors, alternates, and field training officers.

7.3.2 Compensation and Working Conditions for Ambulance Personnel.

- A. Work Schedules and Conditions. Contractor shall utilize reasonable work schedules and shift assignments to provide reasonable working conditions for ambulance personnel. Contractor shall ensure that ambulance personnel are not fatigued to an extent that might impair their judgment or motor skills.
- B. Compensation/Fringe Benefits. Group expects Contractor to provide reasonable compensation and benefits in order to attract and retain experienced and highly

qualified personnel. Group encourages Contractor to establish creative programs that result in successful recruitment and retention of personnel.

- C. New Employee Recruitment and Screening Process. The Contractor shall operate a comprehensive program of personnel recruitment and screening designed to attract and select field personnel.
- D. Critical Incident Stress Management. The nature of work in emergency medical services may produce stress in prehospital care personnel. Contractor should provide a Critical Incident Stress Management Program (CISMP) and an Employee Assistance Program (EAP) for its employees.

7.3.3 Safety and Infection Control.

- A. Contractor shall provide personnel with training and equipment as necessary to protect from illness or injury when responding to an emergency medical request.
- B. Contractor shall notify the Group within five (5) business days of any State of Wisconsin/Occupational Safety and Health Administration (OSHA) major enforcement actions, and of any litigation, or other legal or regulatory proceedings in progress against Contractor's Columbia County operations.
- C. The Contractor shall have an Exposure Control Plan that complies with all OSHA requirements and other regulations related to prevention, reporting of exposure, and disposal of medical waste. All prehospital personnel shall be trained in prevention and universal precautions.

7.4 INQUIRIES AND COMPLAINTS.

- A. Inquiries and Complaints. Contractor shall provide prompt response and follow-up to inquiries and complaints. Such responses shall be subject to the limitations imposed by patient confidentiality restrictions.
- B. Miscellaneous:
 - 1. Contractor shall immediately notify the Secretary of filed complaints, claims or lawsuits based upon violations of state and local laws and regulations or any other event or set of circumstances which would create a likelihood of a cause of action against Contractor, Group or a member municipality.
 - 2. Contractor shall cooperate fully with the Group and/or the State of Wisconsin in the investigation of an incident or unusual occurrence.

7.5 DATA AND REPORTING.

- A. Contractor will submit required data elements in an electronic format mutually acceptable to the Group and the Contractor.
- B. Use and Reporting Responsibilities:

1. The information submitted shall contain all EMS responses and certain user records. These patient records shall contain a unique identifier for each user (e.g., Patient Care Report (PCR) number), prehospital personnel for the response, insurance type (e.g. private insurance, Medicare, Medicaid, Self-Pay), and disposition.
 2. Contractor shall maintain current records related to EMT licensing, accreditation, certification, and continuing education. Upon request, Contractor shall provide Group with a list of EMTs currently employed by the Contractor. Information shall include, but not be limited to, name and EMT certification number.
- C. Contractor shall complete, maintain, and provide to Group on a monthly basis:
1. Number of emergency responses.
 2. A complete listing of all service complaints received and their disposition/resolute.
 3. Contractor will make its system improvement information available to Group on as "as requested" basis.
 4. Mutual aid calls requested by Lifestar.
- D. Contractor shall complete, maintain, and upon request, make available to the Group within five (5) business days of request, copies of:
1. Personnel records related to requirements hereunder (including current licensure and certification), subject to employee privacy rights, and subject to redaction of privileged and confidential information.
 2. Equipment and vehicle maintenance reports.
- E. Audits and Inspections:
1. Contractor shall retain and make available for inspection by the Group during the term of this Agreement and for at least a three-year period from expiration of this Agreement all documents and records required and described herein, at reasonable times and with reasonable notice.
 2. At any time during normal business hours, and as often as may reasonably be deemed necessary, the Contract Administrator (or designee approved by Group), including Contractor's Medical Director, may observe the Contractor's operations. Additionally, the Contractor shall make available for the Columbus Area EMS Group examination and audit, records of personnel (with the exception of confidential personnel records), daily logs, conditions of employment, and other data related to all matters covered by the contract provided release of liability waiver has been signed. Provided, however, that the obligations hereunder shall not interfere with Contractor's duties and shall not increase the duties or burden of Contractor hereunder; provided further that the Columbus Area EMS Group acknowledges this requirement will be limited by HIPPA requirements; provided further, all

observations shall be scheduled as mutually agreed, and Contractor reserves the right to refuse to allow any individual to observe if Contractor reasonably believes such observations would affect Contractor's ability to perform its duties hereunder or comply with HIPPA or other requirements.

3. Group's representatives may, at any time, and without notification, directly observe and inspect the Contractor's operation and ride as a "third person" on any of the Contractor's ambulance units; provided, however, that in exercising this right to inspection and observation, such representatives shall conduct themselves in a professional and courteous manner, shall not interfere in any way with the Contractor's employees in the performance of their duties, and shall, at all times, be respectful of the Contractor's employer/employee relationship provided a release of liability has been signed by the representative of the Group participating in the ride along.
4. The Group's right to observe and inspect the Contractor's business office operations or records shall be restricted to normal business hours, except as provided above.

F. Health Insurance Portability and Accountability Act of 1996, Public Law 104-191:

1. Patient's privacy and confidentiality shall be protected in compliance with Health Insurance Portability and Accountability Act of 1996 (HIPAA) and other applicable laws related to privacy. Employees shall not disclose patient medical information to any person not providing medical care to the patient or related to EMS operations.
2. During the term of this Agreement, each party may receive from the other party, or may receive or create on behalf of the other party, certain confidential health or medical information (Protected Health Information "PHI", as further defined below). This PHI is subject to protection under state and/or federal law, including the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 (HIPAA) and regulations promulgated thereunder by the U. S. Department of Health and Human Services (HIPAA Regulations). Each party represents that it has in place policies and procedures that will adequately safeguard any PHI it receives or creates, and each party specifically agrees to safeguard and protect the confidentiality of PHI consistent with applicable law. Without limiting the generality of the foregoing, each party agrees that it shall have in place all policies and procedures required to comply with HIPAA and the HIPAA Regulations prior to the date on which such compliance is required. Contractor shall require subcontractors to abide by the requirements of this section. For purposes of this section, Protected Health Information means any information, whether oral or recorded in any form or medium: (a) that relates to the past, present or future physical or mental health or condition of an individual; the provision of health care to any individual; or the past, present or future payment for the provision of health care to an individual, and (b) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual. This section shall be interpreted in a manner consistent with HIPAA, the HIPAA Regulations and other state or federal laws applicable to PHI.

7.6 **SUBCONTRACTS.**

7.6.1 **Relationships and Accountability.**

Should the Contractor utilize one or more subcontractors to provide any of the Contractor's primary responsibilities, the Contractor shall seek and obtain approval of the subcontract(s) from Group, and provide assurance to the Group that each of the subcontractor(s) is professionally prepared for and understands its role within the system.

- A. The Contractor shall provide clear evidence that the scope of service designed for the subcontractor(s) will enhance system performance capability and provide a cost savings for the EMS System.
- B. If the subcontract(s) and associated scope of service is approved, the Contractor shall be accountable for the performance of the subcontractor(s).
- C. The inability or failure of any subcontractor to perform any duty or deliver contracted performance will not excuse the primary Contractor from any responsibility under this Agreement.
- D. The Contractor shall designate a management liaison to work with the Group in monitoring compliance of subcontractors with contractual and system standards.

7.6.2 **General Subcontracting Provisions.**

All subcontracts of Contractor for provision of services under this Agreement shall be notified of Contractor's relationship to Group.

- A. Contractor has legal responsibility for performance of all terms of this Agreement including those subcontracted.
- B. Nothing in this Agreement, or in any subcontract, shall preclude the Group from monitoring the EMS activity of any subcontractor.
- C. There shall be a section in each subcontract requiring prior approval from the Group before any subcontract may be modified.
- D. The Contractor shall assure that the subcontractors cooperate fully with the Group.
- E. In the event discrepancies or disputes arise between this Agreement and the subcontracts, the terms of this Agreement shall prevail in all cases.

7.6.3 **Performance Criteria.**

All subcontractors will be held to the same performance criteria as the primary Contractor, with respect to quality improvement activities, medical control, continuing education, and penalties for non-compliance. Subcontracts shall provide that paramedic and EMT first responders shall work cooperatively and supportively in the

provision of care by the Contractor on-scene, and shall if requested by Contractor personnel, assist in providing care en-route to the receiving facility.

7.7 **INSURANCE REQUIREMENTS.**

Contractor, at its sole cost and expense, shall obtain maintain, and comply with all Group insurance coverage and requirements. Such insurance shall be occurrence based or claims made with tail coverage or shall be in a form and format acceptable to Group's counsel and shall be primary coverage as respects Group.

A. Types of Insurance and Minimum Limits:

1. General Liability. Contractor shall obtain and keep in force during the term of this Agreement, general liability insurance issued by an insurance company authorized to do business in the State of Wisconsin or a statutorily permissible self-insurance program, insuring Group against loss by reason of injury or damage that may result in persons or property from negligent operation or defective maintenance, or from violation of any law of the State of Wisconsin or the United States. Said comprehensive or commercial general liability shall be in the sum of not less than \$1 million for combined single limit bodily injury and property damage, with a \$3 million aggregate policy, including coverage for (a) bodily injury, (b) personal injury (c) broad form property damage, (d) contractual liability and (e) cross-liability.
2. Professional Liability. Contractor shall obtain and keep in force during the term of this Agreement, contract professional liability insurance issued by an insurance company authorized to do business in the State of Wisconsin or a statutorily permissible self-insurance program, insuring Group against loss by reason of injury or damage that may result in persons or property from negligent operation or defective maintenance, or from violation of any law of the State of Wisconsin or the United States. Said professional liability insurance shall be in the sum of not less than \$1 million/\$3 million primary coverage.
3. Automobile Insurance. Contractor shall obtain and keep in force during the term of this Agreement comprehensive automobile liability insurance for each of the Contractor's vehicles used in the performance of this Agreement, including owned, non-owned (e.g. owned by the Contractor's employees), leased or hired vehicles issued by an insurance company authorized to do business in the State of Wisconsin or a statutorily permissible self-insurance program, insuring Group against loss by reason of injury or damage that may result in persons or property from negligent operation or defective maintenance, or from violation of any law of the State of Wisconsin or the United States. Said comprehensive automobile liability policy shall be in the sum of not less than \$1 million / \$3 million for combined single limit bodily injury and property damage.
4. Worker's Compensation Insurance. All employees of the Contractor must be covered by a Worker's Compensation insurance policy, in the minimum statutorily-required coverage amounts.

B. Other Insurance Provisions.

1. Additional Insured. Contractor shall maintain insurance policies for the above outlined requirements, which contain endorsements naming the Group as additional insured for general liability, professional liability, and auto liability.
2. Hold Harmless. Contractor shall indemnify, defend and hold harmless the Group, its officers, agents and employees from all claims, demands or liability arising out of or encountered in connection with this Agreement or performance under it, whether such claims, demands, or liability are caused by provider, provider's agent or employees, excepting only such injury or harm as may be caused by Group's fault or negligence. Group shall give Contractor notice of any claim within thirty (30) days of Group's receipt of said notice and Group shall tender any legal action filed against Group to Contractor within seven (7) days of receipt of any such action.
3. Evidence of Insurance. Prior to the starting date of this Agreement and during the term of this Agreement, Certificates of Insurance indicating compliance with all insurance requirements shall be filed with the Group.

7.8 FISCAL REQUIREMENTS.

7.8.1 General Provisions.

- A. As compensation for services, labor, equipment, supplies and materials furnished under this Agreement, Contractor shall collect revenues as permitted in this section.
- B. All reports provided by Contractor shall be in accordance with generally accepted accounting principles and be based on an accrual system.
- C. Fiscal year for reporting purposes of this Agreement will be January 1st to December 31st for each year of this Agreement period.
- D. Contractor shall maintain copies of all financial statements, records and receipts that support and identify operations for a minimum of three (3) years from the end of the reporting period to which they pertain. Contractor will provide the Contract Administrator or his designee access to all records for analytical purposes.

7.8.2 Billing and Collections.

Medicare/Medicaid – Contractor shall accept Medicare and other federal and state insurance assignment.

7.9 QUALITY CONTROL.

- A. Quality Improvement Program. The Contractor shall establish a comprehensive emergency medical services system Quality Improvement (QI) Program. The program shall be an organized, coordinated, multi-disciplinary approach to the assessment of prehospital emergency medical response and patient care for the purpose of improving patient care service and outcome. The program should not be limited to clinical functions alone. For

example, response times should be addressed within the program as well as matters such as customer surveys and complaints. The program should include methods to measure performance, identify areas for improvement, and how such improvements can be implemented and then evaluated.

1. Review its QI program annually for appropriateness to the Contractor's operation and revise as needed.
2. Develop, in cooperation with appropriate personnel/agencies, a performance improvement action plan when the QI program identifies a need for improvement. If the area identified as needing improvement includes system clinical issues, collaboration is required with the Contractor's Medical Director.
3. In the Annual Report submit information to the Group to show compliance with the approved plan and areas for improvement.

If the State of Wisconsin EMS Section promulgates regulations or guidelines that address EMS quality improvement planning or activities, the Contractor shall amend its plan to comply with these requirements.

- B. Medical Director. Contractor shall retain a medical director who shall be a board certified emergency physician in the State of Wisconsin and who shall monitor the activities of Contractor's training department, to include continuing education programs and the preceptor program and shall advise Contractor regarding field operations and prehospital medical care. Contractor's medical director shall cooperate with City of Columbus's Health Officer and the Prairie Ridge Hospital medical staff.
- C. Patient Preference Policy. It is the Group's understanding that on the subject of patient hospital choice the preference is to transport a patient to the hospital of their choice. There are times when transporting to the hospital of the patient's choice is not possible, practical, or in the patient's interest. Such circumstances are, but not limited to:
 1. The patient is unstable and transport to the nearest hospital is necessary to stabilize the patient.
 2. The patient is combative and making the transport hazardous for the EMS crew.
 3. When only one ambulance is covering the 911 territory and the length of time to transport to a more distant hospital will keep the ambulance from the coverage area.
 4. Road conditions are hazardous.
 5. There are other circumstances when going to the hospital of further distance may be advisable. In the event of these circumstances, the patient will be consulted to obtain permission to transport to a more appropriate hospital. Such circumstances are, but not limited to:
 - a) Traumatized patients that would be served going to a Level I Trauma Center.

- b) A patient with a diagnosed ST elevation MI (STEMI) that will most likely need a cardiac catheterization procedure only available at cardiac centers such as in Madison.
 - c) A stroke patient if policy dictates.
6. Decision by the Medical director at receiving facility.

SECTION 8: DEFAULT AND TERMINATION OF CONTRACT

If either party is in default (Defaulting Party) under any term or condition of this Agreement, the other party (Non-Defaulting Party) may give the Defaulting Party written notice of said default and require the Defaulting Party to correct or cure the default within fifteen (15) days of receipt of such notice. In the event the Defaulting Party fails to correct or cure the default within said period, the Non-Defaulting Party may, at its election, terminate this Agreement upon written notice of termination delivered to the Defaulting Party; provided, however, that any such termination shall have no effect on amounts due for services performed prior to termination of this Agreement.

SECTION 9: MISCELLANEOUS

9.1 INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS.

Contractor shall exonerate, indemnify, defend, and hold harmless Group from and against:

- A. Any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature, including without limitation, all attorney's fees and related expenses, whether before, at or after trial or on appeal, which the Columbus Area EMS Group may sustain or incur or which may be imposed upon it for injury to or death of persons, or damages to property as a result of, or arising out of, or in any manner connected with Contractor's performance under the terms of this Agreement, excepting any liability arising out of the negligence of the Columbus Area EMS Group, or its affiliates, and its directors, managers, employees, agents, representatives, successors and permitted assigns. Such indemnification includes any damage to the person(s), or property(ies) of Contractor and third persons. This indemnification shall be as broad as may be permitted under law.
- B. Any and all federal, state and local taxes, charges, fees, or contributions required to be paid with respect to Contractor and Contractor's officers, employees and agents engaged in the performance of this Agreement (including, without limitation, unemployment insurance, and social security and payroll tax withholding).

9.2 EQUAL EMPLOYMENT OPPORTUNITY.

During and in relation to the performance of this Agreement, Contractor agrees as follows:

- A. Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sexual orientation, age (over 18), veteran

status, gender, pregnancy, or any other non-merit factor unrelated to job duties. Such action shall include, but not be limited to the following: recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training (including apprenticeship), employment, upgrading, demotion, or transfer. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notice setting forth the provisions of this non-discrimination clause.

- B. Contractor shall, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, ancestry, physical or mental disability, medical condition (cancer related), marital status, sex, sexual orientation, age (over 18), veteran status, or any other non-merit factor unrelated to job duties, or a statement substantively similar thereto which complies with all State and Federal regulations.

In the event of Contractor's non-compliance with the non-discrimination clauses of this Agreement or with any of the said rules, regulations, or orders Contractor may be declared ineligible for further agreements with Group.

Contractor shall cause the foregoing provisions of this section to be inserted in all subcontracts for any work covered under this Agreement by a subcontractor compensated more than \$50,000 and employing more than 15 employees, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

9.3 INDEPENDENT CONTRACTOR STATUS.

Contractor is an independent contractor and not an employee of Group. Contractor is responsible for all insurance (workers compensation, unemployment, etc.) and all payroll related taxes. Contractor is not entitled to any employee benefits. Group agrees that Contractor shall have the right to control the manner and means of accomplishing the result contracted for herein.

9.4 NON-ASSIGNMENT AND NON-DELEGATION.

Contractor shall not assign or delegate this Agreement without the prior written consent of Group.

9.5 ENTIRE AGREEMENT.

This Agreement and the exhibits attached hereto constitute the entire agreement between Group and Contractor and supersede all prior discussions and negotiations, whether oral or written. Any amendment to this Agreement, including an oral modification supported by new consideration, must be reduced to writing and signed by authorized representatives of both parties before it will be effective.

9.6 BINDING ON SUCCESSORS.

This Agreement ensures to the benefit of, and is binding on, the parties and their respective heirs, personal representatives, successors and permitted assigns

9.7 CAPTIONS.

The captions heading the various sections of this Agreement are for the convenience and shall not be considered to limit, expand or define the contents of the respective sections. Masculine, feminine or neuter gender, and the singular and the plural number shall each be considered to include the other whenever the context so requires.

9.8 CONTROLLING LAW.

This Agreement shall be interpreted under the laws of the State of Wisconsin and any disputes regarding this Agreement shall be decided in the courts of Columbia County, Wisconsin, unless otherwise specifically agreed to by the parties, and the prevailing party in any dispute under this Agreement shall be allowed to recover both its damages and reasonable attorneys' fees and costs.

9.9 FORCE MAJEURE.

No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any obligations to make payments to the other party hereunder), when and to the extent such failure or delay is caused by or results from acts beyond the affected party's reasonable control, including, without limitation: (a) acts of God; (b) flood, fire, earthquake or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law; (e) actions, embargoes or blockades in effect on or after the date of this Agreement; (f) action by any governmental authority; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial disturbances; (i) shortage of adequate power or transportation facilities; and (j) pandemics (including without limitation COVID-19). The party suffering a Force Majeure Event shall give notice within fifteen (15) days of the Force Majeure Event to the other party, stating the period of time the occurrence is expected to continue and shall use diligent efforts to end the failure or delay and ensure the effects of such Force Majeure Event are minimized.

IN WITNESS WHEREOF, the parties have executed this Agreement the date first written above:

**COLUMBUS AREA MEDICAL
SERVICES GROUP**

**LIFESTAR EMERGENCY MEDICAL
SERVICES, L.L.C.**

By: _____
Jeff Slotten, Chair

By: _____
Michael Krueger, President

By: _____
Linda Henning, Secretary

CITY OF COLUMBUS
COLUMBUS AREA EMS DISTRICT - FUND #240
2026 BUDGET - PROPOSED 9/10/25

Item #7.

COLUMBUS AREA EMERGENCY MEDICAL SERVICES

Account Title:	ACTUAL 2024	ADOPTED 2025 Budget:	ACTIVITY THRU 8/31/2025	ESTIMATED YE 2025:	PROPOSED 2026 BUDGET:
Contribution - City of Columbus	\$ 97,910.44	\$ 97,065.38	\$ 48,532.70	\$ 97,065.38	\$ 130,050.55
Contribution - Village of Fall River	\$ 32,261.88	\$ 32,142.49	\$ 24,106.87	\$ 32,142.49	\$ 43,223.73
Contribution - Town of Otsego	\$ 1,071.22	\$ 1,063.15	\$ 797.36	\$ 1,063.15	\$ 1,422.61
Contribution - Town of Calamus	\$ 4,642.00	\$ 4,606.97	\$ 3,455.23	\$ 4,606.97	\$ 6,164.66
Contribution - Town of Columbus	\$ 11,283.62	\$ 11,269.36	\$ 8,452.02	\$ 11,269.36	\$ 15,008.57
Contribution - Town of Elba	\$ 18,389.45	\$ 18,286.14	\$ 13,714.60	\$ 18,286.14	\$ 24,540.08
Contribution - Town of Fountain Prairie	\$ 16,711.19	\$ 16,709.14	\$ 12,531.85	\$ 16,709.14	\$ 22,287.60
Contribution - Town of Hampden	\$ 6,873.74	\$ 7,264.84	\$ 5,448.63	\$ 7,264.84	\$ 9,650.06
Contribution - Town of Portland	\$ 5,731.08	\$ 5,794.15	\$ 4,345.61	\$ 5,794.15	\$ 7,824.37
Contribution - Town of York	\$ 5,088.34	\$ 5,049.95	\$ 3,787.46	\$ 5,049.95	\$ 6,757.41
Contribution - Village of Lowell	\$ 5,409.71	\$ 5,333.46	\$ 4,000.09	\$ 5,333.46	\$ 7,160.49
Contribution - Village of Reeseville	\$ 13,036.30	\$ 13,820.92	\$ 10,365.69	\$ 13,820.92	\$ 17,782.66
	\$ 218,408.97	\$ 218,405.95	\$ 139,538.11	\$ 218,405.95	\$ 291,872.79
Interest Earned Cash/Investments	\$ 218.86	\$ 150.00	\$ 46.31	\$ 150.00	\$ 150.00
	\$ 218.86	\$ 150.00	\$ 46.31	\$ 150.00	\$ 150.00
TOTAL REVENUES:	\$ 218,627.83	\$ 218,555.95	\$ 139,584.42	\$ 218,555.95	\$ 292,022.79

Account Title:	ACTUAL 2024	ADOPTED 2024 Budget:	ACTIVITY THRU 8/30/2024	ESTIMATED YE 2024:	PROPOSED 2025 BUDGET:
Administrative Assistance	\$ 2,147.39	\$ 2,147.39	\$ -	\$ 2,147.39	\$ 2,874.78
EMS; Professional Svcs - Legal	\$ -	\$ 1,300.00	\$ -	\$ 1,300.00	\$ 1,300.00
EMS; Operating Expenses & Supplies	\$ -	\$ 20.00	\$ -	\$ 20.00	\$ 20.00
EMS; Per Diem for Secretary	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
EMS; Contracted Services - Medical	\$ 214,738.56	\$ 214,738.56	\$ 161,053.92	\$ 214,738.56	\$ 287,478.00
TOTAL EXPENDITURES:	\$ 217,085.95	\$ 218,405.95	\$ 161,253.92	\$ 218,205.95	\$ 291,872.78

Lifestar Ambulance Contract

2024 CONTRACT AMOUNTS BY MUNICIPALITY/ENTITY

Updated 9/3/2025

Municipality	DOA POPULATION	% OF TOTAL POPULATION	Share of Budget:	% increase
C - Columbus	5,485	44.55727%	\$ 130,050.55	33.98%
V - Fall River	1,823	14.80910%	\$ 43,223.73	34.48%
T - Otsego	60	0.48741%	\$ 1,422.61	33.81%
T - Calamus	260	2.11210%	\$ 6,164.66	33.81%
T - Columbus	633	5.14216%	\$ 15,008.57	33.18%
T - Elba	1,035	8.40780%	\$ 24,540.08	34.20%
T - Fountain Prairie	940	7.63607%	\$ 22,287.60	33.39%
T - Hampden	407	3.30626%	\$ 9,650.06	32.83%
T - Portland	330	2.68075%	\$ 7,824.37	35.04%
T - York	285	2.31519%	\$ 6,757.41	33.81%
V - Lowell	302	2.45329%	\$ 7,160.49	34.26%
V - Reeseville	750	6.09261%	\$ 17,782.66	28.66%
	12,310	100.00000%	\$ 291,872.79	25.17% overall % increase

Term of Contract: January thru December 2026

Overall Budget Amount: \$ 291,872.78

Cost per Person Per Year for Paramedic Level

Services: **\$23.71**

	ACTUAL 2021	ACTUAL 2022	ACTUAL 2023	ACTUAL 2024	ACTIVITY THRU 8/31/2025
Undesignated Fund Balance	\$ 7,199.93	\$ 10,787.56	\$ 13,457.17	\$ 11,446.77	\$ 12,988.65



Agenda Item Report

Meeting Type: Common Council

Meeting Date: 9/16/2025

Item Title: Claims Packet

Submitted By: Kendra Riddle, Finance Director

Detailed Description of Subject Matter:

Claims from 8/29/2025 to 9/9/2025 in the amount of \$416,635.00

List all Supporting Documentation Attached:

Claims Packet 8/29/2025 – 9/9/2025

Action Requested of Council:

Consider & take action on claims in the amount of \$416,635.00

CITY CLAIMS

THROUGH: 9/9/2025

PAYROLL MONTHLY LIABILITIES - ACH	\$	-
PAYROLL - PAYDATE 9/5/2025	\$	62,906.13
TOTAL PAYROLL	\$	62,906.13
ADMINISTRATION	\$	88,407.77
CABLE	\$	832.13
CAPITAL PROJECTS	\$	207,973.65
COMMUNITY CENTER	\$	960.11
COMMUNITY ECONOMIC DEVELOPMENT	\$	5,080.89
DEBT PAYMENTS	\$	-
FIRE DEPARTMENT	\$	49.96
HISTORIC LAND PRESERVATION	\$	396.00
LIBRARY	\$	3,079.36
MUNICIPAL COURT	\$	-
POLICE DEPARTMENT	\$	22,043.01
POOL	\$	4,854.69
PR ADMIN	\$	84.00
PUBLIC WORKS DEPARTMENT	\$	8,375.42
RECREATION	\$	10,732.31
REVOLVING LOAN FUND	\$	-
TAX INCREMENTAL FINANCIAL DISTRICT	\$	560.00
TOURISM COMMISSION	\$	299.57
TOTAL OPERATIONS	\$	353,728.87

TOTAL ALL CLAIMS:**\$ 416,635.00**


 Susan Caine, City Clerk

9-15-2025
 Date

CITY OF COLUMBUS

Check Register - Payroll Claims Report
Pay Period Dates: 08/18/2025 - 08/31/2025

Page: 1

Sep 03, 2025 1:56PM

Pay Period Date	Journal Code	Check Issue Date	Check Number	Description	GL Account	Amount
08/31/2025	PC	09/05/2025	90525001		001-111000	-309.84
08/31/2025	PC	09/05/2025	90525002		001-111000	-113.94
08/31/2025	PC	09/05/2025	90525003		001-111000	-82.43
08/31/2025	PC	09/05/2025	90525004		001-111000	-94.20
08/31/2025	PC	09/05/2025	90525005		001-111000	-88.66
08/31/2025	PC	09/05/2025	90525006		001-111000	-27.70
08/31/2025	PC	09/05/2025	90525007		001-111000	-106.67
08/31/2025	PC	09/05/2025	90525008		001-111000	-150.06
08/31/2025	PC	09/05/2025	90525009		001-111000	-210.09
08/31/2025	PC	09/05/2025	90525010		001-111000	-58.18
08/31/2025	PC	09/05/2025	90525011		001-111000	-106.67
08/31/2025	PC	09/05/2025	90525012		001-111000	-82.43
08/31/2025	PC	09/05/2025	90525013		001-111000	-72.73
08/31/2025	PC	09/05/2025	90525014		001-111000	-88.66
08/31/2025	PC	09/05/2025	90525015		001-111000	-210.55
08/31/2025	PC	09/05/2025	90525016		001-111000	-58.18
08/31/2025	PC	09/05/2025	90525017		001-111000	-59.22
08/31/2025	PC	09/05/2025	90525018		001-111000	-259.73
08/31/2025	PC	09/05/2025	90525019		001-111000	-211.44
08/31/2025	PC	09/05/2025	90525020		001-111000	-196.37
08/31/2025	PC	09/05/2025	90525021		001-111000	-80.35
08/31/2025	PC	09/05/2025	90525022		001-111000	-191.96
08/31/2025	PC	09/05/2025	90525023		001-111000	-228.56
08/31/2025	PC	09/05/2025	90525024		001-111000	-177.08
08/31/2025	PC	09/05/2025	90525025		001-111000	-50.79
08/31/2025	PC	09/05/2025	90525026		001-111000	-39.24
08/31/2025	PC	09/05/2025	90525027		001-111000	-49.87
08/31/2025	PC	09/05/2025	90525028		001-111000	-62.33
08/31/2025	PC	09/05/2025	90525029		001-111000	-31.17
08/31/2025	PC	09/05/2025	90525030		001-111000	-157.46
08/31/2025	PC	09/05/2025	90525031		001-111000	-48.48
08/31/2025	PC	09/05/2025	90525032		001-111000	-69.26
08/31/2025	PC	09/05/2025	90525033		001-111000	-147.76
08/31/2025	PC	09/05/2025	90525034		001-111000	-87.73
08/31/2025	PC	09/05/2025	90525035		001-111000	-69.26
08/31/2025	PC	09/05/2025	90525036		001-111000	-48.48
08/31/2025	PC	09/05/2025	90525037		001-111000	-141.29
08/31/2025	PC	09/05/2025	90525038		001-111000	-60.03
08/31/2025	PC	09/05/2025	90525039		001-111000	-121.91
08/31/2025	PC	09/05/2025	90525040		001-111000	-2,400.60
08/31/2025	PC	09/05/2025	90525041		001-111000	-1,480.16
08/31/2025	PC	09/05/2025	90525042		001-111000	-154.45
08/31/2025	PC	09/05/2025	90525043		001-111000	-1,404.42
08/31/2025	PC	09/05/2025	90525044		001-111000	-1,771.03
08/31/2025	PC	09/05/2025	90525045		001-111000	-2,291.74
08/31/2025	PC	09/05/2025	90525046		001-111000	-742.21

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Pay Period Date	Journal Code	Check Issue Date	Check Number	Description	GL Account	Amount
08/31/2025	PC	09/05/2025	90525047		001-111000	-1,854.10
08/31/2025	PC	09/05/2025	90525048		001-111000	-1,330.12
08/31/2025	PC	09/05/2025	90525049		001-111000	-380.26
08/31/2025	PC	09/05/2025	90525050		001-111000	-1,699.55
08/31/2025	PC	09/05/2025	90525051		001-111000	-1,786.19
08/31/2025	PC	09/05/2025	90525052		001-111000	-1,684.03
08/31/2025	PC	09/05/2025	90525053		001-111000	-1,282.47
08/31/2025	PC	09/05/2025	90525054		001-111000	-1,596.25
08/31/2025	PC	09/05/2025	90525055		001-111000	-2,073.26
08/31/2025	PC	09/05/2025	90525056		001-111000	-994.71
08/31/2025	PC	09/05/2025	90525057		001-111000	-1,608.32
08/31/2025	PC	09/05/2025	90525058		001-111000	-2,744.42
08/31/2025	PC	09/05/2025	90525059		001-111000	-2,202.82
08/31/2025	PC	09/05/2025	90525060		001-111000	-1,434.06
08/31/2025	PC	09/05/2025	90525061		001-111000	-500.37
08/31/2025	PC	09/05/2025	90525062		001-111000	-1,614.97
08/31/2025	PC	09/05/2025	90525063		001-111000	-480.10
08/31/2025	PC	09/05/2025	90525064		001-111000	-2,320.23
08/31/2025	PC	09/05/2025	90525065		001-111000	-427.73
08/31/2025	PC	09/05/2025	90525066		001-111000	-917.57
08/31/2025	PC	09/05/2025	90525067		001-111000	-1,568.34
08/31/2025	PC	09/05/2025	90525068		001-111000	-1,544.56
08/31/2025	PC	09/05/2025	90525069		001-111000	-1,504.05
08/31/2025	PC	09/05/2025	90525070		001-111000	-1,032.16
08/31/2025	PC	09/05/2025	90525071		001-111000	-1,055.58
08/31/2025	PC	09/05/2025	90525072		001-111000	-400.27
08/31/2025	PC	09/05/2025	90525073		001-111000	-876.51
08/31/2025	PC	09/05/2025	90525074		001-111000	-746.12
08/31/2025	PC	09/05/2025	90525075		001-111000	-737.95
08/31/2025	PC	09/05/2025	90525076		001-111000	-688.37
08/31/2025	PC	09/05/2025	90525077		001-111000	-296.14
08/31/2025	PC	09/05/2025	90525078		001-111000	-139.37
08/31/2025	PC	09/05/2025	90525079		001-111000	-115.66
08/31/2025	PC	09/05/2025	90525080		001-111000	-1,954.72
08/31/2025	PC	09/05/2025	90525081		001-111000	-688.36
08/31/2025	PC	09/05/2025	90525082		001-111000	-1,391.80
08/31/2025	PC	09/05/2025	90525083		001-111000	-1,064.12
08/31/2025	PC	09/05/2025	90525084		001-111000	-1,505.14
08/31/2025	PC	09/05/2025	90525085		001-111000	-73.88
08/31/2025	PC	09/05/2025	90525086		001-111000	-118.20
08/31/2025	PC	09/05/2025	90525087		001-111000	-1,421.40
08/31/2025	PC	09/05/2025	90525088		001-111000	-90.04
08/31/2025	PC	09/05/2025	90525089		001-111000	-103.89
08/31/2025	PC	09/05/2025	90525090		001-111000	-84.04
08/31/2025	PC	09/05/2025	90525091		001-111000	-78.56
Grand Totals:						-62,906.13

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ADMINISTRATION							
	BAKER TILLY US LLP	BT329923	PROFESSIONAL SERVICES - FINANCIAL STATEMENT AUDIT FOR CITY FUNDS	100-511570-213 ACCTG; AUDIT & ACCTG FEES	08/28/2025	4,068.75	
Total BAKER TILLY US LLP:						4,068.75	
	BP INC	69032939	FUEL CHARGES - FIRE DEPT 8/2025 (RFG TO REIMBURSE 50%)	100-522200-345 FIRE; VEHICLE FUEL	09/01/2025	47.94	
	BP INC	69032939	DPW	100-533100-343 GARAGE; FLEET FUEL	09/01/2025	1,303.44	
	BP INC	69032939	PARKS	100-555400-343 PARKS; VEHICLE/MOWER FUEL	09/01/2025	138.67	
Total BP INC:						1,490.05	
	CAINE, SUSAN	5/23/2025	MILEAGE REIMBURSEMENT CLERK WMCA CONFERENCE	100-511400-332 CLERK; MILEAGE & EXPENSES	08/29/2025	189.00	
Total CAINE, SUSAN:						189.00	
	CHARTER COMMUNICATIONS	17113430	INTERNET SERVICES 9/2025 - CITY HALL	100-511800-226 CITY HALL; INTERNET CHARGES	09/01/2025	24.45	
	CHARTER COMMUNICATIONS	17113430	CABLE	225-511220-291 CABLE TV; PROFL SERVICES	09/01/2025	24.44	
	CHARTER COMMUNICATIONS	17113430	CDA	205-561000-346 CDA; WEBSITE SUPPORT/DESIGN	09/01/2025	24.44	
	CHARTER COMMUNICATIONS	17113430	EMERGENCY MANAGEMENT	100-522410-349 EMD; OTHER EXPENSES	09/01/2025	24.44	
	CHARTER COMMUNICATIONS	17113430	FIRE DEPT	100-522200-225 FIRE; TELEPHONE/TV/INTERNET SV	09/01/2025	24.45	
	CHARTER COMMUNICATIONS	17113430	POLICE DEPT	100-522100-221 PD; UTILITIES	09/01/2025	24.45	
	CHARTER COMMUNICATIONS	17113430	DPW	100-533200-225 PWKS ADMIN; TELEPHONE	09/01/2025	24.44	
	CHARTER COMMUNICATIONS	17113430	161 BUILDING	100-555200-225 RECREATION; TELEPHONE	09/01/2025	24.44	
	CHARTER COMMUNICATIONS	17113430	COMMUNITY CENTER	100-555100-340 C CENTER; PROGRAMS	09/01/2025	24.44	
	CHARTER COMMUNICATIONS	17113430	TV SERVICES 9/2025 - CITY HALL	100-511800-226 CITY HALL; INTERNET CHARGES	09/01/2025	32.27	
	CHARTER COMMUNICATIONS	17113430	CABLE	225-511220-291 CABLE TV; PROFL SERVICES	09/01/2025	32.27	
	CHARTER COMMUNICATIONS	17113430	COMMUNITY CENTER	100-555100-221 C CENTER; UTILITIES	09/01/2025	64.55	
Total CHARTER COMMUNICATIONS:						349.08	
	CIVIC SYSTEMS LLC	09282	MIBUDGET TRAINING AND SETUP 6/27/2025	100-511800-251 CITY HALL; SOFTWARE/LICENSES	07/31/2025	675.00	
Total CIVIC SYSTEMS LLC:						675.00	
	COLUMBUS UTILITIES	8/1-8/28/2	POOL PARKING LOT FINAL READ	100-555400-221 PARKS; UTILITIES	09/08/2025	9.28	
Total COLUMBUS UTILITIES:						9.28	
	CREXENDO BUSINESS SOLUTI	281659	PHONE SERVICES - 9/7-10/6/2025	100-511800-225 CITY HALL; TELEPHONE	09/07/2025	954.16	
Total CREXENDO BUSINESS SOLUTIONS:						954.16	
	ELAN FINANCIAL SERVICES	ADMIN 8/	AMAZON - MULTI-FOLD TOWELS	100-511800-312 CITY HALL; OPER EXP & SUPPLIES	08/15/2025	71.70	
	ELAN FINANCIAL SERVICES	ADMIN 8/	CIVIC SYSTEMS - 2025 SYMPOSIUM - DEPUTY				

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			TREASURER	100-511560-191 TREASURER; TRAINING	08/15/2025	270.00	
ELAN FINANCIAL SERVICES	ADMIN 8/		NATIONAL VOL FIRE - MEMBERSHIP	100-522200-230 FIRE; MEMBERSHIPS, DUES	08/15/2025	816.00	
ELAN FINANCIAL SERVICES	ADMIN 8/		COSTCO - EMPLOYEE ENGAGEMENT SUPPLIES	100-511350-349 EMPLOYEE ENGAGEMENT	08/15/2025	198.01	
ELAN FINANCIAL SERVICES	ADMIN 8/		AMAZON - PUBLIC SPACES TABLES, CHAIRS, UMBRELLAS	202-511000-330 PUBLIC SPACES; PROJECT EXPENSE	08/15/2025	990.82	
Total ELAN FINANCIAL SERVICES:						2,346.53	
GFL ENVIRONMENTAL		U9000027	CITY HALL - DUMPSTERS	100-511800-221 CITY HALL; UTILITIES	08/20/2025	150.00	
GFL ENVIRONMENTAL		U9000027	POLICE DEPT - DUMPSTERS	100-522100-221 PD; UTILITIES	08/20/2025	150.00	
GFL ENVIRONMENTAL		U9000027	FIRE DEPT - DUMPSTERS	100-522200-221 FIRE; UTILITIES	08/20/2025	150.00	
GFL ENVIRONMENTAL		U9000027	DPW - DUMPSTER	100-533200-221 PWKS ADMIN; UTILITIES	08/20/2025	85.00	
GFL ENVIRONMENTAL		U9000027	PARKS - DUMPSTERS	100-555400-221 PARKS; UTILITIES	08/20/2025	830.00	
GFL ENVIRONMENTAL		U9000027	POOL - DUMPSTERS	215-555210-221 POOL FACILITY; UTILITIES	08/20/2025	235.00	
GFL ENVIRONMENTAL		U9000027	RESIDENTIAL GARBAGE/RECYCLING	230-577110-296 COLLECTION FEES GARBAGE/REC	08/20/2025	29,944.22	
GFL ENVIRONMENTAL		U9000027	DPW/LRC - CARDBOARD DUMPSTER	230-577110-300 TRASH; DUMPSTER CHARGES	08/20/2025	115.00	
GFL ENVIRONMENTAL		U9000027	DPW - ROLL OFF DUMPSTER (CU TO REIMBURSE 255.00)	230-577400-296 RECYCLING; DUMPSTER CHARGES	08/20/2025	255.00	
Total GFL ENVIRONMENTAL:						31,914.22	
GLS UTILITY LLC INC		17364	MONTHLY ACCOUNT MAINTENANCE - 8/2025	100-511800-251 CITY HALL; SOFTWARE/LICENSES	08/31/2025	87.30	
Total GLS UTILITY LLC INC:						87.30	
KWIK TRIP		8/2025	FUEL CHARGES 8/2025 - POLICE DEPT	100-522120-345 PD; PATROL FLEET GAS/OIL	09/01/2025	1,521.74	
KWIK TRIP		8/2025	FIRE DEPT (RFG TO REIMBURSE 50%)	100-522200-345 FIRE; VEHICLE FUEL	09/01/2025	437.83	
KWIK TRIP		8/2025	DPW	100-533100-343 GARAGE; FLEET FUEL	09/01/2025	900.27	
Total KWIK TRIP:						2,859.84	
MSA PROFESSIONAL SERVICE		20011	BUILDING INSPECTION SERVICES - 7/6-8/9/2025	100-512100-351 INSPECTIONS; BUILDINGS	09/02/2025	7,040.35	
Total MSA PROFESSIONAL SERVICES INC:						7,040.35	
PITNEY BOWES INC		33212388	POSTAGE METER QUARTERLY LEASE 7/1-9/30/2025	100-511800-311 CITY HALL; POSTAGE	08/30/2025	457.56	
Total PITNEY BOWES INC:						457.56	
RUEKERT - MIELKE INC		159038-15	COUNCIL MEETING ATTENDANCE	100-578000-211 ENGINEERING; OTHER NON-INFRAST	09/03/2025	989.25	
RUEKERT - MIELKE INC		159038-15	DRT MEETING ATTENDANCE	100-578000-210 ENGINEERING; PLANNING & OTHER	09/03/2025	932.50	
RUEKERT - MIELKE INC		159038-15	DPW SUPPORT	100-578000-210 ENGINEERING; PLANNING & OTHER	09/03/2025	1,350.00	
RUEKERT - MIELKE INC		159038-15	ADMINISTRATION SUPPORT	100-578000-211 ENGINEERING; OTHER NON-INFRAST	09/03/2025	432.00	
RUEKERT - MIELKE INC		159038-15	2025 WISLR & STREET MAINTENANCE	100-578000-212 ENGINEERING; GIS SERVICES PROV	09/03/2025	1,224.34	
RUEKERT - MIELKE INC		159038-15	CSM REVIEWS - OLDERBURG	100-578000-210 ENGINEERING; PLANNING & OTHER	09/03/2025	333.00	

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	RUEKERT - MIELKE INC	159038-15	TOWER DRIVE	100-578000-210 ENGINEERING; PLANNING & OTHER	09/03/2025	1,649.00	
	RUEKERT - MIELKE INC	159038-15	ZION SITE REVIEW	100-578000-210 ENGINEERING; PLANNING & OTHER	09/03/2025	819.50	
	RUEKERT - MIELKE INC	159038-15	KESTREL RIDGE PHASE 3 PLAN REVIEW	100-578000-211 ENGINEERING; OTHER NON-INFRAST	09/03/2025	995.75	
	RUEKERT - MIELKE INC	159038-15	CIP PARK PAVING & STREET COSTS	100-578000-210 ENGINEERING; PLANNING & OTHER	09/03/2025	2,655.00	
	RUEKERT - MIELKE INC	159038-15	PRAIRIE RIDGE HEALTH	201-231040 DUE FROM PRAIRIE RIDGE HEALTH	09/03/2025	2,919.50	
	RUEKERT - MIELKE INC	159038-15	DOLLAR TREE	201-231049 DOLLAR STORE	09/03/2025	162.00	
	RUEKERT - MIELKE INC	159038-15	CAP PROJECTS MISC ENG FEES	415-511570-210 CAP PRJTS; ENGINEERING	09/03/2025	417.00	
	RUEKERT - MIELKE INC	159038-15	ENERPAC PARK	245-555400-810 PARKS; CAPITAL PROJ/PURCHASES	09/03/2025	5,943.00	
	RUEKERT - MIELKE INC	159038-15	TIF #7 - ENGINEERING CARDINAL HEIGHTS	416-574000-215 TIF #7; ENGINEERING	09/03/2025	6,462.37	
Total RUEKERT - MIELKE INC:						27,284.21	
	SALZWEDEL, JOHN C	127	MONTHLY CLOCKTOWER MAINTENANCE - SEPTEMBER 2025	100-511800-245 CITY HALL; CLOCK TWR CONTRACT	09/04/2025	325.00	
Total SALZWEDEL, JOHN C:						325.00	
	US CELLULAR	75257644	CEMETERY CELL PHONE	235-577800-225 CEMETERY; TELEPHONE	08/28/2025	35.00	
	US CELLULAR	75257644	DPW CELL PHONES/TABLETS	100-533200-225 PWKS ADMIN; TELEPHONE	08/28/2025	259.75	
	US CELLULAR	75257644	CDA CELL PHONE	205-561000-332 CDA; MILEAGE & EXPENSES	08/28/2025	35.72	
	US CELLULAR	75257644	EMERGENCY MANAGEMENT CELL PHONE	100-522410-225 EMD; TELEPHONE CIRCUIT	08/28/2025	22.18	
	US CELLULAR	75257644	CU/WWW CELL PHONES/IPADS (WILL REIMBURSE)	100-511800-225 CITY HALL; TELEPHONE	08/28/2025	316.07	
Total US CELLULAR:						668.72	
	VANDEWALLE & ASSOCIATES I	20250605	PROFESSIONAL SERVICES - ZONING CODE REWRITE	100-511421-210 PLANNER; ZONING/ENGINEERING/PLANNING	06/17/2025	2,752.50	
Total VANDEWALLE & ASSOCIATES INC:						2,752.50	
	VON BRIESEN & ROPER SC	502633	PROFESSIONAL SERVICES - PERSONNEL	100-511600-219 ATTORNEY; PFL SVCS RENDERED	08/22/2025	3,248.50	
Total VON BRIESEN & ROPER SC:						3,248.50	
	WE ENERGIES	ALL DEPT	MONTHLY GAS CHARGES - FIRE DEPT	100-522200-224 FIRE; HEAT	08/26/2025	27.20	
	WE ENERGIES	ALL DEPT	POLICE DEPT	100-522100-224 PD; HEAT	08/26/2025	10.56	
	WE ENERGIES	ALL DEPT	LIBRARY	210-555000-224 LIBRARY; HEAT	08/26/2025	19.26	
	WE ENERGIES	ALL DEPT	LIBRARY ANNEX	210-555100-224 ANNEX; HEATING/UTILITIES	08/26/2025	12.71	
	WE ENERGIES	ALL DEPT	POOL	215-555210-224 POOL FACILITY; HEATING	08/26/2025	1,477.21	
	WE ENERGIES	ALL DEPT	CEMETERY	235-577800-221 CEMETERY; UTILITIES	08/26/2025	10.56	
	WE ENERGIES	ALL DEPT	BOY SCOUT CABIN	100-555400-224 PARKS; HEATING	08/26/2025	10.56	
	WE ENERGIES	ALL DEPT	PAVILION	100-555400-251 PARKS; PAVILION EXPENSES	08/26/2025	29.05	
	WE ENERGIES	ALL DEPT	DPW FIREMAN'S PARK GARAGE	100-533200-224 PWKS ADMIN; HEAT	08/26/2025	10.56	
	WE ENERGIES	ALL DEPT	DPW GARAGE REAR	100-533200-224 PWKS ADMIN; HEAT	08/26/2025	10.56	
	WE ENERGIES	ALL DEPT	DPW MUNI GARAGE	100-533200-224 PWKS ADMIN;			

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	WE ENERGIES	ALL DEPT	CITY HALL	HEAT 100-511800-224 CITY HALL;	08/26/2025	12.02	
	WE ENERGIES	ALL DEPT	161 BUILDING	HEAT 100-555200-221 RECREATION;	08/26/2025	27.20	
	WE ENERGIES	ALL DEPT	COMMUNITY CENTER	UTILITIES 100-555100-224 C CENTER;	08/26/2025	10.56	
				HEATING		12.71	
Total WE ENERGIES:						1,680.72	
	WI DEPT OF JUSTICE TIME	8/2025 G3	BACKGROUND CHECKS - OPERATOR LICENSE	100-511800-805 CITY HALL; PFL SVCS/BANK FEES	09/01/2025	7.00	
Total WI DEPT OF JUSTICE TIME:						7.00	
Total ADMINISTRATION:						88,407.77	

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CABLE							
	ELAN FINANCIAL SERVICES	CABLE 8/	AMAZON - HDMI TRANSMITTER, RECEIVER, ADAPTER, BATTERY, USB ADAPTERS, VIDEO CAPTURE CARD	225-511220-810 CABLE TV; CAPITAL EQUIPMENT	08/15/2025	461.33	
	ELAN FINANCIAL SERVICES	CABLE 8/	ZOOM - ADMINISTRATION	100-511800-251 CITY HALL; SOFTWARE/LICENSES	08/15/2025	53.30	
	ELAN FINANCIAL SERVICES	CABLE 8/	ZOOM - CDA	205-561000-346 CDA; WEBSITE SUPPORT/DESIGN	08/15/2025	53.30	
	ELAN FINANCIAL SERVICES	CABLE 8/	ZOOM - MEDIA	100-511450-310 MEDIA/COM.DEV; MEDIA/WEB MISC	08/15/2025	53.30	
	ELAN FINANCIAL SERVICES	CABLE 8/	GO DADDY - COLUMBUSWICABLE.COM DOMAIN RENEWAL	225-511220-388 CABLE TV; VIDEO/WEBSITE	08/15/2025	210.90	
Total ELAN FINANCIAL SERVICES:						832.13	
Total CABLE:						832.13	

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CAPITAL PROJECTS							
	CABLECOM LLC	43022	FIBER OPTIC NETWORK DUCT PROOF & LOCATING	415-513000-608 CAP PRJTS; FIBER OPTIC NETWORK	08/31/2025	925.00	
Total CABLECOM LLC:						925.00	
	FOREST LANDSCAPING & CON	2025 PAY	CITY OF COLUMBUS - STREET	415-581000-219 CAP PRJTS; ENGINEER-LUDINGTON	09/05/2025	45,224.66	
	FOREST LANDSCAPING & CON	2025 PAY	COLUMBUS UTILITIES - SANITARY SEWER	415-581000-219 CAP PRJTS; ENGINEER-LUDINGTON	09/05/2025	12,526.59	
	FOREST LANDSCAPING & CON	2025 PAY	COLUMBUS UTILITIES - WATER	415-581000-219 CAP PRJTS; ENGINEER-LUDINGTON	09/05/2025	34,356.00	
Total FOREST LANDSCAPING & CONST INC:						92,107.25	
	GREAT LAKES ROOFING CORP	C73835-D	COMMUNITY CENTER ROOF DOWN PAYMENT #2	415-513000-615 CAP PRJTS; COMMUNITY CENTER	09/05/2025	17,500.00	
Total GREAT LAKES ROOFING CORP:						17,500.00	
	WI DEPT OF TRANSPORTATION	395-00004	LUDINGTON ST - 6/30-8/31/2025	415-581000-219 CAP PRJTS; ENGINEER-LUDINGTON	09/02/2025	97,457.10	
	WI DEPT OF TRANSPORTATION	395-00004	FARNHAM STREET ADJUSTMENT	415-581000-216 CAP PRJTS; ENGINEER-HWY. 89	09/01/2025	15.70-	
Total WI DEPT OF TRANSPORTATION:						97,441.40	
Total CAPITAL PROJECTS:						207,973.65	

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SENIOR CENTER							
	COMPLETE OFFICE OF WISCO	975471	MAINTENANCE SUPPLIES	100-555100-249 C CENTER; REPAIRS/MAINT	08/22/2025	364.12	
Total COMPLETE OFFICE OF WISCONSIN INC:						364.12	
	ELAN FINANCIAL SERVICES	CC 8/2025	REPLACEMENT REMOTE FOR TV	100-555100-312 C CENTER; OPERATING/SUPPL EXP	08/15/2025	6.29	
	ELAN FINANCIAL SERVICES	CC 8/2025	BIRTHDAY LUNCH SUPPLIES	100-555100-340 C CENTER; PROGRAMS	08/15/2025	78.64	
	ELAN FINANCIAL SERVICES	CC 8/2025	YOUTUBE PREMIUM FOR PROGRAMS	100-555100-340 C CENTER; PROGRAMS	08/15/2025	14.76	
	ELAN FINANCIAL SERVICES	CC 8/2025	BIRTHDAY LUNCH SUPPLIES	100-555100-340 C CENTER; PROGRAMS	08/15/2025	39.17	
	ELAN FINANCIAL SERVICES	CC 8/2025	BINGO PRIZES	100-555100-340 C CENTER; PROGRAMS	08/15/2025	131.00	
Total ELAN FINANCIAL SERVICES:						269.86	
	RHYME BUSINESS PRODUCTS	40019454	COPY MACHINE LEASE	100-555100-312 C CENTER; OPERATING/SUPPL EXP	09/01/2025	191.13	
Total RHYME BUSINESS PRODUCTS:						191.13	
	WITNESS THE FITNESS	8/2025	AUGUST YOGA	100-555100-340 C CENTER; PROGRAMS	08/19/2025	135.00	
Total WITNESS THE FITNESS:						135.00	
Total SENIOR CENTER:						960.11	

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CDA	COLUMBUS AREA HISTORICAL	9/2025	FACADE IMPROVEMENT GRANT	205-561000-319 CDA; FACADE IMPROVEMENT PRGM	09/05/2025	5,080.89	
Total COLUMBUS AREA HISTORICAL SOCIETY:						5,080.89	
Total CDA:						5,080.89	

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FIRE	NAPA AUTO PARTS	817737	LMP BLISTER PACK CAPSULES	100-522200-249 FIRE; REPAIR & MAINTENANCE	07/31/2025	49.96	
Total NAPA AUTO PARTS:						49.96	
Total FIRE:						49.96	

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HLPC	ELAN FINANCIAL SERVICES	HLPC 8/2	EVENTS.COM - DIGITAL ADS FOR SUMMER CONCERTS - REST HAVEN FUND #255362	810-511800-450 HLPC; PROJECT - RESTHAVEN	08/15/2025	396.00	
Total ELAN FINANCIAL SERVICES:						396.00	
Total HLPC:						396.00	

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LIBRARY							
	AMERICAN EXPRESS	7-41001 A	OFFICE EQUIPMENT	210-555000-314 LIBRARY; EQUIPMENT	08/18/2025	59.58	
	AMERICAN EXPRESS	7-41001 A	DESK ACCESORIES FOR CW	210-555000-316 LIBRARY; FURNITURE & FIXTURES	08/18/2025	90.34	
	AMERICAN EXPRESS	7-41001 A	AD BOOKS	210-555000-377 LIBRARY; ADULT BOOKS	08/18/2025	99.19	
	AMERICAN EXPRESS	7-41001 A	DVDS	210-555000-372 LIBRARY; YOUTH AUDIO VISUAL	08/18/2025	95.77	
	AMERICAN EXPRESS	7-41001 A	ADULT CRAFT NIGHT	210-555000-386 LIBRARY; ADULT PROGRAMMING	08/18/2025	43.97	
	AMERICAN EXPRESS	7-41001 A	BATTERIES, ENVELOPES, CHIPS AND LEMONADE FOR END OF SUMMER PARTY, PAINT, PENS	210-555000-312 LIBRARY; SUPPLIES/OPERATNG EXP	08/18/2025	303.32	
Total AMERICAN EXPRESS:						692.17	
	BAKER & TAYLOR INC	LO409232	AD BOOKS	210-555000-377 LIBRARY; ADULT BOOKS	08/31/2025	399.35	
	BAKER & TAYLOR INC	LO409232	YOUTH BOOKS	210-555000-373 LIBRARY; YOUTH BOOKS	08/31/2025	226.13	
Total BAKER & TAYLOR INC:						625.48	
	COLUMBUS ACE HARDWARE	LIB 8/2025	NEW INDOOR MASTER KEYS	210-555100-312 ANNEX; MISC OPERATING EXP	08/31/2025	17.97	
Total COLUMBUS ACE HARDWARE:						17.97	
	COMPLETE OFFICE OF WISCO	16858 AU	COPY PAPER, TOILET PAPER, CLEANING SUPPLIES	210-555000-312 LIBRARY; SUPPLIES/OPERATNG EXP	08/31/2025	318.90	
Total COMPLETE OFFICE OF WISCONSIN INC:						318.90	
	ELAN FINANCIAL SERVICES	LIB 8/2025	POSTAGE	210-555000-311 LIBRARY; POSTAGE	08/15/2025	5.67	
	ELAN FINANCIAL SERVICES	LIB 8/2025	ADULT PROGRAMS	210-555000-386 LIBRARY; ADULT PROGRAMMING	08/15/2025	73.42	
	ELAN FINANCIAL SERVICES	LIB 8/2025	YOUTH PROGRAMS	210-555000-385 LIBRARY; YOUTH PROGRAMMING	08/15/2025	308.22	
	ELAN FINANCIAL SERVICES	LIB 8/2025	BATHROOM ART WORK	210-555000-316 LIBRARY; FURNITURE & FIXTURES	08/15/2025	287.54	
	ELAN FINANCIAL SERVICES	LIB 8/2025	COMPUTER MOUSE	210-555000-314 LIBRARY; EQUIPMENT	08/15/2025	16.87	
	ELAN FINANCIAL SERVICES	LIB 8/2025	STAFF MEETINGS, NATIONAL NIGHT OUT, WATER DELIVERY, COFFEE, SUPPLIES	210-555000-312 LIBRARY; SUPPLIES/OPERATNG EXP	08/15/2025	478.12	
	ELAN FINANCIAL SERVICES	LIB 8/2025	CLASS FOR AW	210-555000-333 LIBRARY; EDUCATION & TRAVEL	08/15/2025	50.00	
Total ELAN FINANCIAL SERVICES:						1,219.84	
	THE WORKSHOP	08212025	YOUTH PROGRAM	210-555000-385 LIBRARY; YOUTH PROGRAMMING	08/21/2025	50.00	
Total THE WORKSHOP:						50.00	
	WIECHERT, LAURA	08212025	WINDOW PAINTING AND FACE PAINTING	210-555000-385 LIBRARY; YOUTH PROGRAMMING	08/21/2025	100.00	
Total WIECHERT, LAURA:						100.00	
	WRIGHT PLUMBING & SOIL TES	28983	ANNEX BASEMENT LEAK	210-555100-249 ANNEX; REPAIRS & MAINTENANCE	08/19/2025	55.00	

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Total WRIGHT PLUMBING & SOIL TESTING:						55.00	
Total LIBRARY:						3,079.36	

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POLICE							
	AMAZON CAPITAL SERVICES	11FH-JYH	BATTERIES, FLASH DRIVES, FIRST AID SUPPLIES	100-522120-314 PD; PATROL SMALL EQUIP ITEMS	09/02/2025	209.27	
	AMAZON CAPITAL SERVICES	143L-PCY	FLASH DRIVES	100-522160-312 PD; SUPPORT SVCS - OP EXPENSES	08/22/2025	24.87	
	AMAZON CAPITAL SERVICES	1LPQ-TW	LED STOP SIGN	100-522170-314 CROSSING GUARDS; OP SUPPLIES	09/02/2025	159.95	
	AMAZON CAPITAL SERVICES	1LPQ-TW	LAMINATING AND BREAK ROOM SUPPLIES	100-522120-314 PD; PATROL SMALL EQUIP ITEMS	09/02/2025	116.06	
	AMAZON CAPITAL SERVICES	1RR3-CK	ENVELOPES	100-522160-312 PD; SUPPORT SVCS - OP EXPENSES	09/02/2025	14.67	
	AMAZON CAPITAL SERVICES	1VTQ-4K7	CUSTODIAL SUPPLIES	100-522100-195 PD; CUSTODIAL SVCS	09/03/2025	88.70	
Total AMAZON CAPITAL SERVICES:						613.52	
	AT&T MOBILITY II LLC	28723076	PD CELL PHONES	100-522100-225 PD; TELEPHONE & WIRELESS	08/12/2025	599.27	
Total AT&T MOBILITY II LLC:						599.27	
	CTS TRAINING INSTITUTE	PD8-2025	LTS LESS LETHAL TRAINING	100-522120-191 PD; PATROL TRAINING	09/01/2025	640.00	
Total CTS TRAINING INSTITUTE:						640.00	
	ELAN FINANCIAL SERVICES	PD 8/2025	NIC TRAFFIC PARKING TICKET SUSPENSIONS	100-522120-349 PD; FIELD SVCS OTHER OP EXP	08/15/2025	9.18	
	ELAN FINANCIAL SERVICES	PD 8/2025	OTC, AMAZON, PICK N SAVE, FUN TIMES BOUNCE, CAPITAL CITY EQUIP-NNO SUPPLIES	100-522100-935 PD; COMMUNITY SERVICES	08/15/2025	1,527.56	
	ELAN FINANCIAL SERVICES	PD 8/2025	AMAZON, GFS, PICK N SAVE - NNO SUPPLIES	100-522100-935 PD; COMMUNITY SERVICES	08/15/2025	1,783.64	
	ELAN FINANCIAL SERVICES	PD 8/2025	EBAY REMOTE SPEAKER MICS	100-522120-314 PD; PATROL SMALL EQUIP ITEMS	08/15/2025	121.27	
	ELAN FINANCIAL SERVICES	PD 8/2025	WALMART, MENDARDS, KWIK TRIP -NNO SUPPLIES	100-522100-935 PD; COMMUNITY SERVICES	08/15/2025	483.57	
	ELAN FINANCIAL SERVICES	PD 8/2025	STAPLES 4TB EXTERNAL HARD DRIVE	100-522120-818 PD; FIELD SVCS DRUG INVEST	08/15/2025	137.14	
Total ELAN FINANCIAL SERVICES:						4,062.36	
	MARINE CORPS LEAGUE	8-2025	DONATION FOR GRILLING AT NNO	100-522100-935 PD; COMMUNITY SERVICES	09/03/2025	1,000.00	
Total MARINE CORPS LEAGUE:						1,000.00	
	PREMIUM WATERS INC	082496-08	WATER COOLER REFILLS	100-522120-349 PD; FIELD SVCS OTHER OP EXP	08/31/2025	15.49	
Total PREMIUM WATERS INC:						15.49	
	WEINER, DENNIS	8-2025 PC	REPLENISH PETTY CASH	100-522100-935 PD; COMMUNITY SERVICES	09/03/2025	54.69	
Total WEINER, DENNIS:						54.69	
	WI COPY & BUSINESS	AR67064	COPIER MAINTENANCE CONTRACT	100-522160-291 PD; SUPPORT SVCS - CONTRACTED	08/28/2025	78.56	
Total WI COPY & BUSINESS:						78.56	
	WI SURPLUS ONLINE AUCTION	082825-16	2021 FORD EXPLORER 4 DR AWD SUV POLICE	419-513000-802 VEH/EQ; VEHICLE PURCHASE - PD	08/28/2025	13,315.50	

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Total WI SURPLUS ONLINE AUCTION INC:						13,315.50	
	WISE GUYS AUTO REPAIR LLC	60141-602	120 O2 SENSOR, 223 OIL CHANGE, 120 REPLACE BATTERY	100-522120-250 PD; PATROL FLEET REPAIR/MAIN	08/21/2025	704.50	
	WISE GUYS AUTO REPAIR LLC	60327	2 SET OF REPLACEMENT TIRES	100-522120-250 PD; PATROL FLEET REPAIR/MAIN	09/04/2025	959.12	
Total WISE GUYS AUTO REPAIR LLC:						1,663.62	
Total POLICE:						22,043.01	

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POOL							
	COLUMBUS UTILITIES	2859	BULK WATER	215-555210-312 POOL; SUPPLIES & OP EXPENSES	08/22/2025	2,878.88	
Total COLUMBUS UTILITIES:						2,878.88	
	ELAN FINANCIAL SERVICES	CAAC 08/	ACTIVE NET SWIM PACKAGE	215-555210-312 POOL; SUPPLIES & OP EXPENSES	08/15/2025	389.30	
	ELAN FINANCIAL SERVICES	CAAC 08/	BODY LOTION	215-555210-312 POOL; SUPPLIES & OP EXPENSES	08/15/2025	28.02	
	ELAN FINANCIAL SERVICES	CAAC 08/	911 DEDICATED LINE OUTDOOR DECK	215-555210-225 POOL FACILITY; TELEPHONE	08/15/2025	45.96	
	ELAN FINANCIAL SERVICES	CAAC 08/	DRY TOWELS, ITEMS FOR SWIM TEAM PARTY	215-555210-347 POOL; SWIM TEAM EXPENSE	08/15/2025	482.69	
	ELAN FINANCIAL SERVICES	CAAC 08/	SPECTRUM PHONE	215-555210-225 POOL FACILITY; TELEPHONE	08/15/2025	119.99	
	ELAN FINANCIAL SERVICES	CAAC 08/	BEACH NIGHT EVENT	215-555210-314 POOL; PROMOTIONS/PROGRAMS	08/15/2025	366.90	
	ELAN FINANCIAL SERVICES	CAAC 08/	CONCESSIONS	215-555210-345 POOL; CONCESSION STAND EXP	08/15/2025	167.82	
	ELAN FINANCIAL SERVICES	CAAC 08/	CONCESSIONS	215-555210-345 POOL; CONCESSION STAND EXP	08/15/2025	3.99	
	ELAN FINANCIAL SERVICES	CAAC 08/	SWIM TEAM ITEMS	215-555210-347 POOL; SWIM TEAM EXPENSE	08/15/2025	41.13	
	ELAN FINANCIAL SERVICES	CAAC 08/	OFFICE SUPPLIES	215-555210-312 POOL; SUPPLIES & OP EXPENSES	08/15/2025	73.68	
	ELAN FINANCIAL SERVICES	CAAC 08/	SWIM TEAM	215-555210-347 POOL; SWIM TEAM EXPENSE	08/15/2025	10.50	
	ELAN FINANCIAL SERVICES	CAAC 08/	SWIMSUIT RETURN POSTAGE	215-555210-312 POOL; SUPPLIES & OP EXPENSES	08/15/2025	44.00	
	ELAN FINANCIAL SERVICES	CAAC 08/	TAPE FOR RETURN	215-555210-312 POOL; SUPPLIES & OP EXPENSES	08/15/2025	10.08	
	ELAN FINANCIAL SERVICES	CAAC 08/	CONCESSIONS	215-555210-345 POOL; CONCESSION STAND EXP	08/15/2025	168.77	
	ELAN FINANCIAL SERVICES	CAAC 08/	FB MARKETING AND ADVERTISING	215-555210-318 POOL; MARKETING/ADVERTISING	08/15/2025	22.98	
Total ELAN FINANCIAL SERVICES:						1,975.81	
Total POOL:						4,854.69	

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PR ADMIN	DIVERSIFIED BENEFIT SERV IN	452811	HSA SERVICES 9/2025	100-511800-805 CITY HALL; PFL SVCS/BANK FEES	09/02/2025	84.00	
Total DIVERSIFIED BENEFIT SERV INC:						84.00	
Total PR ADMIN:						84.00	

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PUBLIC WORKS							
	ATS SPECIALIZED LLC	7016	CDL TRAINING FOR COLLIN BJERKE	100-533200-191 PWKS ADMIN; TRAINING	08/14/2025	5,375.00	
Total ATS SPECIALIZED LLC:						5,375.00	
	COLUMBUS UTILITIES	2875	SPLITTING PART-LOG CHOPPER	100-533100-249 GARAGE; VEHICLE REPAIRS/MAIN	08/27/2025	97.65	
Total COLUMBUS UTILITIES:						97.65	
	DAILY CITIZEN	BE42E1B	CEMETERY BUDGET MEETING GENERAL LEGAL NOTICE	235-577800-312 CEMETERY; OPERATING SUPPLIES	08/22/2025	19.22	
Total DAILY CITIZEN:						19.22	
	ELAN FINANCIAL SERVICES	DPW 8/20	THANK YOU PIZZA	100-533200-333 PWKS; MILEAGE/MEALS/LODGING	08/15/2025	110.25	
	ELAN FINANCIAL SERVICES	DPW 8/20	HIVIZ RAIN SWEATSHIRT	100-533500-346 STREETS; UNIFORMS (FT & PPT)	08/15/2025	115.10	
	ELAN FINANCIAL SERVICES	DPW 8/20	30IN AIR GUN LONG TIP	100-533100-312 GARAGE; SUPPLIES	08/15/2025	28.26	
	ELAN FINANCIAL SERVICES	DPW 8/20	WATER	100-533200-333 PWKS; MILEAGE/MEALS/LODGING	08/15/2025	23.96	
	ELAN FINANCIAL SERVICES	DPW 8/20	SCOTT SHOP TOWELS	100-533100-312 GARAGE; SUPPLIES	08/15/2025	32.00	
	ELAN FINANCIAL SERVICES	DPW 8/20	HIVIZ RAIN SWEATSHIRT	100-533500-346 STREETS; UNIFORMS (FT & PPT)	08/15/2025	79.99	
	ELAN FINANCIAL SERVICES	DPW 8/20	GRINDING WHEELS	100-533100-312 GARAGE; SUPPLIES	08/15/2025	136.61	
	ELAN FINANCIAL SERVICES	DPW 8/20	AIR BLOW GUN	100-533100-312 GARAGE; SUPPLIES	08/15/2025	48.69	
	ELAN FINANCIAL SERVICES	DPW 8/20	YOUNGTOWN GLOVES	100-555510-312 FORESTRY; SUPPLIES	08/15/2025	246.42	
Total ELAN FINANCIAL SERVICES:						821.28	
	FASTENAL COMPANY INC	WISUN14	RESTOCK SHELF ITEMS - FASTENERS	100-533100-312 GARAGE; SUPPLIES	08/26/2025	26.70	
Total FASTENAL COMPANY INC:						26.70	
	GFL ENVIRONMENTAL	UN-00000	PORTA POTTY RENTAL	100-555400-310 PARKS; PLAYGROUNDS - EXPENSES	08/21/2025	557.75	
Total GFL ENVIRONMENTAL:						557.75	
	MALLON CONCRETE LLC	123	CURB & GUTTER 161 CARDINAL LN	100-533500-833 STREETS; CONTRACTED MAINTENANC	08/24/2025	336.00	
Total MALLON CONCRETE LLC:						336.00	
	MID-STATE EQUIPMENT JANES	813693	STUMP GRINDER RENTAL	100-533100-251 GARAGE; EQUIP LEASE/RENTAL	08/19/2025	675.00	
Total MID-STATE EQUIPMENT JANESVILLE INC:						675.00	
	RC KOCH LLC	8979	6 YD SHREDDDED DIRT	100-533500-315 STREETS; SIGNS	08/23/2025	220.00	
Total RC KOCH LLC:						220.00	
	WI COPY & BUSINESS	AR67125	COPIES FOR DPW	100-533200-312 PWKS ADMIN; SUPPLIES	09/02/2025	101.82	

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Total WI COPY & BUSINESS:						101.82	
	WISCONSIN CORRECTIONAL C	20062	BURKE CENTER LABOR 8/10- 8/23/2025	235-577800-266 CEMETERY; MONUMENT REPAIRS	08/26/2025	145.00	
Total WISCONSIN CORRECTIONAL CENTER:						145.00	
Total PUBLIC WORKS:						8,375.42	

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RECREATION							
	BRUNS, BILL & DEBBIE	08092025	DEPOSIT RETURN FOR OPEN SHELTER	100-233000 PARKS; FACILITY RENT DEPOSITS	08/09/2025	100.00	
Total BRUNS, BILL & DEBBIE:						100.00	
	DUERST, NANCY	07262025	DEPOSIT RETURN ON OPEN SHELTER	100-233000 PARKS; FACILITY RENT DEPOSITS	07/26/2025	100.00	
Total DUERST, NANCY:						100.00	
	ELAN FINANCIAL SERVICES	REC 08/2	ITEMS FOR SUMMER CAMP	100-555200-383 RECREATION; SPCL EVENTS/TRIPS	08/15/2025	57.74	
	ELAN FINANCIAL SERVICES	REC 08/2	BINGO PRIZES FOR END OF SUMMER CAMP	100-555200-383 RECREATION; SPCL EVENTS/TRIPS	08/15/2025	26.30	
	ELAN FINANCIAL SERVICES	REC 08/2	SKATING EVENT	100-555200-314 RECREATION; YOUTH ENRICHMENT	08/15/2025	345.00	
	ELAN FINANCIAL SERVICES	REC 08/2	ITEMS FOR ALL STAFF TRAINING	100-511350-349 EMPLOYEE ENGAGEMENT	08/15/2025	45.47	
	ELAN FINANCIAL SERVICES	REC 08/2	TABLE CLOTHS FOR ALL STAFF EVENT	100-511350-349 EMPLOYEE ENGAGEMENT	08/15/2025	12.82	
	ELAN FINANCIAL SERVICES	REC 08/2	COPY PAPER	100-555200-312 RECREATION; OPERATING SUPP/EXP	08/15/2025	113.97	
	ELAN FINANCIAL SERVICES	REC 08/2	QR APP	100-555200-312 RECREATION; OPERATING SUPP/EXP	08/15/2025	1.45	
	ELAN FINANCIAL SERVICES	REC 08/2	DUES AND MEMBERSHIPS TO EDUCATION	100-555200-382 RECREATION; DUES/MEMBERSHIPS	08/15/2025	49.95	
	ELAN FINANCIAL SERVICES	REC 08/2	TRI FOLD POSTER BOARD FOR NNO	100-555200-312 RECREATION; OPERATING SUPP/EXP	08/15/2025	13.29	
	ELAN FINANCIAL SERVICES	REC 08/2	NK FOR PRINTER	100-555200-312 RECREATION; OPERATING SUPP/EXP	08/15/2025	264.38	
	ELAN FINANCIAL SERVICES	REC 08/2	PAINT, CANVAS, ENRICHMENT PROGRAMS	100-555200-383 RECREATION; SPCL EVENTS/TRIPS	08/15/2025	99.85	
	ELAN FINANCIAL SERVICES	REC 08/2	MERGENCY 911 STICKERS NNO	100-555200-312 RECREATION; OPERATING SUPP/EXP	08/15/2025	44.23	
	ELAN FINANCIAL SERVICES	REC 08/2	TABLECLOTHS FOR 161 OFFICE	100-555200-810 RECREATION; EQUIP REPLACEMENT	08/15/2025	76.87	
	ELAN FINANCIAL SERVICES	REC 08/2	SPECTRUM PAVILION	100-555400-251 PARKS; PAVILION EXPENSES	08/15/2025	150.00	
	ELAN FINANCIAL SERVICES	REC 08/2	BOWLING ENRICHMENT EVENT	100-555200-383 RECREATION; SPCL EVENTS/TRIPS	08/15/2025	99.00	
	ELAN FINANCIAL SERVICES	REC 08/2	ADOBE MONTHLY	100-555200-382 RECREATION; DUES/MEMBERSHIPS	08/15/2025	25.31	
	ELAN FINANCIAL SERVICES	REC 08/2	SUMMER CRAFT ITEMS	100-555200-383 RECREATION; SPCL EVENTS/TRIPS	08/15/2025	30.71	
Total ELAN FINANCIAL SERVICES:						1,429.76	
	HAUGE, TIM	08312025	DEPOSIT RETURN OPEN SHELTER	100-233000 PARKS; FACILITY RENT DEPOSITS	08/31/2025	100.00	
Total HAUGE, TIM:						100.00	
	KAYLA'S CUSTOM CLEANING	99122	MULTIPLE CLEANING SERVICES PAVILION	100-555400-251 PARKS; PAVILION EXPENSES	08/29/2025	1,153.69	
Total KAYLA'S CUSTOM CLEANING:						1,153.69	
	KNUDSON, SUSAN	07042025	DEPOSIT RETURN FOR OPEN SHELTER	100-233000 PARKS; FACILITY RENT DEPOSITS	09/02/2025	100.00	
Total KNUDSON, SUSAN:						100.00	
	MCALILEY, SARA	07262025	DEPOSIT RETURN FOR OPEN SHELTER	100-233000 PARKS; FACILITY RENT DEPOSITS	07/26/2025	100.00	
	MCALILEY, SARA	07262025	CC PROCESSING FEE ON CC PAYMENT	100-555400-805 PARKS; CC PROCESS FEES	07/26/2025	3.50	

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Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
Total MCALILEY, SARA:						96.50	
	MCGEE, TONI	07302025	DEPOSIT RETURN OPEN SHELTER	100-233000 PARKS; FACILITY RENT DEPOSITS	07/30/2025	100.00	
Total MCGEE, TONI:						100.00	
	MEYERS, AMY JO	08262025	MILEAGE FOR ESYBL BOARD MEETING TRAVEL	100-555200-332 RECREATION; EDUC/TRAIN/MILEAGE	08/26/2025	35.00	
	MEYERS, AMY JO	08272025	CVMIC TRAINING MILEAGE REIMBURSEMENT	100-555200-332 RECREATION; EDUC/TRAIN/MILEAGE	09/02/2025	189.70	
	MEYERS, AMY JO	AJM SEP	SEPTEMBER MILEAGE	100-555200-332 RECREATION; EDUC/TRAIN/MILEAGE	09/02/2025	40.00	
	MEYERS, AMY JO	PAVILION	REIMBURSEMENT FOR LAUNDRY OF MOP HEADS AND TOWELS	100-555400-251 PARKS; PAVILION EXPENSES	09/02/2025	14.50	
Total MEYERS, AMY JO:						279.20	
	PIERSON, ERIC	07272025	DEPOSIT RETURN FOR OPEN SHELTER	100-233000 PARKS; FACILITY RENT DEPOSITS	07/27/2025	100.00	
Total PIERSON, ERIC:						100.00	
	ROJAS, ANABEL	08302025	DEPOSIT RETURN FOR PAVILION RENTAL	100-233000 PARKS; FACILITY RENT DEPOSITS	08/30/2025	3,000.00	
Total ROJAS, ANABEL:						3,000.00	
	WPRA	9829	WPRA SEASONAL TICKET SALES	100-233200 RECREATION; WPRA TICKET SALES	09/04/2025	4,173.16	
Total WPRA:						4,173.16	
Total RECREATION:						10,732.31	

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Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
TAX INCREMENTAL FINANCING DIST							
	VANDEWALLE & ASSOCIATES I	20250605	PROFESSIONAL SERVICES - TID 7	416-574000-215 TIF #7; ENGINEERING	06/17/2025	560.00	
Total VANDEWALLE & ASSOCIATES INC:						560.00	
Total TAX INCREMENTAL FINANCING DIST:						560.00	

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Department	Vendor Name	Invoice #	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Voided
TOURISM COMMISSION							
	ELAN FINANCIAL SERVICES	TOURISM	GOOGLE - DIGITAL ADS	250-511000-313 TOURISM; MARKETING/ADVERTISING	08/15/2025	299.57	
Total ELAN FINANCIAL SERVICES:						299.57	
Total TOURISM COMMISSION:						299.57	
Grand Totals:						353,728.87	

Report Criteria:

Detail report.

Invoice detail records above \$0.00 included.

Paid and unpaid invoices included.