



**A G E N D A**  
**CITY OF WAUPUN SPECIAL COMMON COUNCIL**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, March 26, 2019 at 5:30 PM**

**CALL TO ORDER**

**ROLL CALL**

**PERSONS WISHING TO ADDRESS THE COMMON COUNCIL**--*State name, address, and subject of comments. (2 Minutes)*

1. Brian Ball, Hero Hunt for Veterans- Request for use of City land for Veterans hunt

***No Public Participation after this point.***

**PRIOR BOARD/COMMITTEE/COMMISSION MEETING RECOMMENDATIONS/ACTION**

2. Ordinance consideration for Keeping of Hens in the City Limits (*Common Council meeting February 12, 2019, Special Council meeting February 26, 2019*)
3. Update on Aging in Place Initiative

**CONSIDERATION - ACTION**

4. Phil Cosson, Ehlers - Resolution Providing for the Sale of Approximately \$2,490,000 General Obligation Promissory Notes, Series 2019A
5. Relocation Order to relocate and acquire land shown in the right of way for the Madison Street Project - 324 N Madison St.
6. Discuss Structure of Boards and Commissions

**CONSENT AGENDA**

***(Roll Call Motion) Items under the consent agenda may be acted upon by one motion. It is the judgment of any Board Member that any item may be moved to later on the agenda For discussion and/or action.***

7. Authorize Payment of City Expenses
8. Operator Licenses : Gary Dejager, Heidi Braker, Azucena Gonzalez, Victoria Tripp, and Angelica Vis (*approved by Chief Loudon*)
9. Future Meetings of the body of the Common Council

**APRIL**

Tuesday, April 9, 2019	Waupun Common Council	6:00pm
Tuesday, April 16, 2019	Waupun Special Common Council	5:30pm
Tuesday, April 30, 2019	Waupun Special Common Council	5:30pm

**ADJOURNMENT**

cc:  
Mayor and Common Council  
Department Staff  
Media  
Phil Cosson, Ehlers

*Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.*



# AGENDA SUMMARY SHEET

**MEETING DATE:** 3/22/19

**TITLE:** Chicken Ordinance Review

**AGENDA SECTION:** Discussion

**PRESENTER:** Kathy Schlieve

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT
Attractive, Engaged, Inclusive and Welcoming Community	Unknown

**ISSUE SUMMARY:** A group of residents in Waupun have circulated a petition to request the city examine the creation of an urban chicken ordinance. Staff has conducted a policy analysis that examines the creation of effective ordinances to allow urban chickens within a community. Accompanying this report is a document issued by MI State University Extension and recommended by our UW Extension resources which outlines recommendations for creation of effective ordinances on this issue. The information in this document is consistent with university research that was reviewed by staff. As the MI State document points out, “issues of animal welfare, neighbor annoyance concerns and environmental impacts must be considered before legislation is passed allowing these small poultry flocks to exist.” In addition, we’ve included a matrix that was created through staff analysis of urban chicken ordinances examining each of the issues identified in the MI State document. This analysis provides insights from six cities of varying sizes in Wisconsin who currently allow the keeping of chickens within municipal limits. If the Council wishes to develop an ordinance, we would recommend that the following items be discussed:

- Number of birds to be kept per parcel
- Definitions, including regulations on roosters
- Zoning / Lot Size /Setback requirements (note all communities reviewed restrict keeping of chickens to R1 and R2 zoning; however, residents requesting this ordinance in Waupun do also live in R4 zoning)
- Permits & Fees
- Application, including neighbor and landlord consent
- Enclosure requirements, including ventilation, securing of structure, outside access, size and more
- Slaughter/culling
- Commercial use
- Handling of feed and feed storage
- Sanitation and Public Health
- Enforcement / nuisance / compliance and animal control

We have heard a number of community members speak in favor of this ordinance. Fewer have shown up for meetings and spoken in opposition. However, the City has received comment in opposition via email from several people, indicating concerns about sanitation, rodents, and overall questioning our ability to enforce an ordinance of this type. The council may wish to entertain the holding of a public meeting and/or seeking an alternative way to obtain broader public input on this matter.

During the February Committee of the Whole meeting, a discussion included questions about enforcement and staff time required to handle the workload. We are seeing increases in property maintenance concerns and workload. The position designated to code compliance is part-time and there is not excess capacity. We also do not possess an animal control or health department position to assist with the management of this ordinance if it were to become a maintenance problem. It is important to note that many communities have enacted chicken ordinances and have not reported enforcement problems. One would assume that Waupun’s experience would be similar. However, to safe guard, several communities have used a trial period and/or have limited the number of licenses that they issue on an annual basis to understand the impact of enacting this type of ordinance. This may be something that the council will want to consider should an ordinance be created for Waupun.

AGENDA ITEM:	#
--------------	---

DATE:	[EnterDate]
-------	-------------

**STAFF RECOMMENDATION:** Informational Only / Discussion

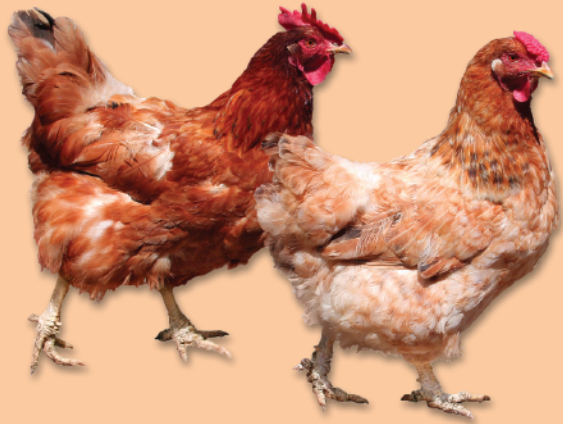
**ATTACHMENTS:**

MI State Document on Effective Ordinance Creation  
Staff Matrix Analyzing Existing Ordinances from Six WI Communities

**RECOMMENDED MOTION:**

N/A

# *Suggestions for* **ORDINANCES**



## *Allowing* **Backyard POULTRY**

### *Authors:*

Darrin M. Karcher, Ph.D., Poultry Extension Specialist, Department of Animal Science, Michigan State University  
 Paul Wylie, MSU Extension Agricultural and Natural Resources Educator, Retired  
 R. M. "Mick" Fulton, D.V.M., Ph.D., Avian Pathologist, Diagnostic Center for Population and Animal Health

**K**eeping small flocks of chickens in cities is dramatically increasing. Unfortunately, there is a large gap between these new urban audiences and their knowledge of poultry husbandry. Numerous websites, books and Michigan State University Extension (MSUE) publications can provide materials to educate individuals on proper poultry management. Issues of animal welfare, neighbor annoyance concerns and environmental impacts must be considered before legislation is passed allowing these small poultry flocks to exist. The following suggestions will provide guidance on creating an environment, urban or rural, where it is reasonable for any individual to produce his or her own food or enjoy a new hobby.

- Limit the raising of chickens to single or two-family residences only and the number of chickens to 4 to 6 per site.
- No roosters (male adult chickens) may be kept.
- Poultry should not be allowed in a residence, porch or attached garage. Chickens must be confined in a house or coop in the backyard of the residence with a minimum of 1 square foot per bird (144 square

inches). An outside, enclosed run may or may not be allowed. The run should be no larger than 8 feet by 8 feet, and it should be attached to the coop. The facilities should be built to keep dogs, cats and wildlife from gaining entry.

- The poultry facility should be 5 to 10 feet from any property line and at least 10 to 20 feet from a neighboring residence.
- The owner should dispose of waste materials (feed, manure and litter) in an environmentally responsible manner. The materials can be composted or bagged and disposed of in the trash. Piling waste materials on the property is not acceptable.
- Both the process of weeding out inferior animals known as culling and mortality (death) are common occurrences when raising live animals. Poultry owners will need to deal with unwanted males, old hens or sick birds. An animal care program involving euthanasia of birds should be made available. Owners should bag and dispose of dead birds in the trash.



- The coop should be designed to discourage rodents and wild birds from entering. Owners should store all feed supplies in rodent-proof containers. They should take steps to avoid the buildup of flies and maggots by keeping litter and feed dry and promptly disposing of dead birds or waste eggs.
- The owner should control rodents by eliminating nearby hiding places (trash, weeds, and debris), trapping and baiting rats and mice on a regular basis.
- The owner must feed and water the chickens on a daily basis.
- Sales of eggs should not be allowed. Keeping hens should be for personal use and not for running a business.
- The ordinance may simply allow the keeping of laying hens if the conditions are met. A permit may be required depending on the municipality. If a permit is required, any fees should be nominal.
- The impact and spread of a disease can be reduced if households with poultry can be identified. A permit requirement will generate a list of all households with poultry allowing for a quicker response to a disease outbreak.
- For the protection of Michigan's commercial poultry industry, no such poultry holdings should be allowed within four miles of a commercial poultry operation.
- Contact Michigan Department of Agriculture to investigate the proximity to the commercial poultry industry.
- To review ordinances that have been passed in Michigan related to keeping poultry in urban and suburban settings, contact the Michigan Department of Agriculture at 517-335-5713.

	A	B	C	D	E	F	G	H
1	ORDINANCE ANALYSIS	WAUPACA	APPLETON	WATERTOWN	MONROE	PLYMOUTH	FOX LAKE	
2	<b>Number of Birds</b>	up to five(5) chickens, with a permit	up to 4 chickens with a permit	up to 4 chickens with a permit	up to 6 female chickens with permit	up to 5 female chickens with permits	Up to four chickens with permit Educational facilities upto 25 chickens for educational purposes	
3	<b>Regulations on Roosters</b>	No Roosters	No Roosters	No Roosters	No Roosters	No Roosters	No Roosters	
4	<b>Permits and Fees</b>	\$50 initial; \$20 renewal A permit is subject to revocation upon failure to comply with any provisions . Once a permit is revoked, a permit shall not reissue.	Preinspection: \$145 Permit: \$24 issued on an annual basis and expire on December 31st not be transferrable and license application fees shall not be prorated or refundable shall obtain an annual permit from the Health Department; applicant must provide a plan that includes a detailed diagram of the coop location including distances from nearby structures on neighboring properties, coop design and materials plan, a plan to dispose of manure in a safe and adequate manner Appeal process in place	Permit: \$50	\$50.00 - Initial Review Fee \$25.00 - Review Fee for changes to construction or size of coop or run or location on premises \$25.00 - Annual Permit Fee August 1 through July 31 The city clerk shall review each application to determine whether the application is complete. The city clerk may conduct such investigation into the content of the application as he or she considers necessary and shall within 10 days following the filing thereof refer such application to the building inspector for review and comment	Permit Fee: \$27.50 January 1 to December 31, renewed annually License request filed with Building Inspector. Any material misstatement or omission on the application shall be grounds for denial, suspension or revocation Educational institutions exempt	Permit Fee: \$15 January 1 to December 31 City shall issue a total of five permits per year on a first-come, first-served basis. Educational facilities are exempt from the permit process. Maintain compliance with all federal and state regulations in regard to raising of urban chickens Not intended to interfere with any restrictive covenants	
5	<b>Application</b>		Contact the Wisconsin Livestock Identification Consortium (WLIC) to register and obtain your registration number. The Wisconsin Livestock Premises Registration Act requires anyone who keeps, houses, or co-mingles livestock to register their premises. Complete the Chicken Permit Application form. Provide a plan that includes a detailed diagram of the coop location, including setbacks and distances from nearby structures on neighboring properties; a coop design and materials plan; a plan to dispose of manure in a safe and adequate manner. Submit the application and required fee to the Health Department and set up an appointment for the precicensing inspection.	Proof of WI DATCP Livestock Premises Registration Building Permit for Chicken Coop and Run Proof of Notification to all abutting Property Owners (Certified Mail Receipt or Signed Document) Property Owner Signature (If Applicable)	Proof of WI DATCP Livestock Premises Registration Some properties may have deed restrictions and/or neighborhood covenants in place that prohibit the possession of live chickens on the subject property. This permit does not supersede any deed restrictions. You must check your deed to verify if such restrictions or covenants are in place. An application shall contain an accurately scaled drawing showing the location of the proposed coop and any chicken run, distances to lot lines and distances to the nearest adjoining principal structure, together with dimensions of the coop and chicken run not be transferrable	Proof of WI DATCP Livestock Premises Registration Owners of all residentially zoned neighboring properties must consent in writing (application form and adjacent neighbor consent form - required for initial license period)	Applicant for permit must notify all abutting property owners of permit application. The permit application must certify that all such property owners have been notified. 50% of abutting property owners must confirm their approval of the permit application through signature. If permit is kept current, requestor does not need to satisfy the neighbor approval provision above. Renewals due by January 31 of each year, or license lapses. Failure to timely renew will require that the neighbor approval provision be met again.	
6	<b>Enclosure Requirements</b>	provided with a sanitary and adequately-sized covered enclosure, or coop, kept in the covered enclosure or a sanitary and adequately-sized and accessible fenced enclosure, or yard, at all times. constructed in a workmanlike manner, be moisture-resistant and either raised up off the ground or placed on a surface such as concrete, patio block or gravel provide elevated perches to ensure chickens are able to rest in their natural roosting position. Provide access to an outdoor enclosed run area for the majority of the daylight hours, and secured in coop at night.	All chickens shall be kept and maintained within a ventilated and roofed coop in compliance with any applicable city codes. Coops shall be built in a workmanlike manner with quality materials and shall be moisture resistant. e. All coop floors shall be composed of a hard, cleanable surface, e.g., painted or sealed wood, linoleum, hard plastic, and shall be resistant to rodents, therefore, a dirt floor is not acceptable. All coops, including an attached chicken run enclosure, shall be enclosed with wire netting or equivalent material that prevents chickens from escaping the coop and predators from entering the coop. The chicken run enclosure shall be limited to a maximum of 24 square feet.	Chickens shall not be permitted in any other structure on the lot, including garages, basements and attics	shall be constructed from conventional building materials in a workmanlike fashion or be a pre-manufactured enclosed structure designed specifically for the keeping of urban chickens. Such coop shall be constructed and maintained in a manner that is resistant to rodents, wild birds and predators, including dogs and cats	A henhouse shall provide/be designed to provide safe and healthy living conditions fo chickens while minimizing adverse impacts to other residents in the neighborhood. Structure shall be enclosed on all sides and have a roof, structural floor, and doors. Access doors must be able to be shut and locked at night. Opening windows and vents must be covered with predator- and bird-proof wire of less than one-inch openings. Must provide adequate ventilation and adequate sun and shade. Must be enclosed at all times; No free range	All Chickens shall be kept and maintained within a ventilated and roofed coop in compliance with any applicable state and local requirements All coops, including an attached coop enclosure, shall be enclosed with wire netting or equivalent material that will prevent chickens from escaping the coop or the attached enclosure The coop shall have a clear open space to allow chickens to twalk on the ground or a concrete slab Chickens must be in enclosure at all times	
7	<b>Slaughtering</b>	Prohibited	Culling of chickens kept pursuant to a permit, on the permit holder's property, is permissible.	Prohibited			Prohibited	
8	<b>Commercial Use</b>	N/A	Offsite sale of eggs is prohibited except as otherwise permitted by the State of Wisconsin and USDA.	The sale of chickens, chicken meat, eggs or other chicken by-products is prohibited.		Non-commercial basis only (no selling chickens, eggs or meat from residences)	Not sell any eggs, except those chickens, that produce eggs, that are kept and maintained at an educational facility	
9	<b>Zoning/Land Use</b>	R-1 and R-2 District	R-1 and R-2 District Chickens shall not be kept or maintained upon a vacant lot, inside a residential dwelling unit including basements, porches, garages, sheds or similar storage structures.	R1: permitted on lots where the principal structure is a detached single-family residence. If the residence is not owner-occupied, the tenant shall supply the owner's written consent to the keeping of chickens on the property R2: Chickens shall be permitted on lots where the principal structure is an owner-occupied two-family duplex. Chickens shall not be permitted on a lot where the duplex is not owner-occupied, triplexes or any other higher-density residential dwelling units.	R1 Only	R1 Only	Owner occupied, R1 and R2, upon notification of all abutting property owners Tenants of R1 and R2 must obtain written approval of landlord (written approval must accompany permit) Not allowed on vacant lots unless person requesting permit resides on abutting property Not allowed in condominiums	
10	<b>Feed/Feed Storage</b>	Adequate water at all times Adequate feed	Feed shall be stored in containers which make the feed inaccessible to rodents, vermin, wild birds and predators. Chickens shall be kept or maintained within a coop or attached chicken run enclosure at all times and be provided with adequate water, feed and shelter.		All food supplies maintained for the chickens kept under this section shall be stored in a secure and rodent-proof container Food meant for human consumption or scraps of such food shall only be fed to chickens within the coop and such food shall be prohibited within a chicken run	Chickens must be provided with access to feed and clean water at all times. Feed and water shall be unavailalbe to rodents, and predators. Feed must be contained in an impervious (metal or plastic) container	Must provide access to feed and clean water at all times Chicken feed shall be stored and kept in containers which make the feed inaccessible to rodents, vermin, wild birds, and other predators.	
11	<b>Square Footage Per Bird</b>	minimum of seven (7) square feet in area or three (3) square feet in area per chicken, whichever is greater with one (1) nest box provided per every two (2) chickens.	The coop's structural floor area shall be no less than three (3) square feet per bird, and the height of the coop shall not exceed eight (8) linear feet as measured vertically from the coop's grade level to the outside highest point of the coop.		A coop shall have an interior enclosed area of not less than 4 square feet per chicken and a total enclosed area of not more than 24 square feet		Coop structural floor shall allow at least four square feet per chicken; height of coop shall not exceed six feet above ground level	

	A	B	C	D	E	F	G	H
1	ORDINANCE ANALYSIS	WAUPACA	APPLETON	WATERTOWN	MONROE	PLYMOUTH	FOX LAKE	
12	Setback	<p>25 feet from any residential structure on an adjacent lot.</p> <p>No enclosure shall be located in the front or side yard of a dwelling.</p> <p>No enclosure shall be located closer than ten (10) feet from principal structure and three (3) feet from side and rear property lines.</p>	<p>A coop shall be located in the rear yard of the license holder's residence. For purposes of these regulations, "rear yard" shall be defined by the Zoning Code</p> <p>Coop and chicken run placement shall be at a minimum of, but not limited to, a three (3) foot setback from side and rear yard lot lines. If not attached to an accessory structure such as a garage or shed, coop placement must be a minimum of 10 feet from any structure of the parcel.</p> <p>shall not be closer than twenty-five feet to a residential dwelling, church, school or business on an abutting lot.</p>	<p>The coop shall be a stand-alone structure located in the rear yard at least 25 feet from all property lines and at least 10 feet from the principal structure</p> <p>The coop shall not exceed 32 square feet in area nor 10 feet in height</p> <p>The chicken run shall be located adjacent to the coop and shall be at least 25 feet from all property lines and at least 10 feet from the principal structure</p> <p>The chicken run shall not exceed 64 square feet in area and the fence surrounding it shall be between 48 and 96 inches in height</p>	<p>Rear yard only. Coops and chicken runs shall be located in the rear yard. No part of the coop or chicken run shall be located in the front yard or side yard of any lot.</p> <p>No part of the coop or chicken run shall be located within 10 feet of any lot line, unless the rear or side lot is contiguous to an alley in which case the coop or chicken run shall not be located within 3 feet of the lot line abutting such alley. No portion of the coop or chicken run shall be located within 25 feet of any principal structure located on any adjacent lot.</p> <p>Construction and maintenance of chicken run. A chicken run shall not exceed in size the greater of 40 square feet or one percent of the rear yard area, but in no case more than 100 square feet, and shall be constructed in a workmanlike fashion of wire normally used for the containment of chickens.</p>	<p>A covered enclosure or fenced enclosure shall not be located in the front yard or closer than forty (40) feet to any principal structure on an adjacent residential property.</p>	<p>Coop and attached enclosure shall be located in backyard of the permit holder's residence and must meet all applicable setback requirements for accessory buildings per city zoning code</p> <p>Coop and attached enclosure shall not be closer than 25 feet to an abutting residence</p>	
13	Sanitation	<p>constructed and maintained to reasonably prevent the collection of standing water, and shall be cleaned of hen droppings, uneaten feed, feathers and other waste daily and as is necessary to ensure that the coop and yard do not become a health, odor or other nuisance.</p> <p>Chickens shall be kept and handled in a sanitary manner to prevent the spread of communicable diseases among birds or to humans.</p>	<p>Coops and chicken runs shall be cleaned of hen droppings, uneaten feed, feathers and other waste as necessary to ensure the birds health and minimize odor and other nuisances.</p>		<p>Coops and chicken runs shall be kept clean, dry, odor free and in a sanitary condition at all times in such a manner as to not disturb the use or enjoyment of adjoining property due to noise, odor or any other adverse impact</p> <p>All waste generated by the operation of the coop or chicken run, or both, including, chicken carcasses, manure, droppings and spoiled feed, shall be properly disposed of in a sanitary manner</p>	<p>Must properly dispose of manure by using it for fertilizer, removing it from the property, or working it into a compost bin or container. All stored manure shall be covered by a fully enclosed structure with a roof or lid over the entire structure. All other manure not used for composting or fertilizing shall be removed in a timely manner, and no accumulation in manure piles shall be allowed. In addition, all enclosures and the surrounding area must be kept free from trash and accumulated droppings. Uneaten feed shall be removed in a timely manner.</p>	<p>Chicken and coops shall be well-kept and maintained at all times in outdoor areas and shall not be permitted inside residential premises or dwelling.</p> <p>All coops and backyards where chickens are kept or maintained shall be reasonable free from chicken-produced substances, including but not limited to manure, such that the air or environment around the chickens does not become noxious or offensive or create a condition that would reasonable promote the breeding of flies, mosquitoes, or other insects, or provide a habitat or breeding or feeding place for rodents or other animals, or otherwise be injurious to public health.</p>	
14	Mortality / Public Health	<p>Any person keeping chickens shall immediately report any unusual illness or death of chickens to the health department.</p> <p>The County Health Department may order testing, quarantine, isolation, vaccination or humane euthanasia of ill chickens or chickens believed to be a carrier of a communicable disease.</p>	<p>Deceased chickens shall be disposed of immediately in a safe manner, which may include trash disposal after placing the deceased chicken in a sealed bag.</p> <p>Unusual illness or death of chickens shall be immediately reported to the Health Department.</p>		<p>Confinement. Between sunrise and sunset, chickens may be allowed outside of the coop in the chicken run. Chickens shall be secured within the coop between sunset and sunrise.</p>		<p>Consult with a veterinarian regarding chickens that appear ill or on the occasion of a sudden death. If a disease that would be contagious to humans is diagnosed, recommendations to ensure prevention of transmission of a disease must be followed as recommended by veterinarian</p>	
15	Weather Protection	<p>A sufficient quantity of suitable clean bedding material, to provide insulation and protection against the cold and dampness and promote the retention of body heat.</p>			<p>shall be constructed or modified in a fashion to provide a humane environment for the chickens, including adequate ventilation, adequate sun, adequate shade and adequate protection from adverse weather</p>			
16	Neighbor Consent	<p>Before a permit is issued applicant shall obtain the written consent from the owner of the property where the chickens shall be kept and any occupants or owners of the directly abutting properties.</p>	<p>Health Department will notify all property owners immediately abutting the property where the chickens will be kept, including those properties diagonally abutting the subject property, including properties located across an alley but not including properties located across a street. Property owners written objections must be received within 14 working days and contain the name, address, phone number and reason for the objection.</p> <p>Upon receipt of written objection, the application shall be denied by the Health Officer. The applicant may appeal this decision to the Safety and Licensing committee</p>	<p>In the instance of an owner-occupied two-family duplex, the tenant must provide the City with the owner's written consent to the presence of chickens along with proof of notification to all abutting property owners</p>				
17	Landlord Consent	<p>Written consent of property owner</p>	<p>Written permission from the property owner is required if the permit applicant does not own the property where chickens will be kept.</p>	<p>R1: If the residence is not owner-occupied, the tenant shall supply the owner's written consent to the keeping of chickens on the property</p> <p>R2: Not owner occupied - Prohibited</p>	<p>If the applicant is not the owner of the parcel, the property owner shall sign the application before a notary public certifying approval for the use of the premises for this purpose and such notary shall affix his or her seal upon the application</p>			
18	Enforcement	<p>The Community and Economic Development Department shall issue permits and enforce the provisions of this code, except that the public health provisions of subsection (4) above, shall be enforced by the Health Department.</p> <p>Removal of Chicken. Any chicken may be impounded or removed from the City for violations of this chapter. The chicken's owner shall be responsible for costs of the impoundment or removal.</p>	<p>The Health Department, Police Department and Inspections Division of the Public Works Department shall also have jurisdiction to investigate and enforce any failure to comply with these requirements. These departments may issue compliance orders and citations pursuant to these requirements and the municipal code section under which they are adopted, other sections of the municipal code that may apply and state law</p> <p>Violations of these requirements may also constitute a public nuisance under the City of Appleton Municipal Code and Wisconsin Statutes.</p> <p>Any actual costs incurred by the City resulting from the abatement of a nuisance or other violation of these rules and regulations shall be collected by the City as a debt from the owner, occupant or person causing, permitting or maintaining the nuisance and, if notice to abate the nuisance or violation has been given to the owner, such cost shall be assessed against the real estate as a special charge.</p> <p>The City shall have the right to suspend or revoke any permit issued pursuant to this section for violations of ordinances, laws or requirements regulating activity and for other good cause.</p> <p>Coops shall be entirely removed from the property within thirty (30) days of a previously issued permit expiring and not being renewed.</p>	<p>The City may revoke the license if two or more substantiated violations of City Code are received within a twelve-month period</p>	<p>The zoning administrator or any law enforcement officer may enter a lot at any reasonable time to determine if a property is in compliance with this section</p> <p>A person who violates any provision of this section shall upon conviction be subject to a class 4 forfeiture for the first offense in a 12 month period, a class 3 forfeiture for the second offense in a 12 month period and a class 2 forfeiture for the third or subsequent offense in a 12 month period. A person who is convicted of more than two violations of this section in a 12 month period shall be ineligible to receive a renewal permit under this section for a period of one year after the date of the last conviction</p>	<p>City may revoke any permit granted and/or initiate prosecution for a civil infraction violation</p> <p>Must show permit if requested by police officer or code enforcement officer.</p> <p>Private restrictions, including deed restrictions, condominium master deeds restrictions, neighborhood association by-laws, and covenant deeds, remain in effect. A permit issued to a person whose property is subject to private restrictions that prohibit the keeping of chickens is void. Interpretation and enforcement of private restrictions is the sole responsibility of the private parties.</p> <p>City Humane Officer has full power and authority to ensure proper care and treatment of chickens</p> <p>Person can appeal denial, suspension, or revocation by the Building Inspector may appeal to the Common Council by filing a written appeal with the City Clerk within ten days of Building Inspector's decision.</p>	<p>City has the power, wherever it may deem reasonably necessary, to enter a building, structure, or property where chickens are kept to ascertain whether the keeper is in compliance with this section. The City Police Department may issue compliance orders and citations pursuant to the provisions of this section and state law.</p> <p>The City shall revoke a permit to keep chickens in the event that the Police Department has issued two or more violations of this section within any six-month period.</p>	
19	Definition		<p>The term "chicken" used throughout these regulations shall exclusively mean a female gallinaceous bird or hen of any age (including chicks). The term "chicken" does not include roosters or other kinds of fowl, including but not limited to, ducks, quail, grouse pheasant, turkeys, peacocks, emus, ostriches or the like.</p>	<p>Chickens are defined as females of the subspecies Gallus gallus domesticus</p>	<p>Means a domestic chicken of the subspecies Gallus gallus domesticus.</p>		<p>A female hen of any age, including chicks. This definition does not include other kinds of fowl, including but not limited to ducks, quail, pheasant, geese, turkeys, guinea hens, peacocks, emus, or ostriches.</p>	







# AGENDA SUMMARY SHEET

**MEETING DATE:** 3/22/19

**TITLE:** Update on Aging in Place Initiative

**AGENDA SECTION:** Discussion

**PRESENTER:** Kathy Schlieve

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT
Attractive, Engaged, Inclusive and Welcoming Community	None / Grant Funded

**ISSUE SUMMARY:** In 2018, the City of Waupun received a planning grant to work on an aging in place initiative. That planning grant concluded in late 2018 and we did pursue an implementation grant to fund additional work on this initiative. We just received notification that we have been awarded the implementation grant through the Cargill Foundation and the UW School of Nursing. The purpose of this presentation is to update you on the results of the planning work completed in 2018 and to highlight next steps to be taken as a result of the implementation grant award. Note that this project was identified in the Comprehensive Plan that the Council adopted in 2018.

**STAFF RECCOMENDATION:** Informational Only / Discussion

**ATTACHMENTS:** Aging Grant PowerPoint

**RECOMENDED MOTION:**

N/A

Resolution No. \_\_\_\_

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY  
\$2,490,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2019A

WHEREAS, the City of Waupun, Dodge and Fond du Lac Counties, Wisconsin (the "City") is presently in need of approximately \$2,490,000 for public purposes, including paying the cost of street and stormwater projects; and

WHEREAS, it is desirable to borrow said funds through the issuance of general obligation promissory notes pursuant to Section 67.12(12), Wis. Stats.;

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Issuance of the Notes. The City shall issue its General Obligation Promissory Notes, Series 2019A, in the amount of approximately \$2,490,000 (the "Notes") for the purposes above specified.

Section 2. Sale of Notes. The Common Council hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Note Sale. The City Clerk be and hereby is directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the City Clerk may determine and to cause copies of a complete, official Notice of Note Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk shall cause an Official Statement concerning this issue to be prepared by Ehlers & Associates, Inc. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Passed this 26th day of March, 2019.

Approved this 26th day of March, 2019.

---

Julie J. Nickel, Mayor

Attest:

---

Angela J. Hull, City Clerk

March 26, 2019

## Pre-Sale Report for

City of Waupun, Wisconsin

\$2,490,000 General Obligation Promissory Notes,  
Series 2019A

WAUPUN WISCONSIN  
*City of Sculpture*

**Prepared by:**

Philip Cosson, CIPMA  
Senior Municipal Advisor

Greg Johnson, CIPMA  
Senior Municipal Advisor

## Executive Summary of Proposed Debt

Proposed Issue:	\$2,490,000 General Obligation Promissory Notes, Series 2019A
Purposes:	<p>The proposed issue includes financing for the following purposes:</p> <ul style="list-style-type: none"> <li>• 2019 Road Projects and Stormwater projects. Debt service will be paid from ad valorem property taxes.</li> </ul>
Authority:	<p>The Series 2019A is being issued pursuant to Wisconsin Statute(s):</p> <ul style="list-style-type: none"> <li>• 67.12(12)</li> </ul> <p>The Series 2019A will be general obligations of the City for which its full faith, credit and taxing powers are pledged.</p> <p>The Series 2019A count against the City’s General Obligation Debt Capacity Limit of 5% of total City Equalized Valuation. Following issuance of the Series 2019A, the City’s total General Obligation debt principal outstanding will be \$14,374,372, which is 64% of its limit. Remaining General Obligation Borrowing Capacity will be approximately \$8,197,853.</p>
Term/Call Feature:	<p>The Series 2019A is being issued for a term of 10 years. Principal on the Series 2019A will be due on May 1 in the years 2020 through 2029. Interest is payable every six months beginning May 1, 2020.</p> <p>The Series 2019A will be subject to prepayment at the discretion of the City on May 1, 2027 or any date thereafter.</p>
Bank Qualification:	<p>Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Series 2019A as “bank qualified” obligations. Bank qualified status broadens the market for the Series 2019A, which can result in lower interest rates.</p>
Rating:	<p>The City’s most recent bond issues were rated by Moody’s Investors Service. The current ratings on those bonds are “A1”. The City will request a new rating for the Series 2019A.</p> <p>If the winning bidder on the Series 2019A elects to purchase bond insurance, the rating for the issue may be higher than the City’s bond rating if the bond rating of the insurer is higher than that of the City.</p>
Basis for Recommendation:	<p>Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of Series 2019A as a suitable option based on:</p> <ul style="list-style-type: none"> <li>• The expectation this form of financing will provide the overall lowest cost of funds while also meeting the City’s objectives for term, structure and optional redemption.</li> </ul>

<p><b>Method of Sale/Placement:</b></p>	<p>We will solicit competitive bids for the purchase of the Series 2019A from underwriters and banks.</p> <p>We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Series 2019A is purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.</p>
<p><b>Premium Pricing:</b></p>	<p>In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the City.</p> <p>For this issue of Series 2019A, any premium amount received that is in excess of the underwriting discount and any capitalized interest amounts must be placed in the debt service fund and used to pay a portion of the interest payments due on the Series 2019A..</p> <p>The amount of premium allowed can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended results with respect to debt service payment impacts. Ehlers will identify appropriate premium restrictions for the Series 2019A intended to achieve the City’s objectives for this financing.</p>
<p><b>Other Considerations:</b></p>	<p>The Series 2019A will be offered with the option of the successful bidder utilizing a term bond structure. By offering underwriters the option to “term up” some of the maturities at the time of the sale, it gives them more flexibility in finding a market for your Series 2019A. This makes your issue more marketable, which can result in lower borrowing costs. In the event that the successful bidder utilizes a term bond structure, we recommend the City retain a paying agent to handle responsibility for processing mandatory redemption/call notices associated with term bonds.</p>
<p><b>Review of Existing Debt:</b></p>	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities.</p>
<p><b>Continuing Disclosure:</b></p>	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.</p>

<p>Arbitrage Monitoring:</p>	<p>Because the Series 2019A is a tax-exempt obligation, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Tax Exemption Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.</p>
<p>Investment of and Accounting for Proceeds:</p>	<p>In order to more efficiently segregate funds for this project and maximize interest earnings, we recommend using an investment advisor, to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers Investment Partners, a subsidiary of Ehlers and registered investment advisor, will discuss an appropriate investment strategy with the City.</p>
<p>Risk Factors:</p>	<p><b>GO with Planned Abatement:</b> The City expects to abate a portion of the City debt service with storm water utility revenues. In the event this revenue is not available, the City is obligated to levy property taxes in an amount sufficient to make all debt payments.</p>
<p>Other Service Providers:</p>	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p><b>Bond Counsel:</b> Quarles &amp; Brady LLP</p> <p><b>Paying Agent:</b> Bond Trust Services Corporation</p> <p><b>Rating Agency:</b> Moody's Investors Service</p>

## Proposed Debt Issuance Schedule

Pre-Sale Review by Common Council:	March 26, 2019
Due Diligence Call to review Official Statement:	To be determined
Distribute Official Statement:	Week of April 15, 2019
Conference with Rating Agency:	April 17, 2019
Common Council Meeting to Award Sale of the Bonds:	April 23, 2019
Estimated Closing Date:	May 16, 2019

## Attachments

Estimated Sources and Uses of Funds

Estimated Proposed Debt Service Schedule and Tax Impact Analysis

Bond Buyer Index

## Ehlers Contacts

Municipal Advisors:	Philip Cosson	(262) 796-6161
	Greg Johnson	(262) 796-6168
Disclosure Coordinator:	Peter Curtin	(262) 796-6187
Financial Analyst:	Mary Zywiec	(262) 796-6171

The Preliminary Official Statement for this financing will be sent to the Common Council at their home or email address for review prior to the sale date.

Issue Sizing

	Streets	Stormwater	2019 GO Notes
<b>Projects<sup>1</sup></b>			
Street Projects	1,576,108		1,576,108
Stormwater Projects		843,222	843,222
<b>Subtotal Project Costs</b>	<b>1,576,108</b>	<b>843,222</b>	<b>2,419,330</b>
<b>Estimated Issuance Expenses</b>			
Advisory/Bond & Disclosure Counsel/PA/Rating	36,206	19,444	55,650
Discount (Bid Item)	16,200	8,700	24,900
Premium Built into Rates			0
<b>TOTAL TO BE FINANCED</b>	<b>1,628,514</b>	<b>871,366</b>	<b>2,499,880</b>
Less: Est Interest Earnings @2.25%	(8,854)	(4,755)	(13,609)
Rounding	340	3,389	3,729
<b>NET ISSUE SIZE</b>	<b>1,620,000</b>	<b>870,000</b>	<b>2,490,000</b>

NOTES:

<sup>1</sup> Provided by the City -March 2019



Allocation of 2019A G.O. Promissory Notes

YEAR	Streets				Stormwater				Total Issue Debt Service				YEAR
	Prin (5/1)	Est. Rate <sup>1</sup>	Interest	Total	Prin (5/1)	Est. Rate <sup>1</sup>	Interest	Total	Prin (5/1)	Est. Rate	Interest	Total	
2020	70,000	2.140%	59,124	129,124	70,000	2.140%	30,909	100,909	140,000	2.140%	90,033	230,033	2020
2021	130,000	2.200%	38,128	168,128	80,000	2.200%	19,331	99,331	210,000	2.200%	57,458	267,458	2021
2022	130,000	2.260%	35,229	165,229	80,000	2.260%	17,547	97,547	210,000	2.260%	52,775	262,775	2022
2023	155,000	2.330%	31,954	186,954	85,000	2.330%	15,652	100,652	240,000	2.330%	47,606	287,606	2023
2024	165,000	2.400%	28,168	193,168	85,000	2.400%	13,642	98,642	250,000	2.400%	41,810	291,810	2024
2025	165,000	2.480%	24,142	189,142	90,000	2.480%	11,506	101,506	255,000	2.480%	35,648	290,648	2025
2026	170,000	2.570%	19,912	189,912	90,000	2.570%	9,234	99,234	260,000	2.570%	29,145	289,145	2026
2027	190,000	2.680%	15,181	205,181	95,000	2.680%	6,804	101,804	285,000	2.680%	21,985	306,985	2027
2028	205,000	2.780%	9,786	214,786	95,000	2.780%	4,211	99,211	300,000	2.780%	13,996	313,996	2028
2029	240,000	2.890%	3,468	243,468	100,000	2.890%	1,445	101,445	340,000	2.890%	4,913	344,913	2029
<b>TOTALS</b>	<b>1,620,000</b>		<b>265,089</b>	<b>1,885,089</b>	<b>870,000</b>		<b>130,279</b>	<b>1,000,279</b>	<b>2,490,000</b>		<b>395,369</b>	<b>2,885,369</b>	<b>TOTALS</b>

NOTES:

Rates Based on A scale 2/19/18 + .30

**Pre Sale Estimate**

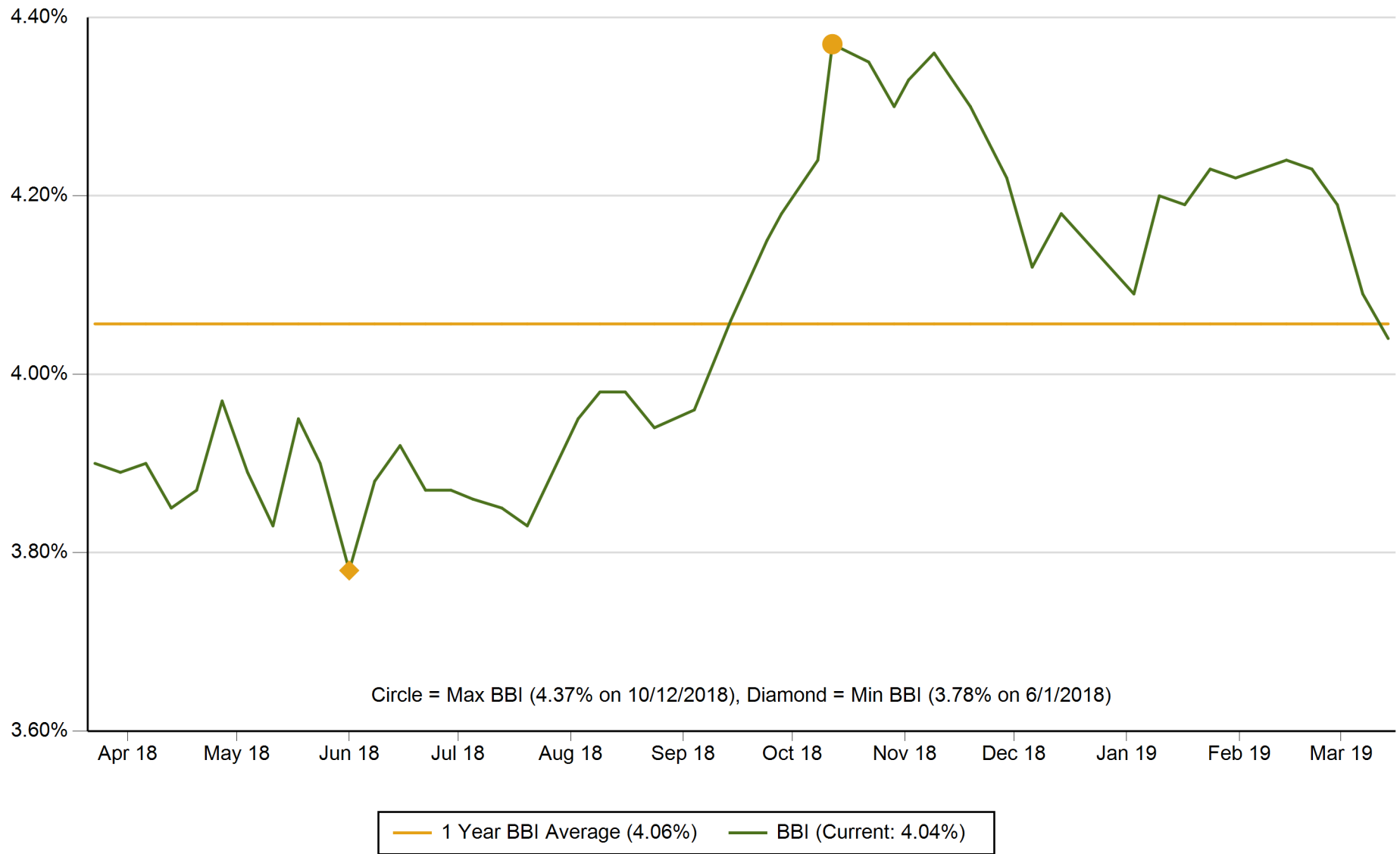
2019 Financing Plan

Existing Debt Only						2019 Issue								
	Equalized Value TID Out Projection <sup>1</sup>	Annual P & I Payment	Total Offsetting Revenues	Net Levy For Debt Service	Net Rate for Debt Svc	G.O. Promissory Notes, Series 2019A \$2,490,000 5/9/2019			Annual Debt Payments New Projects	Less: Stormwater Revenues	Less: Interest Earnings	Net Levy for Debt Service <sup>3</sup>	Net Rate for Total Debt Svc	
YEAR						Prin. 5/1	Est. Rate <sup>2</sup>	Int.						YEAR
2018	409,288,100	1,383,935	(745,521)	638,414	1.56							638,414	1.56	2018
2019	418,701,700	1,336,465	(708,182)	628,283	1.50						(2,300)	625,983	1.50	2019
2020	421,841,963	1,266,853	(636,370)	630,483	1.49	140,000	2.14%	90,033	230,033	(100,909)		759,606	1.80	2020
2021	436,577,477	1,274,076	(659,693)	614,383	1.41	210,000	2.20%	57,458	267,458	(99,331)		782,510	1.79	2021
2022	439,851,809	1,155,425	(532,618)	622,808	1.42	210,000	2.26%	52,775	262,775	(97,547)		788,036	1.79	2022
2023	443,150,697	1,134,535	(529,068)	605,468	1.37	240,000	2.33%	47,606	287,606	(100,652)		792,421	1.79	2023
2024	446,474,327	1,162,813	(554,993)	607,820	1.36	250,000	2.40%	41,810	291,810	(98,642)		800,988	1.79	2024
2025	449,822,885	1,174,013	(559,543)	614,470	1.37	255,000	2.48%	35,648	290,648	(101,506)		803,612	1.79	2025
2026	453,196,556	1,183,183	(563,263)	619,920	1.37	260,000	2.57%	29,145	289,145	(99,234)		809,832	1.79	2026
2027	456,595,531	1,180,033	(565,163)	614,870	1.35	285,000	2.68%	21,985	306,985	(101,804)		820,051	1.80	2027
2028	460,019,997	1,185,438	(571,273)	614,165	1.34	300,000	2.78%	13,996	313,996	(99,211)		828,951	1.80	2028
2029	463,470,147	619,048	(511,423)	107,625	0.23	340,000	2.89%	4,913	344,913	(101,445)		351,093	0.76	2029
2030	466,946,173	606,058	(500,933)	105,125	0.23							105,125	0.23	2030
2031	470,448,269	607,613	(499,988)	107,625	0.23							107,625	0.23	2031
2032	473,976,631	173,188	(173,188)		0.00							0	0.00	2032
2033	477,531,456	173,475	(173,475)		0.00							0	0.00	2033
2034	481,112,942	168,225	(168,225)		0.00							0	0.00	2034
2035	484,721,289	167,600	(167,600)		0.00							0	0.00	2035
2036	488,356,699	166,400	(166,400)		0.00							0	0.00	2036
<b>Totals</b>		<b>16,118,371</b>	<b>(8,986,915)</b>	<b>7,131,457</b>		<b>2,490,000</b>		<b>395,369</b>	<b>2,885,369</b>	<b>(1,000,279)</b>	<b>(2,300)</b>	<b>9,014,247</b>		<b>TOTALS</b>

NOTES  
<sup>1</sup> Assumes a .075% increase in valuation starting in 2019 and thereafter, except in 2021 when the TID closure takes effect.  
<sup>2</sup> Rates Based on A scale 2/19/18 + .30  
<sup>3</sup> The City will use funds from their capital levy to offset the increases reflected starting in 2020.

# 1 YEAR TREND IN MUNICIPAL BOND INDICES

## Weekly Rates March, 2018 - March, 2019



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

# RELOCATION ORDER

Wisconsin Department of Transportation  
DT1708 2000 (Replaces RE3006)

Project 170	Name of Road Lincoln Street - South Branch Rock River	Highway Madison Street	County Fond du Lac
Right of Way Plat Date 3/12/2019	Plat Sheet Number 4.01	Date of Previously Approved Relocation Order None	

Description of Termini of Project

Beginning 1267.05 feet south and 1381.15 feet west of the east quarter corner of Section 32, Township 14 North, Range 15 East in the City of Waupun, Fond du Lac County, Wisconsin; thence northerly along the reference line of Madison Street within the right-of-way shown on the plat to a point being 1134.54 feet south and 1378.80 feet west of the east quarter corner of Section 32, Township 14 North, Range 15 East and there terminating.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

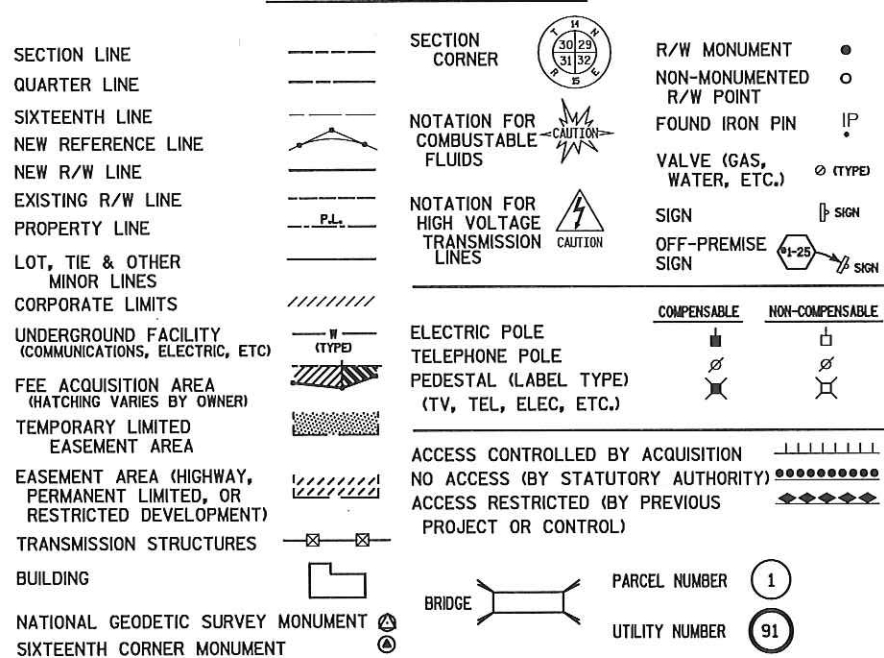
To effect this change, pursuant to authority granted under Section 62.22, Wisconsin Statutes, the City of Waupun orders that:

1. The said highway is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by the City of Waupun.
3. This order supersedes and amends any previous order issued by the City of Waupun.

\_\_\_\_\_  
(City of Waupun)

\_\_\_\_\_  
(Date)

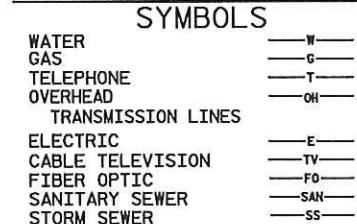
CONVENTIONAL SYMBOLS



CONVENTIONAL ABBREVIATIONS

ACCESS RIGHTS	AR	POINT OF COMPOUND CURVE	PCC
ACRES	AC	POINT OF INTERSECTION	PI
AHEAD	AH	PROPERTY LINE	PL
ALUMINUM	ALUM	RECORDED AS (100')	
AND OTHERS	ET AL	REFERENCE LINE	R/L
BACK	BK	REMAINING	REM
BLOCK	BLK	RIGHT	RT
CENTERLINE	C/L	RIGHT OF WAY	R/W
CERTIFIED SURVEY MAP	CSM	SECTION	SEC
CONCRETE	CONC	SEPTIC VENT	SEPV
COUNTY	CO	SQUARE FEET	SF
COUNTY TRUNK HIGHWAY	CTH	STATE TRUNK HIGHWAY	STH
DISTANCE	DIST	STATION	STA
CORNER	COR	SUBDIVISION	SUBD
DOCUMENT NUMBER	DOC	TANGENT	TAN
EASEMENT	EASE	TELEPHONE PEDESTAL	TP
EXISTING	EX	TEMPORARY LIMITED EASEMENT	TLE
GAS VALVE	GV		
GRID NORTH	GN	TRANSPORTATION PROJECT	TPP
HIGHWAY EASEMENT	HE	PLAT	
IDENTIFICATION	ID	UNITED STATES HIGHWAY	USH
LAND CONTRACT	LC	VOLUME	V
LEFT	LT		
MONUMENT	MON		
NATIONAL GEODETIC SURVEY NUMBER	NGS		
NO	NO		
OUTLOT	OL		
PAGE	P		
POINT OF TANGENCY	PT		
PERMANENT LIMITED EASEMENT	PLE		
POINT OF BEGINNING	POB		
POINT OF CURVATURE	PC		

CONVENTIONAL UTILITY SYMBOLS



NOTES:

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COUNTY COORDINATES, DODGE COUNTY, NAD 83 (1991) IN US SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

RIGHT OF WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER SURVEYS OF PUBLIC RECORD.

DIMENSIONING FOR THE NEW RIGHT-OF-WAY IS MEASURED ALONG AND PERPENDICULAR TO NEW REFERENCE LINES.

PROPERTY LINES SHOWN ON THIS PLAT ARE DRAWN FROM DATA DERIVED FROM MAPS AND DOCUMENTS OF PUBLIC RECORD AND/OR EXISTING OCCUPATIONAL LINES. EXCLUDING RIGHT-OF-WAY LINES, THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES, AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.

RIGHT OF WAY MONUMENTS ARE TYPE 2 MONUMENTS (TYPICALLY 1" x 24" IRON PIPE) AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.

SCHEDULE OF LANDS & INTERESTS REQUIRED

PARCEL NUMBER	OWNER	INTEREST REQUIRED	TOTAL ACRES (EXISTING)	R/W ACRES REQUIRED NEW	R/W ACRES REQUIRED EXISTING	TOTAL ACRES REQUIRED	TOTAL ACRES (REMAINING)	P.L.E. ACRES PERM.	T.L.E. ACRES TEMP.
1	RANDALL S. VOLLMER AND LISA A. VOLLMER	PLE, TLE	0.22	0	0	0	0.22	0.02	0.01
91	ALLIANT ENERGY - GAS	RELEASE OF RIGHTS							

COURSE TABLE - TLE

FROM POINT	TO POINT	BEARING	DISTANCE
87	300	S89°49'04"W	1391.73'
300	302	S01°01'04"W	1191.86'
302	401	S01°01'04"W	70.23'
401	402	S89°33'42"W	6.00'
402	403	N01°01'04"E	17.84'
403	404	N88°58'56"W	4.00'
404	405	N01°01'04"E	25.00'
405	406	S88°58'56"W	4.00'
406	407	N01°01'04"E	37.07'
407	302	S31°10'08"E	11.26'

COURSE TABLE - PLE

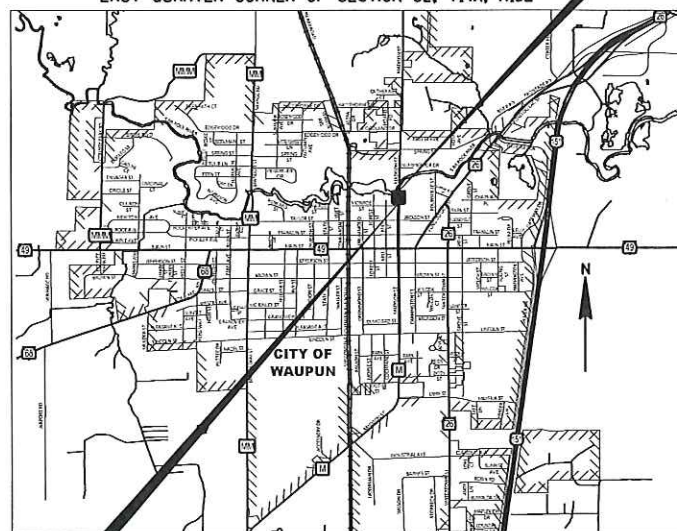
FROM POINT	TO POINT	BEARING	DISTANCE
87	300	S89°49'04"W	1391.73'
300	301	S01°01'04"W	1154.31'
301	302	S01°01'04"W	37.55'
302	303	N31°10'08"W	60.85'
303	304	N58°49'52"E	20.00'
304	301	S31°10'08"E	29.08'

BASIS FOR EXISTING R/W

ROUTE BASIS  
 MADISON ST. NORTH WARD, CITY OF WAUPUN (EAST PART)  
 NOTE - PROPERTY LINE STATIONS ARE COMPUTED FROM INFORMATION OF RECORD AND ARE APPROXIMATE ONLY.

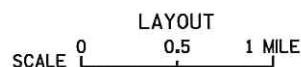
END RELOCATION ORDER

151+14.70  
 Y 789090.38  
 X 875967.00  
 1134.54' SOUTH AND 1378.80' WEST OF THE EAST QUARTER CORNER OF SECTION 32, T14N, R15E



BEGIN RELOCATION ORDER

149+82.06  
 Y 788957.86  
 X 875964.65  
 1267.05' SOUTH AND 1381.15' WEST OF THE EAST QUARTER CORNER OF SECTION 32, T14N, R15E

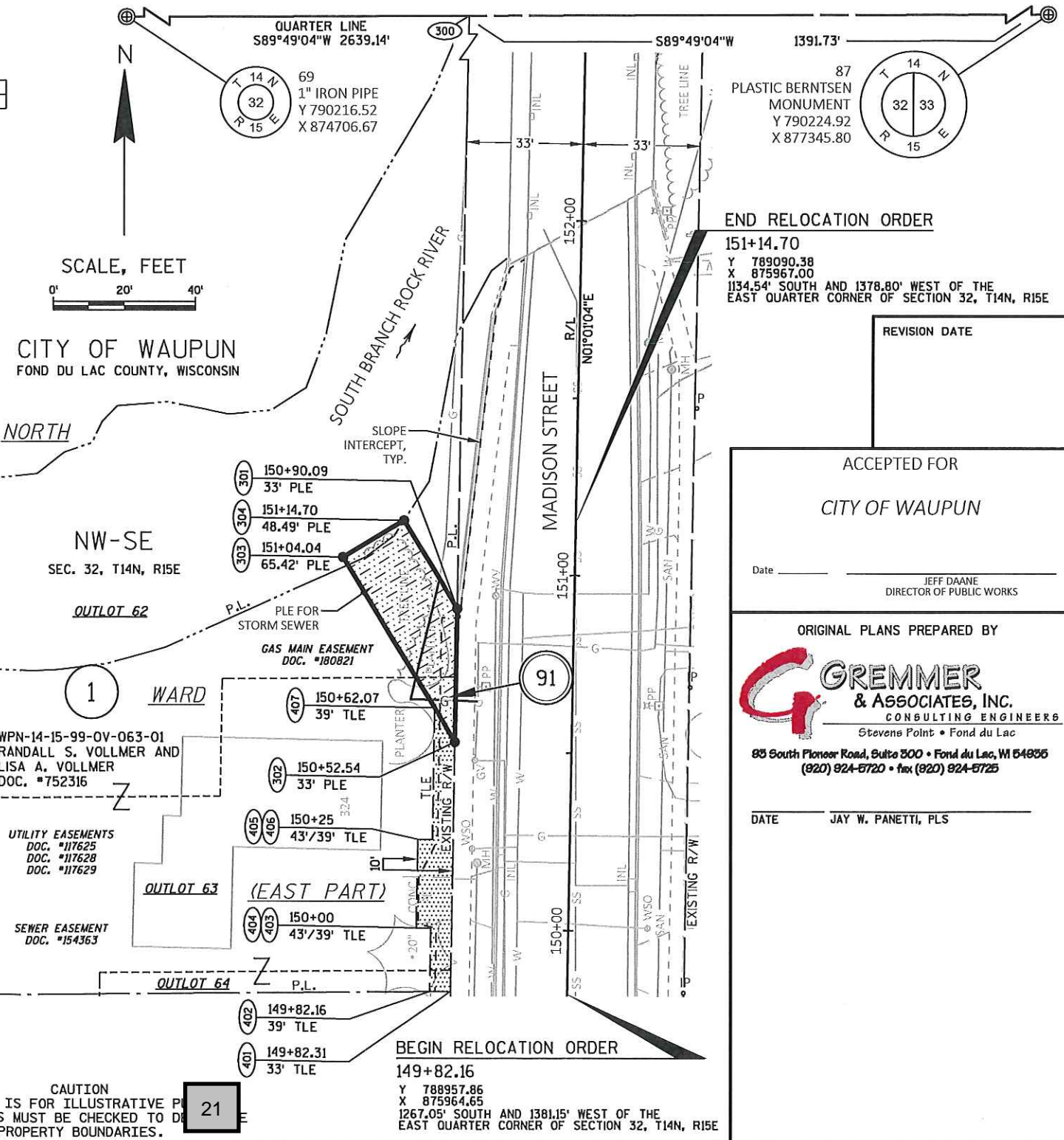


TOTAL NET LENGTH OF CENTERLINE = 0.025 MILES

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE CITY.

R/W PROJECT NUMBER 170	SHEET NUMBER 4.01	TOTAL SHEETS 1
FEDERAL PROJECT NUMBER		

PLAT OF RIGHT OF WAY REQUIRED FOR  
 MADISON STREET  
 LINCOLN STREET-SOUTH BRANCH ROCK RIVER  
 MADISON STREET FOND DU LAC COUNTY





# AGENDA SUMMARY SHEET

**MEETING DATE:** 3/25/19 REVISED

**TITLE:** Discuss Structure of Boards and Commissions

**AGENDA SECTION:** Discussion

**PRESENTER:** Kathy Schlieve

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT
Excellence in Government	None

**ISSUE SUMMARY:** Waupun City Ordinance 2.01 outlines a number of standing committees which we currently appointment members to, some of which never/rarely meet. As the needs of the City have evolved and as the Committee of the Whole structure was adopted, the needs for various boards have changed. We would like to have a conversation about structure of boards and commissions to ensure that we are engaging the right groups in conversations relative to the work of the city. The boards that we are requesting review of include:

1. Structure of Board of Public Works (see attachment)
2. Negotiations Committee: With Act 10, we operate by handbook with the exception of the police union.
3. Transit Committee: This group is currently not meeting though public transit is a growing area of concern.
4. Board of Health and Human Rights: This group is not meeting. (See ordinance language below under supplemental information).
5. ADA Committee: This group is currently not meeting though we have work to do on our ADA plan, staff has been leading this work.
6. Any other Board that the Council wishes to review

Additionally, by ordinance, we have an economic development committee identified as a standing committee. We currently do not have this committee but may find it beneficial and would therefore like to obtain feedback about whether the Council would like to implement such a committee or continue to work as a committee of the whole.

**STAFF RECCOMENDATION:** Discussion Only

**SUPPLEMENTAL INFORMATION:**

10.01 BOARD OF HEALTH.

(1) DUTIES. The City Board of Health shall assume the general administration of health and sanitation laws and regulations in the City, supervise the work of the Health officer and attend to the administration and enforcement of the health laws of the State and the rules and regulations prescribed by the State Board of Health and the ordinances of the City.

(2) POWERS. The Board shall take such measures and make such rules and regulations as shall be necessary and effectual for the preservation and promotion of the public healthy in the City. All orders and regulations of the Board shall be published in the official newspaper and, after publication, shall have the force and effect of ordinances, including penalty for violation.

**RECOMENDED MOTION:**  
N/A

*Approved 4/17/2018*

*Revised 5/8/18 5/22/18 7/10/18 8/14/18*

*09/04/18 10/24/18 11/27/18 01/08/19*

*2/25/19*

**CITY OF WAUPUN  
BOARDS, COMMISSIONS, AND COMMITTEES  
2018-2019**

Mayor – Julie Nickel  
Common Council President – Jason Westphal  
City Attorney – Daniel VandeZande  
Official City Newspaper – Daily Citizen

**Common Council**

Mayor

Julie Nickel  
201 E Main Street  
Waupun, WI 53963  
920-324-7919

Email: [jnickel@cityofwaupun.org](mailto:jnickel@cityofwaupun.org)

First Aldermanic District:

Jason Westphal  
201 Young Street  
Waupun, WI 53963  
920-210-5140

Email: [jwestphal@cityofwaupun.org](mailto:jwestphal@cityofwaupun.org)

Second Aldermanic District:

Pete Kaczmariski  
640 S. Madison Street  
Waupun, WI 53963  
920-324-2213

Email: [pkaczmariski@cityofwaupun.org](mailto:pkaczmariski@cityofwaupun.org)

Third Aldermanic District:

Ryan Mielke  
228 Pleasant Avenue  
Waupun, WI 53963  
920-517-0854

Email: [rmielke@cityofwaupun.org](mailto:rmielke@cityofwaupun.org)

Fourth Aldermanic District:

Michael Matoushek  
304 Elm Ave.  
Waupun, WI 53963  
262-470-5975

Email: [mmatoushek@cityofwaupun.org](mailto:mmatoushek@cityofwaupun.org)

Fifth Aldermanic District:

Bobbie Vossekul  
609 Beekman St.  
Waupun, WI 53963  
920-210-9884

Email: [bvossekul@cityofwaupun.org](mailto:bvossekul@cityofwaupun.org)

Sixth Aldermanic District:

Nancy Vanderkin  
422 Fond du Lac Street  
Waupun, WI 53963  
920-345-1151

Email: [nvanderkin@cityofwaupun.org](mailto:nvanderkin@cityofwaupun.org)

**COMMON COUNCIL STANDING COMMITTEES.**

*Per Municipal Code 2.04 -Mayor designates Chairperson of the following committees.*

**Negotiations Committee**

Except as provided elsewhere in the municipal Code, the Mayor shall make all appointments to standing committees, subject to confirmation by the Council. The Mayor shall designate the chairperson of each committee. Appointments shall be made at the first regular meeting of the newly elected Council. The Mayor shall be an ex-officio, nonvoting member of each committee.

(All Union/Management concern)

- Alderman Bobbie Vossekuil
- Alderman Ryan Mielke
- Alderman Jason Westphal, Chairman *(Mayor appoints Chairman)*
- Mayor, Ex-Officio

**Board of Public Works**

(The Board of Public Works shall consist of 3 Alderpersons appointed by the Mayor, subject to the approval of the Common Council, together with the Director of Public Works, the Manager of the Public Utilities, the Clerk and the Police Chief or his designee. The person designated as Chairman of the Board of Public Works shall serve as the president thereof and the City Clerk shall serve as the Clerk. The Manager of the Public Utilities shall be nonvoting member. All other members shall be entitled to vote, except the president, who shall vote only in the case of a tie.)

- Alderman Michael Matoushek
- Alderman Ryan Mielke
- Alderman Pete Kaczmariski, Chairman *(Mayor appoints Chairman)*
- City Clerk *(Serves as the Clerk of the Board)*
- Police Chief or his designee
- Public Works Director
- Utility Manager – Ex Officio

**CITIZEN BOARDS AND COMMISSION**

*Per municipal Code 1.05- Committees elect Chairperson, Vice-Chairperson and Sec. unless otherwise noted*

**Board of Review – 5 Yr. Terms**

(The Board of Review shall consist of the Mayor, who shall serve as its Chairman, the City Clerk, who shall serve as its Secretary, and 5 citizen members. The citizen members shall be appointed by the Mayor, subject to the approval of the Council, and such citizen members shall hold their office for staggered 5 year terms. The restrictions of 70.46(1), Wis. Stats., shall apply. The Board of Review shall meet annually at any time during the 30 day period beginning on the 2<sup>nd</sup> Monday of May. The Board shall be in session at least 2 hours.

- Mayor *Serves as Chairman*
- City Clerk *Serves as Secretary*
- Citizen 4-30-21 Fred Mollien
- Citizen 4-30-20 Jon Dobbratz
- Citizen 4-30-22 Richard Steinbach
- Citizen 4-30-23 Jan Harmsen
- Citizen 4-30-19 Dylan Weber



### **Utility Commission – 5 Yr. Terms**

(The water, electric and sewerage collection system and disposal plant shall be managed by a nonpartisan board of 7 commissioners. Four of the Commissioners shall be citizen members appointed by the Common Council for staggered terms of 5 years each. Three of the Commissioners shall be Alderpersons of the City, each of whom shall be appointed by the Mayor, subject to confirmation by the Common Council, to serve for the term of his or her office as Alderperson. The Manager of Public Utilities and Director of Public Works shall serve as ex officio, nonvoting members of the Public Utility Commission.) The Commissioners shall choose from among their number, a President and a Secretary, and a Vice President if so desired.

Council Member		Jason Westphal	
Council Member		Ryan Mielke	
Council Member		Pete Kaczmarek	
Citizen	4-30-23	Joel Heeringa	President
Citizen	4-30-20	Mike Thurmer	
Citizen	4-30-22	Jeff Homan	
Citizen	4-30-21	Dave Gerritson	Vice President
Utility Manager or designee, Ex Officio, Director of Public Works, Ex Officio			Secretary

### **Plan Commission – 3 Yr. Terms**

(The Plan Commission shall consist of the Mayor, who shall be its presiding officer, the Director of Public Works, CDA member, an Alderperson appointed by the Council annually and 3 citizen members. Simultaneous membership on the Board of Zoning Appeals and Plan Commission is permissible.)

Mayor		<i>Serves as Chairman</i>	
Council Member	4-30-19	Mike Matoushek	<i>(annual appointment by Council)</i>
Public Works Director			
CDA Member	4-30-21	Derek Drews	
Citizen	4-30-21	Jerry Medema	
Citizen	4-30-21	Fred Lueck	
Citizen	4-30-20	Elton Terbeest	
Utility Manager, Ex Officio			

### **Fire and Police Commission – 5 Yr. Terms**

(The Police and Fire Commission shall consist of 5 citizens of the City appointed as provided in §62.13, Wis. Stats.) (Police and fire commissions commonly elect a president, a vice president and a secretary)

Citizen	4-30-21	John Forsythe	
Citizen	4-30-20	Mike Thurmer	President
Citizen	4-30-19	Carole Cronin	
Citizen	4-30-22	John Bett	Vice President
Citizen	4-30-23	Tara Rhodes	Secretary
Council Member, Ex Officio		Jason Westphal	

**Transit Committee – 1 Yr. Terms**

Council Member 4-30-19 Nancy Vanderkin  
Council Member 4-30-19 Pete Kaczmarski  
Council Member 4-30-19 Ryan Mielke  
Police Chief or Designee  
Mayor

**Zoning Board of Appeal – 3 Yr. Terms**

(The Board of Zoning Appeals shall consist of 5 members and an alternate. The alternate shall act with full power when a member of the Board is absent or refuses to vote because of interest. Simultaneous membership on the Board of Zoning Appeals and Plan Commission is permissible.) The Mayor appoints the Chairperson.

Citizen 4-30-19 Mark Nickel  
Citizen 4-30-20 Dick Walters  
Citizen 4-30-21 Frank Mesa, Chairman *(Mayor appoints Chairman)*  
Citizen Alternate 4-30-21 Dylan Weber  
Citizen 4-30-20 Jon Dobbratz  
Council Member Nancy Vanderkin  
Public Works Dir., Ex Officio  
Utility Manager, Ex Officio

**Library Board – 3 Yr. Terms**

(The Library Board shall consist of the Superintendent of Schools and 6 citizens of the City appointed as provided in §43.54. Wis. Stats. The Council may name a trustee emeritus to serve with the Board, without voting rights, but with all other privileges of office.) Library Board to appoint President, Vice President, Secretary/Treasurer.

Citizen/Council Member Pete Kaczmarski  
School Superintendent/Designee  
Citizen 4-30-21 Bev Martens Vice President  
Citizen 4-30-20 Claudia Waskow President  
Citizen 4-30-21 Sandy Rohrer Secretary/Treasurer  
Citizen 4-30-20 Steve Procise  
Citizen 4-30-19 Jan Sullivan

**Recreation Board – 3 Yr. Terms**

(The Board of Park and Recreation Commissioners shall have 7 members to be appointed by the Mayor, subject to confirmation by the Council. Terms of office shall commence on May 1 and members shall serve for 3-year terms, unless a different term is designated.) Board to appoint President, Vice President, Secretary/designee.

Council Member Nancy Vanderkin  
Council Member Bobbie Vossekuil Secretary  
Citizen 4-30-19 Jan Harmsen Vice President  
Citizen 4-30-19 Beth Lienhard  
Citizen 4-30-20 Randy Armga  
Citizen 4-30-21 Amy Ewert  
Citizen 4-30-21 Larry Sullivan President

**Board of Health/Human Rights - 3 Yr. Terms**

(The Board of Health shall consist of one Alderperson, the Superintendent of Schools and 3 citizens, one of whom shall be a woman.)

School Superintendent

Council Member		Bobbi Vossekuil
Citizen	4-30-19	Sandy Buchholz
Citizen	4-30-20	Sylvia Landaal
Citizen	4-30-21	Linda Nickel

**Business Improvement District Board - 3 Yr. Terms**

The BID Board shall consist of 6 representatives from the BID District and 4 Representatives At-Large. Board commonly elects Chairman.

Citizen	4-30-19	Wayne Buteyn	President
Citizen	4-30-19	Rich Matravers	
Citizen	4-30-19	John Theune	<i>At-Large</i>
Citizen	4-30-20	John Karsten	
Citizen	4-30-20	Jeff Riel	
Citizen	4-30-20	Krista Bishop	
Citizen	4-30-20	Al Verhage	<i>At-Large</i>
Citizen	4-30-21	Teresa Ruch	<i>At-Large</i>
Citizen	4-30-21	Jan Harmsen	
Citizen	4-30-21	Jack Dunham	<i>At-Large</i>
Mayor, Ex Officio			

**Community Development Authority - (after initial term, 4 Yr.)**

The CDA commissioners shall consist of seven commissioners who shall be appointed in accordance with Section 66.1335(2) of the WI Statutes. A commissioner shall hold his or her office until a successor has been appointed and qualified. Removals with respect to commissioners of the CDA shall be governed by the WI Statutes. Officers of the CDA shall be the Chairperson (Mayor) and Vice Chairperson. The Vice-Chairperson shall be elected from among the Commissioners of the CDA at the first meeting of the CDA, and the first meeting after May and shall hold office until the next succeeding April, or until a successor is elected.

This list is an advisory list of potential members but not obligatory. The appointments to this committee are at the discretion of the Mayor: Mayor, Council Member, Downtown Business Owner, Downtown Property Owner, (2) Community Member At-Large, and Business Improvement District (BID) Representative. Ex-Officio/Staff Support: City Administrator, City Clerk-Treasurer, City Attorney, Director of Public Works, and Fond du Lac County Economic Development Corp.

Mayor		<i>Serves as Chairman</i>	
Council Member		Nancy Vanderkin	
Community Member At Large	4-30-22	Derek Drews	
Community Member At Large	4-30-20	Jill Vanderkin	
Downtown Business Owner	4-30-19	Sue VandeBerg	
BID Representative	4-30-21	John Karsten	Vice Chairperson
Downtown Property Owner	4-30-22	Cassandra Verhage	



## STRUCTURE OF THE BOARD OF PUBLIC WORKS

MARCH 26, 2019

WISCONSIN DEPARTMENT OF PUBLIC WORKS ARE COVERED BY STATUE 62.14 BELOW IS AN EXCERPT.

### **62.14 Board of public works.**

(1) HOW CONSTITUTED; TERMS. There shall be a department known as the "Board of Public Works" to consist of 3 commissioners. In cities of the 2nd class the commissioners shall be appointed by the mayor and confirmed by the council at their first regular meeting or as soon thereafter as may be. The members of the first board shall hold their offices, 1, 2 and 3 years, respectively, and thereafter for 3 years or until their successors are qualified. In all other cities the board shall consist of the city attorney, city comptroller and city engineer. The council, by a two-thirds vote, may determine that the board of public works shall consist of other public officers or persons and provide for the election or appointment of the members thereof, or it may, by a like vote, dispense with such board, in which case its duties and powers shall be exercised by the council or a committee thereof, or by such officer, officers or boards as the council designates. The words "board of public works" wherever used in this subchapter shall include such officer, officers, or boards as shall be designated to discharge its duties

OTHER PARTS DEAL WITH THE ORGANIZATION, RULES AND POWERS , APPOINTMENT BY MAYOR ETC.

WAUPUN DEPARTMENT OF PUBLIC WORKS COMMITTEE HAS THREE CITY COUNCIL MEMBERS AND THREE FULL TIME CITY OF WAUPUN EMPLOYEES. ALL MEMBERS PRESENTLY CAN PROPOSE ITEMS FOR DISCUSSION, BE PLACED ON THE AGENDA FOR POSSIBLE ACTION. NO OTHER CITY OF WAUPUN COMMITTEE HAS CITY EMPLOYEES THAT CAN VOTE ON THE ISSUES PRESENTED. I CHECKED WITH DODGE COUNTY SUPERVISOR AND HE ALSO WAS NOT AWARE OF ANY COMMITTEE THAT ALLOWS THIS AS THE CITY OF WAUPUN DOES.

AS IT STANDS NOW A CITY EMPLOYEE MEMBER COULD PROPOSE AN AGENDA ITEM, VOTE ON IT AND BENEFIT FROM ITS PASSING.

APPROXIMATELY MARCH 13, 2019, I RESEARCHED LOCAL CITIES AND TOWNS NEARBY TO FIND OUT HOW THEY ARE STRUCTURED, HOW MANY MEMBERS AND IF ANY ARE THEIR EMPLOYEES WHOM ALSO HAVE VOTING POWERS. BELOW IS THE RESULTS COMPILED BY CITY WEBSITE OR MY PHONE CALL.

CITY OF COLUMBUS-6 MEMBERS OF WHICH ALL ARE ELECTED COUNCIL MEMBERS.

CITY OF SUN PRAIRIE- 5 MEMBERS, THREE COUNCIL MEMBERS AND TWO APPOINTED BY MAYOR

CITY OF BEAVER DAM-7 ALL COUNCIL MEMBERS

CITY OF MAYVILLE- 3 MEMBERS ALL COUNCIL MEMBERS.

CITY OF HORICON-3 MEMBERS ALL FROM CITY COUNCIL.

VILLAGE OF NORTH FOND DU LAC- 4 MEMBERS ALL FROM CITY COUNCIL.

CITY OF FOND DU LAC- 5 MEMBERS, TWO ALTERNATES, 1 COUNCIL AND DPW DIRECTOR.

CITY OF WATERTOWN- 5 MEMBERS, FOUR COUNCIL MEMBERS AND ONE APPOINTED BY MAYOR.

CITY OF HARTFORD-4 MEMBERS AND ONE ALTERNATE.

CITY OF PORTAGE-5 MEMBERS ALL COUNCIL MEMBERS.

IT IS MY OPINION AND REQUEST THAT WE KEEP THE PRESENT MAKE UP OF OUR DPW COMMITTEE BUT THE THREE CITY EMPLOYEES BE NON VOTING. I WOULD ALSO ASK THE MAYOR TO APPOINT A MEMBER FROM THE PUBLIC WITH SOME TYPE OF CONSTRUCTION KNOWLEDGE AS AN ADDITIONAL MEMBER.

PETER KACZMARSKI SECOND WARD COUNCIL MEMBER.

Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
03/21/2019	97299	ADVANCED DISPOSAL	42,508.28
03/21/2019	97300	AIRGAS USA, LLC	568.98
03/21/2019	97301	ALLIANT ENERGY/WP&L	126.40
03/21/2019	97302	AXON ENTERPRISE INC	5,452.00
03/21/2019	97303	BAKER TILLY VIRCHOW KRAUSE LLP	27,369.00
03/21/2019	97304	BAYCOM	4,525.00
03/21/2019	97305	BEAVER DAM COMMUNITY HOSPITAL	18.00
03/21/2019	97306	BROWN CAB SERVICE INC	14,323.98
03/21/2019	97307	CAPITAL NEWSPAPERS	19.18
03/21/2019	97308	CHARTER COMMUNICATIONS	783.27
03/21/2019	97309	CONWAY SHIELD	1,176.00
03/21/2019	97310	COTTINGHAM & BUTLER INSURANCE	2,500.00
03/21/2019	97311	DULTMEIER SALES LLC	275.87
03/21/2019	97312	GALLS, LLC	94.51
03/21/2019	97313	GREMMER & ASSOCIATES INC	36,235.08
03/21/2019	97314	GUNDERSON, INC.	196.85
03/21/2019	97315	J & S CARWASH LLC	140.00
03/21/2019	97316	JOHN FABICK TRACTOR CO	19.54
03/21/2019	97317	KWIK TRIP STORES	9,757.74
03/21/2019	97318	LEITNER, GINNY	15.00
03/21/2019	97319	MARCO TECHNOLOGIES LLC	1,746.09
03/21/2019	97320	MID-STATES ORGANIZED CRIME INF	150.00
03/21/2019	97321	MIDWEST SERVICE EQUIPMENT	676.46
03/21/2019	97322	NAPA AUTO PARTS-WAUPUN	9.28
03/21/2019	97323	PETERSEN, JENNIFER	42.92
03/21/2019	97324	PIGGLY WIGGLY DISCOUNT FOODS	68.32
03/21/2019	97325	PITNEY BOWES	159.60
03/21/2019	97326	POESCHL PRINTING COMPANY, INC	243.00
03/21/2019	97327	Q-TRONICS	12.99
03/21/2019	97328	QUALITY TRUCK CARE CENTER, INC	93.85
03/21/2019	97329	REACH	1,000.00
03/21/2019	97330	SAN-A-CARE, INC	836.39
03/21/2019	97331	SELECTIVE INSURANCE COMPANY	85.00
03/21/2019	97332	SENIOR EXPO INC	190.00
03/21/2019	97333	SHRED-IT	89.95
03/21/2019	97334	STICKS AND STONES	335.00
03/21/2019	97335	STOBB PLUMBING & HEATING, INC.	2,066.50
03/21/2019	97336	TRAFFIC & PARKING CONTROL CO.	839.51
03/21/2019	97337	TRUCK COUNTRY	464.85
03/21/2019	97338	VANDE ZANDE & KAUFMAN, LLP	2,040.00
03/21/2019	97339	VON BRIESEN & ROPER, S.C.	247.50
03/21/2019	97340	WALMART COMMUNITY/GEMB	140.63
03/21/2019	97341	WAUPUN CHAMBER OF COMMERCE	80.00
03/21/2019	97342	WAUPUN UTILITIES	25,968.50
03/21/2019	97343	W.W. ELECTRIC MOTORS, INC.	143.00
03/21/2019	97344	STRAND ASSOCIATES INC	210.98
03/21/2019	97345	SALAMONE SUPPLIES	346.48
Grand Totals:			184,391.48

---

Report Criteria:

Report type: Summary

---



## Report Criteria:

[Report].Invoice Date = 03/21/2019

Invoice	Description	Invoice Date	Total Cost	GL Account
<b>615 ADVANCED DISPOSAL</b>				
E10001325203	Brown St Apts	03/21/2019	200.00	100-70-5410-3-36
E10001325203	Recycle	03/21/2019	8,743.32	420-70-5436-3-38
E10001325203	Residential Trash	03/21/2019	33,564.96	425-70-5476-3-38
Total 615 ADVANCED DISPOSAL:			42,508.28	
<b>987 AIRGAS USA, LLC</b>				
9959912494	Gas cylinders/hazmat handling	03/21/2019	568.98	100-70-5411-3-36
Total 987 AIRGAS USA, LLC:			568.98	
<b>1174 ALLIANT ENERGY/WP&amp;L</b>				
5374620000-FEB19	Aquatic Center	03/21/2019	126.40	100-20-5523-3-32
Total 1174 ALLIANT ENERGY/WP&L:			126.40	
<b>1994 AXON ENTERPRISE INC</b>				
SI-1580401	standard battery pack/holster	03/21/2019	572.00	100-40-5215-3-38
SI-1580454	yellow X2 CEW Handle	03/21/2019	4,880.00	410-40-5211-4-00
Total 1994 AXON ENTERPRISE INC:			5,452.00	
<b>4005 BAKER TILLY VIRCHOW KRAUSE LLP</b>				
BT1370877	2018 financial statement audit	03/21/2019	23,952.00	100-10-5157-3-38
BT1370877	2018 BID financial	03/21/2019	1,193.00	100-10-5157-3-38
BT1370877	2018 TIF District compilations - TID 5	03/21/2019	444.80	401-70-5436-3-39
BT1370877	2018 TIF District compilations - TID 1	03/21/2019	444.80	402-10-5701-3-39
BT1370877	2018 TIF District compilations - TID 3	03/21/2019	444.80	405-70-5436-3-39
BT1370877	2018 TIF District compilations - TID 7	03/21/2019	444.80	407-70-5436-3-39
BT1370877	2018 TIF District compilations - TID 6	03/21/2019	444.80	408-70-5436-3-39
Total 4005 BAKER TILLY VIRCHOW KRAUSE LLP:			27,369.00	
<b>4088 BAYCOM</b>				
SRVCE000000018927	portable radio	03/21/2019	4,525.00	410-50-5231-4-00
Total 4088 BAYCOM:			4,525.00	
<b>5013 BEAVER DAM COMMUNITY HOSPITAL</b>				
MBQ88179	ecard for class	03/21/2019	18.00	100-40-5215-3-38
Total 5013 BEAVER DAM COMMUNITY HOSPITAL:			18.00	
<b>6252 BROWN CAB SERVICE INC</b>				
1689	January monthly taxi service 2019	03/21/2019	7,856.35	501-10-5154-3-38
1700	February monthly taxi service 2019	03/21/2019	6,467.63	501-10-5154-3-38
Total 6252 BROWN CAB SERVICE INC:			14,323.98	
<b>7058 CAPITAL NEWSPAPERS</b>				
1623063	Public hearing	03/21/2019	19.18	100-10-5110-3-35
Total 7058 CAPITAL NEWSPAPERS:			19.18	

Invoice	Description	Invoice Date	Total Cost	GL Account
<b>10048 CHARTER COMMUNICATIONS</b>				
64276-MAR19	city hall - voice	03/21/2019	121.76	100-10-5197-3-31
13430-MAR19	city hall - tv, internet, voice	03/21/2019	369.92	100-10-5197-3-31
15199-MAR19	garage - tv, internet, voice	03/21/2019	291.59	100-70-5412-3-38
Total 10048 CHARTER COMMUNICATIONS:			<u>783.27</u>	
<b>10476 CONWAY SHIELD</b>				
0436754-IN	turnout gear	03/21/2019	1,176.00	410-50-5231-4-00
Total 10476 CONWAY SHIELD:			<u>1,176.00</u>	
<b>10555 COTTINGHAM &amp; BUTLER INSURANCE SERVICES</b>				
133575	Compensation Study Payment 2 of 4	03/21/2019	2,500.00	100-10-5191-3-38
Total 10555 COTTINGHAM & BUTLER INSURANCE SERVICES:			<u>2,500.00</u>	
<b>12170 DULTMEIER SALES LLC</b>				
3550870	suction hose	03/21/2019	275.87	100-70-5411-3-36
Total 12170 DULTMEIER SALES LLC:			<u>275.87</u>	
<b>14160 GALLS, LLC</b>				
012150326	Clothing allowance	03/21/2019	94.51	100-12634
Total 14160 GALLS, LLC:			<u>94.51</u>	
<b>14791 GREMMER &amp; ASSOCIATES INC</b>				
9	Madison St Engineering - Water	03/21/2019	8,177.92	100-13850
9	Madison St Engineering - Sewer	03/21/2019	8,177.92	100-13850
9	Madison St Permit Fees - Water	03/21/2019	55.56	100-13850
9	Madison St Permit Fees - Sewer	03/21/2019	55.56	100-13850
9	Madison St Engineering - Street	03/21/2019	12,833.89	400-70-5420-8-00
9	Madison St Permit Fees - Street	03/21/2019	87.19	400-70-5420-8-00
9	Madison St Storm Sewer R/W	03/21/2019	250.00	700-10-5192-8-00
9	Madison St Engineering - Storm	03/21/2019	6,552.52	700-10-5192-8-00
9	Madison St Permit Fees - Storm	03/21/2019	44.52	700-10-5192-8-00
Total 14791 GREMMER & ASSOCIATES INC:			<u>36,235.08</u>	
<b>15075 GUNDERSON, INC.</b>				
711528	SENIOR CENTER	03/21/2019	39.04	100-70-5410-3-36
713936	CITY HALL rugs	03/21/2019	32.22	100-70-5410-3-36
716358	Library Rugs	03/21/2019	45.00	100-70-5410-3-36
715686	Garage supplies	03/21/2019	16.50	100-70-5411-3-36
718106	Garage supplies	03/21/2019	28.99	100-70-5411-3-36
715687	Uniform/charges	03/21/2019	16.73	100-70-5412-3-38
718107	Uniform/charges	03/21/2019	18.37	100-70-5412-3-38
Total 15075 GUNDERSON, INC.:			<u>196.85</u>	
<b>16603 J &amp; S CARWASH LLC</b>				
3-21-19	Car Washes - PD	03/21/2019	140.00	100-40-5212-3-38
Total 16603 J & S CARWASH LLC:			<u>140.00</u>	
<b>16663 JOHN FABICK TRACTOR CO</b>				
C212281	coil AS	03/21/2019	19.54	100-70-5411-3-36

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 16663 JOHN FABICK TRACTOR CO:			19.54	
<b>17175 KWIK TRIP STORES</b>				
PD-FEB19	Police Dept monthly fuel	03/21/2019	1,785.89	100-40-5212-3-38
FD-FEB19	Fire dept monthly fuel	03/21/2019	222.92	100-50-5232-3-38
DPW-FEB19	DPW monthly fuel purchases	03/21/2019	7,748.93	100-70-5411-3-38
Total 17175 KWIK TRIP STORES:			9,757.74	
<b>17420 LEITNER, GINNY</b>				
3-21-19	zipper fixed on shield cover	03/21/2019	15.00	100-40-5212-3-38
Total 17420 LEITNER, GINNY:			15.00	
<b>18459 MARCO TECHNOLOGIES LLC</b>				
INV6141108	Ricoh/MP CW2200SP	03/21/2019	1,746.09	100-70-5420-3-38
Total 18459 MARCO TECHNOLOGIES LLC:			1,746.09	
<b>19072 MID-STATES ORGANIZED CRIME INF</b>				
93031-2019	2019 Annual Membership Fees	03/21/2019	150.00	100-40-5213-3-38
Total 19072 MID-STATES ORGANIZED CRIME INF:			150.00	
<b>19149 MIDWEST SERVICE EQUIPMENT</b>				
12781	salt neutralizer/connect plug/nozzle/pump oil/swivel/plung	03/21/2019	676.46	100-70-5411-3-36
Total 19149 MIDWEST SERVICE EQUIPMENT:			676.46	
<b>19802 NAPA AUTO PARTS-WAUPUN</b>				
235599	coupler/plug	03/21/2019	9.28	100-50-5232-3-36
Total 19802 NAPA AUTO PARTS-WAUPUN:			9.28	
<b>21357 PETERSEN, JENNIFER</b>				
3-21-19	MILEAGE Dodge Cty - pick up election day ballots 4-2-19	03/21/2019	19.72	100-10-5142-3-38
3-21-19	MILEAGE FDL Cty - pick up election day ballots 4-2-19	03/21/2019	23.20	100-10-5142-3-38
Total 21357 PETERSEN, JENNIFER:			42.92	
<b>21665 PIGGLY WIGGLY DISCOUNT FOODS</b>				
5576	FD purchase - rehab soda	03/21/2019	68.32	100-50-5232-3-38
Total 21665 PIGGLY WIGGLY DISCOUNT FOODS:			68.32	
<b>21805 PITNEY BOWES</b>				
3308248472	lease for mail machine - PD	03/21/2019	159.60	100-40-5211-3-33
Total 21805 PITNEY BOWES :			159.60	
<b>21920 POESCHL PRINTING COMPANY, INC</b>				
14507	Second City posters & flyers 2019	03/21/2019	243.00	450-70-5450-3-40
Total 21920 POESCHL PRINTING COMPANY, INC:			243.00	
<b>22330 Q-TRONICS</b>				
10078046	6ft high speed HDMI video	03/21/2019	12.99	100-40-5211-3-30

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 22330 Q-TRONICS:			12.99	
<b>22360 QUALITY TRUCK CARE CENTER, INC</b>				
FP149477	filter/fuel filter	03/21/2019	93.85	100-70-5411-3-36
Total 22360 QUALITY TRUCK CARE CENTER, INC:			93.85	
<b>22664 REACH</b>				
3-21-19	Donation - Fund raising dinner 2019	03/21/2019	1,000.00	100-10-5110-3-38
Total 22664 REACH:			1,000.00	
<b>23224 SAN-A-CARE, INC</b>				
486306	Cleaning supplies	03/21/2019	431.45	100-70-5410-3-36
485806	Cleaning supplies	03/21/2019	404.94	100-70-5410-3-36
Total 23224 SAN-A-CARE, INC:			836.39	
<b>23536 SELECTIVE INSURANCE COMPANY</b>				
3-21-19	Endorsement	03/21/2019	85.00	100-10-5194-3-38
Total 23536 SELECTIVE INSURANCE COMPANY:			85.00	
<b>23545 SENIOR EXPO INC</b>				
3-21-19	Senior Expo fees Beaver Dam/Waupun 2019	03/21/2019	190.00	450-70-5440-3-40
Total 23545 SENIOR EXPO INC:			190.00	
<b>23612 SHRED-IT</b>				
8126761615	destruction of records	03/21/2019	89.95	100-40-5211-3-38
Total 23612 SHRED-IT:			89.95	
<b>24350 STICKS AND STONES</b>				
10761	snow removal	03/21/2019	335.00	100-70-5435-3-36
Total 24350 STICKS AND STONES:			335.00	
<b>24400 STOBBS PLUMBING &amp; HEATING, INC.</b>				
10013	rooftop unit at comm center/parts/labor	03/21/2019	2,036.50	100-70-5410-3-36
10015	handle	03/21/2019	30.00	100-70-5410-3-36
Total 24400 STOBBS PLUMBING & HEATING, INC.:			2,066.50	
<b>25250 TRAFFIC &amp; PARKING CONTROL CO.</b>				
630248	repair controller/parts	03/21/2019	839.51	100-70-5441-3-36
Total 25250 TRAFFIC & PARKING CONTROL CO.:			839.51	
<b>25444 TRUCK COUNTRY</b>				
X202545945:01	Assy Preset Afmkt Prem	03/21/2019	464.85	100-70-5411-3-36
Total 25444 TRUCK COUNTRY:			464.85	
<b>26042 VANDE ZANDE &amp; KAUFMAN, LLP</b>				
FEB2019	monthly City Attorney Fees	03/21/2019	2,040.00	100-10-5161-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 26042 VANDE ZANDE & KAUFMAN, LLP:			2,040.00	
<b>26465 VON BRIESEN &amp; ROPER, S.C.</b>				
11705	Personnel	03/21/2019	247.50	100-10-5143-3-38
Total 26465 VON BRIESEN & ROPER, S.C.:			247.50	
<b>26540 WALMART COMMUNITY/GEMB</b>				
3-21-19	supplies - senior center	03/21/2019	42.58	100-20-5513-3-38
3-21-19	supplies - senior center	03/21/2019	51.85	100-20-5513-3-38
3-21-19	supplies - recreation parks program	03/21/2019	46.20	100-20-5525-3-39
Total 26540 WALMART COMMUNITY/GEMB:			140.63	
<b>26900 WAUPUN CHAMBER OF COMMERCE</b>				
3-21-19	2019 Chamber dues - Waupun Festival	03/21/2019	80.00	450-70-5440-3-38
Total 26900 WAUPUN CHAMBER OF COMMERCE:			80.00	
<b>27450 WAUPUN UTILITIES</b>				
FEB2019	Monthly utility charges	03/21/2019	81.38	100-20-5512-3-32
FEB2019	Monthly utility charges	03/21/2019	821.51	100-20-5513-3-32
FEB2019	Monthly utility charges	03/21/2019	845.53	100-20-5523-3-32
FEB2019	Monthly utility charges	03/21/2019	2,311.52	100-20-5525-3-32
FEB2019	Monthly utility charges	03/21/2019	938.34	100-40-5211-3-32
FEB2019	Monthly utility charges	03/21/2019	527.81	100-50-5231-3-32
FEB2019	Monthly utility charges	03/21/2019	16.00	100-50-5251-3-32
FEB2019	Monthly utility charges	03/21/2019	5,740.25	100-70-5410-3-32
FEB2019	Monthly utility charges	03/21/2019	1,170.31	100-70-5412-3-32
FEB2019	Monthly utility charges	03/21/2019	263.98	100-70-5441-3-32
FEB2019	Monthly utility charges	03/21/2019	11,259.77	100-70-5442-3-32
FEB2019	Monthly utility charges	03/21/2019	1,951.20	210-60-5511-3-32
FEB2019	Monthly utility charges	03/21/2019	40.90	700-10-5192-3-32
Total 27450 WAUPUN UTILITIES:			25,968.50	
<b>29875 W.W. ELECTRIC MOTORS, INC.</b>				
97899	fan motor	03/21/2019	143.00	100-70-5410-3-36
Total 29875 W.W. ELECTRIC MOTORS, INC.:			143.00	
<b>300053 STRAND ASSOCIATES INC</b>				
0146741	GIS/GPS Services - Engineer	03/21/2019	210.98	100-70-5420-3-38
Total 300053 STRAND ASSOCIATES INC:			210.98	
<b>300193 SALAMONE SUPPLIES</b>				
133865	Building & Parks Supplies	03/21/2019	346.48	100-70-5410-3-36
Total 300193 SALAMONE SUPPLIES:			346.48	
Grand Totals:			184,391.48	

Report GL Period Summary

---

GL Period	Amount
00/00	184,391.48
Grand Totals:	<u>184,391.48</u>

Vendor number hash: 1574550  
Vendor number hash - split: 2121975  
Total number of invoices: 61  
Total number of transactions: 92

---

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	184,391.48	.00	184,391.48
Grand Totals:	<u>184,391.48</u>	<u>.00</u>	<u>184,391.48</u>

---

Report Criteria:  
[Report].Invoice Date = 03/21/2019

---