



SIXTH REGULAR COMMON COUNCIL MEETING AGENDA

June 15, 2026 at 6:00 PM

City Hall, 3rd Floor - Council Chambers, 828 Center Avenue,
Sheboygan, WI

Notice of the 6th Regular Meeting of the 2026-2027 Common Council.

This meeting may be viewed LIVE on:
Charter Spectrum Channel 990, AT&T U-Verse Channel 99 and:
www.wcsssheboygan.com/vod.

Persons with disabilities who need accommodations to attend the meeting should contact Meredith DeBruin at the City Clerk's Office, 828 Center Avenue, (920) 459-3361. Members of the public who wish to participate in public forum remotely shall provide notice to the City Clerk at (920) 459-3361 by 12:00 p.m. on meeting day to be called upon during the meeting. All Alderpersons may attend the meeting remotely.

OPENING OF MEETING

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Approval of Minutes**
Fifth Regular Council Meeting held on June 1, 2026
5. **Resignation**
Markus Savaglio from the Board of Zoning Appeals effective immediately
6. **Public Forum**
Limit of five people having five minutes each with comments limited to items on this agenda.
7. **Mayor's Announcements**
Upcoming Community Events, Proclamations, Employee Recognitions

CONSENT

8. Report 10-26-27 by City Clerk submitting an affidavit certifying proof of service to the owner or owners of the real property described in the Resolution No. 205-25-26 as Parcel 13 and the Town of Wilson Clerk.

Voted 4-0 by Public Works Committee to recommend filing the document

- 9.** Res. No. 39-26-27 by Alderpersons Mitchell and Perrella authorizing the Finance Director to execute the carry forward of the budget amounts from 2025 to 2026 for open purchase orders.

Voted 4-0 by Finance and Personnel Committee to recommend adoption

- 10.** Res. No. 35-26-27 by Alderpersons Mitchell and Perrella authorizing the appropriate City officials to enter into an Agreement with Catalis for CAMA AP5 assessment software for the City of Sheboygan and City of Plymouth.

Voted 4-0 by Finance and Personnel Committee to recommend adoption

- 11.** Res. No. 34-26-27 by Alderpersons Mitchell and Perrella authorizing changes to the Finance Department Table of Organization and Compensation Plan pursuant to Sheboygan Municipal Code Sections 18-46 and 18-47 effective August 1, 2026.

Voted 4-0 by Finance and Personnel Committee to recommend adoption

- 12.** Res. No. 29-26-27 by Alderpersons Mitchell and Perrella authorizing the appropriate City officials to execute a Quit Claim Deed conveying a parcel of land to the Redevelopment Authority of Sheboygan to support the redevelopment of land associated with the former Mayline property.

Voted 4-0 by Finance and Personnel Committee to recommend adoption

- 13.** Res. No. 28-26-27 by Alderpersons Mitchell and Perrella adopting an amended City of Sheboygan Social Media Policy.

Voted 4-0 by Finance and Personnel Committee to recommend adoption

- 14.** Res. No. 37-26-27 by Alderpersons Boorse and Heidemann approving various alcohol beverage/tobacco licenses.

Voted 5-0 by Licensing, Hearings, and Public Safety Committee to recommend adoption

- 15.** Res. No. 36-26-27 by Alderpersons Boorse and Heidemann approving alcohol beverage/tobacco licenses (Avaz Properties LLC).

Voted 5-0 by Licensing, Hearings, and Public Safety Committee to recommend adoption

- 16.** Res. No. 33-26-27 by Alderpersons Dekker and Kelly authorizing the purchasing agent to enter into an agreement on a form approved by the City Attorney with Allterior Carpentry for the purchase and installation of dog park fencing and Seiler Bros. Construction for a concrete sidewalk at Moose Park and authorizing an adjustment to the 2026 budget to fund the purchase.

Voted 4-0 by Public Works Committee to recommend adoption

- 17.** Res. No. 32-26-27 by Alderpersons Dekker and Kelly authorizing the appropriate City officials to enter into a contract with Northeast Asphalt, Inc. for the 2026 Park Improvements, Evergreen Park Access Road.

Voted 4-0 by Public Works Committee to recommend adoption

- 18.** Res. No. 31-26-27 by Alderpersons Dekker and Kelly authorizing the City to acquire certain real property and interests in land in furtherance of the Southside Sanitary Sewer System Project.

Voted 4-0 by Public Works Committee to recommend adoption

- 19.** Res. No. 30-26-27 by Alderpersons Dekker and Kelly informing the Wisconsin Department of Natural Resources that the 2025 Compliance Maintenance Annual Report has been reviewed.

Voted 4-0 by Public Works Committee to recommend adoption

RESOLUTIONS

- 20.** Res. No. 38-26-27 by Alderpersons Dekker and Kelly approving an operating agreement with Peja Vu Fine Food and Catering LLC for Vollrath Park Disc Golf Concession Vendor Operations. **SUSPEND THE RULES AND ADOPT THE RESOLUTION**

OTHER MATTERS AUTHORIZED BY LAW

CLOSED SESSION

- 21.** Motion to convene in closed session under the exemption contained in Wis. Stat. s. 19.85(1)(g) when conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, to wit: possible action regarding Alcohol Beverage License No. 3182 (Hans C Graf LLC, D.B.A. Boheme).

OPEN SESSION

- 22.** Motion to reconvene in open session for discussion and possible action relating to closed session.
- 23.** Report 11-26-27 by Licensing, Hearings, and Public Safety Committee submitting Findings of Fact and Conclusions of Law based upon testimony and exhibits presented at a Quasi-Judicial Hearing held on June 8, 2026 regarding Alcohol Beverage License No. 3182 (Hans C Graf LLC, D.B.A. Boheme) in the City of Sheboygan.

TENTATIVE DATE OF NEXT REGULAR MEETING

- 24.** Next scheduled meeting: July 6, 2026 at 6:00 PM

ADJOURN MEETING

- 25.** Motion to Adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

City Hall • Mead Public Library
Sheboygan County Administration Building • City's website

CITY OF SHEBOYGAN

FIFTH REGULAR COMMON COUNCIL MEETING MINUTES

Monday, June 01, 2026

OPENING OF MEETING

1. Call to Order
The meeting was called to order at 6:00 p.m.
2. Roll Call
Alderpersons present: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.
Aldersperson excused: Mitchell – 1.
3. Pledge of Allegiance
4. Approval of Minutes
Fourth Regular Council Meeting held on May 18, 2026

MOTION TO APPROVE THE MINUTES

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

5. Public Forum
Limit of five people having five minutes each with comments limited to items on this agenda. Hans Graf spoke.
6. Mayor's Announcements
Upcoming Community Events, Proclamations, Employee Recognitions

CONSENT

7. Res. No. 21-26-27 by Alderpersons Dekker and Kelly authorizing the appropriate City officials to enter into an agreement with Making Spirits Bright, Inc. for the use of Evergreen Park and the Quarryview Center for the annual Making Spirits Bright drive-through holiday lights display.

MOTION TO ADOPT THE RESOLUTION

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

8. Res. No. 24-26-27 by Alderpersons Mitchell and Perrella adopting the City's 2026-2028 Title VI Program Manual.

MOTION TO ADOPT THE RESOLUTION

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

9. Res. No. 25-26-27 by Alderpersons Dekker and Kelly declaring intent to exercise the police power to levy special assessments for installation of new water main and/or laterals in Julson Court from Wildwood Avenue to approximately 615 feet east.

MOTION TO ADOPT THE RESOLUTION

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

10. Res. No. 26-26-27 by Alderpersons Dekker and Kelly authorizing the appropriate City officials to enter into a contract with Klunck Masonry for improvements to the concrete areas within City Green to improve ADA accessibility.

MOTION TO ADOPT THE RESOLUTION

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

11. Res. No. 27-26-27 by Alderpersons Dekker and Kelly accepting and approving a Certified Survey Map for parcels 59281470998 and 59281470999.

MOTION TO ADOPT THE RESOLUTION

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

12. Res. No. 13-26-27 by Alderpersons Boorse and Heidemann approving various licenses for the City of Sheboygan.

MOTION TO ADOPT THE RESOLUTION

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

13. Res. No. 23-26-27 by Alderpersons Boorse and Heidemann authorizing the appropriate City officials to enter into an agreement with the Sheboygan Area School District relative to providing the public school system with school resource officers from the Sheboygan Police Department.

MOTION TO ADOPT THE RESOLUTION

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

14. Res. No. 20-26-27 by Alderpersons Boorse and Heidemann approving alcohol beverage/tobacco licenses.

MOTION TO ADOPT THE RESOLUTION

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

15. Report No. 8-26-27 by Police Chief Zempel pursuant to section 30-50 of the Municipal Code, submitting the annual report for the Police Department, for the year 2025.

MOTION TO ACCEPT AND FILE THE REPORT

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

16. Report No. 7-26-27 by Fire Chief Montellano pursuant to section 24-400 of the Municipal Code, submitting the annual report for the Fire Department, for the year 2025.

MOTION TO ACCEPT AND FILE THE REPORT

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

RESOLUTIONS

17. Res. No. 19-26-27 by Alderpersons Boorse and Heidemann recommending denial of an alcohol beverage/tobacco license transfer from place-to-place and directing the drafting of a summons and complaint for revocation proceedings (West Coast Cafe & Lounge).

MOTION TO ADOPT THE RESOLUTION

Motion made by Boorse, Seconded by Heidemann.

Before action was taken,

MOTION TO OPEN THE FLOOR

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

Theo Childress spoke.

On motion to adopt the Resolution,

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

18. Res. No. 22-26-27 by Alderpersons Boorse and Heidemann recommending denial of a "Class B" liquor license renewal application and directing the drafting of a summons and complaint for revocation proceedings (Boheme).

MOTION TO ADOPT THE RESOLUTION

Motion made by Boorse, Seconded by Heidemann.

Before action was taken,

MOTION TO AMEND THE RESOLUTION TO REPLACE REFERENCE TO LICENSE #3527 AND REPLACE WITH LICENSE #3182

Motion made by Boorse, Seconded by Heidemann.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

On motion to adopt Resolution as amended,

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

GENERAL ORDINANCES

- 19. Gen. Ord. No. 2-26-27 by Alderperson Close amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification of Parcel No. 59281629560, 2040 North Avenue, Sheboygan, WI from Class Urban Industrial to Urban Commercial Classification.

MOTION TO ADOPT THE ORDINANCE

Motion made by Close, Seconded by Dekker.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

- 20. Gen. Ord. No. 6-26-27 by Alderpersons Mitchell and Perrella amending sections 2-374 and 2-469 of the Sheboygan Municipal Code.

MOTION TO ADOPT THE ORDINANCE

Motion made by Perrella, Seconded by Dekker.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

- 21. Gen. Ord. No. 4-26-27 by Alderpersons Boorse and Heidemann amending section 26-20 of the Sheboygan Municipal Code relating to Smoking Prohibited; Exceptions.

MOTION TO ADOPT THE ORDINANCE

Motion made by Boorse, Seconded by Heidemann.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

- 22. Gen. Ord. No. 5-26-27 by Alderpersons Boorse and Heidemann amending section 8-80 of the Sheboygan Municipal Code relating to the procedure for declaration of vicious or dangerous dog.

MOTION TO ADOPT THE ORDINANCE

Motion made by Boorse, Seconded by Heidemann.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

OTHER MATTERS AUTHORIZED BY LAW – None.

CLOSED SESSION

- 23. Motion to convene in closed session under the exemption contained in Wis. Stat. s. 19.85(1)(g) when conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, to wit: possible action regarding various licenses held by J.N. Cortez, LLC, D.B.A. Mi Ranchito II.

MOTION TO CONVENE MADE AT 6:24 PM

Motion made by Boorse, Seconded by Heidemann.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

OPEN SESSION

24. Motion to reconvene in open session for discussion and possible action relating to closed session.

MOTION TO RECONVENE AT 6:38 PM

Motion made by Boorse, Seconded by Heidemann.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

25. Report 9-26-27 by Licensing, Hearings, and Public Safety Committee submitting Findings of Fact and Conclusions of Law based upon testimony and exhibits presented at a Quasi-Judicial Hearing held on May 27, 2026 regarding the licenses held by J.N. Cortez LLC, D.B.A. Mi Ranchito II (License #3475) in the City of Sheboygan.

MOTION TO RECEIVE AND ACCEPT THE FINDINGS OF FACT AND CONCLUSIONS OF LAW AND REVOKE THE CLASS "B" BEER, "CLASS B" LIQUOR, AND AMUSEMENT LICENSE #3475 HELD BY J.N. CORTEZ LLC D.B.A. MI RANCHITO II

Motion made by Boorse, Seconded by Heidemann.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

26. Res. No. 203-25-26 by Alderpersons Rust and Boorse approving the transfer of alcohol beverage/tobacco license (License App. No. 3475).

MOTION TO FILE THE RESOLUTION AND DENY THE TRANSFER

Motion made by Boorse, Seconded by Heidemann.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

TENTATIVE DATE OF NEXT REGULAR MEETING

27. Next scheduled meeting: June 15, 2026 at 6:00 PM

ADJOURN MEETING

28. Motion to Adjourn

MOTION TO ADJOURN AT 6:41 PM

Motion made by Boorse, Seconded by Close.

Voting Yea: Boorse, Bremser, Close, Dekker, Grawien, Heidemann, Kelly, Menzer, Perrella – 9.

**CITY OF SHEBOYGAN
REPORT 10-26-27**

BY CITY CLERK.

JUNE 8, 2026.

Submitting an affidavit certifying proof of service to the owner or owners of the real property described in the Resolution No. 205-25-26 as Parcel 13 and the Town of Wilson Clerk.

CITY OF SHEBOYGAN
Sheboygan County, Wisconsin

Re: Resolution No. 205-25-26 — A Resolution Making Written Findings Pursuant to Wisconsin Statutes Section 32.03(6)(bm) Concerning the Proposed Acquisition of Property Interests for the Southside Sanitary Sewer System Project

Adopted: April 20, 2026 **Published:** April 27, 2026

AFFIDAVIT OF MAILING

STATE OF WISCONSIN)
) ss.
SHEBOYGAN COUNTY)

Meredith DeBruin, being first duly sworn on oath, deposes and states as follows:

1. I am the duly appointed and acting City Clerk of the City of Sheboygan, Sheboygan County, Wisconsin, and am over the age of eighteen years. I make this Affidavit in my official capacity and based upon my personal knowledge of the facts stated herein.
2. On April 20, 2026, the Common Council of the City of Sheboygan adopted Resolution No. 205-25-26, entitled *A Resolution Making Written Findings Pursuant to Wisconsin Statutes Section 32.03(6)(bm) Concerning the Proposed Acquisition of Property Interests for the Southside Sanitary Sewer System Project* (the “Resolution”). The Resolution was published on April 27, 2026.
3. Section 5 of the Resolution directs the City Clerk, pursuant to Wis. Stat. § 32.03(6)(bm), to provide a copy of the Resolution, together with all exhibits attached thereto (Exhibit A — Legal Descriptions; Exhibit B — Easement Plats), to (a) the owner or owners of the real property described in the Resolution as Parcel 13, at their last known address or addresses as determined from the records of the Register of Deeds for Sheboygan County and any applicable title evidence in the City’s possession; and (b) the Town of Wilson, Sheboygan County, Wisconsin, by service upon the Town Clerk at the Town’s principal office. The Resolution further provides that service shall be made by personal delivery or by certified mail, return receipt requested, and that the City Clerk shall file proof of service with the records of the Common Council.

4. On the date or dates set forth in the table below, I deposited, or caused to be deposited, with the United States Postal Service at 522 North 9th Street, in the City of Sheboygan, Sheboygan County, Wisconsin, with proper postage prepaid, a separate envelope addressed to each of the persons named below at the mailing address shown opposite each name. Each envelope contained a true and correct copy of the Resolution, together with all exhibits attached thereto. Each envelope was mailed via United States Postal Service certified mail with return receipt requested. The date of mailing and the United States Postal Service certified mail article number for each mailing are set forth below:

No.	Recipient and Mailing Address	Date of Mailing	USPS Certified Mail Article No.
1	Rachel A. Olig 2448 Riverdale Avenue Sheboygan, WI 53081	April 28, 2026	9589 0710 5270 2242 8477 61
2	Mitchell J. Pearce 225 Slater Road Lewisville, NC 27023	April 28, 2026	9589 0710 5270 2242 8477 78
3	Mark A. Pearce 413 Rustic Road Plymouth, WI 53073	April 28, 2026	9589 0710 5270 2242 8477 30
4	Catherine A. Pearce 413 Rustic Road Plymouth, WI 53073	April 28, 2026	9589 0710 5270 2242 8477 54
5	Matthew G. Pearce W130N11832 Harvest Ridge Germantown, WI 53022	April 28, 2026	9589 0710 5270 2242 8477 85
6	Town of Wilson c/o Town Clerk 5935 South Business Drive Sheboygan, WI 53081	April 28, 2026	9589 0710 5270 2242 8477 92

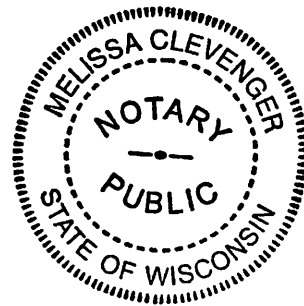
5. True and correct copies of the United States Postal Service certified mail receipts (PS Form 3800) corresponding to each of the mailings identified above are attached hereto and incorporated herein by reference. Any return receipts (PS Form 3811) received in connection with such mailings are also attached hereto and incorporated herein by reference.

- 6. This Affidavit of Mailing, together with all attachments, is being filed with the records of the Common Council of the City of Sheboygan as proof of service in accordance with Section 5 of the Resolution.
- 7. Further your affiant sayeth not.

Meredith DeBruin
Meredith DeBruin, City Clerk
City of Sheboygan

Subscribed and sworn to before me this 1st day of June, 2020.

Melissa Clevenger
Notary Public, State of Wisconsin
My commission expires: 8/1/2029



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Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postmark
Here

Postage	\$
Total Postage and Fees	\$

Sent To
Town Clerk Town of Wilson
Street and Apt. No., or PO Box No.
5935 S. Business Drive
City, State, ZIP+4®
Sheboygan, WI 53081

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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OFFICIAL USE

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Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postmark
Here

Postage	\$
Total Postage and Fees	\$

Sent To
Matthew G. Pearce
Street and Apt. No., or PO Box No.
W130 N11832 Harvest Ridge
City, State, ZIP+4®
Germantown, WI 53022

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postmark
Here

Postage	\$
Total Postage and Fees	\$

Sent To
Rachel A. Olig
Street and Apt. No., or PO Box No.
2448 Riverdale Avenue
City, State, ZIP+4®
Sheboygan, WI 53081

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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Item 8.

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Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postmark
Here

Postage	\$
Total Postage and Fees	\$

Sent To
Mitchell J. Pearce
Street and Apt. No., or PO Box No.
225 Slater Road
City, State, ZIP+4®
Lewisville, NC 27023

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postmark
Here

Postage	\$
Total Postage and Fees	\$

Sent To
Mark A. Pearce
Street and Apt. No., or PO Box No.
413 Rustic Road
City, State, ZIP+4®
Plymouth, WI 53073

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

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Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postmark
Here

Postage	\$
Total Postage and Fees	\$

Sent To
Catherine A. Pearce
Street and Apt. No., or PO Box No.
413 Rustic Road
City, State, ZIP+4®
Plymouth, WI 53073

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

USPS TRACKING#
MI WAUKEE WI 530



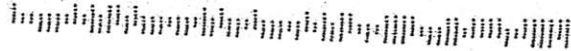
9590 9402 9048 4122 8810 81

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USPS
Permit No. G-10
Item 8.

United States
Postal Service

* Sender: Please print your name, address, and ZIP+4® in this box*

Office of the City Clerk
828 Center Avenue
Sheboygan, WI. 53081



SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Town Clerk
Town of Wilson
5935 S. Business Drive
Sheboygan, WI. 53081



9590 9402 9048 4122 8810 81

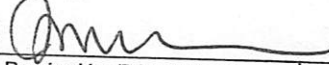
2. Article Number (Transfer from service label)

9589 0710 5270 2242 8477 92

PS Form 3811, July 2020 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X  Agent
 Addressee

B. Received by (Printed Name)

C. Date of Delivery

4/29/20

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Insured Mail
- Insured Mail Restricted Delivery (over \$500)
- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

Domestic Return Receipt

USPS TRACKING#

MILWAUKEE WI 530
MAY 2026 PM 5 L

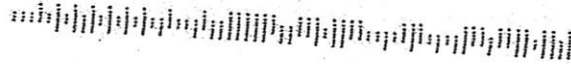
9590 9402 9048 4122 8810 29

First-Class Postage & USPS Permit No. G-10
Item 8.

United States Postal Service

Sender: Please print your name, address, and ZIP+4® in this box®

Office of the City Clerk
828 Center Avenue
Sheboygan, WI. 53081



SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Matthew G. Pearce
W130 N11832 Harvest Ridge
Germantown, WI. 53022



9590 9402 9048 4122 8810 29

2 Article Number (Transfer from service label)

9589 0710 5270 2242 8477 85

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Matthew Pearce* Agent Addressee

B. Received by (Printed Name)

C. Date of Delivery

MAT PEARCE 5-1-2

D. Is delivery address different from item 1? Yes No
If YES, enter delivery address below:

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Insured Mail
- Insured Mail Restricted Delivery (over \$500)
- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

PS Form 3811, July 2020 PSN 7530-02-000-9053

Domestic Return Receipt

USPS TRACKING#



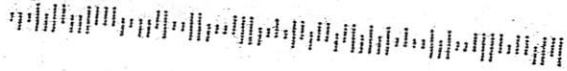
9590 9402 9048 4122 8810 50

First-Class Postage & USPS Permit No. G-10 Item 8.

United States Postal Service

Sender: Please print your name, address, and ZIP+4® in this box*

Office of the City Clerk
828 Center Avenue
Sheboygan, WI. 53081



SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Catherine A. Pearce
413 Rustic Road
Plymouth, WI. 53073



9590 9402 9048 4122 8810 50

2. Article Number (Transfer from service label)

1589 0710 5270 2242 8477 54

PS Form 3811, July 2020 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Mark A Pearce*

- Agent
- Addressee

B. Received by (Printed Name)

MARK A PEARCE

C. Date of Delivery

5-9-26

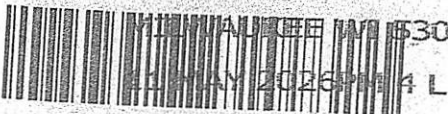
D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Insured Mail
- Insured Mail Restricted Delivery (over \$500)
- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

Domestic Return Receipt

USPS TRACKING #



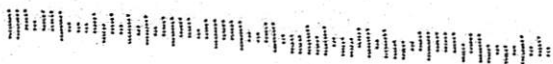
9590 9402 9048 4122 8810 67

United States Postal Service

First-Class Postage USPS Permit No. G-10 Item 8

Sender: Please print your name, address, and ZIP+4® in this box®

Office of the City Clerk
828 Center Avenue
Sheboygan, WI. 53081



SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Mark A. Pearce
413 Rustic Road
Plymouth, WI. 53073



9590 9402 9048 4122 8810 67

2. Article Number (Transfer from service label)

9589 0710 5270 2242 8477 30

PS Form 3811, July 2020 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

x *Mark A Pearce*

- Agent
- Addressee

B. Received by (Printed Name)

MARK A PEARCE

C. Date of Delivery

5-9-26

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Insured Mail
- Insured Mail Restricted Delivery (over \$500)
- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

Domestic Return Receipt

USPS TRACKING#

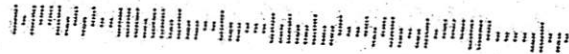


9590 9402 9048 4122 8810 43

First-Class Postage USPS Permit No. G-10 Item 8

United States Postal Service

Sender: Please print your name, address, and ZIP+4® in this box®
Office of the City Clerk
828 Center Avenue
Sheboygan, WI. 53081



SENDER: COMPLETE THIS SECTION
COMPLETE THIS SECTION ON DELIVERY
A. Signature X Rachel Olig
B. Received by (Printed Name) C. Date of Delivery
D. Is delivery address different from item 1?
3. Service Type
PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Receipt

CITY OF SHEBOYGAN
RESOLUTION 39-26-27

BY ALDERPERSONS MITCHELL AND PERRELLA.

JUNE 8, 2026.

A RESOLUTION authorizing the Finance Director to execute the carry forward of the budget amounts from 2025 to 2026 for open purchase orders.

WHEREAS, the City Financial Policy Handbook requires the Finance Director to review open purchase orders from the previous fiscal year after the April election and bring forth a resolution containing a list of open carryforward purchase orders for Common Council approval to comply with Wis. Stat. § 65.06(1); and

WHEREAS, the Finance Director has completed such review in concert with overseeing departments and attached the compiled list for Council review and consideration.

NOW, THEREFORE, BE IT RESOLVED: That the Finance Director is authorized to execute the carry forward of the budgeted funds associated with the attached previous fiscal year purchase orders through the final year end process.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan

2026 Previous Year Purchase Order Carryforward Requests

Purchase Order	Fiscal Year	Vendor Name	General Description	Total Ordered	Total Liquidated	Carryforward	G/L Account Number	G/L Account Name
330000	2023	7301 AMERICAN RESPONSE VEHICLES INC	Ambulance	350,848.00	0.00	350,848.00	400200-651100	Capital Fund - Public Safety - Vehicles
331133	2024	10182 J&H CONTROLS, INCORPORATED	Aspect Enterprise Software	37,415.00	0.00	37,415.00	400100-631200	Capital Fund - General - Building Improvements
331179	2024	4673 FOTH INFRASTRUCTURE & ENVIRONMENT	Southside Interceptor Sewer Design	1,135,000.00	1,037,568.13	97,431.87	630361-641100	Wastewater Fund - Wastewater - Improvements other than Buildings
331180	2024	4673 FOTH INFRASTRUCTURE & ENVIRONMENT	Gartman Property Infrastructure Design/Platting	1,687,500.00	1,544,004.33	143,495.67	423660-531100	TID 23 Fund - TID 23 - Contracted Services
331293	2024	1405 AYRES ASSOCIATES, INC.	Engineering New Jersey Bridge Rehabilitation	56,500.00	22,600.00	33,900.00	400300-641200	Capital Fund - Public Works - Street Improvements
331297	2024	11230 KLEEMAN MECHANICAL INC	WWTP Admin Building HVAC Upgrade	662,006.00	611,639.16	50,366.84	630361-631200	Wastewater Fund - Wastewater - Building Improvements
331364	2024	7612 WENDEL ARCHITECTURE PC	Fire Station 2 & 3 - Architectural Design	1,000,000.00	820,996.71	179,003.29	400200-631100	Capital Fund - Public Safety - Buildings
331377	2024	7620 HDR ENGINEERING INC	Pedestrian Bridge Engineering & Consulting	1,497,247.97	642,178.86	855,069.11	421660-641100	TID 21 Fund - TID 21 - Improvements other than Buildings
331386	2024	21384 TYLER TECHNOLOGIES, INC	Enterprise Permitting & Licensing Implementation	269,934.00	196,841.27	73,092.73	713170-652250	IT Fund - IT - Software
331425	2024	13877 MOTOROLA SOLUTIONS, INC.	Police Radio Encryption Software	9,340.80	0.00	9,340.80	101210-563310	General Fund - Police Dept - Communication Equipment
331430	2024	5179 MORPHO USA, INC.	Idemia Desktop Tenprint	7,555.00	0.00	7,555.00	101210-533106	General Fund - Police Dept - Software Maint & Subscriptions
20250007	2025	13877 MOTOROLA SOLUTIONS, INC.	Fire Radio Encryption Software	23,196.40	14,522.80	8,673.60	400200-652300	Capital Fund - Public Safety - Communications Equipment
20250020	2025	13732 MONROE TRUCK EQUIPMENT INC	Upfit of 2025 Freightliner Cabs	509,519.00	0.00	509,519.00	730399-651200	Motor Vehicle Fund - Motor Vehicle - Machinery/Equipment
20250080	2025	7659 THE CONCORD CONSULTING GROUP OF IL INC	Facility Condition Assessments	261,440.00	248,760.00	12,680.00	400100-531100	Capital Fund - General - Contracted Services
20250106	2025	7648 MC WATER HOLDINGS INC	Tube Heat Exchangers	282,400.00	268,280.00	14,120.00	630361-641100	Wastewater Fund - Wastewater - Improvements other than Buildings
20250133	2025	3217 CENTURY FENCE COMPANY	Fence Rental - 21st & Maryland	5,740.00	0.00	5,740.00	421660-531100	TID 21 Fund - TID 21 - Contracted Services
20250151	2025	5527 JT ENGINEERING, INC.	Mini Contract Review - N Commerce St	242,801.16	181,207.58	61,593.58	421660-641200	TID 21 Fund - TID 21 - Street Improvements
20250180	2025	7625 CAPITAL DATA INC	Network Infrastructure Consulting	118,315.04	96,315.04	22,000.00	713170-652200	IT Fund - IT - IT Equipment
20250181	2025	4673 FOTH INFRASTRUCTURE & ENVIRONMENT	FEMA Grant Coordination - Southside Interceptor	5,000.00	0.00	5,000.00	101310-531100	General Fund - PW Admin - Contracted Services
20250199	2025	7721 MASHUDA CONTRACTORS INC	Gartman Farm Land Prep	3,297,222.05	2,804,183.71	493,038.34	423660-621200	TID 23 Fund - TID 23 - Land Improvements
20250204	2025	7722 RODNEY HUNT INC	Hoist Head with IB Gearbox	92,000.00	0.00	92,000.00	630361-641100	Wastewater Fund - Wastewater - Improvements other than Buildings
20250222	2025	1949 STANTEC CONSULTING SERVICES, INC	Mayline Development - Environmental Activities	51,812.00	26,885.70	24,926.30	421660-531100	TID 21 Fund - TID 21 - Contracted Services
20250334	2025	7030 CEDAR CREEK SURVEYING, LLC	Wildwood Cemetery Survey	10,000.00	0.00	10,000.00	101491-531100	General Fund - Cemetery - Contracted Services
20250340	2025	1272 SCOTT'S EXCAVATING INC.	Sheboygan Inn Demolition	267,800.00	253,800.00	14,000.00	421660-621100	TID 21 Fund - TID 21 - Land
20250362	2025	7265 BRUCE E STUFFLE	Stump Grinding	10,200.00	0.00	10,200.00	101695-531100	General Fund - Forestry - Contracted Services
20250365	2025	4716 MSA PROFESSIONAL SERVICES, INC.	Safe Streets and Roads for All Planning	250,000.00	87,090.75	162,909.25	400300-531100	Capital Fund - Public Works - Contracted Services
20250369	2025	7265 BRUCE E STUFFLE	Stump Grinding	10,560.00	0.00	10,560.00	101695-531100	General Fund - Forestry - Contracted Services
20250372	2025	7030 CEDAR CREEK SURVEYING, LLC	Design & Engineering - Erie Avenue	48,765.00	41,450.25	7,314.75	400300-641200	Capital Fund - Public Works - Street Improvements
20250373	2025	7030 CEDAR CREEK SURVEYING, LLC	Design & Engineering - Lakeshore Drive	48,385.00	7,558.75	40,826.25	400300-641200	Capital Fund - Public Works - Street Improvements
20250381	2025	4716 MSA PROFESSIONAL SERVICES, INC.	Design Services - Pedestrian Crossing	7,200.00	7,040.00	160.00	101310-531100	Capital Fund - PW Admin - Contracted Services
20250382	2025	20050 C. SPIELVOGEL & SONS EXCAVATING, INC.	Senior Services Building Demo	97,950.00	70,380.00	27,570.00	421660-531100	TID 21 Fund - TID 21 - Contracted Services
20250402	2025	5527 JT ENGINEERING, INC.	Engineering - North Ave & Taylor Drive	48,200.00	36,150.00	12,050.00	400300-641200	Capital Fund - Public Works - Street Improvements
20250409	2025	900009 AT&T	ATT Utility Relocation	75,520.83	0.00	75,520.83	425660-621100	TID 25 Fund - TID 25 - Land
20250410	2025	7780 EDGEWATER RESOURCES LLC	Marina Design	3,290,000.00	156,239.80	3,133,760.20	421660-631100	TID 21 Fund - TID 21 - Buildings
20250414	2025	4598 DONOHUE & ASSOCIATES, INC.	Sewer Rate Tool Evaluation	9,200.00	4,835.00	4,365.00	630361-531150	Wastewater Fund - Wastewater - Consulting Services
20250438	2025	16722 BINKOWSKY, INC.	Roll Towel Dispensers	1,298.39	0.00	1,298.39	101160-550110	General Fund - City Buildings - Building Maint & Repair
20250439	2025	16722 BINKOWSKY, INC.	Janitorial Supplies Lot	8,218.95	4,834.77	3,384.18	101160-564130	General Fund - City Buildings - Janitorial Supplies/Service
20250441	2025	7914 GREAT LAKES TV SEAL, INC.	Sewer Inspection Basin #24	16,001.84	0.00	16,001.84	630310-659200	Wastewater Fund - Wastewater PW Distribution - Equipment Replacement
20250442	2025	7914 GREAT LAKES TV SEAL, INC.	Sewer Inspection Basin #9	16,686.45	0.00	16,686.45	630310-659200	Wastewater Fund - Wastewater PW Distribution - Equipment Replacement
20250443	2025	7914 GREAT LAKES TV SEAL, INC.	Sewer Inspection Basin #23	15,213.80	0.00	15,213.80	630310-659200	Wastewater Fund - Wastewater PW Distribution - Equipment Replacement
20250444	2025	7914 GREAT LAKES TV SEAL, INC.	Sewer Inspection Basin #20	18,438.78	0.00	18,438.78	630310-659200	Wastewater Fund - Wastewater PW Distribution - Equipment Replacement
20250445	2025	7914 GREAT LAKES TV SEAL, INC.	Sewer Inspection Basin #19A	12,276.30	0.00	12,276.30	630310-659200	Wastewater Fund - Wastewater PW Distribution - Equipment Replacement
20250446	2025	7914 GREAT LAKES TV SEAL, INC.	Sewer Inspection Basin #19	17,986.06	0.00	17,986.06	630310-659200	Wastewater Fund - Wastewater PW Distribution - Equipment Replacement
20250447	2025	7914 GREAT LAKES TV SEAL, INC.	Sewer Inspection Basin #14A	11,074.50	0.00	11,074.50	630310-659200	Wastewater Fund - Wastewater PW Distribution - Equipment Replacement
20250448	2025	7914 GREAT LAKES TV SEAL, INC.	Sewer Inspection Basin #10	14,662.86	0.00	14,662.86	630310-659200	Wastewater Fund - Wastewater PW Distribution - Equipment Replacement
20250450	2025	7914 GREAT LAKES TV SEAL, INC.	Sewer Inspection Basin #21	18,964.22	0.00	18,964.22	630310-659200	Wastewater Fund - Wastewater PW Distribution - Equipment Replacement
20250451	2025	5834 VERNON D. LEE	Shade Units for Parks	19,239.00	0.00	19,239.00	101520-550110	General Fund - Parks - Building Maint & Repair
20250454	2025	4598 DONOHUE & ASSOCIATES, INC.	Design Services - Aeration Blower Replacement	58,535.00	7,728.00	50,807.00	630361-641100	Wastewater Fund - Wastewater - Improvements other than Buildings
20250457	2025	6658 MINNESOTA PLAYGROUND INC	Buck-A-Bout Equipment	2,872.23	0.00	2,872.23	101520-550110	General Fund - Parks - Building Maint & Repair
20250458	2025	4358 STRAND ASSOCIATES, INC.	Plant Expansion Study	50,000.00	5,830.43	44,169.57	630361-631200	Wastewater Fund - Wastewater - Building Improvements
20250459	2025	4598 DONOHUE & ASSOCIATES, INC.	HVAC and Pump Blower Assessment	10,000.00	1,451.85	8,548.15	630361-531150	Wastewater Fund - Wastewater - Consulting Services
20250462	2025	455 ALDAG/HONOLD MECHANICAL, INC.	Repair/Recondition Sludge Boiler	3,444.23	0.00	3,444.23	630361-550110	Wastewater Fund - Wastewater - Building Maint & Repair
20250470	2025	7714 CORNERSTONE PAVERS LLC	Concrete Pavement Repairs	675,369.43	145,761.52	529,607.91	400300-641200	Capital Fund - Public Works - Street Improvements
				Total Carry Forward		7,400,720.88		

**CITY OF SHEBOYGAN
RESOLUTION 35-26-27**

BY ALDERPERSONS MITCHELL AND PERRELLA.

JUNE 8, 2026.

A RESOLUTION authorizing the appropriate City officials to enter into an Agreement with Catalis for CAMA AP5 assessment software for the City of Sheboygan and City of Plymouth.

WHEREAS, the City desires to bring assessment services in-house rather than continuing its contract with Catalis Tax & CAMA, Inc. beginning January 1, 2027; and

WHEREAS, on March 16, 2026, the Common Council approved the City of Sheboygan entering into an agreement with the City of Plymouth to provide assessment services beginning January 1, 2027, in conjunction with the application for the WI Department of Revenue's Innovation Grant; and

WHEREAS, the City IT Department has determined that the current software being utilized by the contracted Catalis staff does not meet future needs; and

WHEREAS, City IT and Finance staff have gone through a review process of available software to determine the best fit for the transition to an internal division; and

WHEREAS, that review has concluded that Catalis' CAMA AP5 is the best option available for the City's assessment software due to cost and functionality.

NOW, THEREFORE, BE IT RESOLVED: That the Common Council hereby authorizes the appropriate City officials to execute the agreements with Catalis for CAMA AP5 assessment software for the City of Sheboygan and City of Plymouth.

BE IT FURTHER RESOLVED: That the Finance Director is authorized to make an amendment to the 2026 budget to cover the associated subscription and implementation expenses as follows:

<u>INCREASE:</u>	
General Fund – Assessing – Software Maint & Subscriptions (Acct. No. 101155-533106)	\$83,825
General Fund – Fund Equity Applied (Acct. No. 101-493000)	\$83,825

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan



ORDER FORM

CUSTOMER INFORMATION

Customer: Plymouth, WI

Address: 828 Center Avenue, Sheboygan, WI 53081

Phone: (920) 459-4000

Primary Contact: Kaitlyn Krueger – Kaitlyn.krueger@sheboyganwi.gov

System Administrator: Kaitlyn Krueger – Kaitlyn.krueger@sheboyganwi.gov

Billing Contact: Kaitlyn Krueger – Kaitlyn.krueger@sheboyganwi.gov

ACH:

PO: Number

Tax Exempt:

Catalis Representative: George Hoermann, George.hoermann@catalisgov.com, (203) 246-3611

Contract requests or questions can be directed to contracts@catalisgov.com.

Any payment or remittance questions can be directed to receivable@catalisgov.com.

TERM

Subscription Start Date: July 1, 2026

Auto-Renewal: Yes

The Subscription Start Date is the date the Software will be provisioned to the System Administrator. The Initial Term shall begin on the Effective Date and will continue for five (5) years (“Initial Term”) from the Subscription Start Date. Upon completion of the Initial Term, the Order Form shall automatically renew for subsequent period(s) equal to the duration of the Initial Term unless terminated by written notice by either party at least 180 days prior to the subsequent term start.

PRICING

1. Software Subscription Fees

	Year 1	Year 2	Year 3	Year 4	Year 5
Catalis CAMA AP5 - SAAS Full AP5 CAMA system, web-enabled, real estate database and AP5 application hosted in AWS.	\$6,500.00	\$6,890.00	\$7,303.40	\$7,741.60	\$8,206.10
Total Subscription Fees	\$6,500.00	\$6,890.00	\$7,303.40	\$7,741.60	\$8,206.10

2. Professional Services Fees

Description	Amount
Professional Services - Fixed Fee (T&C) Catalis CAMA Enterprise - Implementation Conversion of existing CAMA database, Implementation, Project Management & Training.	\$21,000.00
Total Services Fees	\$21,000.00



TERMS AND CONDITIONS

1. Order Of Precedence

The Agreement contains the following, listed in order of appearance. In the occurrence of a conflict between any of the above with one another, this Order Form shall control.

This Order Form

The Master Software Subscription and Services Agreement

<https://catalisgov.com/master-software-subscription-and-services-agreement/>

The Service Level Agreement and Support Terms

<https://catalisgov.com/saas-service-level-agreement-and-support-terms/>

Schedule A: Software Description and Scope of Use

Schedule B: Professional Services Scope of Work, if applicable

Schedule C: Recurring Professional Services Scope of Work, if applicable

2. Order Form General Terms

- 2.1. Capitalized terms used herein but not defined in this Order Form have the meanings given to them in the Master Software Subscription and Services Agreement.
- 2.2. Pricing and/or terms are subject to change if the Order Form is not signed within sixty (60) calendar days of the Order Form Date.
- 2.3. Following adoption of this Order Form, changes to the Statement of Work must be memorialized with a written Amendment or Work Order, without regard to whether the change affects costs, and must be approved in writing by Catalis and the Customer. If the changes impact cost, an estimate of the cost impact shall be included.
- 2.4. Any Recurring Fees will increase annually by the greater of six percent (6%) or by the increase in the Consumer Price Index ("CPI") for the prior calendar year.
- 2.5. Professional Services marked "Fixed Fees" shall be billed upon the execution of this Order Form or, where a Milestone Billing Schedule is included in the Scope of Work, upon Catalis' notice to the Customer of milestone completion. If Catalis anticipates any aspect of the Professional Services Fees to exceed the above estimate(s) by ten percent (10%) or more, Catalis will advise Customer, and secure a written agreement to proceed with said overage.
- 2.6. Professional Services marked "Time & Materials" are estimates based upon initial evaluation of project complexity and duration. Estimate(s) above are the minimum fees Catalis shall invoice for this Order Form. Catalis will invoice Customer each month for Services provided in the preceding month. Customer agrees to pay Catalis for any overage hours for in-scope Services at the same rate(s) quoted and according to the terms of this Order Form. Fees shall be billed each month for services provided in the preceding month.
- 2.7. Invoices shall be due and payable within Net 30 calendar days following invoice by Catalis.

ACCEPTANCE

By signing below, signatories represent that they are validly authorized to enter into this Order Form and accept their terms and conditions. The Order Form is dated effective and shall be considered binding upon execution ("Effective Date") by and between both parties.

Plymouth, WI:

Catalis Tax & CAMA, Inc.:

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



SCHEDULE A: SOFTWARE DESCRIPTION AND SCOPE OF USE

This section provides a description of the Software Services being offered; however, it is understood that detailed Functional Specifications will also be available in separate Documentation provided for guidance on product functionality and usage.

AssessPro 5.0 (AP5) CAMA Software (AP5 Cloud Hosting Option)

The purpose of this project is to convert the existing Computer-Assisted Mass Appraisal (“CAMA”) System from (“GSA CAMA Suite” to “AssessPro 5.0”) on behalf of **Plymouth, WI**. The latest released version of the AP5 application will allow Customer to modernize and improve existing administrative processes using tools designed with industry best practices. The project Scope of Services includes all deliverables and associated professional services described in each section and subsection.

In support of this strategy, Licensor shall furnish all staffing and materials to accomplish the work in a timely manner in accordance with the scope of work. The licensor shall also ensure strict conformity with all applicable Federal, State and local laws, each of which is incorporated by reference, and shall be responsible for obtaining all necessary approvals required for the performance of such work. Customer shall provide remote and onsite access to necessary servers and data and shall provide working facilities to Licensor employees when on site work is required. This accommodation shall include desk or meeting space and access to printing and telecommunications.

Module Name	Description of Software
AssessPro 5.0 (AP5)	AssessPro 5.0 CAMA Software (AP5 Cloud Hosting)
Real Estate	Real Estate
WebPro	WebPro – Hosted online property search

Project Assumptions:

- Approximately (3,229) Parcels, (5) years of data
- Real Estate
- AP5 Cloud Hosting Option (3) Full Remote Users, additional Full Remote Users will be \$1,000.00 each.
- The current CAMA system is GSA CAMA Suite.
- The conversion estimate is based on the current CAMA vendor providing a copy of the City’s existing CAMA database and Sketch files for the conversion to AssessPro 5.0 (AP5). (All files must be delivered in a readable / unencrypted format) Conversion of all electronically stored sketches to SketchPro format.

AP5 Cloud Option (Price Includes 3 Full Remote Users. Additional Remote Users will be \$1,000.00 each)

The AP5 Cloud Option moves the database out of the on-premises environment and into our hosted solution powered by (AWS) Amazon Web services. The software can run fully remotely and or locally. To run the software locally it must be shared from a PC or fileserver and installed onto any PC that is expected to run AssessPro 5.0. Connection locations are whitelisted and as such you are only able to work from the office or would require either a VPN or Remote Access into the office. Costs are independent of the number of users and continue to be priced as a site-license.

Site -license requirement: To ensure valid user authentication, AWS Hosting REQUIRES the computer running AssessPro 5.0 to be joined to a valid centrally managed domain. Currently Azure Domains are not supported. If the jurisdiction does not have a Domain Controller, all AP5 users will need to be fully remote.

Backups: All Backups are included for no additional charge. The AWS servers are backed up in total nightly while the databases are backed up off the server on an hourly basis. In a disaster recovery scenario, the hosted/cloud server can be restored to any AWS region within minutes.



SCHEDULE B: PROFESSIONAL SERVICES SCOPE OF WORK

Description of Services

AssessPro 5.0 (AP5) Conversion, Implementation and Training

- Convert all Real Property data from the current (GSA CAMA) system to the AssessPro 5.0 (AP5) CAMA System.
- Adjust any observed discrepancies in the database conversion from the existing system to AssessPro 5.0 (AP5).
- Install/Set-up the converted database and proposed appraisal system on AWS. (AP5 Cloud Option)
- Provide training in the use of the proposed system as required by Assessing Office staff; provide user manuals and training documentation (printed or electronic format).
- Licensor shall provide Customer with the latest released version of AssessPRO 5.0 (AP5) CAMA system for Real Estate, as of the date of the execution of this Agreement.
- The implementation of AP5 by the Licensor will include all core modules including Sketch, Analysis, Reports, Report Viewer, Wisconsin reports and extracts and Standard Valuation Modules.



ORDER FORM

CUSTOMER INFORMATION

Customer: Sheboygan, WI
Address: 828 Center Avenue, Sheboygan, WI 53081
Phone: (920) 459-4000
Primary Contact: Kaitlyn Krueger – Kaitlyn.krueger@sheboyganwi.gov
System Administrator: Kaitlyn Krueger – Kaitlyn.krueger@sheboyganwi.gov
Billing Contact: Kaitlyn Krueger – Kaitlyn.krueger@sheboyganwi.gov
 ACH: PO: Number Tax Exempt:

Catalis Representative: George Hoermann, George.hoermann@catalisgov.com, (203) 246-3611
 Contract requests or questions can be directed to contracts@catalisgov.com.
 Any payment or remittance questions can be directed to receivable@catalisgov.com.

TERM

Subscription Start Date: July 1, 2026
Auto-Renewal: Yes
 The Subscription Start Date is the date the Software will be provisioned to the System Administrator. The Initial Term of this order form shall begin on the Subscription Start Date and will continue for five (5) years (“Initial Term”). Upon completion of the Initial Term, the Order Form shall automatically renew for subsequent period(s) equal to the duration of the Initial Term unless terminated by written notice by either party at least 180 days prior to the subsequent term start.

PRICING

1. Software Subscription Fees

	Year 1	Year 2	Year 3	Year 4	Year 5
Retired Product(s): Market Drive CAMA <i>Product discontinued and replaced with services in this order.</i>	-	-	-	-	-
Catalis CAMA AP5 - SAAS Full AP5 CAMA System, web-enabled, real estate database and AP5 application hosted in AWS.	\$19,150.00	\$20,299.00	\$21,516.94	\$22,807.96	\$24,176.44
Total Subscription Fees	\$19,150.00	\$20,299.00	\$21,516.94	\$22,807.96	\$24,176.44

2. Professional Services Fees

Description	Amount
Professional Services - Fixed Fee (T&C) Catalis CAMA Enterprise – Implementation Conversion of existing CAMA database, Implementation, Project Management & Training.	\$50,000.00
Total Services Fees	\$50,000.00



TERMS AND CONDITIONS

1. Order Of Precedence

The Agreement contains the following, listed in order of appearance. In the occurrence of a conflict between any of the above with one another, this Order Form shall control.

This Order Form

The Master Software Subscription and Services Agreement

<https://catalisgov.com/master-software-subscription-and-services-agreement/>

The Service Level Agreement and Support Terms

<https://catalisgov.com/saas-service-level-agreement-and-support-terms/>

Schedule A: Software Description and Scope of Use

Schedule B: Professional Services Scope of Work, if applicable

Schedule C: Recurring Professional Services Scope of Work, if applicable

2. Order Form General Terms

- 2.1. Fees for a retired product (services being discontinued) shall be replaced with the fees in this Order Form upon the Subscription Start Date. Any recurring fees paid for the retired product(s) after the Subscription Start Date will be prorated and credited to the Customer account, or if not invoiced will be prorated through the Subscription Start Date.
- 2.2. For clarity, any previous agreement(s) regarding any retired product(s) are replaced in entirety by this Order Form and its terms.
- 2.3. Capitalized terms used herein but not defined in this Order Form have the meanings given to them in the Master Software Subscription and Services Agreement.
- 2.4. Pricing and/or terms are subject to change if the Order Form is not signed within sixty (60) calendar days of the Order Form Date.
- 2.5. Following adoption of this Order Form, changes to the Statement of Work must be memorialized with a written Amendment or Work Order, without regard to whether the change affects costs, and must be approved in writing by Catalis and the Customer. If the changes impact cost, an estimate of the cost impact shall be included.
- 2.6. Any Recurring Fees will increase annually by the greater of six percent (6%) or by the increase in the Consumer Price Index ("CPI") for the prior calendar year.
- 2.7. Professional Services marked "Fixed Fees" shall be billed upon the execution of this Order Form or, where a Milestone Billing Schedule is included in the Scope of Work, upon Catalis' notice to the Customer of milestone completion. If Catalis anticipates any aspect of the Professional Services Fees to exceed the above estimate(s) by ten percent (10%) or more, Catalis will advise Customer, and secure a written agreement to proceed with said overage.
- 2.8. Professional Services marked "Time & Materials" are estimates based upon initial evaluation of project complexity and duration. Estimate(s) above are the minimum fees Catalis shall invoice for this Order Form. Catalis will invoice Customer each month for Services provided in the preceding month. Customer agrees to pay Catalis for any overage hours for in-scope Services at the same rate(s) quoted and according to the terms of this Order Form. Fees shall be billed each month for services provided in the preceding month.
- 2.9. Invoices shall be due and payable within Net 30 calendar days following invoice by Catalis



ACCEPTANCE

By signing below, signatories represent that they are validly authorized to enter into this Order Form and accept their terms and conditions. The Order Form is dated effective and shall be considered binding upon execution (“Effective Date”) by and between both parties.

Sheboygan, WI:

Catalis Tax & CAMA, Inc.:

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



SCHEDULE A: SOFTWARE DESCRIPTION AND SCOPE OF USE

This section provides a description of the Software Services being offered; however, it is understood that detailed Functional Specifications will also be available in separate Documentation provided for guidance on product functionality and usage.

AssessPro 5.0 (AP5) CAMA Software (AP5 Cloud Hosting Option)

The purpose of this project is to convert the existing Computer-Assisted Mass Appraisal (“CAMA”) System from (“Catalis Market Drive” to “AssessPro 5.0”) on behalf of **Sheboygan, WI**. The latest released version of the AP5 application will allow Customer to modernize and improve existing administrative processes using tools designed with industry best practices. The project Scope of Services includes all deliverables and associated professional services described in each section and subsection.

In support of this strategy, Licensor shall furnish all staffing and materials to accomplish the work in a timely manner in accordance with the scope of work. The licensor shall also ensure strict conformity with all applicable Federal, State and local laws, each of which is incorporated by reference, and shall be responsible for obtaining all necessary approvals required for the performance of such work. Customer shall provide remote and onsite access to necessary servers and data and shall provide working facilities to Licensor employees when on site work is required. This accommodation shall include desk or meeting space and access to printing and telecommunications.

Module Name	Description of Software
AssessPro 5.0 (AP5)	AssessPro 5.0 CAMA Software (AP5 Cloud Hosting)
Real Estate	Real Estate
WebPro	WebPro – Hosted online property search

Project Assumptions:

- Approximately (17,059) Parcels, (10) years of data
- Real Estate
- AP5 Cloud Hosting Option (5) Full Remote Users, additional Full Remote Users will be \$1,000.00 each.
- The current CAMA system is Catalis Market Drive CAMA.
- The conversion estimate is based on the current CAMA vendor providing a copy of the City’s existing CAMA database for the conversion to AssessPro 5.0 (AP5). (All files must be delivered in a readable / unencrypted format).

AP5 Cloud Option (Price Includes 5 Full Remote Users. Additional Remote Users will be \$1,000.00 each)

The AP5 Cloud Option moves the database out of the on-premises environment and into our hosted solution powered by (AWS) Amazon Web services. The software can run fully remotely and or locally. To run the software locally it must be shared from a PC or fileserver and installed onto any PC that is expected to run AssessPro 5.0. Connection locations are whitelisted and as such you are only able to work from the office or would require either a VPN or Remote Access into the office. Costs are independent of the number of users and continue to be priced as a site-license.

Site -license requirement: To ensure valid user authentication, AWS Hosting REQUIRES the computer running AssessPro 5.0 to be joined to a valid centrally managed domain. Currently Azure Domains are not supported. If the jurisdiction does not have a Domain Controller, all AP5 users will need to be fully remote.

Backups: All Backups are included for no additional charge. The AWS servers are backed up in total nightly while the databases are backed up off the server on an hourly basis. In a disaster recovery scenario, the hosted/cloud server can be restored to any AWS region within minutes.



SCHEDULE B: PROFESSIONAL SERVICES SCOPE OF WORK

Description of Services

AssessPro 5.0 (AP5) Conversion, Implementation and Training

- Convert all Real Property data from the current (Market Drive CAMA) system to the AssessPro 5.0 (AP5) CAMA System.
- Adjust any observed discrepancies in the database conversion from the existing system to AssessPro 5.0 (AP5).
- Install/Set-up the converted database and proposed appraisal system on AWS. (AP5 Cloud Option)
- Provide training in the use of the proposed system as required by Assessing Office staff; provide user manuals and training documentation (printed or electronic format).
- Licensor shall provide Customer with the latest released version of AssessPRO 5.0 (AP5) CAMA system for Real Estate, as of the date of the execution of this Agreement.
- The implementation of AP5 by the Licensor will include all core modules including Analysis, Reports, Report Viewer, Wisconsin reports and extracts and Standard Valuation Modules.

**CITY OF SHEBOYGAN
RESOLUTION 34-26-27**

BY ALDERPERSONS MITCHELL AND PERRELLA.

JUNE 8, 2026.

A RESOLUTION authorizing changes to the Finance Department Table of Organization and Compensation Plan pursuant to Sheboygan Municipal Code Sections 18-46 and 18-47 effective August 1, 2026.

WHEREAS, the City desires to bring assessment services in-house rather than continuing its contract with Catalis Tax & CAMA, Inc. beginning January 1, 2027; and

WHEREAS, on March 16, 2026, the Common Council approved the City of Sheboygan entering into an agreement with the City of Plymouth to provide assessment services beginning January 1, 2027, in conjunction with the application for the WI Department of Revenue’s Innovation Grant; and

WHEREAS, given the nature of services anticipated to be performed, the Finance Department is the most appropriate department to oversee in-house assessment services and personnel, and the Human Resources Director and City Administrator agree that this is appropriate; and

WHEREAS, Sheboygan Municipal Code Sections 18-46 and 18-47 provide that the classification plan, consisting of the Table of Organization and compensation grades of the non-represented positions of employment in City service, are kept and numbered in the supplement to the Municipal Code on file in the City Clerk’s Office.

NOW, THEREFORE, BE IT RESOLVED: That the Common Council hereby adopts the inclusion of a City Assessor (grade 17), Assessor Tech III (grade 14), and Assessor Tech II (grade 12) within the Finance Department Table of Organization.

BE IT FURTHER RESOLVED: That the Finance Director is authorized to implement a change to the City’s 2026 budget as follows:

INCREASE:

General Fund – Assessing – Full Time Salaries (Acct. No. 101155-510110)	\$ 87,228
General Fund – Assessing – Social Security (Acct. No. 101155-520310)	\$ 5,408
General Fund – Assessing – Medicare (Acct. No. 101155-520311)	\$ 1,264
General Fund – Assessing – WI Retirement Fund (Acct. No. 101155-520320)	\$ 6,280
General Fund – Assessing – Health Insurance (Acct. No. 101155-520340)	\$ 8,697
General Fund – Fund Equity Applied (Acct. No. 101-493000)	\$108,877

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

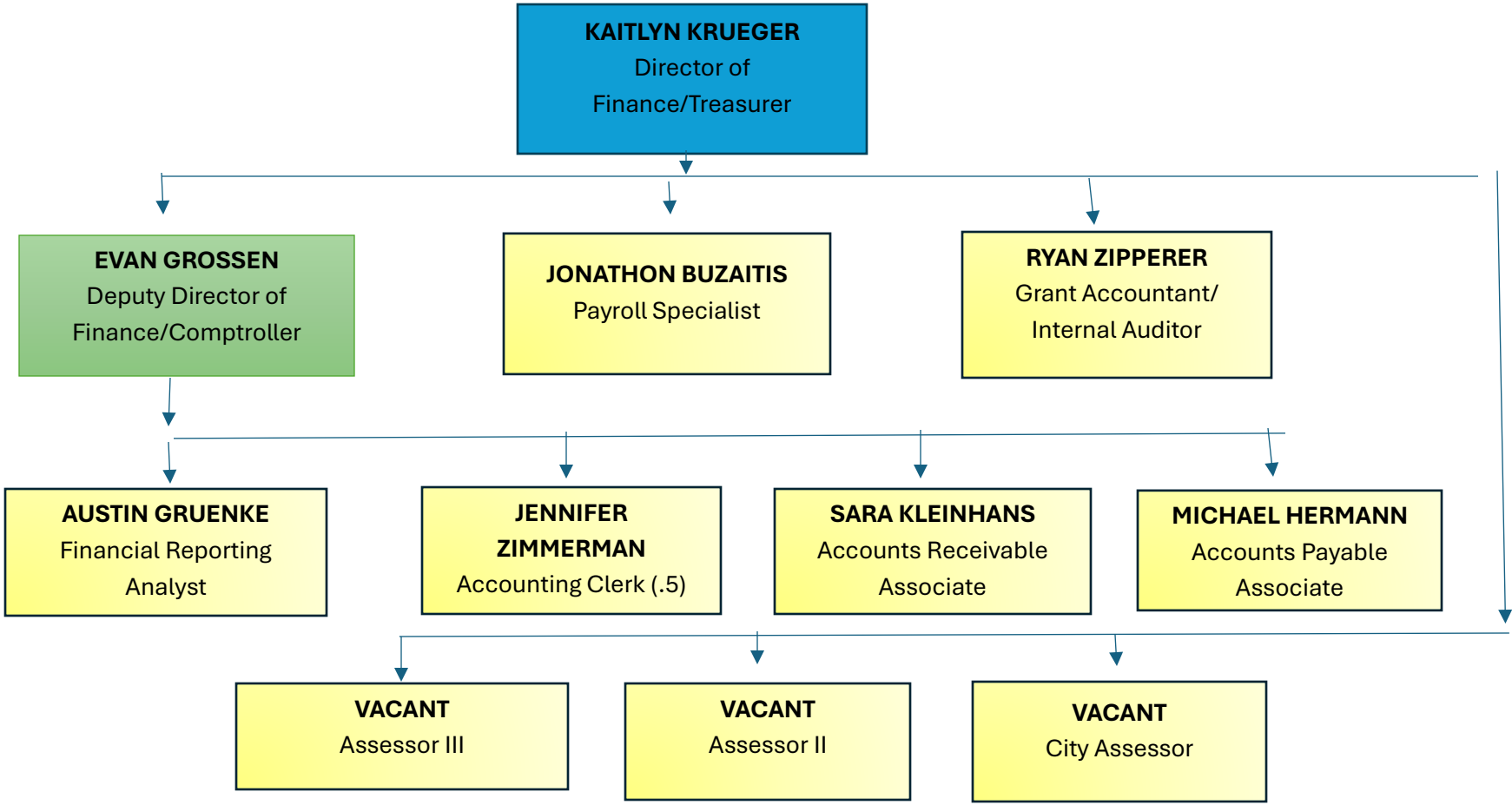
_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of Sheboygan

Meredith DeBruin, City Clerk, City of Sheboygan



**CITY OF SHEBOYGAN
RESOLUTION 29-26-27**

BY ALDERPERSONS MITCHELL AND PERRELLA

JUNE 8, 2026.

A RESOLUTION authorizing the appropriate City officials to execute a Quit Claim Deed conveying a parcel of land to the Redevelopment Authority of Sheboygan to support the redevelopment of land associated with the former Mayline property.

WHEREAS, the City of Sheboygan and Redevelopment Authority of Sheboygan, in collaboration with Sheboygan County, have been negotiating various real estate transactions in order to relocate a portion of the Shoreland 400 path, and to generally render property west of the Sheboygan River, north of Pennsylvania Avenue and east of North Commerce Street ready for redevelopment; and

WHEREAS, a portion of Parcel ID Number 59281501655, is currently owned by the City and should be conveyed to the RDA prior to conveyance to the developer.

NOW, THEREFORE, BE IT RESOLVED: The appropriate City officials are authorized to execute the attached Quit Claim Deed conveying Parcel ID Number 59281501655 to the Sheboygan Redevelopment Authority.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of Sheboygan

Meredith DeBruin, City Clerk, City of Sheboygan

EXHIBIT A

LEGAL DESCRIPTION

Part of Lot 1 and Lot 12, in Block 159, the Original Plat for the City of Sheboygan, located in the N.E 1/4 and the S.E 1/4 of the S.E 1/4 of Section 22, Township 15 North, Range 23 East, in the City of Sheboygan, Sheboygan County, Wisconsin, being more particularly described as:

Commencing at the Southwest corner of said Section 23; thence N00°01'01"E along the west line of the southeast 1/4 of said Section 23, 1237.35 feet to a point on the north right of way line of Pennsylvania Avenue; thence S89°41'10"E along said right of way line, 0.90 feet; thence N00°18'50"E, 17.47 feet to a point of a curve; thence along said curve to the left having a chord bearing and chord length of N22°11'10"W, 29.08 feet and a radius of 37.99 feet; thence N44°41'10"W, 12.29 feet to the point of beginning; thence N44°41'10"W, 12.53 to a point of a curve; thence along said curve to the right having a chord bearing and chord length of N22°02'00"W, 18.49 feet and a radius of 24.00 feet; thence N00°37'11"E, 197.10 feet to a point of a curve; thence along said curve to the right having a chord bearing and chord length of S04°33'54"E, 177.39 feet and a radius of 981.46 feet; thence S00°37'11"W, 46.31 feet to the point of beginning.

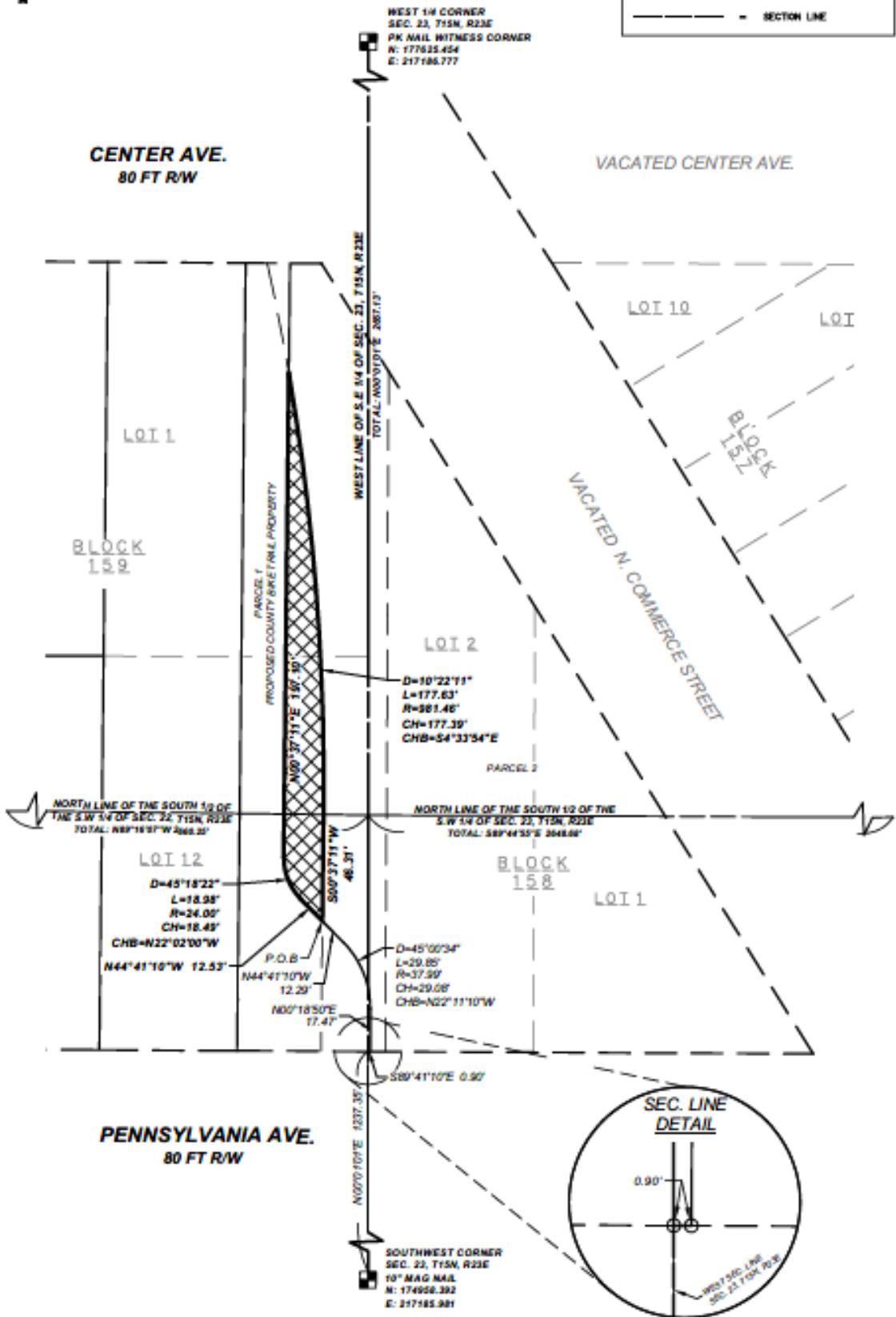
#44413725v1



HORIZONTAL DATUM IS REFERENCED TO THE SHEBOYGAN COUNTY COORDINATE SYSTEM NAD 83 (2011), AND THE EAST LINE OF THE SE 1/4 OF SECTION 23-15-23, ASSUMED TO BEAR N60°01'11"E.

EXHIBIT

LEGEND	
	= RIGHT OF WAY
	= PARCEL BOUNDARY
	= SECTION LINE



**CITY OF SHEBOYGAN
RESOLUTION 28-26-27**

BY ALDERPERSONS MITCHELL AND PERRELLA.

JUNE 8, 2026.

A RESOLUTION adopting an amended City of Sheboygan Social Media Policy.

WHEREAS, the amended social media policy addresses concerns raised following adoption of the policy on May 18, 2026.

NOW, THEREFORE, BE IT RESOLVED: That the Common Council hereby adopts the amended City of Sheboygan Social Media Policy, a copy of which is attached hereto.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan



CITY OF SHEBOYGAN SOCIAL MEDIA POLICY

1. **PURPOSE.** The City of Sheboygan recognizes that social media can be a useful platform for community engagement, communication, and information sharing. This policy is intended to provide guidance and regulation to City staff and Public Officials who use social media on behalf of the City, and to the public who engages with the City through social media. This policy governs the use, administration, management, monitoring, and retention of Social Media and Social Media Content, consistent with state, federal, and local laws, regulations and in line with City goals.

The guidelines and restrictions within this Policy should not be construed in a manner that unlawfully interferes with any applicable employee rights provided under state or federal law, or individual constitutional rights under state or federal law.

- 2: **SCOPE.** This policy applies to:
- A. All City Officers and Authorized Users of Municipal Social Media Accounts.
 - B. All Municipal Social Media Accounts created or used on behalf of the City.
 - C. External Users who engage with Municipal Social Media Accounts.
 - D. Employee's Personal Usage of social media on Municipal Social Media Accounts or social media use that is otherwise unprotected by state or federal law.
3. **DEFINITIONS.** Terms used but not defined by this policy should be construed with ordinary use and meaning. The defined terms used within this policy are:
- A. **Authorized User(s):** The City employee(s) given the authority and authorization to manage Municipal Social Media Accounts. All City Officers are also Authorized Users.
 - B. **Candidate Sites:** a website, social media account, or other electronic public content that promotes an individual that is currently running for a political office or position.
 - C. **Corporate Commercial Site(s):** a commercial entity's official online presence which acts either as a digital storefront, advertisement, or mechanism for customer engagement and business growth.
 - D. **External Users:** Individuals or commercial entities who engage with Municipal Social Media Accounts that are not City Officers or Authorized Users.
 - E. **Limited Public Forum:** A Municipal Social Media Account or specific post or publication within or onto a Municipal Social Media Account that is restricted to specific or particularized subject matter or content.
 - F. **Link or Linking:** the act of associating or connecting two or more social media accounts. This may include but is not limited to "liking", "sharing", "retweeting", "@mentions," or directly posting or including a secondary source to a social media site or account.
 - G. **Malware:** Software that is capable of or used to damage, disable, or otherwise infiltrate electronic systems or communication devices.
 - H. **Municipal Social Media Accounts:** Any social media accounts that have been authorized, curated, and used by a City Officer or Authorized User for the purpose of engagement, communication, and information sharing with the community on behalf of the City and the Mead Public Library.



CITY OF SHEBOYGAN SOCIAL MEDIA POLICY

- I. **Personal Identification Information:** Those identifiers referred to within Wis. Stat. § 43.201(1)(a) and (b). This does not include information shared about the specific user that publishes content to a Municipal Social Media Account. For example, this definition excludes information shared by an external user who posts their own address to a Municipal Social Media Account related to a complaint, comment, or concern.
- J. **Personal Use/Usage:** Use of social media that is strictly used for individual or personal use unrelated official City initiatives or business.
- K. **Publish:** includes creating, sharing, posting, reposting, or otherwise the dissemination of information or content on a social media platform or account.
- L. **City Content:** Any messages, materials, documents, media, information, or similar uses of social media that is published or otherwise made public and relates to an official function, position, or policy of the City, Authorized User, or City Officer.
- M. **City Officers:** Elected or appointed public officials capable of making and enforcing City policy. **May also be referred to as “municipal officers.”**

4. OWNERSHIP OF MUNICIPAL SOCIAL MEDIA ACCOUNTS.

- A. All Municipal Social Media Accounts, regardless of the employee or official who creates or otherwise manages the account in whole or in part, are owned by and belong solely to the City. The City does not own, manage, or regulate content on social media accounts or profiles created by employees **or municipal officers** exclusively for an employee’s **or municipal officer’s** own personal use.
- B. All Municipal Social Media Accounts must be approved pursuant to this policy. The City Officer or Authorized User in charge of managing the account is the custodian of the records created through the use of the Municipal Social Media Account and is responsible for maintaining those records and producing those records pursuant to a lawful records request. The City may assist in record retention or production for any Municipal Social Media Accounts made and operated in compliance with this policy.

5. GENERAL PRACTICES AND PROCEDURES FOR MUNICIPAL SOCIAL MEDIA ACCOUNTS.

- A. All Municipal Social Media Accounts shall be operated in accordance with applicable state, federal, and local laws, regulations, and policies, including all information technology security policies, public record laws, and applicable record retention laws.
- B. Authorized Users shall not combine Personal Usage of social media with Municipal Social Media Accounts. Combining Personal Usage of social media with Municipal Social Media Accounts may result in liability, employment issues, and other consequences both to the individual employee and the City. **In other words, city officers and employees should not post personal content on Municipal Social Media Accounts unless such post is made from their personal account in their personal capacity.**
- C. Categories of Municipal Social Media Accounts.
 - i. Nonpublic forum: Municipal Social Media Accounts used to inform the public without engaging in two-way communication shall have comments and other external user actions deactivated. Such accounts shall post in a conspicuous location, the following statement, “This account is used for informational purposes. For those who wish to express views with the City, please contact your elected representative (link to alder page).”



CITY OF SHEBOYGAN SOCIAL MEDIA POLICY

- ii. Public forum: Municipal Social Media Accounts used to engage with the public shall post in a conspicuous location, the following statement, “The City of Sheboygan (Mead Public Library) does not endorse and is not responsible for content placed by others that may be offensive, hurtful, in poor taste, or disagreeable. The City reserves the right to hide content placed by others that includes:
 - 1. Spam, advertising, or links that promote a business, service, or product;
 - 2. Content that promotes, directs, or perpetuates illegal activity including but not limited to threats of violence and unlawful activity.
 - 3. Content that is defamatory, according to law;
 - 4. Content containing obscenity that is not protected by law. “Obscenity” refers to sexually explicit content having no reasonable value in arts, literature, etc., as distinguished from language that is offensive, vulgar, distasteful, etc. An example of material considered “obscene” is child pornography.
 - 5. Direct threats;
 - 6. Malware, viruses, security threats to the City network, or flooding;
 - 7. Infringements of copyrights or trademarks.

This is not an exhaustive list. Content moderation will be addressed on a case-by-case basis in conformity with the law.”

D. Creating a Municipal Social Media Account:

- i. Any new Citywide Municipal Social Media Account must be approved by the City Administrator or designee. Any new Municipal Social Media Account specific to a department must be approved by the Department Head or designee. Such approval shall be in writing and shall identify the account’s scope/purpose, its Authorized Users, and whether the account will operate as a nonpublic forum or public forum. Each account shall have at least two Authorized Users.
- ii. Any new Municipal Social Media Account shall have at least two Authorized Users with access to manage content on the account. This does not include department heads or those otherwise designated by the City Administrator to manage or maintain City communications or social media.
- iii. Any Municipal Social Media Account or Authorized User must comply with the provisions of this policy. Each Authorized User must review this policy and sign off on this policy on a yearly basis.

E. Form and Format of Municipal Social Media Page.

All Municipal Social Media Accounts are required to:

- i. Identify that the Account is an official City/department Account. If the Municipal Social Media Account is managed as the official page for a City Officer, the account or page must identify that it is the official page of that City Officer.
- ii. Prominently display in a conspicuous place a hyperlink to the City website and a separate hyperlink to this policy on the City website.



CITY OF SHEBOYGAN SOCIAL MEDIA POLICY

- iii. Clearly state that the Account is maintained by the City and that its use and content is governed by this Social Media Policy.

F. Linking Municipal Social Media Accounts

- i. Municipal Social Media Accounts and Authorized Users shall not ‘friend’, ‘like’, ‘follow’, or otherwise connect with:
 1. Candidate Sites or pages advocating a position on a City or other political ballot issue. During election, re-election, or a political campaign where a sitting City Officer’s page acts as a Candidate Site, the other Municipal Social Media Accounts should not promote one candidate or ballot issue above other candidates or ballot issues.
 2. Corporate Commercial Websites that promote companies or subsidiaries whose business is derived from the sale or manufacture of tobacco products, alcoholic beverages, or sexual/adult-oriented products.
 3. Religious or political organizations.
 4. Individual Personal Social Media Accounts.
- ii. Municipal Social Media Accounts may “‘friend’, ‘like’, ‘follow’,” or otherwise connect with:
 1. Other Municipal Social Media Accounts.
 2. Corporate Commercial Websites not prohibited by 5(C)i.2).
 3. Entities that have been identified by the Municipality as having programs or offerings which compliment a City or department program and which are not operated for commercial purposes.

G. Terminating a Municipal Social Media Account.

- i. Prior to terminating any City Social Media Account, the Authorized Users and/or City Officer must notify the City Administrator, for citywide accounts, or their department head, or designees of their intent to terminate the account.
- ii. Prior to termination of a Municipal Social Media Account, any records created or otherwise existing as part of the Municipal Social Media Account must be memorialized in conformity with Wisconsin Public Records laws.

6. SPECIAL CONSIDERATIONS FOR MUNICIPAL OFFICER USE OF SOCIAL MEDIA.

- A. Municipal Officers hold unique positions in the operation of the City government. By virtue of their position and authority, Municipal Officers have the potential to generate records anytime the Municipal Officer creates content or otherwise posts or publishes content related to a City function or related to the authority of the Municipal Officer. Municipal Officers are strongly encouraged to use proper discretion and compliance with this policy and all related policies involving community engagement.
- B. Municipal Officers are the record custodians for their content posted and shall adhere to all local, state, and federal laws.
- C. Municipal Officers may make political statements or statements related to ballot issues on their own **Municipal Personal** Social Media Account managed by that Municipal Officer, but should be aware that



CITY OF SHEBOYGAN SOCIAL MEDIA POLICY

those statements and records may generate interest and issues for the municipality, including but not limited to substantial records requests, lawsuits, damages, etc.

D. Municipal Officers are encouraged to include a disclaimer on their personal social media pages indicating that the page is not an official city page. Municipal officers interested in such disclaimer may work with the City Attorney on language development, if desired.

~~E. Municipal Officers may not post or publish political or ballot content to any other Municipal Social Media Account.~~ **Political or ballot content is not allowed on municipal social media accounts.**

~~F. Municipal Officers should refrain from posting or publishing content on other Municipal Officer Social Media Accounts.~~

7. GENERAL REQUIREMENTS ON AUTHORIZED USERS.

All Authorized Users of Municipal Social Media Accounts shall:

- A. Provide account information, including username, password, and any other access credentials to the City Administrator (for Citywide accounts) or to their department head, or their designees.
- B. Provide full and updated records of active Authorized Users having access to and authority to regulate content on the Municipal Social Media Account(s).
- C. Ensure that any content published, posted, or hyperlinked-to in any capacity by an Authorized User to a Municipal Social Media Account is related to and in furtherance of the City's missions, services, goals, or objectives of the City.
- D. Maintain the Municipal Social Media Account in conformity with this policy.
- E. Monitor Municipal Social Media Accounts on a regular basis during the Authorized User's normal working hours excluding City Holidays.
- F. Notify the IT Director immediately of any security threats, risks, or unauthorized uses of their Municipal Social Media Account.
- G. Maintain and produce records in compliance with Wisconsin Public Records law.
- H. Provide a signed and dated copy of this policy acknowledging they have read and are aware of this policy and their obligations as an Authorized User.
- I. If the Authorized User or City Officer terminates, is removed from, or is no longer employed/representative of the City, said user shall immediately cease all involvement and/or use of Municipal Social Media Accounts. Failure to cease activity or surrender control of a Municipal Social Media Account upon expiration of the City Officer or Authorized User's position will result in penalties or other legal recourse.
- J. Upon change or termination of an Authorized User or Municipal Official, the Department Head/ City Administrator or designee shall change any password for a Municipal Social Media Account to assure account security.
- K. Authorized Users shall not use their position or Municipal Social Media Account for personal gain.

8. CONTENT MODERATION BY AUTHORIZED USERS.



CITY OF SHEBOYGAN SOCIAL MEDIA POLICY

A. Regulations on Content published on Municipal Social Media Pages by an Authorized User:

- i. All content that is published, posted, or hyperlinked-to in any capacity by an Authorized User to a Municipal Social Media Account must be related to a mission, service, goal, or objective of the municipality, department, officer, board, commission, committee, or authority of the municipality.
- ii. Except for Municipal Social Media Accounts administered by public safety or public health departments, Municipal Social Media Accounts should refrain from posting any original content related to public safety or public health without approval from the City Administrator. Reposting or republishing previously approved content related to public safety or public health that has already been posted or published on other Municipal Social Media Accounts is acceptable.
- iii. Authorized Users of Municipal Social Media Accounts shall not publish prohibited content, including but not limited to:
 1. Content that violates a person's rights under federal, state, or local laws such as personally identifiable information and personal financial information;
 2. Content that is abusive, discriminatory, inflammatory, or sexually explicit;
 3. Information that could compromise an ongoing investigation or the safety and security of City operations, its employees, or members of the public;
 4. Content posted for personal use;
 5. Content that is not properly authorized by this policy or a supervisor.
- iv. Denying an External User access to a Municipal Social Media Account
 1. Authorized Users may hide or remove individual posts that violate this Policy.
 2. The City reserves the right to ban/block an External User's access to Municipal Social Media Accounts for repeated violations of this Policy.
 3. Prior to banning or blocking an External User, the Authorized User shall obtain City Administrator authorization. A ban/block may be permanent or temporary, full or partial. Any External User that is denied access to a Municipal Social Media Account may appeal the ban to Licensing, Hearing, and Public Safety Committee by submitting an appeal in writing to the City Clerk's Office within thirty (30) days of the ban.

9. CONTENT POSTED BY EXTERNAL USERS. The City is not responsible for content published or posted by External Users onto Municipal Social Media Accounts. To the extent allowed by law, the City will attempt to moderate illegal or unprotected content such as that identified in section 5.C.ii. External Users of Municipal Social Media Accounts are prohibited from publishing content on a Municipal Social Media Account that is in violation of this policy such as that identified in section 5.C.ii. Content published by External Users may be subject to disclosure or retention subject to Wisconsin Public Records and Record Retention laws or discovery obligations. Any content published on a Municipal Social Media Account becomes public information, subject to the terms of this policy, and the External User should have no expectation of privacy or confidentiality with respect to the published content.



CITY OF SHEBOYGAN SOCIAL MEDIA POLICY

10. EMPLOYEE PERSONAL USE OF SOCIAL MEDIA.

- A. This policy is not intended to limit or restrict Employees to speak as private citizens on matters related to a public concern provided that the post or content does not create a security risk or disruption to the City.
- B. Employee Personal Use of Social Media may not be protected when it creates security or safety risks, becomes amplified to the extent it creates disruption to official municipal business, or relates to private concerns or matters.
- C. Employees may be held responsible for their personal social media use to the extent allowed by law.

11. LEGAL REQUIREMENTS.

- A. Content published on Municipal Social Media Accounts is subject to Wisconsin Public Records Law.
- B. Authorized Users are responsible for maintaining records of the Municipal Social Media Account(s) that they manage and responding to lawful records requests.
- C. City Officers understand that discussions with other City Officers on social media may be subject to records requests AND may constitute a meeting pursuant to Wis. Stat. § 19.82. As such, City Officers are discouraged from communicating with other City Officers through social media.
- D. City Officers understand that even a private social media account may transition to a Municipal Social Media Account if the City Officer engages in official actions, duties, or authority conferred to the Officer by virtue of their position. Whether a social media account likely transitioned into a municipal social media account will be assessed by the City Attorney based upon the applicable legal framework. In such case, the social media account holder will be asked to work with the City Attorney to ensure that the obligations and interests of the City are preserved while minimizing impact to the officer's personal account.

CITY OF SHEBOYGAN
RESOLUTION 37-26-27

BY ALDERPERSONS BOORSE AND HEIDEMANN.

JUNE 8, 2026.

A RESOLUTION approving alcohol beverage/tobacco licenses.

WHEREAS, the following applicant(s) have completed the necessary forms required by the Wisconsin Department of Revenue and/or the City of Sheboygan for applying for an alcohol beverage/tobacco license; and

WHEREAS, the applicant(s) have been provided a list of necessary requirements that must be completed before issuance of such license; and

WHEREAS, City Staff has reviewed the license application(s) and recommends the Common Council grant the alcohol beverage/tobacco licenses for the following applicant(s) contingent upon approvals, inspections, insurance, payment of license fees and meeting State Statute requirements and Sheboygan Municipal Code.

NOW, THEREFORE, BE IT RESOLVED: The Common Council does grant the alcohol beverage/tobacco license(s) for the following applicant(s) contingent upon approvals, inspections, insurance, payment of license fees and meeting State Statute requirements and Sheboygan Municipal Code.

BE IT FURTHER RESOLVED: That the City Clerk be authorized to issue the license(s) after the applicant(s) satisfy the contingency.

PERMANENT CHANGE OF PREMISE

<u>No.</u>	<u>Name</u>	<u>Address</u>
3745	Downtown 925	925 N. 8 th St – Permanent change of premise to include current premise and Sidewalk Cafe – 41’ X 15’2” in front of building.

“CLASS B” LIQUOR LICENSE (June 30, 2027) (RENEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
3086	Las Brisa’s LLC (Las Brisa’s)	1129 S. 8 th Street

CLASS "B" BEER LICENSE (June 30, 2027) (RENEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
3018	Pho VN LLC (Pho VN)	2209 S. Business Drive

"CLASS C" LICENSE (June 30, 2027) (RENEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
3018	Pho VN LLC (Pho VN)	2209 S. Business Drive

TOBACCO (June 30, 2027) (RENEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
3613	Sheboygan Smoke and Vape Inc. (Sheboygan Smoke and Vape)	2610 Calumet Drive
3703	Sheboygan Tobacco Outlet LLC (Sheboygan Smoke and Vape)	2703 S. Business Drive

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan

**CITY OF SHEBOYGAN
RESOLUTION 36-26-27**

BY ALDERPERSONS BOORSE AND HEIDEMANN.

JUNE 8, 2026.

A RESOLUTION approving alcohol beverage licenses.

WHEREAS, the following applicant has completed the necessary forms required by the Wisconsin Department of Revenue and/or the City of Sheboygan for applying for an alcohol beverage license; and

WHEREAS, the applicant has been provided a list of necessary requirements that must be completed before issuance of such license; and

WHEREAS, City Staff has reviewed the license application and recommends the Common Council grant the alcohol beverage licenses for the following applicant contingent upon approvals, inspections, insurance, payment of license fees and meeting State Statute requirements and Sheboygan Municipal Code.

WHEREAS, the alcohol beverage license application for Avaz Properties LLC, License No. 3796, is being approved contingent upon meeting the requirements for licenses to be issued by June 30, 2026; and

NOW, THEREFORE, BE IT RESOLVED: The Common Council does grant the alcohol beverage licenses for the following applicant contingent upon approvals, inspections, insurance, payment of license fees and meeting State Statute requirements and Sheboygan Municipal Code.

BE IT FURTHER RESOLVED: That approval of the alcohol beverage license for Avaz Properties LLC, License No. 3796, is conditioned upon meeting the requirements for licenses to be issued by June 30, 2026. The City Clerk is hereby authorized to issue the license upon confirmation that this condition has been met.

“CLASS B” LIQUOR LICENSE (June 30, 2026) (NEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
3796	Avaz Properties LLC (Xplicit)	1202 Michigan Avenue

“CLASS B” LIQUOR LICENSE (June 30, 2027) (RENEW)

<u>No.</u>	<u>Name</u>	<u>Address</u>
3796	Avaz Properties LLC (Xplicit)	1202 Michigan Avenue

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan

**CITY OF SHEBOYGAN
RESOLUTION 33-26-27**

BY ALDERPERSONS DEKKER AND KELLY.

JUNE 8, 2026.

A RESOLUTION authorizing the purchasing agent to enter into an agreement on a form approved by the City Attorney with Allterior Carpentry for the purchase and installation of dog park fencing and Seiler Bros. Construction for a concrete sidewalk at Moose Park and authorizing an adjustment to the 2026 budget to fund the purchase.

WHEREAS, the Department of Public Works included funding in their 2025 Capital Improvements Budget for the purchase and installation of dog park fencing and a concrete sidewalk at Moose Park in Sheboygan; and

WHEREAS, the City issued a request for quotes for the purchase and installation of dog park fencing and three quotes were received; and

WHEREAS, the City issued a request for quotes for the construction of a concrete sidewalk and three quotes were received; and

WHEREAS, the City Engineer has reviewed the quotes and determined that the lowest quote from Allterior Carpentry of \$28,450.00 and Seiler Bros. Construction of \$3,172.80, met all of the specifications; and

WHEREAS, the Department of Public Works – Parks Division anticipates the construction to be completed in 2026; and

WHEREAS, in order to fund the purchase, a budget amendment is necessary to transfer the funding from Fund Balance to Capital Improvements.

NOW, THEREFORE, BE IT RESOLVED: That the purchasing agent is authorized to enter into an agreement on a form approved by the City Attorney with Allterior Carpentry for the purchase and installation of dog park fencing in the amount of \$28,450.00 and Seiler Bros. Construction for the construction of a concrete sidewalk in the amount of \$3,172.80.

BE IT FURTHER RESOLVED: That the Finance Director is authorized to complete a budget amendment for the above purchase from Capital Projects Fund Balance utilizing unused 2025 debt proceeds in the amount of \$31,622.80 via the following budget adjustments:

Increase:

Capital Projects Fund - Capital Projects - Fund Equity Applied \$31,623
(Acct. No. 400-493000)

Capital Projects Fund - Culture & Recreation - Improvements Other
Than Buildings \$31,623
(Acct. No. 400500-641100)

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan

**CITY OF SHEBOYGAN
RESOLUTION 32-26-27**

BY ALDERPERSONS DEKKER AND KELLY.

JUNE 8, 2026.

A RESOLUTION authorizing the appropriate City officials to enter into a contract with Northeast Asphalt, Inc. for the 2026 Park Improvements, Evergreen Park Access Road.

WHEREAS, the City of Sheboygan has advertised for bids to construct the 2026 Park Improvements, Evergreen Park Access Road (the “Project”); and

WHEREAS, only one bid was received from Northeast Asphalt, Inc. for \$194,916.50; and

WHEREAS, the City Engineer has reviewed the bid and determined that the low bid met all of the project specifications; and

WHEREAS, pursuant to Res. No. 486-93-94, a Declaration of Official Intent to reimburse expenditures related to the Project has been completed.

NOW, THEREFORE, BE IT RESOLVED: That the appropriate City officials are hereby authorized to enter into the attached agreement with Northeast Asphalt, Inc. for the construction of the Project.

BE IT FURTHER RESOLVED: That the appropriate City officials are authorized to draw funds from the following account upon the agreement being fully executed by all parties, to pay for the construction done pursuant to the agreement.

Capital Projects Fund – Culture & Recreation – Improvements Other Than Buildings (Acct. No. 400500-641100)	\$194,916.50
--	--------------

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL


_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan

	Engineering Division 2026 New Jersey Ave Sheboygan, WI 53081	Document Title:	Agreement		
		Section:	00 52 00		
		Bid Number:	C26-04	Page:	1 of 7

AGREEMENT
 BETWEEN OWNER AND CONTRACTOR
 FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

THIS AGREEMENT is by and between City of Sheboygan (“Owner”) and Northeast Asphalt, Inc. (“Contractor”).

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: municipal street and utility construction.

ARTICLE 2 – THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: **2026 Park Improvements, Evergreen Park Access Road**

ARTICLE 3 – ENGINEER

3.01 The part of the Project that pertains to the Work has been designed by/the City of Sheboygan.

3.02 The Engineering Division, Department of Public Works, City of Sheboygan, Sheboygan, WI will assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Dates*

A. The Work will be substantially completed on or before October 9, 2026 and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the 14th day following substantial completion.

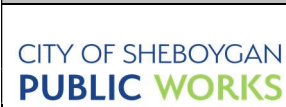
4.03 *Milestones*

A. Parts of the Work must be substantially completed on or before the following Milestone(s):

1. Work can begin on Monday September 21, 2026 and must be completed by Friday October 9, 2026.

4.04 *Liquidated Damages*

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the Contract Times, as duly modified. The parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any



Engineering Division
2026 New Jersey Ave
Sheboygan, WI 53081

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such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):


1. Substantial Completion: Contractor shall pay Owner the amount identified in paragraph 19.01 of the Supplementary Conditions for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above for Substantial Completion until the Work is substantially complete.
 2. Completion of Remaining Work: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner the amount identified in paragraph 19.01 of the Supplementary Conditions for each day that expires after such time until the Work is completed and ready for final payment.
 3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.
 4. Milestones: Contractor shall pay Owner the amount identified in paragraph 19.01 of the Supplementary Conditions for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for achievement of each Milestone, until Milestone is achieved.
- B. If Owner recovers liquidated damages for a delay in completion by Contractor, then such liquidated damages are Owner’s sole and exclusive remedy for such delay, and Owner is precluded from recovering any other damages, whether actual, direct, excess, or consequential, for such delay, except for special damages (if any) specified in this Agreement.

4.05 *Special Damages*

- A. In addition to the amount provided for liquidated damages, Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor’s failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.
- B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.
- C. Contractor shall pay Owner the amount identified in paragraph 20.01 of the Supplementary Conditions for damage to trees and tree roots caused by the Contractor’s actions or failure to act.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:
- A. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item) as stated in Contractor’s Bid, attached hereto as an exhibit.

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- B. The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on the third Wednesday of the Month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
 - a. 95 percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
 - b. 0 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.


6.04 *Interest*

- A. All amounts not paid when due shall bear interest at the rate of 0 percent per annum.

ARTICLE 7 – CONTRACT DOCUMENTS

7.01 *Contents*

- A. The Contract Documents consist of the following:


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1. This Agreement.
2. Bonds:
 - a. Performance bond (together with power of attorney).
 - b. Payment bond (together with power of attorney).
3. Specifications as listed in the table of contents of the project manual (copy of list attached and incorporated by reference).
4. Drawings as listed in the table of contents of the drawings (copy of list attached and incorporated by reference).
5. Addenda (not attached but incorporated by reference)
 - a. None.
6. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid consisting of one (1) Page.
7. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed,
 - b. Work Change Directives,
 - c. Change Orders,
 - d. Field Order,
 - e. Task Orders.
- B. The Contract Documents listed in Paragraph 7.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 7.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the Contract.

ARTICLE 8 – ~~ARTICLE 8~~—REPRESENTATIONS, CERTIFICATIONS, AND STIPULATIONS

8.01 *Contractor's Representations*

- A. In order to induce Owner to enter into this Contract, Contractor makes the following representations:
 1. Contractor has examined and carefully studied the Contract Documents, including Addenda.
 2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 3. Contractor is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 4. Contractor has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to

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existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.


5. Contractor has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
6. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (c) Contractor's safety precautions and programs.
7. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
9. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

8.02 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 8.02:
 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.


8.03 *Standard General Conditions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are EJCDC® C-700, Standard General Conditions for the Construction Contract (2018), published by

PROJECT MAN					
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the Engineers Joint Contract Documents Committee, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or “track changes” (redline/strikeout), or in the Supplementary Conditions.

(Continued on next page)

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IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on _____ (which is the Effective Date of the Contract).

OWNER:
(Signatures authorized pursuant to Res. ____-25-26)

CONTRACTOR:

City of Sheboygan

By: _____
(signature)

By: _____
(signature)

Name, Title: Ryan Sorenson, Mayor

Name, Title: _____ (printed)

Date: _____

Date: _____

Attest:

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

By: _____
(signature)

Address for giving notices:

Name, Title: Meredith DeBruin, City Clerk

Date: _____

Address for giving notices:
City of Sheboygan – Engineering Division
2026 New Jersey Avenue
Sheboygan, WI 53081

Approved by: _____
(signature)

Name, Title: Evan Grossen, Deputy Finance Director/Comptroller

Date: _____


Approved as to form and Execution by: _____
(signature)

Name, Title: Elizabeth Majerus, City Attorney

Date: _____


2026 Park Improvements
Evergreen Park Access Road
Bid Number C26-04

Line Item	Item Code	Item Description	Unit	Quantity	NEA Bid	
					Unit Price	Extension
1	BASE	Mobilization	LS	1	\$48,105.00	\$48,105.00
2	BASE	Construction Staking	LS	1	\$2,975.00	\$2,975.00
3	BASE	Excavation Common (Waste 95 CY)	CY	125	\$55.00	\$6,875.00
4	BASE	Milling Asphaltic Pavement, 3-inch	SY	3590	\$4.45	\$15,975.50
5	BASE	Butt Joints	SY	150	\$12.40	\$1,860.00
6	BASE	Concrete Curb and Gutter, 24-Inch	LF	105	\$58.00	\$6,090.00
7	BASE	Concrete Surface Drain	SY	3	\$900.00	\$2,700.00
8	BASE	Asphaltic Surface	Tons	725	\$106.95	\$77,538.75
9	BASE	Tack Coat (0.06 Gal / SY)	Gal	220	\$3.00	\$660.00
10	BASE	Medium Riprap	CY	5	\$200.00	\$1,000.00
11	BASE	Base Aggregate Dense 1 1/4-Inch	Tons	175	\$40.00	\$7,000.00
12	BASE	Silt Fence	LF	400	\$5.00	\$2,000.00
13	BASE	Topsoil	SY	575	\$15.00	\$8,625.00
14	BASE	Hydro-Seed	SY	575	\$5.00	\$2,875.00
15	BASE	Sawing Asphaltic Pavement	LF	130	\$3.50	\$455.00
Base Bid Total						\$184,734.25
16	ALT 1	Milling 3-Inch Asphaltic Pavement	SY	410	\$4.85	\$1,988.50
17	ALT 1	Asphaltic Surface	Tons	75	\$107.65	\$8,073.75
18	ALT 1	Tack Coat (0.06 Gal / SY)	Gal	30	\$4.00	\$120.00
Alt 1 Bid Total						\$10,182.25
Awarded Contract Total						\$194,916.50

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		Bid Number:	C26-04	Page:	1 of 2

**2026 Park Improvements
Evergreen Park Access Road**

SECTION	TITLE	Pages
00 00 00	PROCUREMENT AND CONTRACTING REQUIREMENTS	
	Introductory Information	
00 01 01	Cover	1
00 01 10	Table of Contents	2
	Procurement Requirements	
00 11 13	Advertisement for Bids	2
00 21 13	Instructions for Bidders	11
00 41 43	Bid Form	6
00 41 44	Unit Price Worksheet	1
00 41 44.1	Quest Unit Price Worksheet	1
00 42 13	Bid Bond	2
00 45 13	Bidder's Proof of Responsibility	4
00 45 20	Bidder's Proof of Responsibility and Non-Collusion Affidavit - Subcontractor	3
00 45 50	List of Subcontractors	1
	Contracting Requirements	
00 52 00	Agreement	7
00 55 00	Notice to Proceed	1
00 61 13	Performance Bond Form	3
00 61 14	Payment Bond Form	3
00 62 11	Submittal Cover	1
00 62 76	Application for Payment	2
00 63 13	Request for Information	1
00 63 63	Change Order Form	2
00 65 16	Certificate of Substantial Completion	1
00 65 18	Contractor's Affidavit of Compliance Certification and Release	1
00 65 19	Consent of Surety to Final Payment	1
00 72 00	Standard General Conditions of the Construction Contract – 2018	78
00 73 00	Supplementary Conditions	17
	GENERAL REQUIREMENTS	
01 11 00	Summary of Work	2
01 14 00	Work Restrictions	6
01 23 00	Alternates	1
01 43 00	Quality Assurance	3
01 57 19	Temporary Environmental Controls	2
01 71 23	Construction Staking	3
01 78 00	Closeout Requirements	2

PROJECT MAN			
	Engineering Division 2026 New Jersey Ave Sheboygan, WI 53081	Document Title:	Table of Contents
		Section:	00 01 10
		Bid Number:	C26-04

SECTION	TITLE	Pages
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31 00 00	EARTHWORK	
31 25 00	Erosion Control and Site Maintenance	3
32 00 00	EXTERIOR IMPROVEMENTS	
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**CITY OF SHEBOYGAN
RESOLUTION 31-26-27**

BY ALDERPERSONS DEKKER AND KELLY.

JUNE 8, 2026.

A RESOLUTION OF NECESSITY authorizing the City to acquire certain real property and interests in land in furtherance of the Southside Sanitary Sewer System Project.

WHEREAS, the City of Sheboygan (“City”) commissioned a facilities plan for the Southside Sanitary Sewer System, which was prepared by Foth Infrastructure & Environment, LLC, originally dated July 2022 and revised February 2024 (the “Facility Plan”), to evaluate the wastewater conveyance needs of the Southside Growth Area of the City;

WHEREAS, the Facility Plan identified that the Southside Growth Area, generally bounded by Washington Avenue to the north, County Road V to the south, the U.P.R.R. to the west, and Lake Michigan to the east, requires new sanitary sewer interceptor infrastructure to convey projected peak wastewater flows of approximately 15.7 million gallons per day from anticipated residential, commercial, and industrial development to the City’s Wastewater Treatment Facility;

WHEREAS, the Facility Plan evaluated three alignment alternatives and, based upon a total present worth cost analysis, environmental impact assessment, and review of cultural and natural resources, recommended Alternative 1 (the Alliant Corridor alignment) as the most cost-effective means of serving the Southside Growth Area, at an estimated total capital cost of \$38.4 million to be constructed in up to three segments (the “Project”);

WHEREAS, the Facility Plan was prepared pursuant to the requirements of Chapter NR 110 of the Wisconsin Administrative Code and a public hearing on the Facility Plan was held on January 24, 2023, and the Project is to be funded in part through the State of Wisconsin Clean Water Fund loan program;

WHEREAS, the recommended alignment for the sanitary sewer interceptor traverses portions of the following properties: (a) Tax Key No. 59281472507, being part of Lot 1 of a Certified Survey Map recorded in Volume 18 of Certified Survey Maps, at Pages 65/66, as Document No. 1607248, being a redivision of Volume 11 of Certified Survey Maps, at Page 151, and also a part of the Northwest 1/4 of the Northeast 1/4 of Section 10, Township 14 North, Range 23 East, in the City of Sheboygan, Sheboygan County, Wisconsin (“Parcel 11”); and (b) Tax Key No. 59030454780, located in part of the Northwest 1/4 of Section 10, Township 14 North, Range 23 East, in the Town of Wilson, Sheboygan County, Wisconsin (“Parcel 13”) (together, the “Properties”), and the City requires, across each of the Properties, (i) a permanent limited sanitary sewer easement for the installation, maintenance, replacement, and access of a sanitary sewer and appurtenant facilities, and (ii) a temporary limited sanitary sewer easement for construction access, equipment

staging, materials storage, and site restoration in connection with the installation of such facilities, which temporary limited easements shall terminate upon the earlier of completion of construction and restoration of the affected areas, or March 6, 2029, all as described and depicted in Exhibit A (legal descriptions) and Exhibit B (easement plats) attached hereto;

WHEREAS, the Common Council of the City of Sheboygan finds that the acquisition of the permanent limited sanitary sewer easements and the temporary limited sanitary sewer easements over the Properties will serve a public purpose because the permanent limited easements will enable the City to install, operate, and maintain essential sanitary sewer infrastructure to serve current and future residents and businesses of the Southside Growth Area, and the temporary limited easements will provide necessary construction access, staging, and restoration areas in connection therewith, thereby protecting public health and water quality and complying with applicable requirements of Chapter NR 110 of the Wisconsin Administrative Code;

WHEREAS, the City has statutory authority to acquire property interests for sewage purposes pursuant to Wis. Stat. §§ 62.22(1)(a) and 62.18(13), and to construct, extend, and improve sewerage facilities pursuant to Wis. Stat. §§ 66.0819(1) and 66.0821(2)(a)1., and to exercise the power of condemnation for such purposes pursuant to Wis. Stat. §§ 32.02(1) and 32.05, and the determination of necessity for such acquisition is made by the City pursuant to Wis. Stat. § 32.07(2);

WHEREAS, the Common Council has adopted a resolution making written findings in compliance with Wis. Stat. § 32.03(6)(bm) with respect to Parcel 13, and has caused such findings to be served upon the owner or owners of the property and upon the Town of Wilson prior to the adoption of this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Sheboygan, Sheboygan County, Wisconsin, as follows:

1. That the above WHEREAS clauses, including Exhibits A and B, are hereby incorporated into and made a part of this Resolution.
2. That this Resolution constitutes a determination of necessity adopted in accordance with Wis. Stat. § 32.07(2), and that the acquisition of the permanent limited sanitary sewer easements and temporary limited sanitary sewer easements over the Properties, as described in Exhibits A and B, is necessary for a public purpose, namely: (a) the permanent limited sanitary sewer easements for the installation, maintenance, replacement, and access of the Southside Sanitary Sewer Interceptor and appurtenant facilities; and (b) the temporary limited sanitary sewer easements for construction access, equipment staging, materials storage, and site restoration in connection with the installation of such facilities, which temporary limited easements shall terminate upon the earlier of (i) completion of construction and restoration of the affected areas, or (ii) March 6, 2029.

3. That the Project is necessary for the safety, health, welfare, and convenience of the public in the City of Sheboygan, and the acquisition of the easement interests described herein is required to further the provision of sanitary sewer service to the Southside Growth Area.
4. That the Common Council hereby authorizes and directs the Mayor, City Clerk, City Attorney, and such other City officials as may be appropriate to take all actions necessary to acquire the easement interests identified in Exhibits A and B in accordance with Wis. Stat. ch. 32.
5. That the required easement interests, as identified in Exhibits A and B, shall be acquired in the name of the City of Sheboygan.
6. That this Resolution shall take effect upon passage and publication as required by law.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan

**EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY INTERESTS**

PARCEL 11: Tax ID 59281472507

PERMANENT SANITARY SEWER EASEMENT:

Part of Lot 1 of a Certified Survey Map recorded in Volume 18 of Certified Survey Maps, at Pages 65/66, as Document No. 1607248, being a redivision of Volume 11 of Certified Survey Maps, at Page 151, and also a part of the Northwest 1/4 of the Northeast 1/4 of Section 10, Township 14 North, Range 23 East, in the City of Sheboygan, Sheboygan County, Wisconsin, described as follows:

Commencing at the Northwest corner of the Northeast 1/4 of said Section 10; thence South 00°15'24" West along the West line of said Northeast 1/4 Section, 33.01 feet to a point on the South right-of-way line of C.T.H. "EE" and the point of beginning of lands described hereinafter; thence South 88°33'03" East along said South line 39.95 feet to a point on the East line of said Lot 1; thence South 00°20'56" West along said East line 199.76 feet; thence South 88°33'03" East along said East line 0.38 feet; thence South 00°15'24" West 128.26 feet; thence South 21°24'44" West 110.83 feet to a point on the West line of said Northeast 1/4 Section; thence North 00°15'24" East 432.23 feet to the point of beginning.

Said Lands contain 0.348 acres more or less.

Said Permanent Easement to be used for the installation, maintenance/replacement and access of a sanitary sewer.

TEMPORARY LIMITED SANITARY SEWER EASEMENT:

Part of Lot 1 of a Certified Survey Map recorded in Volume 18 of Certified Survey Maps, at Pages 65/66, as Document No. 1607248, being a redivision of Volume 11 of Certified Survey Maps, at Page 151, and also a part of the Northwest 1/4 of the Northeast 1/4 of Section 10, Township 14 North, Range 23 East, in the City of Sheboygan, Sheboygan County, Wisconsin, described as follows:

Commencing at the Northwest corner of the Northeast 1/4 of said Section 10; thence South 00°15'24" West along the West line of said Northeast 1/4 Section, 33.01 feet to a point on the South right-of-way line of C.T.H. "EE"; thence South 88°33'03" East along said South line 39.95 feet to a point on the East line of said Lot 1; thence South 00°20'56" West along said East line 199.76 feet; thence South 88°33'03" East along said East line 0.38 feet; thence South 00°15'24" West 99.52 feet to the point of beginning of lands described hereinafter; thence continue South 89°44'36" East 30.00 feet; thence South 00°15'24" West 50.00 feet; thence North 89°44'36" West 38.23 feet; thence North 21°24'44" East 22.80 feet; thence North 00°15'24" East 28.73 feet; to the point of beginning.

Said Lands contain 0.036 acres more or less.

Said Temporary Limited Easements to be used for the purpose of installation of a sanitary sewer and shall be terminated upon the earlier of (i) completion of construction and restoration of the affected areas, or (ii) March 6, 2029.

PARCEL 13: Tax ID 59030454780

PERMANENT SANITARY SEWER EASEMENT:

Part of the Northwest 1/4 of Section 10, Township 14 North, Range 23 East, in the Town of Wilson, Sheboygan County, Wisconsin, described as follows:

Commencing at the Northeast corner of the Northwest 1/4 of said Section 10; thence South 00°15'24" West along the East line of said Northwest 1/4 Section, 360.01 feet to the point of beginning of lands described hereinafter; thence continue South 00°15'24" West 105.22 feet; thence South 21°24'44" West 369.93 feet; thence South 00°17'33" West 520.00 feet; thence North 88°43'07" West 40.01 feet; thence North 00°17'33" East 526.77 feet; thence North 21°24'44" East 474.77 feet; thence South 88°44'28" East 2.16 feet to the point of beginning.

Said Lands contain 0.871 acres more or less.

Said Permanent Easement to be used for the installation, maintenance/replacement and access of a sanitary sewer.

TEMPORARY LIMITED SANITARY SEWER EASEMENT:

Part of the Northwest 1/4 of Section 10, Township 14 North, Range 23 East, in the Town of Wilson, Sheboygan County, Wisconsin, described as follows:

Commencing at the Northeast corner of the Northwest 1/4 of said Section 10; thence South 00°15'24" West along the East line of said Northwest 1/4 Section, 465.23 feet; thence South 21°24'44" West 369.93 feet; thence South 00°17'33" West 520.00 feet; thence South 88°43'07" East 50.01 feet; thence North 00°17'33" East 511.54 feet; thence North 21°24'44" East 231.40 feet; thence North 00°15'24" East 138.54 feet to the point of beginning.

Said Lands contain 0.937 acres more or less.

Said Temporary Limited Easement to be used for the purpose of installation of a sanitary sewer and shall be terminated upon the earlier of (i) completion of construction and restoration of the affected areas, or (ii) March 6, 2029.

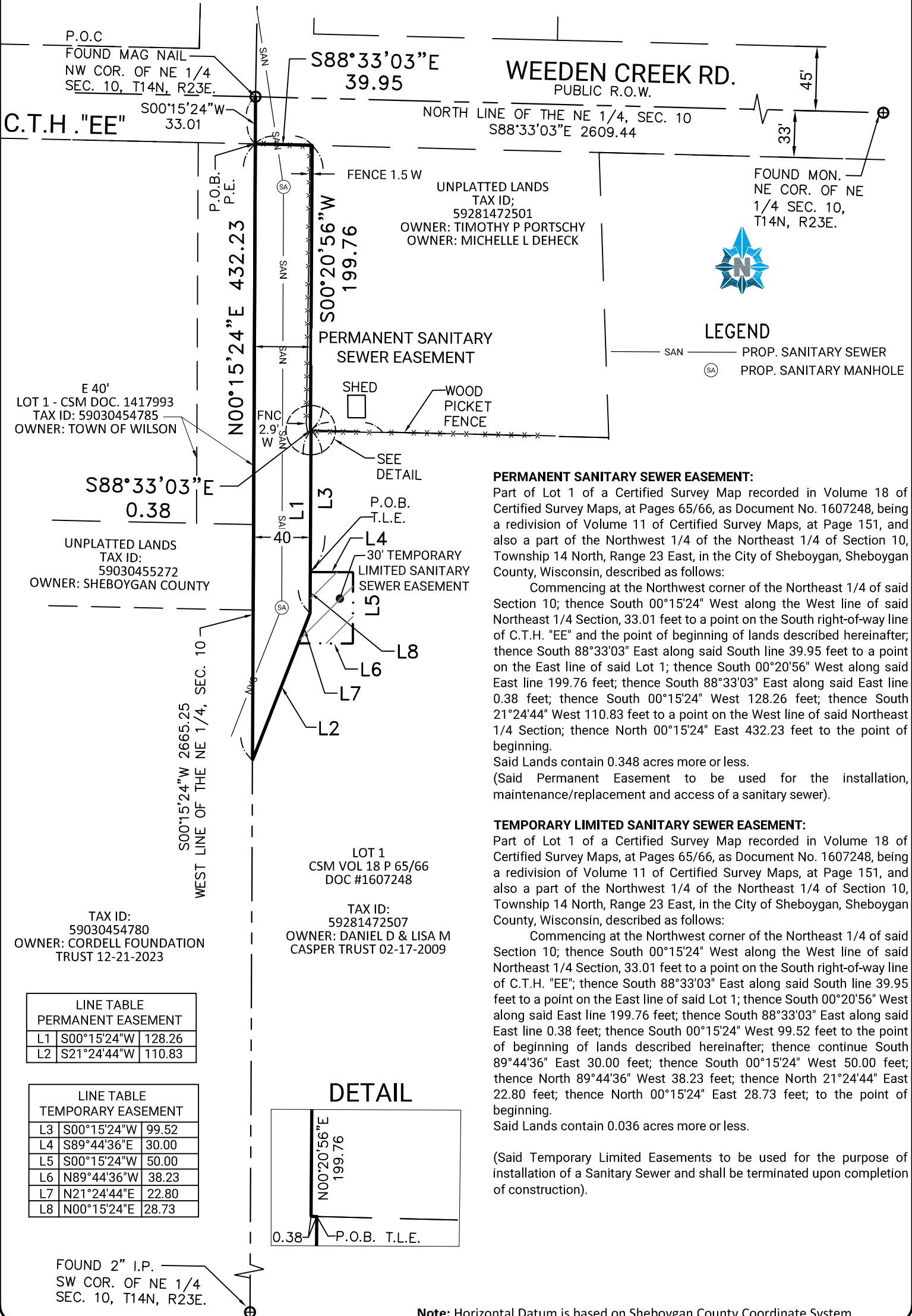
**EXHIBIT B
EASEMENT PLATS**

[Easement Exhibit 11, prepared by Foth Infrastructure & Environment, LLC,
Project I.D. 0024S042.01, surveyed 05/27/24, prepared 06/25/25,
checked 06/25/25, to be attached hereto]

[Easement Exhibit 13, prepared by Foth Infrastructure & Environment, LLC,
Project I.D. 0024S042.01, surveyed 05/27/24, prepared 06/25/25,
checked 06/25/25, revised 01/13/26, to be attached hereto]

EASEMENT EXHIBIT 11

Item 18.



PERMANENT SANITARY SEWER EASEMENT:
 Part of Lot 1 of a Certified Survey Map recorded in Volume 18 of Certified Survey Maps, at Pages 65/66, as Document No. 1607248, being a redivision of Volume 11 of Certified Survey Maps, at Page 151, and also a part of the Northwest 1/4 of the Northeast 1/4 of Section 10, Township 14 North, Range 23 East, in the City of Sheboygan, Sheboygan County, Wisconsin, described as follows:

Commencing at the Northwest corner of the Northeast 1/4 of said Section 10; thence South 00°15'24" West along the West line of said Northeast 1/4 Section, 33.01 feet to a point on the South right-of-way line of C.T.H. "EE" and the point of beginning of lands described hereinafter; thence South 88°33'03" East along said South line 39.95 feet to a point on the East line of said Lot 1; thence South 00°20'56" West along said East line 199.76 feet; thence South 88°33'03" East along said East line 0.38 feet; thence South 00°15'24" West 128.26 feet; thence South 21°24'44" West 110.83 feet to a point on the West line of said Northeast 1/4 Section; thence North 00°15'24" East 432.23 feet to the point of beginning.
 Said Lands contain 0.348 acres more or less.
 (Said Permanent Easement to be used for the installation, maintenance/replacement and access of a sanitary sewer).

TEMPORARY LIMITED SANITARY SEWER EASEMENT:
 Part of Lot 1 of a Certified Survey Map recorded in Volume 18 of Certified Survey Maps, at Pages 65/66, as Document No. 1607248, being a redivision of Volume 11 of Certified Survey Maps, at Page 151, and also a part of the Northwest 1/4 of the Northeast 1/4 of Section 10, Township 14 North, Range 23 East, in the City of Sheboygan, Sheboygan County, Wisconsin, described as follows:

Commencing at the Northwest corner of the Northeast 1/4 of said Section 10; thence South 00°15'24" West along the West line of said Northeast 1/4 Section, 33.01 feet to a point on the South right-of-way line of C.T.H. "EE"; thence South 88°33'03" East along said South line 39.95 feet to a point on the East line of said Lot 1; thence South 00°20'56" West along said East line 199.76 feet; thence South 88°33'03" East along said East line 0.38 feet; thence South 00°15'24" West 99.52 feet to the point of beginning of lands described hereinafter; thence continue South 89°44'36" East 30.00 feet; thence South 00°15'24" West 50.00 feet; thence North 89°44'36" West 38.23 feet; thence North 21°24'44" East 22.80 feet; thence North 00°15'24" East 28.73 feet; to the point of beginning.
 Said Lands contain 0.036 acres more or less.

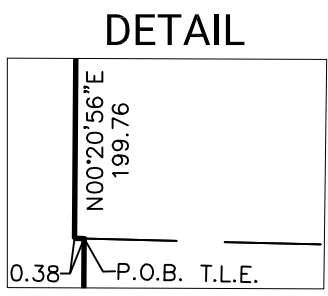
(Said Temporary Limited Easements to be used for the purpose of installation of a Sanitary Sewer and shall be terminated upon completion of construction).

LINE TABLE
PERMANENT EASEMENT

L1	S00°15'24"W	128.26
L2	S21°24'44"W	110.83

LINE TABLE
TEMPORARY EASEMENT

L3	S00°15'24"W	99.52
L4	S89°44'36"E	30.00
L5	S00°15'24"W	50.00
L6	N89°44'36"W	38.23
L7	N21°24'44"E	22.80
L8	N00°15'24"E	28.73



Note: Horizontal Datum is based on Sheboygan County Coordinate System.

PROJECT ID: 0024S042.01	OWNER: CITY OF SHEBOYGAN 828 CENTER AVE., STE 105. SHEBOYGAN, WI 53081	SURVEYED BY: JDS	BY: JDS	DATE: 05/27/24
SHEET: 1 OF 1		PREPARED BY: FXA	BY: FXA	DATE: 06/25/25
		CHECKED BY: TDC	BY: TDC	DATE: 06/25/25

Foth Infrastructure & Environment, LLC
 7044 S. Ballpark Dr. Suite 200
 Franklin, WI 53132
 Phone: 414-336-7900

**CITY OF SHEBOYGAN
RESOLUTION 30-26-27**

BY ALDERPERSONS DEKKER AND KELLY.

JUNE 8, 2026.

A RESOLUTION informing the Wisconsin Department of Natural Resources that the 2025 Compliance Maintenance Annual Report has been reviewed.

RESOLVED: That the City of Sheboygan hereby informs the Wisconsin Department of Natural Resources that the Common Council has reviewed the 2025 Compliance Maintenance Annual Report (“CMAR”), a copy of which is attached.

BE IT FURTHER RESOLVED: That the Sheboygan Regional Wastewater Treatment Plant received an “A” grade for each section of the 2025 CMAR and no further Council action is required.

BE IT FURTHER RESOLVED: That the 2025 CMAR be accepted and placed on file.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of Sheboygan

Meredith DeBruin, City Clerk, City of Sheboygan

Compliance Maintenance Annual Report

Sheboygan Wastewater Treatment Plant

Last Updated: Reporting For:
6/11/2026 2025

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	8.5521	x	171	x	8.34	=	12,212
February	7.7591	x	191	x	8.34	=	12,348
March	11.8390	x	128	x	8.34	=	12,673
April	13.4714	x	113	x	8.34	=	12,640
May	13.3780	x	122	x	8.34	=	13,638
June	10.7029	x	136	x	8.34	=	12,168
July	9.9645	x	141	x	8.34	=	11,683
August	9.1742	x	169	x	8.34	=	12,951
September	8.0152	x	199	x	8.34	=	13,329
October	7.7460	x	209	x	8.34	=	13,475
November	7.5809	x	241	x	8.34	=	15,233
December	8.1311	x	242	x	8.34	=	16,424

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	25.2	x	90	=	22.68
		x	100	=	25.2
Design BOD, lbs/day	27940	x	90	=	25146
		x	100	=	27940

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

Compliance Maintenance Annual Report

Sheboygan Wastewater Treatment Plant

Last Updated: Reporting For:
6/11/2026 2025

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

2025-07-23

No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

Yes

No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

Yes

No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

Yes

Yes

Yes

No

No

No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

Yes

399,599 gallons

No

Holding Tanks

Yes

4,114,120 gallons

No

Grease Traps

Yes

gallons

No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

Plant performance was unaffected as a result of receiving these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

Yes

No

If yes, describe the situation and your community's response.

Compliance Maintenance Annual Report

Item 19.

Sheboygan Wastewater Treatment Plant

Last Updated: Reporting For:
6/11/2026 **2025**

For several days in 2025, influent and/or effluent results met the DNR's definition for toxicity, indicated by a "slide" in BOD readings at different dilutions. We communicated with industries and conducted extensive sampling & analysis to try to locate the source, with no definitive outcome in 2025. This also threatened the health of our microorganisms.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

- Yes
- No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

We received industrial dairy wastes. Plant performance was unaffected as a result of receiving these wastes.

Industrial Cheese Wastewater: 3,464,500 gallons

Fromm Foods (Pet Food Industrial Wastewater): 277,500 gallons

Port-a-Potty Wastewater: 48,207 gallons

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Sheboygan Wastewater Treatment Plant

Last Updated: Reporting For:
6/11/2026 **2025**

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	1	1	0	0
February	25	22.5	2	1	0	0
March	25	22.5	2	1	0	0
April	25	22.5	1	1	0	0
May	25	22.5	1	1	0	0
June	25	22.5	1	1	0	0
July	25	22.5	1	1	0	0
August	25	22.5	1	1	0	0
September	25	22.5	1	1	0	0
October	25	22.5	1	1	0	0
November	25	22.5	3	1	0	0
December	25	22.5	3	1	0	0
* Equals limit if limit is <= 10						
Months of discharge/yr				12		
Points per each exceedance with 12 months of discharge					7	3
Exceedances					0	0
Points					0	0
Total number of points						0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

We do not have an effluent flow meter.

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

Other than the toxicity mentioned above, there were no issues with treatment during 2025.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

No

Compliance Maintenance Annual Report

Item 19.

Sheboygan Wastewater Treatment Plant

Last Updated: Reporting For:
6/11/2026 2025

If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?
 Yes
 No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?
 Yes
 No
 N/A

Please explain unless not applicable:

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Sheboygan Wastewater Treatment Plant

Last Updated: Reporting For:
6/11/2026 **2025**

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	4	1	0	0
February	30	27	5	1	0	0
March	30	27	4	1	0	0
April	30	27	4	1	0	0
May	30	27	4	1	0	0
June	30	27	4	1	0	0
July	30	27	4	1	0	0
August	30	27	4	1	0	0
September	30	27	3	1	0	0
October	30	27	2	1	0	0
November	30	27	5	1	0	0
December	30	27	5	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

Compliance Maintenance Annual Report

Item 19.

Sheboygan Wastewater Treatment Plant

Last Updated: Reporting For:
6/11/2026 **2025**

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January	23	23	1.729	0	3.703	.588	1.069	1.199	0
February	23	23	2.798	0	1.8	2.065	3.845	3.482	0
March	23	23	1.821	0	3.547	1.253	1.357	1.636	0
April	23	23	.6	0	.329	.065	.943	.973	0
May									0
June									0
July									0
August									0
September									0
October									0
November	23	23	.151	0	.099	.092	.203	.182	0
December	23	23	.75	0	.166	1.984	.217	.792	0
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	.9	0.366	1	0
February	.9	0.350	1	0
March	.9	0.463	1	0
April	.9	0.347	1	0
May	.9	0.405	1	0
June	.9	0.304	1	0
July	.9	0.480	1	0
August	.9	0.505	1	0
September	.9	0.393	1	0
October	.9	0.386	1	0
November	.9	0.398	1	0
December	.9	0.401	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
- Publicly Distributed Exceptional Quality Biosolids
- Hauled to another permitted facility
- Landfilled
- Incinerated
- Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

Biosolids are sold to an outside contractor for use as a soil conditioner.

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 005 - EQ Dried Sludge - Silo

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	5.4		4			5.3		4.5	5.6		6.1			0	0
Cadmium		39	85	.57		.7			.62		.56	.73		.68			0	0
Copper		1500	4300	320		330			320		310	360		340			0	0
Lead		300	840	31		25			28		26	28		22			0	0
Mercury		17	57	.99		.25			.31		<.037	.39		.45			0	0
Molybdenum	60		75	11		12			12		12	15		15		0		0
Nickel	336		420	32		30			26		28	29		26		0		0
Selenium	80		100	<5.2		<5.5			<5		<5.5	<5.6		<5.4		0		0
Zinc		2800	7500	590		650			580		630	720		700			0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)
- 1 (10 Points)
- > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes (20 Points)
- No (0 Points)

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<p>3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0																				
<p>4. Pathogen Control (per outfall): 4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.</p>																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 40%;">Outfall Number:</td><td style="text-align: center;">004</td></tr> <tr><td>Biosolids Class:</td><td style="text-align: center;">A</td></tr> <tr><td>Bacteria Type and Limit:</td><td style="text-align: center;">Fecal Coliform</td></tr> <tr><td>Sample Dates:</td><td>01/01/2025 - 12/31/2025</td></tr> <tr><td>Density:</td><td style="text-align: center;">0</td></tr> <tr><td>Sample Concentration Amount:</td><td>MPN/G TS</td></tr> <tr><td>Requirement Met:</td><td style="text-align: center;">Yes</td></tr> <tr><td>Land Applied:</td><td style="text-align: center;">No</td></tr> <tr><td>Process:</td><td>Heat Drying</td></tr> <tr><td>Process Description:</td><td>Biosolids dried using heat drying process</td></tr> </table>	Outfall Number:	004	Biosolids Class:	A	Bacteria Type and Limit:	Fecal Coliform	Sample Dates:	01/01/2025 - 12/31/2025	Density:	0	Sample Concentration Amount:	MPN/G TS	Requirement Met:	Yes	Land Applied:	No	Process:	Heat Drying	Process Description:	Biosolids dried using heat drying process	
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Biosolids Class:	A																				
Bacteria Type and Limit:	Fecal Coliform																				
Sample Dates:	01/01/2025 - 02/28/2025																				
Density:	0																				
Sample Concentration Amount:	MPN/G TS																				
Requirement Met:	Yes																				
Land Applied:	No																				
Process:	Heat Drying																				
Process Description:	Biosolids dried using heat drying process																				

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Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

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Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	03/01/2025 - 04/30/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	05/01/2025 - 06/30/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2025 - 08/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	09/01/2025 - 10/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

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Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	11/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

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Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 02/28/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

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Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	03/01/2025 - 04/30/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	05/01/2025 - 06/30/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2025 - 08/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	09/01/2025 - 10/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

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Outfall Number:	005	0
Biosolids Class:	A	
Bacteria Type and Limit:	Fecal Coliform	
Sample Dates:	11/01/2025 - 12/31/2025	
Density:	0	
Sample Concentration Amount:	MPN/G TS	
Requirement Met:	Yes	
Land Applied:	No	
Process:	Heat Drying	
Process Description:	Biosolids dried using heat drying process	

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.
 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?
 Yes (40 Points)
 No
 If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	004
Method Date:	01/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.5

Outfall Number:	004
Method Date:	08/11/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.3

Outfall Number:	004
Method Date:	01/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.5

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Outfall Number:	004
Method Date:	06/23/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.7
Outfall Number:	004
Method Date:	09/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	99.1
Outfall Number:	004
Method Date:	03/24/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.1
Outfall Number:	004
Method Date:	11/10/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.6
Outfall Number:	004
Method Date:	03/25/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.1

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Outfall Number:	004
Method Date:	06/23/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.7
Outfall Number:	004
Method Date:	08/11/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.3
Outfall Number:	004
Method Date:	09/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	99.1
Outfall Number:	004
Method Date:	11/10/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.6
Outfall Number:	005
Method Date:	09/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	98.6

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Outfall Number:	005
Method Date:	01/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96
Outfall Number:	005
Method Date:	08/11/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.4
Outfall Number:	005
Method Date:	03/24/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.5
Outfall Number:	005
Method Date:	01/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96
Outfall Number:	005
Method Date:	06/23/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	98.4

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Last Updated: Reporting For:
6/11/2026 **2025**

Outfall Number:	005
Method Date:	11/10/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.6

Outfall Number:	005
Method Date:	03/25/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.5

Outfall Number:	005
Method Date:	06/23/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	98.4

Outfall Number:	005
Method Date:	08/11/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.4

Outfall Number:	005
Method Date:	09/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	98.6

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Outfall Number:	005	0
Method Date:	11/10/2025	
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids	
Requirement Met:	Yes	
Land Applied:	No	
Limit (if applicable):	>90	
Results (if applicable):	96.6	
<p>5.2 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p><input type="radio"/> Yes (40 Points)</p> <p><input checked="" type="radio"/> No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p><input checked="" type="radio"/> >= 180 days (0 Points)</p> <p><input type="radio"/> 150 - 179 days (10 Points)</p> <p><input type="radio"/> 120 - 149 days (20 Points)</p> <p><input type="radio"/> 90 - 119 days (30 Points)</p> <p><input type="radio"/> < 90 days (40 Points)</p> <p><input type="radio"/> N/A (0 Points)</p> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Sheboygan Wastewater Treatment Plant

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Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"> ● Yes ○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"> ● Yes ○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"> ● Yes (Continue with question 2) <input type="checkbox"/> ○ No (40 points) <input type="checkbox"/> <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"> ● Yes ○ No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"> ● Yes ○ Paper file system ● Computer system ○ Both paper and computer system ○ No (10 points) 	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none"> ● Yes ○ No 	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"> ○ Excellent ● Very good ○ Good ○ Fair ○ Poor <p>Describe your rating:</p>	

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Our Plant continues to show its age, but an aggressive maintenance, repair and replacement program allow us to continue treating wastewater well.

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Sheboygan Wastewater Treatment Plant

Last Updated: Reporting For:
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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

Certification No:

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP		OIC	
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes		X		
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid		X		
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen		X		
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	X	NA

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- Yes
- No
- N/A - Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- Yes
- No
- N/A - Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

0

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- One or more additional certified operators on staff

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<input type="checkbox"/> An arrangement with another certified operator <input type="checkbox"/> An arrangement with another community with a certified operator <input type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year <input type="checkbox"/> A consultant to serve as your certified operator <input type="checkbox"/> None of the above (20 points) If "None of the above" is selected, please explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: <input type="radio"/> Averaging 6 or more CECs per year. <input type="radio"/> Averaging less than 6 CECs per year. Advanced Certification: <input checked="" type="radio"/> Averaging 8 or more CECs per year. <input type="radio"/> Averaging less than 8 CECs per year.	

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Sheboygan Wastewater Treatment Plant

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Financial Management

<p>1. Provider of Financial Information Name: <input style="width: 300px;" type="text" value="Kaitlyn Krueger"/> Telephone: <input style="width: 150px;" type="text" value="920-459-3440"/> (XXX) XXX-XXXX E-Mail Address (optional): <input style="width: 300px;" type="text" value="Kaitlyn.Krueger@sheboyganwi.gov"/></p>																
<p>2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? ● Yes (0 points) <input type="checkbox"/><input type="checkbox"/> ○ No (40 points) If No, please explain: <input style="width: 750px; height: 20px;" type="text"/></p> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2025"/> ● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/> ○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? ● Yes (0 points) ○ No (40 points)</p>	0															
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>																
<p>3. Equipment Replacement Funds 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2025"/> ● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/> ○ N/A If N/A, please explain: <input style="width: 750px; height: 20px;" type="text"/></p> <p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 35%; text-align: right;"><input style="width: 150px;" type="text" value="1,958,242.32"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="1,958,242.32"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td></td> <td style="text-align: right;">+</td> <td></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="1,958,242.32"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="1,958,242.32"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>		+		
3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="1,958,242.32"/>														
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>														
3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="1,958,242.32"/>														
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>														
	+															

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 1,958,242.32

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund?

\$ 1,958,242.32

0

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Sanitary Sewer Lining Projects. The city of Sheboygan is setting aside money annually to line sanitary sewers in conjunction with street replacement projects over the next five years. The estimated cost is the total cost of the work over the next five years.	\$4,800,000	2030
2	Replacement aeration blower.	\$375,000	2026
3	Upgrade isolation gate gearboxes.	\$100,000	2026
4	Transition from chemical disinfection to UV disinfection.	\$6,390,000	2027
5	Ferric Chloride Tank Replacement	\$150,000	2026
6	Replace heat exchangers for the anaerobic digesters.	\$400,000	2026
7	Install fine screens and conveyor in the wet well, to augment the screens already in place downstream of the raw pumps.	\$2,000,000	2028
8	Demolish old digester area.	\$2,000,000	2027
9	North Avenue lift station electrical upgrade	\$100,000	2026
10	Replace administrative building roof.	\$400,000	2026
11	Indiana Avenue lift station isolation wet well	\$675,000	2028
12	Kentucky Avenue lift station upgrade	\$3,500,000	2027
13	Replace Influent building roof, HVAC system.	\$800,000	2026
14	Complete small storm sewer projects to reduce I/I (\$50,000 budgeted per year for the next five years).	\$250,000	2030
15	Complete plant expansion study.	\$50,000	2026

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16	Replace Lakeshore Interceptor, a 60" concrete pipe between the Kentucky Ave. pump station and the WWTP.	\$12,000,000	2026
17	Install Southside Interceptor, a 48" line serving a business park, interstate corridor and expansive housing development in southwest Sheboygan.	\$33,700,000	2027
18	Replace final effluent strainer	\$50,000	2027
19	Replace floor drains in Solids building	\$100,000	2026
20	Sewer televising & manhole inspection (annual, total cost reflects next five years)	\$1,250,000	2030
21	Valve replacement & repair (annual program, cost reflects total of five year CIP)	\$500,000	2030
22	Upgrade electrical transformers	\$1,200,000	2030

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	63,138	814
February	55,905	721
March	62,434	393
April	79,128	303
May	68,821	89
June	66,440	15
July	54,703	0
August	45,913	0
September	40,844	5
October	37,839	2
November	39,077	82
December	55,707	516
Total	669,949	2,940
Average	55,829	294

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps

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- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

No

Yes

Year:

2005

By Whom:

Focus on Energy

Describe and Comment:

We continue to work with Focus on Energy to track energy usage. Two lift stations had recent improvements that should result in energy savings--the third and final North Ave. pump being converted to a VFD, and new pumps & controls at 6th & Pershing.

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Two lift stations have significant upgrades planned that should result in significant energy efficiency--a full electrical & HVAC upgrade at Kentucky Ave. and an electrical component upgrade at North Ave.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

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TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	504,000	265.12	1,901	378.57	1,331	9,550
February	489,600	217.25	2,254	345.74	1,416	10,709
March	532,000	367.01	1,450	392.86	1,354	17,308
April	579,600	404.14	1,434	379.20	1,528	19,003
May	522,000	414.72	1,259	422.78	1,235	20,090
June	558,000	321.09	1,738	365.04	1,529	13,078
July	554,400	308.90	1,795	362.17	1,531	10,717
August	571,500	284.40	2,009	401.48	1,423	5,524
September	460,800	240.46	1,916	399.87	1,152	4,367
October	519,300	240.13	2,163	417.73	1,243	16,986
November	489,600	227.43	2,153	456.99	1,071	20,696
December	558,000	252.06	2,214	509.14	1,096	31,957
Total	6,338,800	3,542.71		4,831.57		179,985
Average	528,233	295.23	1,857	402.63	1,326	14,999

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives
- Other:

Process water pumping

7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

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Installing a fourth aeration blower that can be turned down farther to provide only the amount of air needed. Right-sized process water pumps for various conditions.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

Flared Off

Building Heat

Process Heat

Generate Electricity

Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

2005

By Whom:

Focus on Energy

Describe and Comment:

A recent "energy treasure hunt" was just completed at the WWTP by Focus on Energy, as well.

Part of the facility

Year:

By Whom:

Describe and Comment:

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Continue to implement a preventative maintenance program and respond to emergency overflows (working with sewershed customers to prevent future incidents). Provide adequate capacity to convey wet-weather flows. Install interceptors to all increased, more reliable service to the north half of the City and to new developments in the southwest.

Did you accomplish them?

- Yes
- No

If No, explain:

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

City of Sheboygan Sewer Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2023-06-06

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
 - New sewer and building sewer design, construction, installation, testing and inspection
 - Rehabilitated sewer and lift station installation, testing and inspection
 - Sewage flows satellite system and large private users are monitored and controlled, as necessary
 - Fat, oil and grease control
 - Enforcement procedures for sewer use non-compliance
- Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories

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Up-to-date sewer system map
 A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 A description of routine operation and maintenance activities (see question 2 below)
 Capacity assessment program
 Basement back assessment and correction
 Regular O&M training
 Design and Performance Provisions [NR 210.23 (4) (e)]
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 Construction, Inspection, and Testing
 Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)] 0
 Does your emergency response capability include:
 Responsible personnel communication procedures
 Response order, timing and clean-up
 Public notification protocols
 Training
 Emergency operation protocols and implementation procedures
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 Special Studies Last Year (check only those that apply):
 Infiltration/Inflow (I/I) Analysis
 Sewer System Evaluation Survey (SSES)
 Sewer Evaluation and Capacity Management Plan (SECAP)
 Lift Station Evaluation Report
 Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	38	% of system/year
Root removal	1.2	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	1.42	% of system/year
Manhole inspections	59.3	% of system/year
Lift station O&M	57	# per L.S./year
Manhole rehabilitation	1.25	% of manholes rehabbed
Mainline rehabilitation	0.23	% of sewer lines rehabbed
Private sewer inspections		

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Private sewer I/I removal	<input type="text" value="0"/>	% of system/year
River or water crossings	<input type="text" value="41.0"/>	% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="35.8"/>	Total actual amount of precipitation last year in inches
<input type="text" value="33.4"/>	Annual average precipitation (for your location)
<input type="text" value="203.8"/>	Miles of sanitary sewer
<input type="text" value="5"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="1"/>	Number of sewer pipe failures
<input type="text" value="5"/>	Number of basement backup occurrences
<input type="text" value="44"/>	Number of complaints
<input type="text" value="9.693"/>	Average daily flow in MGD (if available)
<input type="text" value="13.471"/>	Peak monthly flow in MGD (if available)
<input type="text" value="45"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.02"/>	Basement backups (number/sewer mile)
<input type="text" value="0.22"/>	Complaints (number/sewer mile)
<input type="text" value="1.4"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="4.6"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

Plant flows can double (or more) during heavy rain or snow melt, especially during heavy rains in July 2025.

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5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes
- No

If Yes, please describe:

While there were no reported SSOs for 2025, I/I continues to lead to the threat of surcharges in the collection system and almost resulted in a WWTP SSO in July 2025.

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

Work practices were changed to minimize the risk of SSOs at the WWTP exacerbated by construction projects.

5.4 What is being done to address infiltration/inflow in your collection system?

Engineering has placed an increased emphasis on televising/inspecting collection system components with I/I reduction as a significant goal, and placing a higher priority on I/I reduction when selecting lining/reconstruction projects.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0025411

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent				
BOD/CBOD				
TSS				
Ammonia				
Phosphorus				
Biosolids				
Staffing/PM				
OpCert				
Financial				
Collection	A	4	3	12
TOTALS			3	12
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing Body or Owner:	<input type="text"/>
Date of Resolution or Action Taken:	<input type="text"/>
Resolution Number:	<input type="text"/>
Date of Submittal:	<input type="text"/>

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade =

Effluent Quality: BOD: Grade =

Effluent Quality: TSS: Grade =

Effluent Quality: Ammonia: Grade =

Effluent Quality: Phosphorus: Grade =

Biosolids Quality and Management: Grade =

Staffing: Grade =

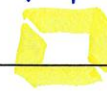
Operator Certification: Grade =

Financial Management: Grade =

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 4.00



= ITEMS STILL IN NEED

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2025

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	8.5521	x	171	x	8.34	=	12,212
February	7.7591	x	191	x	8.34	=	12,348
March	11.8390	x	128	x	8.34	=	12,673
April	13.4714	x	113	x	8.34	=	12,640
May	13.3780	x	122	x	8.34	=	13,638
June	10.7029	x	136	x	8.34	=	12,168
July	9.9645	x	141	x	8.34	=	11,683
August	9.1742	x	169	x	8.34	=	12,951
September	8.0152	x	199	x	8.34	=	13,329
October	7.7460	x	209	x	8.34	=	13,475
November	7.5809	x	241	x	8.34	=	15,233
December	8.1311	x	242	x	8.34	=	16,424

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	25.2	x	90	=	22.68
		x	100	=	25.2
Design BOD, lbs/day	27940	x	90	=	25146
		x	100	=	27940

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

0

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3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

- Yes

Enter last calibration date (MM/DD/YYYY)

2025-07-23

- No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

- Yes

- No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

- Yes

- No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks Holding Tanks Grease Traps

- Yes Yes Yes

- No No No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks
 Yes gallons

- No

Holding Tanks
 Yes gallons

- No

Grease Traps
 Yes gallons

- No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

Plant performance was unaffected as a result of receiving these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

- Yes

- No

If yes, describe the situation and your community's response.

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For several days in 2025, influent and/or effluent results met the DNR's definition for toxicity, indicated by a "slide" in BOD readings at different dilutions. We communicated with industries and conducted extensive sampling & analysis to try to locate the source, with no definitive outcome in 2025. This also threatened the health of our microorganisms.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

- Yes
- No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

We received industrial dairy wastes. Plant performance was unaffected as a result of receiving these wastes.

Industrial Cheese Wastewater: ??? gallons

Fromm Foods (Pet Food Industrial Wastewater): ??? gallons

Port-a-Potty Wastewater: ?? gallons

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	1	1	0	0
February	25	22.5	2	1	0	0
March	25	22.5	2	1	0	0
April	25	22.5	1	1	0	0
May	25	22.5	1	1	0	0
June	25	22.5	1	1	0	0
July	25	22.5	1	1	0	0
August	25	22.5	1	1	0	0
September	25	22.5	1	1	0	0
October	25	22.5	1	1	0	0
November	25	22.5	3	1	0	0
December	25	22.5	3	1	0	0

* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

We do not have an effluent flow meter.

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

Other than the toxicity mentioned above, there were no issues with treatment during 2025.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

No

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If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?
 Yes
 No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?
 Yes
 No
 N/A

Please explain unless not applicable:

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	4	1	0	0
February	30	27	5	1	0	0
March	30	27	4	1	0	0
April	30	27	4	1	0	0
May	30	27	4	1	0	0
June	30	27	4	1	0	0
July	30	27	4	1	0	0
August	30	27	4	1	0	0
September	30	27	3	1	0	0
October	30	27	2	1	0	0
November	30	27	5	1	0	0
December	30	27	5	1	0	0

0

* Equals limit if limit is <= 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	0
Points		0	0
Total Number of Points			

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January	23	23	1.729	0	3.703	.588	1.069	1.199	0
February	23	23	2.798	0	1.8	2.065	3.845	3.482	0
March	23	23	1.821	0	3.547	1.253	1.357	1.636	0
April	23	23	.6	0	.329	.065	.943	.973	0
May									0
June									0
July									0
August									0
September									0
October									0
November	23	23	.151	0	.099	.092	.203	.182	0
December	23	23	.75	0	.166	1.984	.217	.792	0
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	.9	0.366	1	0
February	.9	0.350	1	0
March	.9	0.463	1	0
April	.9	0.347	1	0
May	.9	0.405	1	0
June	.9	0.304	1	0
July	.9	0.480	1	0
August	.9	0.505	1	0
September	.9	0.393	1	0
October	.9	0.386	1	0
November	.9	0.398	1	0
December	.9	0.401	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.
Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

N/A

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
- Publicly Distributed Exceptional Quality Biosolids
- Hauled to another permitted facility
- Landfilled
- Incinerated
- Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

Biosolids are sold to an outside contractor for use as a soil conditioner.

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 005 - EQ Dried Sludge - Silo

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	5.4		4			5.3		4.5	5.6		6.1			0	0
Cadmium		39	85	.57		.7			.62		.56	.73		.68			0	0
Copper		1500	4300	320		330			320		310	360		340			0	0
Lead		300	840	31		25			28		26	28		22			0	0
Mercury		17	57	.99		.25			.31		<.037	.39		.45			0	0
Molybdenum	60		75	11		12			12		12	15		15		0		0
Nickel	336		420	32		30			26		28	29		26		0		0
Selenium	80		100	<5.2		<5.5			<5		<5.5	<5.6		<5.4		0		0
Zinc		2800	7500	590		650			580		630	720		700			0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)
- 1 (10 Points)
- > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes (20 Points)
- No (0 Points)

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3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken?
Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 02/28/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

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Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process



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Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	03/01/2025 - 04/30/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process



Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	05/01/2025 - 06/30/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2025 - 08/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	09/01/2025 - 10/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

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Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	11/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

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Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 02/28/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process
Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

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Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	03/01/2025 - 04/30/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	05/01/2025 - 06/30/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat dying process

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2025 - 08/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat dying process

Outfall Number:	005
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	09/01/2025 - 10/31/2025
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Heat Drying
Process Description:	Biosolids dried using heat drying process

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Outfall Number:	005	0
Biosolids Class:	A	
Bacteria Type and Limit:	Fecal Coliform	
Sample Dates:	11/01/2025 - 12/31/2025	
Density:	0	
Sample Concentration Amount:	MPN/G TS	
Requirement Met:	Yes	
Land Applied:	No	
Process:	Heat Drying	
Process Description:	Biosolids dried using heat drying process	

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.
 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?
 Yes (40 Points)
 No
 If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	004
Method Date:	01/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.5

Outfall Number:	004
Method Date:	08/11/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.3

Outfall Number:	004
Method Date:	01/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.5

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Outfall Number:	004
Method Date:	06/23/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.7

Outfall Number:	004
Method Date:	09/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	99.1

Outfall Number:	004
Method Date:	03/24/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.1

Outfall Number:	004
Method Date:	11/10/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.6

Outfall Number:	004
Method Date:	03/25/2025 
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.1

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Outfall Number:	004
Method Date:	06/23/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.7

Outfall Number:	004
Method Date:	08/11/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.3

Outfall Number:	004
Method Date:	09/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	99.1

Outfall Number:	004
Method Date:	11/10/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.6

Outfall Number:	005
Method Date:	09/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	98.6

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Outfall Number:	005
Method Date:	01/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96

Outfall Number:	005
Method Date:	08/11/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.4

Outfall Number:	005
Method Date:	03/24/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.5

Outfall Number:	005
Method Date:	01/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96

Outfall Number:	005
Method Date:	06/23/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	98.4

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Outfall Number:	005
Method Date:	11/10/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.6
Outfall Number:	005
Method Date:	03/25/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	96.5
Outfall Number:	005
Method Date:	06/23/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	98.4
Outfall Number:	005
Method Date:	08/11/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	97.4
Outfall Number:	005
Method Date:	09/29/2025
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>90
Results (if applicable):	98.6

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Outfall Number:	005	0
Method Date:	11/10/2025	
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids	
Requirement Met:	Yes	
Land Applied:	No	
Limit (if applicable):	>90	
Results (if applicable):	96.6	
<p>5.2 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p><input type="radio"/> Yes (40 Points)</p> <p><input checked="" type="radio"/> No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p><input checked="" type="radio"/> >= 180 days (0 Points)</p> <p><input type="radio"/> 150 - 179 days (10 Points)</p> <p><input type="radio"/> 120 - 149 days (20 Points)</p> <p><input type="radio"/> 90 - 119 days (30 Points)</p> <p><input type="radio"/> < 90 days (40 Points)</p> <p><input type="radio"/> N/A (0 Points)</p> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing

1.1 Was your wastewater treatment plant adequately staffed last year?

- Yes
- No

If No, please explain:

Could use more help/staff for:

1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?

- Yes
- No

If No, please explain:

2. Preventative Maintenance

2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?

- Yes (Continue with question 2)
- No (40 points)

If No, please explain, then go to question 3:

2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?

- Yes
- No (10 points)

2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?

- Yes
 - Paper file system
 - Computer system
 - Both paper and computer system
- No (10 points)

3. O&M Manual

3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?

- Yes
- No

4. Overall Maintenance /Repairs

4.1 Rate the overall maintenance of your wastewater plant.

- Excellent
- Very good
- Good
- Fair
- Poor

Describe your rating:

0

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Our Plant continues to show its age, but an aggressive maintenance, repair and replacement program allow us to continue treating wastewater well.

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

TYLER J HOFFMANN

Certification No:

36909

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes		X		
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid		X		
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen		X		
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	X	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- Yes
- No
- N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- Yes
- No
- N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- One or more additional certified operators on staff

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<input type="checkbox"/> An arrangement with another certified operator <input type="checkbox"/> An arrangement with another community with a certified operator <input type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year <input type="checkbox"/> A consultant to serve as your certified operator <input type="checkbox"/> None of the above (20 points) If "None of the above" is selected, please explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: <input type="radio"/> Averaging 6 or more CECs per year. <input type="radio"/> Averaging less than 6 CECs per year. Advanced Certification: <input checked="" type="radio"/> Averaging 8 or more CECs per year. <input type="radio"/> Averaging less than 8 CECs per year.	

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 300px;" type="text" value="Kaitlyn Krueger"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="920-459-3440"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="Kaitlyn.Krueger@sheboyganwi.gov"/></p>													
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain: <input style="width: 750px; height: 20px;" type="text"/></p> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2025"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0												
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2025"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain: <input style="width: 750px; height: 20px;" type="text"/></p>													
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 35%;"><input style="width: 150px;" type="text" value="1,958,242.32"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: right;">\$</td> <td><input style="width: 150px;" type="text"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: right;">\$</td> <td><input style="width: 150px;" type="text"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: right;">\$</td> <td><input style="width: 150px;" type="text"/></td> </tr> </table> <p style="text-align: right; margin-top: 5px;">+</p>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="1,958,242.32"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text"/>	0
3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="1,958,242.32"/>											
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text"/>											
3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text"/>											
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text"/>											

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund?

\$

0

Please note: If you had a CWF loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Sanitary Sewer Lining Projects. The city of Sheboygan is setting aside money annually to line sanitary sewers in conjunction with street replacement projects over the next five years. The estimated cost is the total cost of the work over the next five years.	\$4,800,000	2030
2	Replacement aeration blower.	\$375,000	2026
3	Upgrade isolation gate gearboxes.	\$100,000	2026
4	Transition from chemical disinfection to UV disinfection.	\$6,390,000	2027
5	Ferric Chloride Tank Replacement	\$150,000	2026
6	Replace heat exchangers for the anaerobic digesters.	\$400,000	2026
7	Install fine screens and conveyor in the wet well, to augment the screens already in place downstream of the raw pumps.	\$2,000,000	2028
8	Demolish old digester area.	\$2,000,000	2027
9	North Avenue lift station electrical upgrade	\$100,000	2026
10	Replace administrative building roof.	\$400,000	2026
11	Indiana Avenue lift station isolation wet well	\$675,000	2028
12	Kentucky Avenue lift station upgrade	\$3,500,000	2027
13	Replace Influent building roof, HVAC system.	\$800,000	2026
14	Complete small storm sewer projects to reduce I/I (\$50,000 budgeted per year for the next five years).	\$250,000	2030
15	Complete plant expansion study.	\$50,000	2026

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16	Replace Lakeshore Interceptor, a 60" concrete pipe between the Kentucky Ave. pump station and the WWTP.	\$12,000,000	2026
17	Install Southside Interceptor, a 48" line serving a business park, interstate corridor and expansive housing development in southwest Sheboygan.	\$33,700,000	2027
18	Replace final effluent strainer	\$50,000	2027
19	Replace floor drains in Solids building	\$100,000	2026
20	Sewer televising & manhole inspection (annual, total cost reflects next five years)	\$1,250,000	2030
21	Valve replacement & repair (annual program, cost reflects total of five year CIP)	\$500,000	2030
22	Upgrade electrical transformers	\$1,200,000	2030

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	63,138	814
February	55,905	721
March	62,434	393
April	79,128	303
May	68,821	89
June	66,440	15
July	54,703	
August	45,913	
September	40,844	5
October	37,839	2
November	39,077	82
December	55,707	516
Total	669,949	2,940
Average	55,829	294

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps

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- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

We continue to work with Focus on Energy to track energy usage. Two lift stations had recent improvements that should result in energy savings--the third and final North Ave. pump being converted to a VFD, and new pumps & controls at 6th & Pershing.

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Two lift stations have significant upgrades planned that should result in significant energy efficiency--a full electrical & HVAC upgrade at Kentucky Ave. and an electrical component upgrade at North Ave.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

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TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	504,000	265.12	1,901	378.57	1,331	9,550
February	489,600	217.25	2,254	345.74	1,416	10,709
March	532,000	367.01	1,450	392.86	1,354	17,308
April	579,600	404.14	1,434	379.20	1,528	19,003
May	522,000	414.72	1,259	422.78	1,235	20,090
June	558,000	321.09	1,738	365.04	1,529	13,078
July	554,400	308.90	1,795	362.17	1,531	10,717
August	571,500	284.40	2,009	401.48	1,423	5,524
September	460,800	240.46	1,916	399.87	1,152	4,367
October	519,300	240.13	2,163	417.73	1,243	16,986
November	489,600	227.43	2,153	456.99	1,071	20,696
December	558,000	252.06	2,214	509.14	1,096	31,957
Total	6,338,800	3,542.71		4,831.57		179,985
Average	528,233	295.23	1,857	402.63	1,326	14,999

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives
- Other:

Process water pumping

7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

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Installing a fourth aeration blower that can be turned down farther to provide only the amount of air needed. Right-sized process water pumps for various conditions.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

Flared Off

Building Heat

Process Heat

Generate Electricity

Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

By Whom:

Describe and Comment:

Part of the facility

Year:

By Whom:

Describe and Comment:

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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2025

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Continue to implement a preventative maintenance program and respond to emergency overflows (working with sewershed customers to prevent future incidents). Provide adequate capacity to convey wet-weather flows. Install interceptors to all increased, more reliable service to the north half of the City and to new developments in the southwest.

Did you accomplish them?

- Yes
- No

If No, explain:

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

City of Sheboygan Sewer Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY)

2023-06-06

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance

- Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories

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- Up-to-date sewer system map
 - A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 - A description of routine operation and maintenance activities (see question 2 below)
 - Capacity assessment program
 - Basement back assessment and correction
 - Regular O&M training
 - Design and Performance Provisions [NR 210.23 (4) (e)]
- What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 - Construction, Inspection, and Testing
 - Others:

- Overflow Emergency Response Plan [NR 210.23 (4) (f)]
- Does your emergency response capability include:
- Responsible personnel communication procedures
 - Response order, timing and clean-up
 - Public notification protocols
 - Training
 - Emergency operation protocols and implementation procedures
- Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 - Special Studies Last Year (check only those that apply):
- Infiltration/Inflow (I/I) Analysis
 - Sewer System Evaluation Survey (SSES)
 - Sewer Evaluation and Capacity Management Plan (SECAP)
 - Lift Station Evaluation Report **KENTUCKY AVE UPGRADE DESIGN**
 - Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input type="text"/>	% of system/year
Root removal	<input type="text"/>	% of system/year
Flow monitoring	<input type="text"/>	% of system/year
Smoke testing	<input type="text"/>	% of system/year
Sewer line televising	<input type="text"/>	% of system/year
Manhole inspections	<input type="text"/>	% of system/year
Lift station O&M	<input type="text"/>	# per L.S./year
Manhole rehabilitation	<input type="text"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text"/>	% of sewer lines rehabbed
Private sewer inspections		



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% of system/year
 Private sewer I/I removal % of private services
 River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

Total actual amount of precipitation last year in inches
 Annual average precipitation (for your location)
 Miles of sanitary sewer
 Number of lift stations
 Number of lift station failures
 Number of sewer pipe failures
 Number of basement backup occurrences
 Number of complaints
 Average daily flow in MGD (if available)
 Peak monthly flow in MGD (if available)
 Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

Lift station failures (failures/year)
 Sewer pipe failures (pipe failures/sewer mile/yr)
 Sanitary sewer overflows (number/sewer mile/yr)
 Basement backups (number/sewer mile)
 Complaints (number/sewer mile)
 Peaking factor ratio (Peak Monthly:Annual Daily Avg)
 Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

Plant flows can double (or more) during heavy rain or snow melt, especially during heavy rains in July 2025.

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5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes
- No

If Yes, please describe:

While there were no reported SSOs for 2025, I/I continues to lead to the threat of surcharges in the collection system and almost resulted in a WWTP SSO in July 2025.

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

Work practices were changed to minimize the risk of SSOs at the WWTP exacerbated by construction projects.

5.4 What is being done to address infiltration/inflow in your collection system?

Engineering has placed an increased emphasis on televising/inspecting collection system components with I/I reduction as a significant goal, and placing a higher priority on I/I reduction when selecting lining/reconstruction projects.

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

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Grading Summary

WPDES No: 0025411

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent				
BOD/CBOD				
TSS				
Ammonia				
Phosphorus				
Biosolids				
Staffing/PM				
OpCert				
Financial				
Collection				
TOTALS			0	0
GRADE POINT AVERAGE (GPA) =				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade =

Effluent Quality: BOD: Grade =

Effluent Quality: TSS: Grade =

Effluent Quality: Ammonia: Grade =

Effluent Quality: Phosphorus: Grade =

Biosolids Quality and Management: Grade =

Staffing: Grade =

Operator Certification: Grade =

Financial Management: Grade =

Collection Systems: Grade =

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. =

**CITY OF SHEBOYGAN
RESOLUTION 38-26-27**

BY ALDERPERSONS DEKKER AND KELLY.

JUNE 15, 2026.

A RESOLUTION approving an operating agreement with Peja Vu Fine Food and Catering LLC for Vollrath Park Disc Golf Concession Vendor Operations.

WHEREAS, the City of Sheboygan’s Department of Public Works is seeking a vendor to establish a disc golf and pickleball/tennis concession vendor operation in Vollrath Park to support the long history and tradition of creating a positive and user-friendly recreational destination.

WHEREAS, the City of Sheboygan has requested proposals from local vendors for Vollrath Park Disc Golf Concession Vendor Operations; and

WHEREAS, Peja Vu Fine Food and Catering LLC has expressed their interest, met with staff and negotiated the terms and conditions of the agreement as written; and

NOW, THEREFORE, BE IT RESOLVED: That the appropriate City officials are hereby authorized to enter into the attached agreement with Peja Vu Fine Food and Catering LLC for Vollrath Park Disc Golf Concession Vendor Operations.

BE IT FURTHER RESOLVED: That the Finance Director is hereby authorized to draw funds from Parks Division operating budget; Acct. No. 101520-555100 (General Fund - Parks - Utilities) and Acct. No. 101520-550110 (General Fund - Parks - Building Maintenance & Repair) to support concession shack operations, upon the agreement being fully executed by all parties, to pay for the routine operating costs and equipment pursuant to the agreement.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

_____.

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of Sheboygan

Meredith DeBruin, City Clerk, City of Sheboygan

AGENDA ITEM MEMORANDUM

DATE: 6-8-26

TO: Public Works Committee

FROM: Curtis Hall – Parks Manager

SUBJECT: Resolution 38-26-27– A resolution authorizing the execution of the attached agreement.

ISSUE

Should the Public Works Committee recommend authorizing the execution of the Vollrath Disc Golf Concession operating agreement with Peja Vu Fine Food and Catering LLC.

STAFF RECOMMENDATION

Staff recommends approval of the resolution to authorize execution of agreement with Peja Vu Fine Food and Catering LLC

BACKGROUND / DISCUSSION

The City of Sheboygan and Vollrath Park has a long history of being an iconic destination for disc golf. Vollrath disc golf course is the 2nd oldest disc golf course in the nation. One of the unique attributes of the disc golf experience at Vollrath Park is the disc golf concession shack that has been operated in partnership with a local vendor for the last few decades. Having an operating concession shack at the park provides a convenient and customer friendly refreshment and equipment option for park users, as well as a unique sense of community and togetherness throughout the disc golf community.

The City is seeking a new vendor to assume responsibility for the concession shack operations. A local operator, Peja Vu Fine Food and Catering LLC, has recently expressed interest in taking on the challenge of reestablishing this keystone operation. Peja Vu Fine Food and Catering LLC is a local food truck vendor that has successfully operated a food truck in accordance with local and state food and beverage sales laws for the past decade. Peja Vu Fine Food and Catering LLC has strong ties to the community and has a strong background in the disc golf market.

The City has met with Peja Vu Fine Food and Catering LLC to discuss terms and conditions and staff feels confident Peja Vu Fine Food and Catering LLC is the right vendor to assume oversight of the concession shack operation and has collaborated to develop the attached agreement. Approving the agreement as written will allow Peja Vu Fine Food and Catering LLC to mobilize and establish operations in 2026 season and put them in a position to succeed for the duration of the agreement. City staff looks forward to working with Peja Vu Fine Food and Catering LLC on this endeavor.

FUNDING IMPACT

This agreement should have little to no impact on parks capital or operating budget. Any funds necessary to support the operation would be from the parks division operating budget; Utilities (Account # 101520-555100). and Maintenance/Repairs (Account # 101520-550110).



DEPARTMENT OF
PUBLIC WORKS

2026 NEW JERSEY AVE.
SHEBOYGAN, WI
53081

920/459-3440
sheboyganwi.gov



AGENDA ITEM MEMORANDUM (CONT.)

IF APPROVED, NEXT STEPS:

Following Council approval, the parks staff will coordinate with Peja Vu Fine Food and Catering LLC to mobilize and set-up operations starting in July of 2026.

**VOLLRATH PARK DISC GOLF
USE AND SERVICES AGREEMENT
BETWEEN
CITY OF SHEBOYGAN
AND
PEJA VU FINE FOODS AND CATERING LLC**

THIS USE AND SERVICES AGREEMENT is made as of the date of final party execution by and between the City of Sheboygan, Wisconsin, a municipal corporation of the State of Wisconsin (hereinafter the "City"), and Peja Vu Fine Food and Catering LLC (hereinafter "Vendor"), collectively, the "Parties."

RECITALS

WHEREAS, City desires to engage Vendor's services for the operation of a disc golf concession facility at Vollrath Park; and

WHEREAS, Vendor desires to offer such services and to have the exclusive right to occupy the Vollrath Park concession building to support Vendor's services; and

WHEREAS, City finds that Vollrath Park disc golf concession services will support the public health and wellbeing by increasing recreational opportunities and enjoyment and by increasing interest in Vollrath Park such that entering into a Service and Use Agreement is in the public interest.

NOW, THEREFORE, in consideration of the mutual covenants herein contained and subject to the terms and conditions set forth herein, the parties hereto agree as follows:

1. Grant and Description of Premises. Subject to the terms and conditions of this Agreement, City hereby grants Vendor permission and right to occupy the Vollrath Concession Building located at Vollrath Park for use as a disc golf concession facility, hereinafter referred to as the Premises. Vendor shall have access to the Premises upon Agreement execution and ending on December 31, 2029. It is expressly understood and agreed that this Agreement is not a lease or conveyance of realty, but merely a granting to Vendor the right to conduct certain activities and to provide certain services on City property for the benefit and convenience of the public.
2. Use of Premises. Vendor's use of the Premises is for the purpose of offering a disc golf shop and concession stand, which is understood to include offering disc golf, tennis, and pickleball equipment, rentals and sales, offering lessons for such activities, and selling food and beverages. Outdoor storage of equipment is expressly authorized around the Premises while concession operations occur, but no outdoor storage is authorized outside of concession hours. Vendor's operational season shall be January 1 – December 31. To support Vendor's operations and to encourage engagement with the Vollrath Park Disc Golf Course, Vendor may coordinate with other entities for fundraising, tournaments, and other disc golf-related events and activities. Vendor understands that the City's Special Events Permit regulations or other permit and/or

licensing regulations may apply to such activities, and that Vendor is solely responsible for obtaining all necessary permits or licenses prior to engaging in such activity. Vendor shall conform their activities and services to applicable state and local laws and regulations and to industry standards. Vendor shall not allow the Premises to be used for other commercial activities without the City's prior written approval.

3. Personnel. Vendor shall provide all personnel reasonably necessary for Vendor's activities and services. Such personnel shall be employees or contractors of Vendor. Vendor shall be solely responsible for all aspects of hiring and employment of Vendor's personnel, including without limitation, retirement and welfare plans, conduct policies, workers compensation insurance and compensation. The sales and consumption of alcohol by Vendor or Vendor's employees is strictly prohibited on the Premises or surrounding grounds. Vendor staff shall be knowledgeable on items being sold and shall provide excellent customer service that caters to players of all skill levels.
4. Term and Termination. This Agreement shall be effective upon final party execution and shall expire December 31, 2029, at which time further renewals shall be accomplished by Agreement amendment or by new agreement.
 - a. Termination for Cause. This Agreement may be terminated at any time for cause by the party indicated below upon fifteen days' written notice to the other party:
 - i. Bankruptcy. By either party, if the other party files a voluntary petition in bankruptcy, make a general assignment for the benefit of creditors, or take advantage of any insolvency law.
 - ii. Breach. By either party, if the other party defaults in the performance of this Agreement and the default continues for fifteen days after written notice of default is provided by the non-defaulting party.
 - iii. Transfer of Business. By City, if Vendor is acquired by, or substantially transfers its assets or business to any third party.
 - b. Termination for Convenience. This Agreement may be terminated at any time for any reason by either party upon forty-five days' written notice to the other party.
 - c. Effect of Termination. Expiration or termination of this Agreement for any reason shall not release any Party from its obligations hereunder that have accrued prior to the termination date. After any termination of this Agreement, Vendor shall promptly deliver to City all of City's property and facilities in Vendor's possession.
5. Fees. Upon Agreement execution, Vendor shall pay City a \$500 security deposit, which

will be returned to Vendor upon Agreement termination less any moneys necessary for repairs. Vendor shall pay the City, by March 1st, an annual fee per the following schedule:

2026: \$0 for facility usage; \$100 for utilities
 2027: \$1000 for facility usage; \$200 for utilities
 2028: \$1500 for facility usage; \$200 for utilities
 2029: \$2000 for facility usage; \$200 for utilities

6. Property Maintenance. Upon occupancy the vendor will assume responsibility for routine maintenance and general up-keep of the Premises. Vendor shall be responsible for maintaining the Premises and grounds around the Premises in a clean and presentable condition, including ensuring that garbage and recycling generated by Vendor's activities is properly handled. Vendor assumes responsibility for any damage caused directly or proximately to City property arising out of Vendor's use of the Premises.
7. Improvements. City grants Vendor permission to improve the Premises, subject to all terms and conditions herein, throughout the Term of this Agreement, and for the sole purpose of operating a concession at the Premises. Vendor bears sole responsibility for the costs for such improvements unless the City has agreed by separate written document to share costs. Vendor shall be solely responsible for obtaining any permits necessary for such improvements. Vendor understands that improvements that cannot reasonably be removed upon termination of this Agreement will become City property and that Vendor will not be entitled to any compensation for these improvements. Vendor shall obtain the City's written consent prior to making any permanent improvements or modifications to City property and that City reserves the right to refuse consent. Vendor may install movable personal property such as planters, tables, chairs, benches, games, and the like, without the City's advance written consent. Vendor shall remove all such personal property within thirty days of Agreement termination. Any property remaining onsite thereafter shall be deemed abandoned and subject to City disposal as appropriate.
8. Security and Safety. Vendor is solely responsible for securing Vendor's property. Vendor may install such security measures as appropriate to secure Vendor's property provided that such measures do not alter or damage City property. Except for emergency situations, City will only enter Premises when accompanied by Vendor or Vendor's staff. Vendor shall implement and maintain reasonable safety measures and procedures related to Vendor's activities.
9. Insurance. Vendor agrees to obtain and maintain, at its sole cost and expense, commercial general liability insurance coverage in an amount not less than \$1,000,000 with respect to its activities and services, for the benefit of both the City and Vendor and

agrees to name the City as additional insured. Each party shall obtain and maintain property insurance coverage on their respective assets.

10. Independent Parties. Nothing in this Agreement shall be construed to constitute any party as a partner, agent, or joint venturer of the other party. Neither party shall make any contract or representation, or incur any liability or obligation whatsoever, on behalf or in the name of the other party, except as set forth in this Agreement, or as may be stated otherwise in other agreements between the Parties. Except as otherwise provided herein, each Party shall be responsible for its own operational expenses incurred in the performance of this Agreement.
11. Non-assumption of Liabilities. Neither Party shall assume or become liable for any of the existing or future obligations, liabilities, debts of the other party by entering into and performing this Agreement.
12. Indemnification. Vendor agrees that it shall hold harmless and defend and indemnify the City from and against any and all claims, liabilities, losses, damages or expenses including reasonable attorneys' fees and expenses, which may arise during the Term of this Agreement as a result of the use and/or occupancy of the Premises by Vendor, their employees, and agents, or others acting by, through or under the express or implied authority of Vendor including, but not limited to, any such claims, liabilities, losses, damages, or expenses which may arise as a result of any personal injury, death, or property damage occurring on or about the Premises or through activities occurring with equipment rented from Vendor, except to the extent caused by the negligence or willful misconduct of the City. City agrees to defend, indemnify, and hold harmless Vendor and its employees and agents against any and all claims, lawsuits, settlements, judgments, costs, penalties, and expenses including reasonable attorneys' fees and expenses, and costs of investigation, resulting from or arising out of or in connection with any claim made as a result of the City's ownership of the Premises unrelated to Vendor's activities and services set forth in this Agreement, provided however, that the City shall not defend, indemnify or hold Vendor harmless from and against, and Vendor shall not be exculpated from any claim, action, damage, expense, loss or liability directly or indirectly cause by or arising from bad faith, recklessness, gross negligence, gross misconduct, or willful misconduct of Vendor, or arising out of any breach of representations or any of its obligations pursuant to this Agreement. The Parties shall notify each other of the existence of claims relating to the Premises or services provided under this Agreement and shall cooperate with each other in defense of third-party claims.
13. Assignment. The benefits, rights, and obligations set forth herein are personal to the Parties, and except as provided for herein, may not be assigned or transferred to a third party without the other Party's prior written consent. Any attempted assignment in violation of this section shall be void. Without in any way limiting the foregoing, this

Agreement shall be binding upon, enforceable by, and inure to the benefit of the Parties, their permitted successors, and assigns.

14. Notice. Any notice, consent, approval, request, or other communication required or permitted to be given pursuant to this Agreement shall be in writing and shall be either personally delivered or sent by first class mail, postage prepaid, to the address each of the Parties keeps on record for the other Party, or to such other address as either Party may give notice of from time to time in accordance with this Agreement. Delivery shall be deemed effective upon personal delivery or deposit in the United States mail. Routine business correspondence may be conducted via email, telephone, or in-person.
15. Entire Agreement. This Agreement contains the entire understanding between the Parties on the subject matter hereof and no representations, inducements, promises, or agreements, oral or otherwise, not embodied herein shall be of any force or effect. This Agreement supersedes any other oral or written agreement entered into between the Parties on the subject matter hereof.
16. Amendment. This Agreement may be amended only by a writing signed by both Parties.
17. Waiver. No failure or delay of any party in exercising any right or power given to it under this Agreement shall operate as a waiver thereof. No waiver of any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent, or subsequent breach. No waiver of any breach or modification of this Agreement shall be effective unless contained in writing executed by both Parties.
18. Severability. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.
19. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the Parties hereto, their permitted successor and assigns, and subject to the terms of this Agreement, any corporate successors by merger, consolidation or other corporate reorganization, without limitation.
20. Force Majeure. Neither Party shall be deemed to be in violation of this Agreement if such Party is prevented from performing any of its obligations for any reason beyond its reasonable control, including without limitation, acts of God or of any public enemy, elements, flood, strikes, statutory or other law, regulation, or rule of the federal, state, or local government or any agency thereof.
21. Governing Law and Dispute Resolution. This Agreement shall be construed and interpreted in accordance with Wisconsin law. Parties agree to negotiate disputes in

good faith and when such negotiations fail, the Parties agree to jurisdiction of the Sheboygan County Circuit Court.

22. Counterparts. This Agreement may be executed in two or more counterparts, including by signature pages provided by fax or in PDF format. All such counterparts together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement as of the date noted below.

VENDOR:
Peja Vu Fine Food and Catering LLC

CITY:
City of Sheboygan

By: _____

By: _____

Date: _____

Date: _____

ATTEST:

By: _____

Date: _____

**CITY OF SHEBOYGAN
REPORT 11-26-27**

BY LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE.

JUNE 15, 2026.

Submitting Findings of Fact and Conclusions of Law based upon testimony and exhibits presented at a Quasi-Judicial Hearing held on June 8, 2026 regarding Alcohol Beverage License No. 3182 (Hans C Graf LLC, D.B.A. Boheme) in the City of Sheboygan.

STATE OF WISCONSIN CITY OF SHEBOYGAN SHEBOYGAN COUNTY
IN THE MATTER OF THE
COMPLAINT AGAINST

Hans C. Graf, LLC
DBA Boheme

PREMISES:
1029 North 8th Street
Sheboygan, Wisconsin

LICENSING, HEARINGS, AND PUBLIC SAFETY COMMITTEE REPORT

On June 3, 2026, a Summons was issued to Hans C Graf LLC dba Boheme (the “Licensee”) License No. 3182 for the premises located at 1029 North 8th Street, Sheboygan, WI (the “Premises”) based upon a sworn written Complaint signed June 3, 2026 by Chief of Police Kurt Zempel. The Complaint includes one count against the Licensee and seeks the non-renewal of the Licensee’s Class “B” fermented malt beverage license, “Class B” intoxicating liquor license pursuant to § 125.12(3), Wis. Stats. and § 4-34 of the Sheboygan Municipal Code.

On June 8, 2026, the City of Sheboygan Licensing, Hearings, and Public Safety Committee (the “Committee”) held a hearing on the Complaint. The Complainant was represented by Attorney Elizabeth Majerus. There was no appearance on behalf of the Licensee. The Committee was represented by Attorney Ian Prust.

Findings of Fact

Based upon the testimony presented by Lieutenant Rebecca Rupnick on behalf of the Complainant on June 8, 2026, the Committee makes the following Findings of Fact and Conclusions of Law.

- 1- Hans C. Graf is the sole owner, officer, and agent of the Licensee.
- 2- Hans C. Graf has pending charges for Fourth Offense Felony Operating While Impaired and Operating With a Prohibited Alcohol Concentration which stem from an arrest that occurred on or about January 10, 2026.
- 3- The pending charges substantially relate to the circumstances of the licensed activity and may be considered for licensing purposes pursuant to § 111.335(2)(b), Wis. Stats.
- 4- Hans C. Graf has previous Operating While Intoxicated convictions in 1995, 2005, and 2006.
- 5- The repeated violations of Wisconsin's impaired driving laws demonstrates that Hans C. Graf is not a fit individual to enforce the laws pertaining to safe alcohol service, preventing impaired driving, and compliance with the laws of the State of Wisconsin and City of Sheboygan.
- 6- Pursuant to § 125.04(5)(b), Wis. Stats., the Committee finds that Hans C. Graf is a habitual law offender and is not qualified to hold a license.

Conclusions of Law and Recommendation

Based on the findings set forth herein, there is no owner, officer, or agent of the Licensee who is qualified for licensure in the City of Sheboygan and the Committee recommends non-renewal of License No. 3182.

Approved by the City of Sheboygan Licensing, Hearings, and Public Safety Committee this 8th day of June, 2026

By: _____
Aldersperson Susie Boorse, as Chairperson of the
Licensing, Hearings, and Public Safety Committee