



**A G E N D A**  
**CITY OF WAUPUN SPECIAL COMMON COUNCIL**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, November 28, 2023 at 5:30 PM**

**VIRTUAL AND TELECONFERENCE ACCESS AVAILABLE**

**Virtual**

**Access:** <https://us02web.zoom.us/j/89746634417?pwd=WVZqeDNQeStURmVtRGNwRFIqSkhTZz09>

**Teleconference Access:** 1 312 626 6799

**Meeting ID:** 897 4663 4417 **Passcode:** 995651

**CALL TO ORDER**

**ROLL CALL**

**DISCUSSION-PRESENTATIONS**

- [1.](#) Review Enterprise Fleet Management Solution- Matthew Jaskowiak, Senior Account Executive for Enterprise Fleet Management (Discussion)
- [2.](#) Overview of Grant Outcomes and Spending from American Recovery Plan Act Awards by US Treasury through the WI Dept of Administration (Discussion)

**CONSIDERATION - ACTION**

- [3.](#) 2024 WisDOT Public Transit Assistance Program Operating Grant Application
- [4.](#) Library Board Member Resignation - Sandra Rohrer
- [5.](#) Consideration to amend/recreate City Ordinance Ch.8.04(8) entitled Orderly Conduct-Trespass to Dwellings for the purpose of identifying Private Property

**ORDINANCES-RESOLUTIONS**

- [6.](#) Ordinance to amend all Chapters of the City of Waupun Municipal Code for the purpose of Removing Fees
- [7.](#) Resolution Establishing the 2024 Schedule of Fees for the City of Waupun
- [8.](#) Ordinance to amend Ch. 6.05(3)(a)(2) entitled Traffic Code-Restricted Parking for S. Drummond St. Parking Restriction

**CONSENT AGENDA**

- [9.](#) Future Meetings & Gatherings, License and Permit Applications, Expenses

**CLOSED SESSION**

The Waupun Common Council will adjourn in closed session under WI Statutes Section 19.85 (1) (c) (e) (g) for:

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

10. Department Management and Oversight

**OPEN SESSION** *(reconvene under Section 19.85(2) of the WI Statutes)*

**ACTION FROM CLOSED SESSION**

**ADJOURNMENT**

*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:** 11/28/2023

**TITLE:** Review Enterprise Fleet Management Solution-  
Matthew Jaskowiak, Senior Account Executive  
for Enterprise Fleet Management (Discussion)

**AGENDA SECTION:** DISCUSSION-PRESENTATIONS

**PRESENTER:** Katharine Schlieve, City Administrator  
Casey Langenfeld, Director of Finance

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DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Innovation	TBD	

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**SUMMARY:**

Matthew Jaskowiak, Senior Account Executive, Fleet Management (Enterprise) will present the Enterprise Fleet Management Program. This program has been successfully deployed by municipalities across WI as a means of funding capital equipment purchases. The program has been shown to improve reliability/safety of a fleet of vehicles while generating a cost savings for local municipalities. As we have discussed in budget presentations, we have maintained a flat levy since 2018 and are at our levy limit. Yet, costs of equipment have increased substantially, leaving us with inadequate capital to address all of the needs of the community. The state is encouraging innovation within municipal budgets and a fleet management program is one possible solution. This is discussion only. Future conversation will answer the question of city participation in this type of a program.

**STAFF RECOMMENDATION:**

**ATTACHMENTS:**

**RECOMMENDED MOTION:**

No Action



## FLEET MANAGEMENT

# Fleet Synopsis

PREPARED FOR:

## City of Waupun

Matt Jaskowiak  
FLEET CONSULTANT

262-442-2602 (cell)  
PHONE

matthew.f.jaskowiak@efleets.com  
EMAIL



## THE SITUATION

### Current fleet age is negatively impacting the overall budget and fleet operations

- 37% of the current light and medium duty fleet is over 10 years old
- Resale of the aging fleet is significantly reduced
- Newer vehicles have a significantly lower maintenance expense
- Newer vehicles have increased fuel efficiency with new technology implementations
- Challenged by inconsistent yearly budgets
- Currently vehicle budget is underfunded

## THE OBJECTIVES

### Identify an effective vehicle life cycle that maximizes potential equity at time of resale creating a conservative savings of over \$400,811 in 10 years

- Shorten the current vehicle life cycle from 9 years to 4.3 years
- Provide a lower sustainable fleet cost that is predictable year over year □
- Free up more than \$69,500 in capital from the salvage of 12 vehicles in the first year
- Significantly reduce Maintenance to an average monthly cost of \$74.24 vs. current \$120
- Reduce the overall fuel spend through more fuel efficient vehicles
- Leverage an open-ended lease to maximize cash flow opportunities and recognize equity.

### **Increase employee safety with newer vehicles**

#### **Currently:**

- 5 vehicles predate Anti-Lock Brake standardization (2007)
- 8 vehicles predate Electronic Stability Control standardization (2012)
- 15 vehicles predate standardization of back up camera (2018)
- ESC is the most significant safety invention since the seatbelt

### **Piggyback The Sourcewell awarded RFP #060618-EFM that addresses the following:**

- Access to all fleet management services as applicable to the needs of the city
- Supports the city's need for fleet evaluation on a quarterly basis assessing costs and reviewing best practices

## THE RESULTS

By partnering with Enterprise Fleet Management, City of Waupun will be better able to leverage its buying power, implement a tighter controlled resale program to lower total cost of ownership and in turn minimize operational spend. City of Waupun will reduce fuel costs by 23% and reduce maintenance costs from \$120 on average to \$74.24 per unit. Leveraging an open-end lease maximizes cash flow and recognizes equity from vehicles sold creating an internal replacement fund. Furthermore, City of Waupun will leverage Enterprise Fleet Management's ability to sell vehicles at an average of 109% above Black Book value. By shifting from reactively replacing inoperable vehicles to proactively planning vehicle purchases, City of Waupun will be able to replace all of its vehicles over the course of 5 years while creating an annual savings of \$3,381.69

## FLEET STATISTICS



0K - 20k



20K - 40k



40K - 60k



60K - 80k

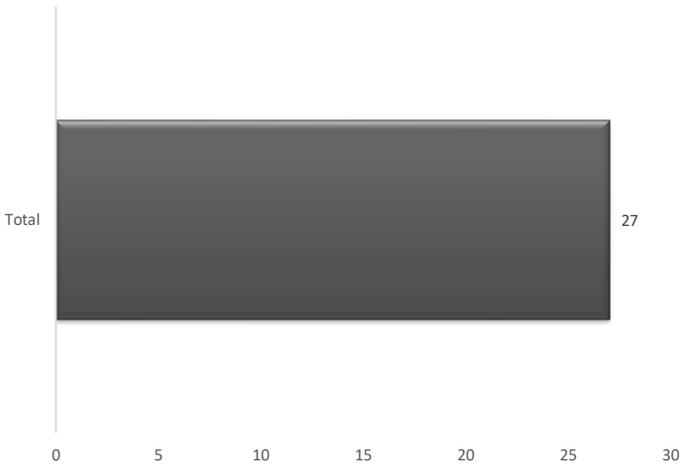


80K - 100k

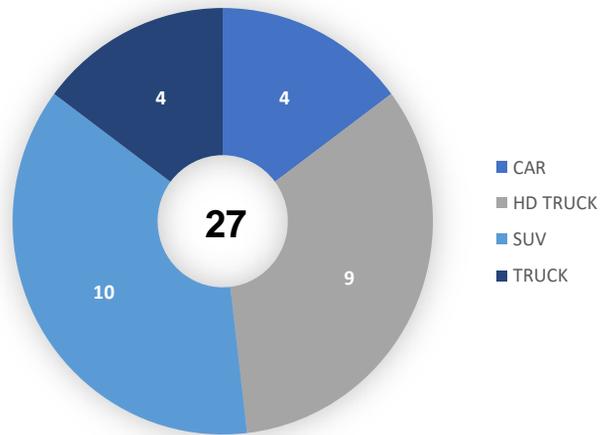


100k & >

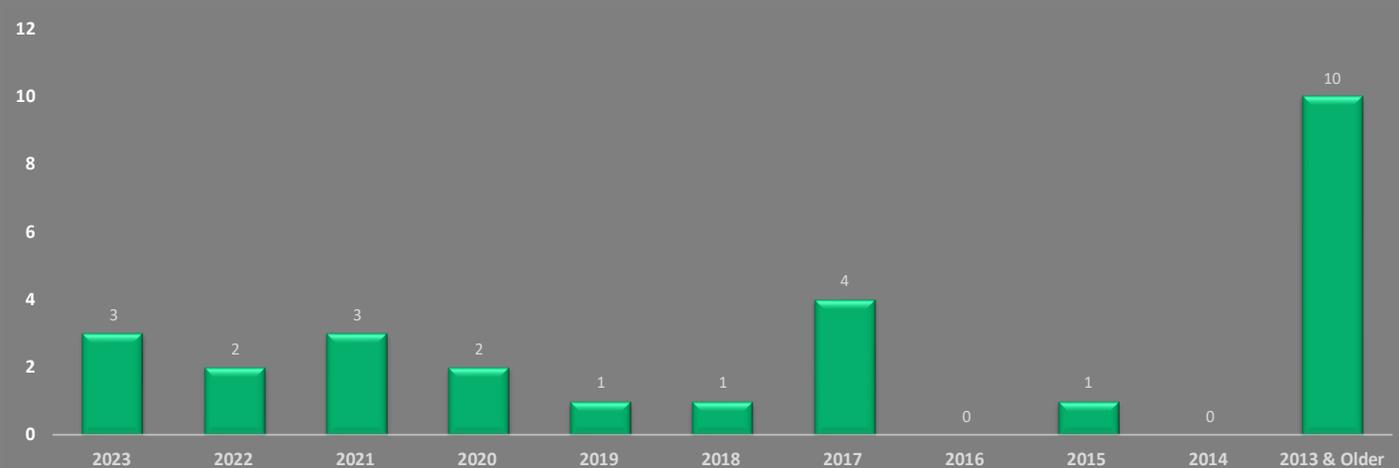
### Manufacturers



### Vehicle Class



### Model Year Analysis

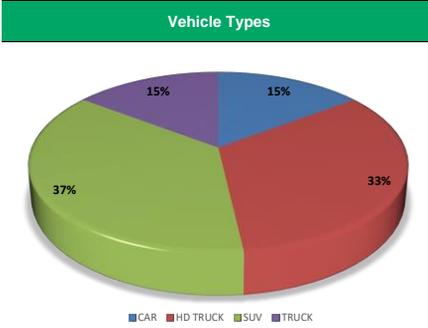


# Fleet Planning Analysis | City of Waupun

## Fleet Profile      Fleet Replacement Schedule      Replacement Criteria

Vehicle Type	# of Type	Average Age (years)	Average Annual Mileage	2024	2025	2026	2027	2028	Under-Utilized
Full-size Sedan	1	14.9	9,400	1	0	0	0	0	0
Full-size Sedan-ERV	3	6.8	9,500	1	1	0	1	0	0
Compact SUV 4x4	1	6.8	5,900	0	1	0	0	0	0
Mid Size SUV 4x4-ERV	6	3.5	12,200	1	1	1	1	2	0
Full Size SUV 4x4	3	5.1	10,600	1	0	1	1	0	0
1/2 Ton Pickup Reg 4x4	2	13.9	5,000	1	1	0	0	0	0
1/2 Ton Pickup Ext 4x4	2	11.8	4,300	2	0	0	0	0	0
3/4 Ton Pickup Reg 4x2	1	25.0	2,600	1	0	0	0	0	0
3/4 Ton Pickup Quad 4x4	1	2.7	3,800	0	0	0	1	0	0
1 Ton Cab Chassis	7	11.5	5,900	4	0	1	1	1	0
<b>Totals/Averages</b>	<b>27</b>	<b>8.8</b>	<b>8,000</b>	<b>12</b>	<b>4</b>	<b>3</b>	<b>5</b>	<b>3</b>	<b>0</b>

\* Fiscal Year 2025 = 6 years old and older, or odometer over 80,000  
 \* Fiscal Year 2026 = 4 years old and older, or odometer over 60,000  
 \* Fiscal Year 2027 = 2 years old and older, or odometer over 40,000  
 \* Fiscal Year 2028 = Remaining Vehicles  
 \* Underutilized = Annual Mileage less than 1,000



Current Fleet	27	Fleet Growth	0.00%	Proposed Fleet	27
Current Cycle	9.00	Annual Miles	8,000	Proposed Cycle	4.26
Current Maint.	\$120.00	Current MPG	\$0.00	Proposed Maint.	\$74.24
Maint. Cents Per Mile	\$0.18	Leased MPG	10	Price/Gallon	\$3.75

Fleet Costs Analysis	
Fuel	32%
Maintenance	15%
Purchase	53%

Fleet Mix			Fleet Cost							Annual		
Fiscal Year	Fleet Size	Annual Needs	Owned	Leased	Purchase	Lease*	Equity (Owned)	Equity (Leased)	Maintenance	Fuel	Fleet Budget	Net Cash
<b>Average</b>	<b>27</b>	<b>3</b>	<b>27</b>	<b>0</b>	<b>134,156</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38,880</b>	<b>81,000</b>	<b>254,036</b>	<b>0</b>
'24	27	12	15	12	0	128,182	-69,500	-32,291	32,291	72,692	163,665	90,370
'25	27	4	11	16	0	169,000	-41,850	-39,744	30,095	69,923	187,424	66,612
'26	27	6	8	19	0	206,072	-49,600	-14,574	28,447	67,846	238,191	15,844
'27	27	6	3	24	0	265,884	-112,700	-84,725	25,702	64,385	158,545	95,491
'28	27	9	0	27	0	304,610	-72,000	-180,522	24,054	62,308	138,451	115,585
'29	27	7	0	27	0	304,610	0	-123,379	24,054	62,308	267,594	-13,558
'30	27	8	0	27	0	304,610	0	-93,184	24,054	62,308	297,789	-43,753
'31	27	5	0	27	0	304,610	0	-122,530	24,054	62,308	268,443	-14,407
'32	27	7	0	27	0	304,610	0	-97,254	24,054	62,308	293,718	-39,683
'33	27	5	0	27	0	304,610	0	-265,247	24,054	62,308	125,726	128,310

<b>10 Year Savings</b>	<b>\$400,811</b>
<b>Net Sustainable Impact</b>	<b>\$3,382</b>

\* Lease Rates are conservative estimates  
 \*\*Estimated Current Fleet Equity is based on the current fleet "slight unseen" and can be adjusted after physical inspection  
 Lease Maintenance costs are exclusive of tires unless noted on the lease rate quote.

CASE STUDY | CITY OF WAUSAU



City of Wausau Improves Light-Duty Fleet and Saves More Than \$482K Over 4-Years.

**BACKGROUND**

Location: Wausau, WI  
 Industry: Government  
 Total vehicles: 64 vehicles

**THE PROBLEM**

The City of Wausau's light-duty fleet had an average age of 9 years. City mechanics were spending time reactively handling maintenance and repairs to keep the aging vehicles on the road. Maintenance and fuel expenses continually increased for the city as aged vehicles lost efficiency over time. The city's budget for the fleet dictated when vehicles could be replaced. Once vehicles qualified for replacement by the city's standards, they had very little resale value and were only being sold through public auction.

**THE SOLUTION**

Enterprise Fleet Management proposed a 4-year replacement strategy to help refresh the City's Light-Duty Fleet. By leveraging a Government Equity Lease funding platform, they were able to replace vehicles each year to fit within their purchase budget. With a replacement strategy that had them cycling vehicles faster, the City has seen an increase in resale returns.

"The decision to work with Enterprise Fleet Management to improve our light-duty fleet has been one of the best we've made. Not only are we seeing the financial savings, but our mechanics have been able to focus more of their time on more expensive, specialized equipment and machinery. Our employees also appreciate driving newer, safer vehicles with better features to make doing their job easier."

— Mark Hansen, Fleet and Facilities Manager

**THE SOLUTION**

Additional benefits to the replacement strategy include a 35% improvement in fuel economy, and an average of \$30,000 in annual maintenance costs.

**THE RESULTS**

The City of Wausau has experienced a \$482,697 net budget savings over the past 4 years compared to the average budget prior to partnering with Enterprise Fleet Management. These savings were realized even as the total miles traveled by the City increased from 118,000 in 2015 to roughly 328,000 total annual miles in 2019 (177% increase). The partnership has also allowed the City of Wausau to reduce the average age of their vehicles down to 4 years, and presents creative opportunities, as in 2019, when the City was able to turn in 4 leases early for net cash return of \$33,961.

To learn more, visit [efleets.com](http://efleets.com) or call 877-23-FLEET.



Key Results

**\$482,697**  
 NET BUDGET SAVINGS  
 OVER 4 YEARS



**35%**  
 IMPROVEMENT  
 AVERAGE MPG  
 OVER 4 YEARS

**177%**  
 INCREASE IN ANNUAL MILEAGE  
 WITH AVERAGE ANNUAL FLEET  
 SAVINGS OF 38%



Enterprise and the 'e' logo are registered trademarks of Enterprise Fleet Management, Inc. All other trademarks are the property of their respective owners.

## SAFETY

- 37% of all vehicles are older than 10 years of age and do not contain the most up to date safety features, such as electronic stability control, airbag standardization and anti-lock brake control.

## ACCOUNT MANAGEMENT

- City of Waupun will have a dedicated, local account team to proactively manage and develop your fleet while delivering the highest level of customer service to facilitate your day-to-day needs.
- Your dedicated Account Team meets with you 3-4 times a year for both financial and strategic planning.
- Account team will provide on-going analysis – this will include most cost-effective vehicle makes/models, cents per mile, total cost of ownership, and replacement analysis.

## TECHNOLOGY

Enterprise Fleet Management's website provides vehicle tracking, reporting, and metrics. Our website can be customized to view a wide range of data so that you may have a comprehensive and detailed look at all aspects of your fleet and the services provided. Our Mobile App gives drivers all of the convenience and functionality they need.

- Consolidated Invoices - Includes lease, maintenance, and any additional ancillaries
- Maintenance Utilization - Review the life-to-date maintenance per vehicle
- Recall Information - See which units have open recalls
- License & Registration - See which plate renewals are being processed by Enterprise and view status
- Alerts - Set customizable alerts for oil changes, lease renewals, license renewals, and billing data
- Lifecycle Analysis - See data regarding all transactions for the lifecycle of the entire fleet, with drill-down capability to specific lease or transaction

The image displays the Enterprise Fleet Management (EFM) dashboard and mobile application. The dashboard, titled 'TEST COMPANY Change Company', features a navigation menu with options like DASHBOARD, ACQUIRE, MY FLEET, SALE, BILLING, PEOPLE, PARTNERS, and TRAINING. It includes several data visualization components:

- MONTHLY FUEL SUMMARY:** A table for February 2019 showing 'Spent on Fuel' at \$10,953.38 and 'Spent on Other' at \$0.00.
- ALERTS:** A list of vehicle alerts such as 'LACY61 Oil change due in 30 days' and 'LAHF68 / 0H75HR2174413FA6P Oil change due now'.
- FLEET MIX:** A pie chart showing the distribution of vehicle types: Car (38.7%), Hybrid or Electric (36.3%), SUV, Truck, and Van.
- YEAR OVER YEAR FUEL TOTAL SPEND:** A bar chart comparing fuel spend for Apr-17 to Mar-18 (\$83,877.25) and Apr-18 to Mar-19 (\$122,276.43).
- MAINTENANCE SPEND OUTLIERS:** A table listing vehicles with high maintenance costs, including 'EMILY BARNES' and 'SAMANTHA NICHOLSON'.
- MONTHLY FUEL SPEND OUTLIERS (120%):** A bar chart showing fuel spend outliers for months from October 2018 to March 2019.
- MONTHLY FUEL SPEND OUTLIERS (80%):** A bar chart showing fuel spend outliers for the same period.
- OIL CHANGE OUTLIERS:** A bar chart showing oil change outliers for dates from Dec-18 to Feb-19, with categories for Miles > 6500 and MM 6.

The mobile app interface is shown in the foreground, displaying a 'HOME' screen with a map, 'ACCIDENT REPORT', 'SERVICE LOCATOR', 'MAINTENANCE CARD', 'ORDER STATUS', 'CONTACTS', and 'FUEL CARD' options. A sample maintenance card is also visible, showing details for a '2018 JEEP COMMANDER XK'.

### **CURRENT PARTNERS**

- City of Racine
- City of West Bend
- City of Ripon
- City of Manitowoc
- City of Two Rivers
- City of Oak Creek
- City of Green Bay
- City of Sheyboygan
- Green Lake County
- Brown County
- Ozaukee County
- Jackson County
- Buffalo County
- Waukesha County

### **REFERENCES**

Below is a list of client references including company name, contact person, and telephone number.

#### **City of Wausau**

Business Phone #: (715) 261-6961

Contact Person: Solomon King - Fleet Manager

#### **City of West Bend**

Business Phone #: (262) 335-5171

Contact Person: Jay Shambeau - City Administrator

#### **Jackson County**

Business Phone #: (715) 284-0201

Contact Person: Sheriff Duwane Waldera

### **COOPERATIVE PARTNERS:**

- TIPS/TAPS USA
- SOURCEWELL
- E&I



# AGENDA SUMMARY SHEET

**MEETING DATE:** 11/28/2023

**TITLE:** Overview of Grant Outcomes and Spending from American Recovery Plan Act Awards by US Treasury through the WI Dept of Administration

**AGENDA SECTION:** DISCUSSION-PRESENTATIONS

**PRESENTER:** Katharine Schlieve, City Administrator  
Casey Langenfeld, Director of Finance

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DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	--	

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**SUMMARY:**

Staff will provide an overview of grant outcomes and spending for the following grants that were awarded through the American Recovery Plan Act via WI Department of Administration by the U.S. Department of Treasury.

1. EMS Flex Grant: \$268,599
2. Healthcare Infrastructure Grant: \$204,864
3. Neighborhood Investment Fund Grant: \$4,995,425

**STAFF RECOMMENDATION:**

Informational Only

**ATTACHMENTS:**

**RECOMMENDED MOTION:**

No Action

**CITY OF WAUPUN - GRANT FUNDING STATUS REPORT**

*Published November 28, 2023*

Grant	Expenditure Category	Grant Period	Award	Expenses	Reimbursement	Remaining Funds
<b>EMS Flex Grant</b>		<b>2022-2023</b>	<b>\$ 268,600</b>			
	Equipment for Ambulance			\$ 9,926		
	Supplies for Ambulance			\$ 38,437		
	Used Ambulance			\$ 216,714		
	Training			\$ 3,528		
					\$ (268,600)	\$ -
<b>DOA Healthcare Infrastructure Grant</b>		<b>2022-2024</b>	<b>\$ 204,864</b>			
	EMR Equipment			\$ 19,691		
	Supplies			\$ 2,135		
	Ambulance			\$ 34,107		
	Training			\$ 19,112		
					\$ (75,045)	\$ 129,819
						\$ -
<b>DOA Neighborhood Investment Fund Grant</b>		<b>2022-2024</b>	<b>\$ 4,995,425</b>			
	Design / Engineering			\$ 448,803		
	Construction			\$ 177,033		
					\$ (625,836)	\$ 4,369,590



# AGENDA SUMMARY SHEET

**MEETING DATE:** 11/28/23

**TITLE:** 2024 WisDOT Public Transit Assistance Program Operating Grant Application

**AGENDA SECTION:** CONSIDERATION - ACTION

**PRESENTER:** Casey Langenfeld, Director of Finance

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

**SUMMARY:**

The 2024 grant application for state and federal aid for the shared-ride taxi program is due December 15. This is a request for approval to submit the application.

Grant application financial summary:

**2024 Taxi Operating Grant Application**

Estimated Operating Expenses	\$ 187,643
Estimated State/Federal Grand Funding	\$ 102,641
Estimated Operating Expenses	\$ 187,643
Less: Estimated Grant Funding	\$(102,641)
Less: Estimated Fare Revenue	<u>\$ (51,000)</u>
Estimated City of Waupun Share of Cost	\$ 34,002

**STAFF RECOMMENDATION:**

Approve submission of the grant application.

**ATTACHMENTS:**

None

**RECOMMENDED MOTION:**

Motion to approve the submission of the 2024 WI DOT Public Transit Assistance Program Operating Grant application.

November 15, 2023

I am, with deep regret, resigning from the Waupun Public Library Board due to health issues.

I wish to thank the City for having allowed me to be part of this incredible Board for all these years. It has been one of my greatest joys. I couldn't be prouder of the building itself, the diverse services it provides to our community and most importantly the outstanding staff led by an equally outstanding Director.

Thanks to our Council, heads of the departments, and the entire staff at City Hall who have supported our Library and work so hard to keep this City going forward.

You are appreciated.

Thank you, again,  
Sandy Rohrer



# AGENDA SUMMARY SHEET

**MEETING DATE:** 11/28/2023 **TITLE:** Consideration to amend/recreate City Ordinance Ch.8.04(8) entitled Orderly Conduct-Trespass to Dwellings for the purpose of identifying Private Property

**AGENDA SECTION:** CONSIDERATION-ACTION

**PRESENTER:** Scott Loudon, Chief of Police

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DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

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**SUMMARY:**

The current ordinance section relating to trespassing provides “Trespass to **Dwellings**”. Language is not clear in identifying “dwelling” which provides great difficulty in enforcement. The Waupun Police Department requests to recreate Ch.8.04(8) with “Private Property” and restrictions relating to private property.

**STAFF RECOMMENDATION:**

Council to authorize the City Attorney to amend/recreate the current ordinance on Trespassing in order to clarify private property.

**ATTACHMENTS:**

Draft recreation of trespassing ordinance language for consideration

**RECOMMENDED MOTION:**

Motion to direct the City Attorney to amend and/or recreate Ch.8.04(8) entitled Trespass to Dwellings to clarify private property

COMMON COUNCIL

CITY OF WAUPUN, WISCONSIN

ORDINANCE # \_\_\_\_\_

**AN ORDINANCE TO AMEND CHAPTER EIGHT OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN  
ENTITLED ORDERLY CONDUCT**

THE COMMON COUNCIL OF THE CITY OF WAUPUN, DO ORDAIN:

SECTION 1: Section 8.04(8) of the Municipal Code of the City of Waupun entitled TRESPASS TO DWELLINGS is amended to eliminate and add as follows:

~~(8) TRESPASS TO DWELLINGS. No person shall enter the dwelling of another without the consent of some person lawfully upon the premises under circumstances tending to create or provoke a breach of the peace.~~

**(8) PRIVATE PROPERTY**

Except as otherwise provided by law:

- (a) No person shall be in or on any private property, land, dwelling, or business establishment without the consent, express or implied, of the owner of such private property, land, dwelling, or business establishment, or their agent or representative.
- (b) No person shall remain in or upon any private property, land, dwelling or business establishment after consent to remain has been expressly withdrawn by the owner of such private property, land dwelling or business establishment, or by their agent or representative.
- (c) This section shall not apply to police officers, firefighters, code enforcement personnel or other public officials, employees or representatives, in the discharge of their official duties.

**SECTION 2:** This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Rohn W. Bishop, Mayor

ATTEST:

\_\_\_\_\_  
Angela J. Hull, City Clerk/Treasurer

COMMON COUNCIL

CITY OF WAUPUN, WISCONSIN

ORDINANCE # \_\_\_\_

**AN ORDINANCE TO AMEND CHAPTERS 1, 3, 6, 7, 8, 10, 11, 16, 17 AND 18 OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN TO REMOVE FEES AND TO CREATE A FEE SCHEDULE**

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

**SECTION 1:** Chapter 1 of the Municipal Code of the City of Waupun entitled GENERAL GOVERNMENT is amended and created as follows:

**1.24 ANNEXATIONS**

1.24 (3) ANNEXATION FEE (Cr.#06-04) ~~\$150.00~~ **Fee established annually by the Common Council on the Fee Schedule** to include:

**SECTION 2:** Chapter 3 of the Municipal Code of the City of Waupun entitled FINANCIAL PROCEDURE is amended and created as follows:

**3.03(5)(a)(4-5) CLAIMS AGAINST CITY.**

4. All materials and supplies needed for the general operation of the City government and its departments, buildings and equipment, provided that the cost of any such materials or supplies shall not exceed ~~\$500.00~~ **a fee amount as established annually by the Common Council on the Fee Schedule.**

5. The repair of any equipment or buildings, provided the cost of such repair does not exceed ~~\$500.00~~ **a fee amount as established annually by the Common Council on the Fee Schedule.**

**3.11 ROOM TAX**

3.11 (1) TAX IMPOSED. Pursuant to §66.0615(1m)(a), Wis. Stats., a tax is imposed on the privileges and service of furnishing at retail rooms or lodging to transients by hotel keepers, motel operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for the use of accommodations. Such tax shall be assessed on a monthly bases at a rate of ~~7.5%~~ **as established annually by the Common Council on the Fee Schedule** of the gross receipts from such retail furnishing of rooms or lodging, with such tax due in full by the 15<sup>th</sup> day of the month following assessment. Such tax shall not be subject to the selective sales tax imposed by §77.52(2)(a)1., Wis. Stats. All room tax revenues collected will be distributed to the Waupun Tourism Committee, or such other Board, Committee, Commission or other legal entity designated by the Common Council from time to time, to be used exclusively for tourism promotion and related expenses.

**SECTION 3:** Chapter 6 of the Municipal Code of the City of Waupun entitled TRAFFIC CODE is amended and created as follows:

**6.05 PARKING LIMITATIONS**

6.05(6)(f) Permit Fees. The special privileges fee shall be ~~\$15.00 per month or \$150.00 per year~~ **established annually by the Common Council on the Fee Schedule**. However, each business located in the downtown area, which is open for business at least 40 hours per week on a regular basis, shall be entitled to receive 2 parking permits free of charge. Businesses located in the downtown area shall be defined as those located on Main St. between Carrington St. and the railroad right-of-way and those located on the part of Carrington, Fond du Lac, Madison, Mull, Forest and Drummond Sts. South of Franklin St. and north of Jefferson St. The permit shall be used by persons engaged in the operation of the business at the times that the permits are used.

## **6.10 BICYCLES**

6.10 (2) REGISTRATION AND LICENSING PROCEDURES. All bicycles shall be registered and the cost therefor shall be ~~\$3.00~~ **established annually by the Common Council on the Fee Schedule**.

### 6.10 (3)(b)(15) GENERAL REGULATION AND EQUIPMENT

(15) The license plate must always be prominently displayed on the rear of the bicycle. New replacement license plates may be purchased when necessary, with the approval of the Police Department for ~~\$0.25~~ **a fee established annually by the Common Council on the Fee Schedule**.

### 6.10 (4)(a)(3)(a-c) ENFORCEMENT PROCEDURES AND PENALTIES

(3) Each accused violator appearing at the City Hall or Police Station as required will be given an opportunity to discuss ~~his~~ **their** violation with the Chief of Police or an officer appointed by the Chief to preside at such session. After the discussion or hearing with the Chief or ~~his~~ **their** delegate, the following penalty or penalties shall be imposed by the presiding officer:

- a. First Offense: ~~A forfeiture of \$3.00~~ **A forfeiture as established annually by the Common Council on the Fee Schedule**.
- b. Second Offense: ~~A forfeiture of \$5.00~~ **A forfeiture as established annually by the Common Council on the Fee Schedule**.
- c. Third Offense: ~~A forfeiture of \$10.00~~ **A forfeiture as established annually by the Common Council on the Fee Schedule**. The parent or guardian of the violator shall accompany the violator at such discussion or hearing.

## **6.15 (3)(a-e) PENALTIES.**

(3) LOCAL REGULATIONS. The penalty for violation of § 6.05 of this chapter shall be as follows:

- (a) Time-Restricted Parking Violations. Any person convicted of a time-restricted parking violation as specified in § 6.05(2), (3)(a), (y), or 6.05(5)-(11) shall forfeit ~~\$10.00~~, **an amount as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution.
- (b) Other Parking Violations. Any person convicted of a parking violation as specified in § 6.05(3)(e)-(q), (s), (w), (y), (4), (12-14) shall forfeit ~~\$20.00~~, **an amount as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution.
- (c) School Zone Violations. Any person convicted of a school zone violation as specified in § 6.05(3)(p) shall forfeit ~~\$30.00~~, **an amount as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution.
- (d) Second, Third, and Subsequent Violation of Same Offense. Any person convicted of a second violation of the same offense within one year shall have ~~an additional \$5.00~~ **a forfeiture fee as established annually by the**

**Common Council on the Fee Schedule** added. Any person convicted of a third or subsequent violation of the same offense within one year shall have an additional ~~\$5.00 forfeiture added~~ **fee as established annually by the Common Council on the Fee Schedule.**

- (e) Additional Forfeitures. Any forfeiture not paid within 48 hours, but paid within 10 days of the time of violation, shall have an additional **forfeiture fee as established annually by the Common Council on the Fee Schedule** ~~\$5.00 forfeiture added~~. Any forfeiture not paid within such 10 days shall have an additional **forfeiture fee as established annually by the Common Council on the Fee Schedule** ~~\$10.00 forfeiture added~~.

**SECTION 4:** Chapter 7 of the Municipal Code of the City of Waupun entitled STREETS AND SIDEWALKS is amended and created as follows:

### **7.03 SIDEWALK CONSTRUCTION AND REPAIR.**

7.03(7) NONCOMPLIANCE. Sidewalks replaced by the City contractor or City forces shall be subject to an administrative fee of ~~\$25.00~~ **as established annually by the Common Council on the Fee Schedule** per tax parcel in addition to the replacement cost.

### **7.05 STREETS AND SIDEWALKS EXCAVATIONS AND OPENINGS**

7.05(1)(b) Except as otherwise provided here, the City shall charge an application fee of ~~\$15.00~~ **as established annually by the Common Council on the Fee Schedule** for each permit issued under this section. A permit shall be required but no permit fee shall be charged if the permit is obtained pursuant to an order of the City of Waupun requiring sidewalk replacement or reconstruction. A permit shall be required but no separate or additional permit fee shall be charged if the permit is issued in conjunction with a building permit where the excavation or opening is ancillary to the project for which the building permit is issued.

7.05(2)(a) Before a permit for excavating or opening any street or public way may be issued, the applicant shall execute and deposit with the City Clerk an indemnity bond in ~~the sum of \$10,000.00~~ **an amount as established annually by the Common Council on the Fee Schedule**, conditioned that he will indemnify and save harmless the City and its officers from all liability for accidents and damage caused by any of the work covered by this permit; fill up and place in good and safe condition all excavations and openings made in the street; replace and restore the pavement over any opening he may make as near as can be to the state and condition in which he found it; keep and maintain the same in such condition, normal wear and tear excepted, to the satisfaction of the Director of Public Works for a period of one year; pay all forfeitures imposed upon him for any violation of any rule, regulation or ordinance governing street openings or drain laying adopted by the Council; and repair any damage done to existing improvements during the progress of the excavation in accordance with the ordinances, rules and regulations of the City. Such bond shall also guarantee that if the City elects to make the street repair, the person opening the street will pay all costs of making such repair and of maintaining the same for one year.

7.05(2)(d) In lieu of furnishing an indemnity bond in ~~the sum of \$10,000.00~~ **an amount established annually by the Common Council on the Fee Schedule** as set forth above, an applicant will be permitted to file with the City a Memorandum of Insurance or Certificate of Insurance indicating that there is in existence a policy of insurance which will adequately protect and safeguard the City and its officers in the same manner and to the same extent that the said City or officers would be indemnified and saved harmless had an indemnity bond been provided. The said Memorandum of

Insurance or Certificate of Insurance shall be approved by the Director of Public Works and the City Attorney before it shall be acceptable as being offered in lieu of the indemnity bond.

7.05(3) INSURANCE. Prior to commencement of excavation work, a permittee must furnish the Director of Public Works satisfactory written evidence that ~~he has~~ **they have** in force and will maintain during the life of the permit and the period of excavation, public liability insurance ~~of not less than \$100,000.00 for one person, \$300,000.00 for one~~ **and** accident and property damage insurance ~~of not less than \$50,000.00~~ **in an amount established annually by the Common Council on the Fee Schedule.**

#### **7.07 SNOW AND ICE REMOVAL**

7.07(3)(c) The cost of snow and/or ice removal shall be charged to the property owner at the rate charged by the City's contractor, together with an administrative fee ~~of \$100.00 per occasion~~ **as established annually by the Common Council on the Fee Schedule.** These costs are not to be considered a penalty, but are to reimburse the City for its cost in administration and overhead.

#### **7.12 SUMP PUMP DISCHARGE**

7.12(7) ENFORCEMENT. Any person who violates any provision of this section shall be fined ~~\$100.00 for each separate violation~~ **a fee as established annually by the Common Council on the Fee Schedule.** Each and every day in which a violation continues may be deemed a separate offense. This section shall not preclude the City from enforcing compliance with this chapter by any other means.

**SECTION 5:** Chapter 8 of the Municipal Code of the City of Waupun entitled ORDERLY CONDUCT is amended as follows:

#### **8.025(9)(c) REGULATIONS OF CHICKENS**

Penalties. Any person who violates this section shall be subject to a forfeiture ~~of \$250.00~~ **as established annually by the Common Council on the Fee Schedule** for the first violation ~~and \$500.00~~ **a forfeiture fee as established annually by the Common Council on the Fee Schedule** for each subsequent violation. Each day that a violation of this section continues shall be deemed a separate violation. Any chickens found to be the subject of a violation of this section shall be subject to immediate seizure and impoundment and may be removed from the City by City officials in the event that the owner or keeper fails to timely remove the chicken as required in subsection (b) above. In addition to the foregoing penalties, any person who violates this section shall pay all expenses, including shelter, food, handling and veterinary care, necessitated by enforcement of this provision.

#### **8.05(3)(a) PENALTIES.**

(a) For the first offense, a forfeiture ~~of not less than \$200.00 and not more than \$300.00~~ **as established annually by the Common Council on the Fee Schedule** and, for the second offense, a forfeiture ~~of not less than \$300.00 and not more than \$500.00~~ **as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution and, in default of payment of such forfeiture and costs of prosecution, shall be imprisoned in the county jail until the forfeiture and costs are paid, but not exceeding 90 days. Each violation and each day a violation continues or occurs shall constitute a separate offense.

**8.09(5)(a-b) CONTROLLED SUBSTANCES; DRUG PARAPHERNALIA; PENALTIES.**

(5) Any person who shall violate any of the provisions of this section shall, upon conviction of such violation, be subject to a penalty, which shall be as follows:

(a) First Offense. Any person who shall violate any provision of this section shall, upon conviction thereof, forfeit ~~not less than \$200~~ **a fee as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution and, in default of payment of such forfeiture and costs of prosecution, shall be imprisoned in the county jail until the forfeiture and costs are paid, but not exceeding 90 days, or shall have that person's motor vehicle operator's license suspended until such forfeiture and costs are paid or both.

(b) Second Offense. Any person found guilty of violating any provision of this section who shall previously have been convicted of a violation of this same section within one year shall, upon conviction thereof, forfeit ~~not less than \$300~~ **a fee as established annually by the Common Council on the Fee Schedule** for each such offense, together with the costs of prosecution and, in default of payment of such forfeiture or costs, shall be imprisoned in the county jail until such forfeiture and costs of prosecution are paid, not exceeding 6 months, or shall have that person's motor vehicle operator's license suspended until such forfeiture and costs are paid or both.

**SECTION 6:** Chapter 10 of the Municipal Code of the City of Waupun entitled HEALTH AND SANITATION is amended as follows:

**10.03 SALE AND DISTRIBUTION OF MILK AND MILK PRODUCTS**

- (1) **REGULATED.** The production, transportation, processing, handling, sampling, examination, grading, labeling and sale of all milk and milk products sold for ultimate consumption within the City or its police jurisdiction; the inspection of dairy herds, dairy farms and milk plants; and the issuing and revocation of licenses to milk producers, haulers, distributors, plants and retailers shall be regulated in accordance with the provisions of Part II of the Grade A Pasteurized Milk Ordinance-1965 Recommendations of the United States Public Health Service, a certified copy of which shall be filed in the office of the City Clerk, provided further that sections 9, 16 and 17 of such ordinance shall not be of effect.
- (2) **GRADE A PASTEURIZED MILK REQUIRED.** From and after the date on which this section takes effect, no milk or milk products shall be sold to the final consumer or to restaurants, soda fountains, grocery stores or similar establishments, except Grade A pasteurized, provided that when any milk distributor fails to qualify for such grade, the Health Officer is authorized to revoke his permit or, in lieu thereof, to degrade his produce and permit its sale during a temporary period not exceeding 30 days or, in emergencies, such longer periods as he may deem necessary.
- (3) **LICENSE REQUIRED.**
  - (a) No person shall sell or distribute any Grade A milk products including cottage cheese as defined on pages 92, 58, 62, 83 and 84 of the 1965 Grade "A" Pasteurized Milk Ordinance of the United States Public Health Service, within the City, unless such person possesses a license therefor, granted by the City; except this licensing clause shall not be construed to mean the licensing of the restaurants, stores, hotels, and other places which are secondary vendors; and provided further, such milk products and cottage cheese or creamed cottage cheese shall be labeled or marked with either the State permit number or the name and address of the place processed and packaged.

- (b) An application for license shall state the name and address of the person applying for such license, and also the names and addresses of all persons processing the milk or milk products handled by such licensee.
  - (c) The license shall be granted by the City upon application to the City Clerk and approved by the City Health Officer, and a fee of ~~\$25.00~~ **as established annually by the Common Council on the Fee Schedule** shall be charged therefor.
  - (d) The license shall be valid from January 1 to December 31 of each year and those licensed in the interim shall pay the full fee for the remainder of the year in which they are licensed.
  - (e) All milk samples required by the Health Officer shall be provided free of charge by the licensee, and the cost thereof to be an additional license fee necessary as a reasonable cost of regulation.
- (4) The City Health Officer, as provided in the 1965 Grade "A" Pasteurized Milk Ordinance of the U.S. Public Health Service, and any official designated by him or the local Board of Health, shall enforce this section and for such purpose may enter any premises in which the milk of any licensee or license applicant is handled or produced.
- (4a) Any Grade "A" milk and milk products in the City shall not be sold, stored or distributed unless they are maintained at a liquid temperature of 45°F. or less.
- (5) Vendor's License .
- (a) No person operating any store, delicatessen, booth, stand, restaurant, hospital, grocery, supermarket, soda fountain, ice cream parlor, "drive-in" service or road-side stand, milk vending machine, factory stands or vendors, or public, parochial, or private schools, shall sell, offer for sale, or distribute or give in any way or have in their possession with intent to sell, or to distribute or give in any way, any milk, cream, skim milk or buttermilk, or other milk products, whether to be consumed on the premises as a beverage or consumed in any other manner or form or combination or to be removed from the premises without first having obtained a vendor's license, to be known and hereby defined as a secondary (retail) vendor's license.
  - (b) Such license must show name, residence and exact location of the place of business where such applicant proposed to sell or distribute such milk and milk products and the name or distributor from whom such milk, cream or other milk products are obtained for sale.
  - (c) Upon inspection of the premises by the Health Officer and notification to the City Clerk in writing that such premises are equipped to handle such milk, cream or milk products in a clean and sanitary way in compliance with all the provisions of this section and that such applicant is a proper person to handle milk, cream or other milk products, the City Clerk, upon receipt of ~~\$10.00~~ **a fee as established annually by the Common Council on the Fee Schedule**, shall issue an annual license in the name of the applicant and the location of the place of business and further such license shall expire on June 30 following the date of issue, unless otherwise revoked as provided herein. Such license shall not be transferable and the fee for any partial year or initial or interim license shall be the same ~~of \$10.00~~ **a fee as established annually by the Common Council on the Fee Schedule**.
  - (d) If the Health Officer finds that any licensee hereunder shall fail to keep his refrigeration equipment in proper sanitary condition or that such refrigeration and storage equipment does not keep and maintain such milk, cream or milk products at storage temperatures of not above 40°F., or such licensee shall be found to have or dispense milk, cream or milk products in such condition as not proper or reasonably fit for human consumption as provided in this section, the Health Officer may revoke the license of such licensee, either until such licensee complies with the requirements

of this section or indefinitely if there is a continuing failure to so comply therewith. Unreasonable failure to comply with the requirements of this section shall subject the licensee to a forfeiture as provided in §10.15 of this chapter.

#### **10.11 CONTROL OF NOXIOUS WEEDS AND RANK GROWTH.**

10.11(5)(b) The cost of destruction, cutting and disposal shall be charged to the property owner at the rate charged by the City's contractor, together with an administrative fee of ~~\$100.00, per occasion~~ **as established annually by the Common Council on the Fee Schedule**. These costs are not to be considered a penalty, but are to reimburse the City for its cost in administration and overhead. (Am. #06-11)

#### **10.15(11)(a) COLLECTION OF RECYCLABLE MATERIAL.**

(11) PENALTIES. Penalties for violating this ordinance may be assessed as follows:

(a) Any person who violates this ordinance may be required to forfeit ~~\$50.00~~ **a fee as established annually by the Common Council on the Fee Schedule** for a first violation, ~~\$200.00~~ **a fee as established annually by the Common Council on the Fee Schedule** for a second violation, and ~~not more than \$2,000.00~~ **a fee as established annually by the Common Council on the Fee Schedule** for a third or subsequent violation.

#### **10.17(4)(c) COLLECTION AND DISPOSAL OF SOLID WASTE.**

(c) Violations of this §10.17 may be required to forfeit ~~\$50.00~~ **a fee as established annually by the Common Council on the Fee Schedule** for a first violation, ~~\$200.00~~ **a fee as established annually by the Common Council on the Fee Schedule** for a second violation, and ~~not more than \$2,000.00~~ **a fee as established annually by the Common Council on the Fee Schedule** for a third or subsequent violation.

**SECTION 7:** Chapter 11 of the Municipal Code of the City of Waupun entitled INTOXICATING LIQUORS, FERMENTED MALT BEVERAGES AND SODA WATER BEVERAGES is amended as follows:

#### **11.01 INTOXICATING LIQUORS; **AND** FERMENTED MALT BEVERAGES AND SODA WATER BEVERAGES**

(1) STATE STATUTES ADOPTED. The provisions of Ch. 125 and § 66.053(2), Wis. Stats., relating to the sale of intoxicating liquor; **and** fermented malt beverages and soda water beverages, inclusive of any provisions thereof relating to the penalty to be imposed or the punishment for violation of such statutes, are hereby adopted and made a part of this chapter by reference.

(2) LICENSES.

(a) ~~When Required-~~ No person, except as provided by subsection (1), shall distribute, vend, sell, offer or keep for sale at retail or wholesale, deal or traffic in or to evade any law or ordinance give away any intoxicating liquor; **or** fermented malt beverage or soda water beverage or cause the same to be done without having procured a license or permit as provided in this section, nor without complying with all the provisions of this section and all statutes, ordinances and regulations of the State and City applicable thereto.

(b) Separate License Required for Each Place of Sale-. A separate license shall be required for each stand, place, room or enclosure or for each suite of rooms or enclosures which are in direct connection or communication where intoxicating liquor, **or** fermented malt beverages or soda water beverages are kept, sold or offered for sale and no license shall be issued to any person to possess, sell or offer for sale any intoxicating liquor, **or** fermented malt beverage or soda water beverage in any dwelling house, flat or residential apartment.

(3) LICENSE FEES. There shall be the following classes and denominations of licenses which, when issued by the City Clerk under the authority of the Council after payment of the fee herein specified, shall permit the holder to ~~see~~ **sell**, deal or traffic in intoxicating liquor, fermented malt beverages or soda water beverages as provided in §§ 125.17, 125.25, 125.26, 125.28 and 125.51, Wis. Stats.:

(a) Class "A" Fermented Malt Beverage Retailer's License . (Am. #11-02) ~~\$75.00 per year or fractional part thereof~~ **A fee will be established annually by the Common Council on the Fee Schedule.**

(b) Class "B" Fermented Malt Beverage Retailer's License .

1. ~~\$100.00 per year or 3/4 of such amount for a 6 month period.~~ **The fee will be established annually by the Common Council on the Fee Schedule.** Class "B" fermented malt beverage retailer's licenses for brewers shall be issued pursuant to § 125.31(1)(a), Wis. Stats.

2. Picnic licenses may be issued as provided in § 125.26(6), Wis. Stats., for a ~~\$10.00~~ fee **as established annually by the Common Council on the Fee Schedule** for each picnic or gathering. Pursuant to § 125.04(3)(f), Wis. Stats., licenses issued under § 125.26(6), Wis. Stats., for a picnic or other gathering lasting less than 4 days shall be issued pursuant to applications which shall be filed with the Clerk at least 3 days prior to the time of the granting of the license.

(c) Wholesaler's Fermented Malt Beverage License . ~~\$25.00 per year or fractional part thereof.~~ **The fee will be established annually by the Common Council on the Fee Schedule.**

(d) Special Wholesaler's License . ~~\$25.00 per year or fractional part thereof.~~ **The fee will be established annually by the Common Council on the Fee Schedule.**

(e) Beverage Operator's License .

1. *Regular.* ~~\$20.00 per year or fractional part thereof.~~ **The fee will be established annually by the Common Council on the Fee Schedule.**

2. *Provisional.*

a. Compliance. The City Clerk may grant a provisional operator's license to an individual who complies with § 125.04(5), Wis. Stats., and has also applied for a regular operator's license and who has not been previously denied a license under this section, subject to the following requirements:

- i. The applicant for a provisional operator's license must furnish an affidavit stating that he has not been a habitual law offender or been convicted of a felony, unless pardoned.
- ii. The applicant must provide evidence that he has either completed or enrolled in a training course as required by § 125.17(6), Wis. Stats. In the event that the applicant fails to successfully complete the course, the provisional operator's license shall be revoked.

- b. Restrictions.
  - i. No provisional operator's license may be issued to a person who has been denied an operator's license by the City Council.
  - ii. The provisional operator's license shall expire 60 days after its issuance or when a regular operator's license is issued whichever is sooner.
  - iii. The City Clerk may revoke the provisional operator's license if it is discovered that the applicant made a false statement on the application.
- c. *Fee.* The provisional operator's license fee shall be ~~\$10.00~~ **established annually by the Common Council on the Fee Schedule.**

(f) Retail Class "A" Liquor License . ~~\$150.00 per year.~~ **The fee will be established annually by the Common Council on the Fee Schedule.**

(g) Retail Class "B" Liquor License . ~~\$250.00 per year, except that if the total number of such licenses issued in any year does not exceed 10, the fee shall be \$250.00 per year.~~ **The fee will be established annually by the Common Council on the Fee Schedule.** Such license shall permit its holder to sell, deal and traffic in intoxicating liquors to be consumed on the premises and in the original package or container in quantities of not more than 4 liters to be consumed off the premises, except that wine may be sold in the original package or otherwise in any quantity to be consumed off the premises. The City elects to come under § 125.51(3)(b), Wis. Stats.

(h) Club License . A combination Class "B" fermented malt beverage retailer's license and Class "B" retailer's intoxicating liquor license may be issued to bona fide clubs as defined in § 125.02(4), Wis. Stats., for a ~~\$25.00 per year~~ fee **as established annually by the Common Council on the Fee Schedule.**

(i) Part-Time or Semi-Annual Liquor Licenses . Part-time or semi-annual liquor licenses shall be issued pursuant to § 125.51(9), Wis. Stats.

(j) Soda Water Beverage License . ~~\$5.00 per year~~ **The fee will be established annually by the Common Council on the Fee Schedule**, which shall entitle the holder thereof to manufacture, distribute, vend, sell, offer or keep for sale at wholesale or retail soda water beverages not to be consumed upon the premises, only in original packages or containers.

(k) "Class C" Wine License . (Am. #10-15) ~~\$100.00 per year,~~ **The fee will be established annually by the Common Council on the Fee Schedule** which authorizes only the retail sale of wine by the glass or in its opened original container for consumption on the premises where sold.

## 11.02 PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS.

### 11.02 (5)(a) INVESTIGATION FEE.

- (a) Every applicant for a license under this section as a peddler, solicitor or transient merchant shall, at the time of the filing of such application with the City Clerk pay to the Clerk for the City an investigation fee of ~~\$50.00~~ **as established annually by the Common Council on the Fee Schedule**. The monies so paid shall be retained by the City whether a license is issued to the applicant or not.

(b) Every applicant for a license under this section as a peddler, solicitor or transient merchant, to whom the City has issued such a license within the 12 months immediately preceding the date of the present application, shall pay to the City through the office of the Clerk an investigation fee of ~~\$30.00~~ as established annually by the Common Council on the Fee Schedule.

#### 11.02 (7) FEES AND BOND.

##### (7) FEES AND BOND.

(a) The investigation fee, as heretofore set forth, shall permit any applicant to whom a license is to be granted, to conduct his business within the City for a period of not to exceed 2 days without additional cost, excepting for the bond hereinafter set forth. Every applicant for a license under this section and to whom such a license is to be granted, and who proposes to conduct his business within the City for a period of time longer than 2 days, shall pay to the City, through the office of the City Clerk, the additional ~~sum of \$20.00 per day~~ fee as established annually by the Common Council on the Fee Schedule, for each day, or portion thereof, that such business is to be conducted in the City, over and above the initial 2-day period. The term "day" as used herein shall mean each business day, and shall not include Sundays, holidays or days when no business is conducted.

(b) Every applicant for a license under this section, to whom such a license is to be granted shall, prior to the issuance of such license, file with the City Clerk of the City a surety bond to guarantee the applicant's good, honorable and lawful possession and proper and legal distribution and sale of the merchandise or personal services that he proposes to sell. The bond ~~cost~~ shall be in the amount of ~~\$100.00 for each day~~ a fee as established annually by the Common Council on the Fee Schedule that the applicant proposes to conduct his ~~their~~ business in the City., ~~excepting that the maximum amount of such bond shall be the sum of \$1,000.00.~~ The application for the license herein described shall authorize the City Clerk of the City to utilize the said bond, or portions thereof, to pay for any monetary fine and costs which might be assessed against the applicant, or an employee or agent of the applicant acting in his behalf for violations of any of the provisions of this section, or to satisfy any judgment rendered against the applicant, or an employee or agent of the applicant for violations of any contract existing between the applicant, or his employee or agent for merchandise to be furnished or services to be rendered to any person while the said applicant, or his employee or agent is conducting business within the City during the licensed period.

1. Said surety bond shall be held by the City Clerk for not less than 60 days after the applicant has completed the business set forth in the license, and the bond shall then be returned to the applicant unless the City Clerk has been notified of any actions pending against the said applicant, or an employee or agent of the applicant for the violation of any of the provisions of this section, or for the violation of any contracts existing between the said applicant or his employees or agents with a purchaser of the materials or services.

2. If the City Clerk is notified of any action against the applicant, or his employee or agent for the violation of any of the terms of this section, or for the violation of any contract with or to any purchaser of materials or services, the City Clerk shall then hold such surety bond until satisfaction has been made to the City or to the purchaser of such materials or services, or in lieu thereof, shall deduct the amount or sum necessary to satisfy such judgment due the City or due the purchaser of the materials or services, and shall then remit the balance of the surety bond to the applicant.

(c) The applicant may furnish a certified check, a cashier's check or a money order payable to the City in lieu of the surety bond herein required.

(8) ANNUAL FEE.

(a) Any applicant for a license under this section may apply to the City Council for an annual license. The annual fee shall be ~~\$200.00 and shall be assessed on a calendar year basis,~~ **established annually by the Common Council on the Fee Schedule** ~~excepting, that if the license is issued on or after July 1, the amount of such annual fee for the remainder of the year shall be \$100.00.~~ The annual fee as herein set forth shall include the investigation fee.

(b) The surety bond, or acceptable alternative, as described in subsection (7)(b) above shall be required by the City Council of any applicant for an annual license, and such bond shall be in the amount prescribed **annually** by the City **Council on the Fee Schedule**, ~~but shall not exceed the sum of \$1,000.00.~~ The surety bond shall be held by the City Clerk under the same conditions as set forth in subsection (7)(b)1. above.

(13) PENALTY. Any person who shall violate any provision of this section shall forfeit ~~not less than \$25.00 and not more than \$100.00~~ **a fee as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution, and in default of payment of the forfeiture and costs shall be imprisoned in the County Jail until such forfeiture and costs of prosecution shall be paid, but not to exceed 20 days. Each day's violation of this section shall constitute a separate offense.

### 11.03 AUCTION SALES

11.03(4) APPLICATION. Application for such license shall be made to the City Council of the City, and the City Council may grant such license for one year upon payment of a license fee of ~~\$10.00~~ **as established annually by the Common Council on the Fee Schedule** and execution and delivery to the City by the applicant of a bond with 2 sureties to be approved by the Council in ~~the sum of \$500.00~~ **an amount as established annually by the Common Council on the Fee Schedule** conditioned that such licensee shall pay to the City Treasurer all fees imposed by this section **as shown on the Fee Schedule** and shall comply with the provisions of this section.

### 11.04 PUBLIC AMUSEMENTS

11.04(5) LICENSE FEES. License Fees for public amusements shall be **established annually by the Common Council on the Fee Schedule** as follows:

Circus, street carnival, menagerie or sideshow	\$25/day
Dance hall, skating rink, play or theatrical performance, including motion picture show	\$75/year or fraction thereof
Play or theatrical performance	\$10/day
Billiard or pool room	\$15/table per year or fraction thereof
Bowling alley	
— One alley	\$15/year or fraction thereof
— Each additional alley	\$5/year or fraction thereof

<del>All other amusements, amusement devices, juke boxes and music boxes</del>	\$15/unit per year or fraction thereof
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**11.06 TAXI CABS**

11.06(4) The taxicab license fee shall be **established annually by the Common Council and shown on the Fee Schedule.** ~~\$20.00 per year or any fractional part thereof for the first vehicle operated and \$20.00 per year or any fractional part thereof for each additional vehicle operated by the same licensee.~~ The license year shall commence on January 1 and end on December 31. ~~If less than 6 months remain of the license year, the license fee shall be reduced by one-half.~~

**11.08 JUNK DEALERS**

11.08(2) APPLICATION. Every applicant for a license to engage in the business of junk dealer shall file with the Clerk a written verified application upon a form provided by the Clerk signed by the applicant or applicants. Such application shall be accompanied by a fee ~~of \$15.00~~ **as established annually by the Common Council on the Fee Schedule.**

11.08(5) LICENSE FEE. Every junk dealer shall pay an annual license fee ~~of \$50.00 or a daily license fee of \$10.00 per day~~ **as established annually by the Common Council on the Fee Schedule.** All annual licenses shall be issued on July 1 and shall continue in force until June 30 next succeeding the date of issuance thereof, unless sooner revoked.

**11.09 DOG AND CAT LICENSES.**

(1) DOG AND CAT LICENSES REQUIRED. Every owner of a dog and cat more than 5 months of age on January 1 of any year or 5 months of age within the license year shall annually or within 30 days from the date such dog or cat becomes 5 months of age, at the time and in the manner provided by law for the payment of property taxes, pay his dog or cat license tax and obtain a license therefor. No such license shall be issued without proof of compliance with rabies vaccination, as required in this Code. ~~The license fees shall be \$2.00 for each neutered dog or cat, on presentation of evidence that the animal is neutered, and \$5.00 for each unneutered dog or cat.~~ **The license fee for neutered/non-neutered dogs or cats will be established annually by the Common Council on the Fee Schedule.**

(2) LICENSE TAGS. All licensable pets must wear license tags provided by the City at all times when off the premises of the owners, except under any organized show or training situation.

(3) LATE FEES. The collecting official shall charge a late fee ~~of \$5.00~~ **as established annually by the Common Council on the Fee Schedule** if the owner fails to obtain a proper license under this section within 30 days after acquiring a licensable animal, in addition to the regular fees as permitted by § 174.05(5), Wis. Stats.

**11.10 PARADE REGULATIONS**

11.10(3)(c) ~~Fee. There shall be paid at the time of filing the application for a parade permit the fee of \$10.00.~~ **The fee for a parade permit shall be established annually by the Common Council on the Fee Schedule.**

**11.13 TOBACCO PRODUCTS**

There shall be a fee of ~~\$50.00 per year~~ **as established annually by the Common Council on the Fee Schedule** charged for a license allowing the sale of cigarettes or other tobacco products within the City. Such license shall be obtained by complying with the application forms and other reasonable procedures as prescribed by the City Clerk.

**SECTION 8:** Chapter 16 of the Municipal Code of the City of Waupun entitled ZONING CODE is amended as follows:

### 16.01 GENERAL

16.01(11)(b)(ix) *Fees.* A fee of ~~\$150.00~~ **as established annually by the Common Council on the Fee Schedule** shall be paid to the Zoning Administrator upon the filing of all petitions for amendment(s) of the Zoning Ordinance. (Am. #06-04)

### 16.03 RESIDENTIAL DISTRICT REQUIREMENTS.

16.03(6)(e)(ii)(b) Fees and Expiration Date (per §66.058, Wis. Stats.) are as follows:

- Annual mobile home court license shall be ~~\$100.00 for each 50 spaces or fraction thereof~~ **established annually by the Common Council on the Fee Schedule;**
- Mobile home court license transfer fee shall be ~~\$10.00~~ **established annually by the Common Council on the Fee Schedule;**
- Surety bond **shall be an amount established annually by the Common Council on the Fee Schedule** ~~in the sum of \$2,000.00~~, this bond shall guarantee the collection by the licensee of the monthly parking permit provided for in this Ordinance and the payment of such fees to the City Treasurer, the payment by the licensee of any fine or forfeiture including legal costs imposed or levied against said licensee for a violation of this section, and shall also be for the use and recovery had thereon by any person who may be injured or damaged by reason of the licensee violating the provisions of this section; and
- Expiration: All such licenses are to expire on the 30th day of June of each year and shall be renewed annually, there shall be no proration of fees.

### 16.07 PCD PLANNED COMMUNITY DEVELOPMENT REQUIREMENTS

16.07(6)(g) Fee(s). (Cr. #06-04)

- (i) Department review: ~~\$250.00 + \$15.00 per lot~~ **has a fee that is established annually by the Common Council on the Fee Schedule.**
- (ii) Engineering, improvement review, inspections, review: ~~Actual cost~~ **has a fee that is established annually by the Common Council on the Fee Schedule.**
- (iii) Administration, Clerk Treasurer, legal: ~~One percent City loan~~ **has a fee that is established annually by the Common Council on the Fee Schedule.**

### 16.12 CONDITIONAL USES

16.12(2) Application for conditional use permits shall be submitted to the Zoning Administrator. A fee of ~~\$150.00~~ **as established annually by the Common Council on the Fee Schedule** shall be paid at the time of submittal. Such forms

shall be provided by the Zoning Administrator and shall be accompanied by a plan showing the location, size and shape of the land involved and of any proposed structures, and the existing and proposed use of each structure and lot. (Am. #06-04)

### 16.13 HOME OCCUPATIONS

16.13(4) An application for a home occupation license must be submitted to the Zoning Administrator. There shall be a fee of ~~\$25.00~~ **as established annually by the Common Council on the Fee Schedule** for all such applications. If after review, it is the opinion of the Zoning Administrator that the requested home occupation is permitted than a license may be issued. If however, in the opinion of the Zoning Administrator the requested home occupation is neither permitted nor strictly prohibited, then a conditional use permit approved by the Plan Commission will be required.

(5) An ~~\$150.00~~ application fee **as established annually by the Common Council on the Fee Schedule** will be required for any home occupation requiring a conditional use permit. After the holding of a public hearing and review by the Plan Commission, the permit will be approved or denied based on the conditions listed in subsection (1). (Am. #07-11)

(6) All permitted home occupations shall be licensed annually for a fee of ~~\$25.00~~ **as established annually by the Common Council on the Fee Schedule** and will automatically expire when the premises is sold, leased or otherwise transferred to a different owner or owners.

### 16.16 BOARD OF APPEALS.

16.16(1) A Board of Appeals shall be appointed as specified in §62.23(7)(e), Wis. Stats. The members shall serve without compensation. The Board of Appeals shall make its own rules of procedure consistent with the statutes. It shall have the following powers:

- (a) To hear and decide appeals where it is alleged that the Zoning Administrator has made an erroneous finding or order. A ~~\$50.00~~ filing fee **as established annually by the Common Council on the Fee Schedule** shall be required when publication of a notice of hearing is necessary; and
- (b) To grant specific variances from the terms of this Ordinance where it is shown that unique physical circumstances applying to a lot cause hardship to the owner under the Ordinance, and that the variance still will be in fundamental harmony with surrounding uses. Applications for variances are subject to a ~~\$150.00~~ filing fee **as established annually by the Common Council on the Fee Schedule**. (Am. #06-04)

### 16.17 SITE PLAN REVIEW

16.17(7) SITE PLAN REVIEW/APPLICATION FEE. (Cr. #06-04)

- (a) Consultant/engineering: ~~Actual cost~~ **a fee established annually by the Common Council on the Fee Schedule.**
- (b) Department review: ~~\$100.00~~ **a fee established annually by the Common Council on the Fee Schedule.**

**SECTION 9:** Chapter 17 of the Municipal Code of the City of Waupun entitled SUBDIVISION ORDINANCE is amended as follows:

## 17.01 GENERAL

17.01(9)(d) Dedication and Reservation of Lands. (Am. #06-04) Whenever a tract of land to be subdivided embraces all or any part of an arterial street, drainage way or other public way which has been designated in the Comprehensive Plan, Comprehensive Plan component, or on the official map, said public way shall be made part of the plat and dedicated or reserved by the subdivider in the locations and dimensions indicated on said plan or map and as set forth in this Ordinance.

Whenever a proposed playground, park, school site or other public land, other than streets or drainage ways, designated in the Comprehensive Plan, Comprehensive Plan component, or on the official map, is embraced, all or in part, in a tract of land to be subdivided, these proposed public lands shall be made part of the plat and shall be dedicated to the community by the subdivider shall at the discretion of the Plan Commission at ~~either the rate of 5 percent of the total plan area or \$200.00~~ **a fee as established annually by the Common Council on the Fee Schedule** per residential lot or if multifamily, **a fee as established annually by the Common Council on the Fee Schedule** ~~\$200.00 per unit~~, and said proposed public lands, other than streets or drainage ways, in excess of the rate established herein shall be reserved for a period not to exceed 3 years unless extended by mutual agreement for purchase by the public agency having jurisdiction; and all said proposed public lands, other than streets or drainage ways, shall be reserved by the subdivider for a period not to exceed 3 years unless extended by mutual agreement for acquisition by a public agency at undeveloped land costs.

### 17.01(13)(b) ENFORCEMENT AND PENALTIES.

(b) Penalties. Any person, firm, or corporation who fails to comply with this Ordinance shall be subject to a forfeiture of ~~not less than \$200.00 or more than \$1,000.00~~ **a fee as established annually by the Common Council on the Fee Schedule**, plus the costs of prosecution, for each day of violation.

## 17.07 DESIGN STANDARDS

17.07(8) PUBLIC SITES AND OPEN SPACES. In the design of the Plat, due consideration shall be given to the reservation of suitable sites of adequate area for future schools, reservation of suitable sites of adequate area for future schools, parks, playgrounds, drainage ways and other public purposes. If designated on the Comprehensive Plan, Comprehensive Plan component, or Official Map, such areas shall be made a part of the Plat. If no park is so designated the owner shall dedicate, land usable for recreation purposes equal in size to 5% of the Plat. This land shall be in one parcel and shall be used for park, playground, or for other specific public recreational uses as deemed desirable by the Plan Commission. However, if the Plan Commission should consider the Plat too small or for some reason unusable for a public purpose, the Plan Commission shall direct the owner to make a money payment to the City in lieu of land. The subdivider shall pay into the City treasury ~~\$100.00 per~~ **a fee as established annually by the Common Council on the Fee Schedule** per residential lot or if multiple residential units, ~~\$100.00~~ **a fee as established annually by the Common Council on the Fee Schedule** per unit. All monies shall be applied to the capital budget of the Parks and Recreation Department, and shall be due and payable at the time of the Final Plat is submitted for approval.

### **17.10 FEES.**

The subdivider shall pay the City all fees as hereinafter required and at the time specified **as established annually by the Common Council on the Fee Schedule.**

(1) PRELIMINARY PLAT REVIEW FEES.

(a) ~~Department Review : \$250.00 + \$15.00 per lot.~~

(b) ~~Engineering (Improvement Review, Inspections, Review) : Actual cost.~~

(c) ~~Administration (Clerk, Legal) : 1% City loan.~~

(2) FINAL PLAT REVIEW FEES.

(a) ~~Department Review : \$150.00 + \$5.00 per lot.~~

(b) ~~Engineering (Improvement Review, Inspections, Review) : Actual cost.~~

(c) ~~Administration (Clerk, Legal) : 1% City loan.~~

(3) LETTER OF INTENT REVIEW. ~~FEE.~~ A fee of \$10.00 shall be paid at the time of first submission for approval of any letter of intent.

(4) CERTIFIED SURVEY MAP REVIEW. ~~FEE.~~ A fee of \$100.00 + \$15.00 per lot shall be paid at the time of first submission for approval of any Certified Survey Map to defray the cost of review.

(5) CONDOMINIUM PLAT ~~FEE.~~ \$250.00 + \$15.00 per lot/unit.

(6) REPLAT REVIEW. ~~FEES.~~ A subdivider shall pay a fee amounting to:

(a) ~~Department Review : \$250.00 + \$15.00 per lot.~~

(b) ~~Engineering (Improvement Review, Inspections, Review) : Actual cost.~~

(c) ~~Administration (Clerk, Legal) : 1% City loan.~~

(7) IMPROVEMENT REVIEW ~~FEE.~~ The subdivider shall pay a fee amounting to one percent of the total cost of any required public improvements to defray the costs of review

(8) INSPECTION ~~FEE.~~ The subdivider shall pay for any inspections required of any City employee.

**SECTION 10:** Chapter 18 of the Municipal Code of the City of Waupun entitled GENERAL PROVISIONS is amended as follows:

### **18.04 PENALTY PROVISIONS.**

(1) GENERAL PENALTY. Except as otherwise provided in this code, any person who shall violate any of the provisions of this code shall, on conviction of such violation, forfeit the sum of \$100.00 **a fee as established annually by the Common Council on the Fee Schedule**, together with the costs of prosecution.

### **18.08(3)(a)(2-3) CITATIONS FOR VIOLATION OF MUNICIPAL ORDINANCES.**

(3) SCHEDULE OF DEPOSITS.

(a) Cash deposits are established for use with citations issued under this section as follows:

2. For all other violations of this Municipal Code by adults, a ~~\$100.00~~ **a fee as established annually by the Common Council on the Fee Schedule** deposit shall be used.
3. For all other violations of this Municipal Code by minors, a ~~\$50.00~~ **a fee as established annually by the Common Council on the Fee Schedule** deposit shall be used.

**SECTION 11:** This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Enacted this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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Rohn W. Bishop  
Mayor

ATTEST:

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Angela J. Hull  
City Clerk/Treasurer

COMMON COUNCIL

CITY OF WAUPUN, WISCONSIN

**ORDINANCE # 23-09**

**AN ORDINANCE TO AMEND CHAPTERS 1, 3, 6, 7, 8, 10, 11, 16, 17 AND 18 OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN  
TO REMOVE FEES AND TO CREATE A FEE SCHEDULE**

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

**SECTION 1:** Chapter 1 of the Municipal Code of the City of Waupun entitled GENERAL GOVERNMENT is amended and created as follows:

**1.24 ANNEXATIONS**

1.24 (3) ANNEXATION FEE (Cr.#06-04) Fee established annually by the Common Council on the Fee Schedule to include:

**SECTION 2:** Chapter 3 of the Municipal Code of the City of Waupun entitled FINANCIAL PROCEDURE is amended and created as follows:

**3.03(5)(a)(4-5) CLAIMS AGAINST CITY.**

4. All materials and supplies needed for the general operation of the City government and its departments, buildings and equipment, provided that the cost of any such materials or supplies shall not exceed a fee amount as established annually by the Common Council on the Fee Schedule.

5. The repair of any equipment or buildings, provided the cost of such repair does not exceed a fee amount as established annually by the Common Council on the Fee Schedule.

**3.11 ROOM TAX**

3.11 (1) TAX IMPOSED. Pursuant to §66.0615(1m)(a), Wis. Stats., a tax is imposed on the privileges and service of furnishing at retail rooms or lodging to transients by hotel keepers, motel operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for the use of accommodations. Such tax shall be assessed on a monthly basis at a rate as established annually by the Common Council on the Fee Schedule of the gross receipts from such retail furnishing of rooms or lodging, with such tax due in full by the 15<sup>th</sup> day of the month following assessment. Such tax shall not be subject to the selective sales tax imposed by §77.52(2)(a)1., Wis. Stats. All room tax revenues collected will be distributed to the Waupun Tourism Committee, or such other Board, Committee, Commission or other legal entity designated by the Common Council from time to time, to be used exclusively for tourism promotion and related expenses.

**SECTION 3:** Chapter 6 of the Municipal Code of the City of Waupun entitled TRAFFIC CODE is amended and created as follows:

**6.05 PARKING LIMITATIONS**

6.05(6)(f) Permit Fees. The special privileges fee shall be established annually by the Common Council on the Fee Schedule. However, each business located in the downtown area, which is open for business at least 40 hours per week on a regular basis, shall be entitled to receive 2 parking permits free of charge. Businesses located in the downtown area shall be defined as those located on Main St. between Carrington St. and the railroad right-of-way and those located on the part of Carrington, Fond du Lac, Madison, Mull, Forest and Drummond St. South of Franklin St. and north of Jefferson St. The permit shall be used by persons engaged in the operation of the business at the times that the permits are used.

## **6.10 BICYCLES**

6.10 (2) REGISTRATION AND LICENSING PROCEDURES. All bicycles shall be registered, and the cost therefor shall be established annually by the Common Council on the Fee Schedule.

### 6.10 (3)(b)(15) GENERAL REGULATION AND EQUIPMENT

(15) The license plate must always be prominently displayed on the rear of the bicycle. New replacement license plates may be purchased, when necessary, with the approval of the Police Department for a fee established annually by the Common Council on the Fee Schedule.

### 6.10 (4)(a)(3)(a-c) ENFORCEMENT PROCEDURES AND PENALTIES

(3) Each accused violator appearing at the City Hall or Police Station as required will be given an opportunity to discuss their violation with the Chief of Police or an officer appointed by the Chief to preside at such session. After the discussion or hearing with the Chief or their delegate, the following penalty or penalties shall be imposed by the presiding officer:

- a. First Offense: A forfeiture as established annually by the Common Council on the Fee Schedule.
- b. Second Offense: A forfeiture as established annually by the Common Council on the Fee Schedule.
- c. Third Offense: A forfeiture as established annually by the Common Council on the Fee Schedule. The parent or guardian of the violator shall accompany the violator at such discussion or hearing.

## **6.15 (3)(a-e) PENALTIES.**

(3) LOCAL REGULATIONS. The penalty for violation of § 6.05 of this chapter shall be as follows:

- (a) Time-Restricted Parking Violations. Any person convicted of a time-restricted parking violation as specified in § 6.05(2), (3)(a), (y), or 6.05(5)-(11) shall forfeit an amount as established annually by the Common Council on the Fee Schedule, together with the costs of prosecution.
- (b) Other Parking Violations. Any person convicted of a parking violation as specified in § 6.05(3)(e)-(q), (s), (w), (y), (4), (12-14) shall forfeit an amount as established annually by the Common Council on the Fee Schedule, together with the costs of prosecution.
- (c) School Zone Violations. Any person convicted of a school zone violation as specified in § 6.05(3)(p) shall forfeit an amount as established annually by the Common Council on the Fee Schedule, together with the costs of prosecution.
- (d) Second, Third, and Subsequent Violation of Same Offense. Any person convicted of a second violation of the same offense within one year shall have a forfeiture fee as established annually by the Common Council on the

Fee Schedule. Any person convicted of a third or subsequent violation of the same offense within one year shall have an additional fee as established annually by the Common Council on the Fee Schedule.

- (e) Additional Forfeitures. Any forfeiture not paid within 48 hours but paid within 10 days of the time of violation, shall have an additional forfeiture fee as established annually by the Common Council on the Fee Schedule added. Any forfeiture not paid within 10 days shall have an additional forfeiture fee as established annually by the Common Council on the Fee Schedule added.

**SECTION 4:** Chapter 7 of the Municipal Code of the City of Waupun entitled STREETS AND SIDEWALKS is amended and created as follows:

**7.03 SIDEWALK CONSTRUCTION AND REPAIR.**

7.03(7) NONCOMPLIANCE. Sidewalks replaced by the City contractor or City forces shall be subject to an administrative fee as established annually by the Common Council on the Fee Schedule per tax parcel in addition to the replacement cost.

**7.05 STREETS AND SIDEWALKS EXCAVATIONS AND OPENINGS**

7.05(1)(b) Except as otherwise provided here, the City shall charge an application fee as established annually by the Common Council on the Fee Schedule for each permit issued under this section. A permit shall be required but no permit fee shall be charged if the permit is obtained pursuant to an order of the City of Waupun requiring sidewalk replacement or reconstruction. A permit shall be required but no separate or additional permit fee shall be charged if the permit is issued in conjunction with a building permit where the excavation or opening is ancillary to the project for which the building permit is issued.

7.05(2)(a) Before a permit for excavating or opening any street or public way may be issued, the applicant shall execute and deposit with the City Clerk an indemnity bond in an amount as established annually by the Common Council on the Fee Schedule, conditioned that he will indemnify and save harmless the City and its officers from all liability for accidents and damage caused by any of the work covered by this permit; fill up and place in good and safe condition all excavations and openings made in the street; replace and restore the pavement over any opening he may make as near as can be to the state and condition in which he found it; keep and maintain the same in such condition, normal wear and tear excepted, to the satisfaction of the Director of Public Works for a period of one year; pay all forfeitures imposed upon him for any violation of any rule, regulation or ordinance governing street openings or drain laying adopted by the Council; and repair any damage done to existing improvements during the progress of the excavation in accordance with the ordinances, rules and regulations of the City. Such bond shall also guarantee that if the City elects to make the street repair, the person opening the street will pay all costs of making such repair and of maintaining the same for one year.

7.05(2)(d) In lieu of furnishing an indemnity bond in an amount established annually by the Common Council on the Fee Schedule, an applicant will be permitted to file with the City a Memorandum of Insurance or Certificate of Insurance indicating that there is in existence a policy of insurance which will adequately protect and safeguard the City and its officers in the same manner and to the same extent that the said City or officers would be indemnified and saved harmless

had an indemnity bond been provided. The said Memorandum of Insurance or Certificate of Insurance shall be approved by the Director of Public Works and the City Attorney before it shall be acceptable as being offered in lieu of the indemnity bond.

7.05(3) INSURANCE. Prior to commencement of excavation work, a permittee must furnish the Director of Public Works satisfactory written evidence that they have in force and will maintain during the life of the permit and the period of excavation, public liability insurance and accident and property damage insurance in an amount established annually by the Common Council on the Fee Schedule.

#### **7.07 SNOW AND ICE REMOVAL**

7.07(3)(c) The cost of snow and/or ice removal shall be charged to the property owner at the rate charged by the City's contractor, together with an administrative fee as established annually by the Common Council on the Fee Schedule. These costs are not to be considered a penalty, but are to reimburse the City for its cost in administration and overhead.

#### **7.12 SUMP PUMP DISCHARGE**

7.12(7) ENFORCEMENT. Any person who violates any provision of this section shall be fined a fee as established annually by the Common Council on the Fee Schedule. Each and every day in which a violation continues may be deemed a separate offense. This section shall not preclude the City from enforcing compliance with this chapter by any other means.

**SECTION 5:** Chapter 8 of the Municipal Code of the City of Waupun entitled ORDERLY CONDUCT is amended as follows:

#### **8.025(9)(c) REGULATIONS OF CHICKENS**

Penalties. Any person who violates this section shall be subject to a forfeiture as established annually by the Common Council on the Fee Schedule for the first violation a forfeiture fee as established annually by the Common Council on the Fee Schedule for each subsequent violation. Each day that a violation of this section continues shall be deemed a separate violation. Any chickens found to be the subject of a violation of this section shall be subject to immediate seizure and impoundment and may be removed from the City by City officials in the event that the owner or keeper fails to timely remove the chicken as required in subsection (b) above. In addition to the foregoing penalties, any person who violates this section shall pay all expenses, including shelter, food, handling and veterinary care, necessitated by enforcement of this provision.

#### **8.05(3)(a) PENALTIES.**

(a) For the first offense, a forfeiture as established annually by the Common Council on the Fee Schedule and, for the second offense, a forfeiture as established annually by the Common Council on the Fee Schedule, together with the costs of prosecution and, in default of payment of such forfeiture and costs of prosecution, shall be imprisoned in the county jail until the forfeiture and costs are paid, but not exceeding 90 days. Each violation and each day a violation continues or occurs shall constitute a separate offense.

**8.09(5)(a-b) CONTROLLED SUBSTANCES; DRUG PARAPHERNALIA; PENALTIES.**

(5) Any person who shall violate any of the provisions of this section shall, upon conviction of such violation, be subject to a penalty, which shall be as follows:

(a) First Offense. Any person who shall violate any provision of this section shall, upon conviction thereof, forfeit a fee as established annually by the Common Council on the Fee Schedule, together with the costs of prosecution and, in default of payment of such forfeiture and costs of prosecution, shall be imprisoned in the county jail until the forfeiture and costs are paid, but not exceeding 90 days, or shall have that person's motor vehicle operator's license suspended until such forfeiture and costs are paid or both.

(b) Second Offense. Any person found guilty of violating any provision of this section who shall previously have been convicted of a violation of this same section within one year shall, upon conviction thereof, forfeit a fee as established annually by the Common Council on the Fee Schedule for each such offense, together with the costs of prosecution and, in default of payment of such forfeiture or costs, shall be imprisoned in the county jail until such forfeiture and costs of prosecution are paid, not exceeding 6 months, or shall have that person's motor vehicle operator's license suspended until such forfeiture and costs are paid or both.

**SECTION 6:** Chapter 10 of the Municipal Code of the City of Waupun entitled HEALTH AND SANITATION is amended as follows:

**10.03 SALE AND DISTRIBUTION OF MILK AND MILK PRODUCTS**

(1) **REGULATED.** The production, transportation, processing, handling, sampling, examination, grading, labeling and sale of all milk and milk products sold for ultimate consumption within the City or its police jurisdiction; the inspection of dairy herds, dairy farms and milk plants; and the issuing and revocation of licenses to milk producers, haulers, distributors, plants and retailers shall be regulated in accordance with the provisions of Part II of the Grade A Pasteurized Milk Ordinance-1965 Recommendations of the United States Public Health Service, a certified copy of which shall be filed in the office of the City Clerk, provided further that sections 9, 16 and 17 of such ordinance shall not be of effect.

(2) **GRADE A PASTEURIZED MILK REQUIRED.** From and after the date on which this section takes effect, no milk or milk products shall be sold to the final consumer or to restaurants, soda fountains, grocery stores or similar establishments, except Grade A pasteurized, provided that when any milk distributor fails to qualify for such grade, the Health Officer is authorized to revoke his permit or, in lieu thereof, to degrade his produce and permit its sale during a temporary period not exceeding 30 days or, in emergencies, such longer periods as he may deem necessary.

(3) **LICENSE REQUIRED.**

(a) No person shall sell or distribute any Grade A milk products including cottage cheese as defined on pages 92, 58, 62, 83 and 84 of the 1965 Grade "A" Pasteurized Milk Ordinance of the United States Public Health Service, within the City, unless such person possesses a license therefor, granted by the City; except this licensing clause shall not be construed to mean the licensing of the restaurants, stores, hotels, and other places which are secondary vendors; and provided further, such milk products and cottage cheese or creamed cottage cheese shall be labeled or marked with either the State permit number or the name and address of the place processed and packaged.

- (b) An application for license shall state the name and address of the person applying for such license, and also the names and addresses of all persons processing the milk or milk products handled by such licensee.
- (c) The license shall be granted by the City upon application to the City Clerk and approved by the City Health Officer, and a fee as established annually by the Common Council on the Fee Schedule shall be charged therefore.
- (d) The license shall be valid from January 1 to December 31 of each year and those licensed in the interim shall pay the full fee for the remainder of the year in which they are licensed.
- (e) All milk samples required by the Health Officer shall be provided free of charge by the licensee, and the cost thereof to be an additional license fee necessary as a reasonable cost of regulation.
- (4) The City Health Officer, as provided in the 1965 Grade "A" Pasteurized Milk Ordinance of the U.S. Public Health Service, and any official designated by him or the local Board of Health, shall enforce this section and for such purpose may enter any premises in which the milk of any licensee or license applicant is handled or produced.
- (4a) Any Grade "A" milk and milk products in the City shall not be sold, stored or distributed unless they are maintained at a liquid temperature of 45°F. or less.
- (5) Vendor's License.
  - (a) No person operating any store, delicatessen, booth, stand, restaurant, hospital, grocery, supermarket, soda fountain, ice cream parlor, "drive-in" service or road-side stand, milk vending machine, factory stands or vendors, or public, parochial, or private schools, shall sell, offer for sale, or distribute or give in any way or have in their possession with intent to sell, or to distribute or give in any way, any milk, cream, skim milk or buttermilk, or other milk products, whether to be consumed on the premises as a beverage or consumed in any other manner or form or combination or to be removed from the premises without first having obtained a vendor's license, to be known and hereby defined as a secondary (retail) vendor's license.
  - (b) Such license must show name, residence and exact location of the place of business where such applicant proposed to sell or distribute such milk and milk products and the name or distributor from whom such milk, cream or other milk products are obtained for sale.
  - (c) Upon inspection of the premises by the Health Officer and notification to the City Clerk in writing that such premises are equipped to handle such milk, cream or milk products in a clean and sanitary way in compliance with all the provisions of this section and that such applicant is a proper person to handle milk, cream or other milk products, the City Clerk, upon receipt of a fee as established annually by the Common Council on the Fee Schedule, shall issue an annual license in the name of the applicant and the location of the place of business and further such license shall expire on June 30 following the date of issue, unless otherwise revoked as provided herein. Such license shall not be transferable and the fee for any partial year or initial or interim license shall be the same fee as established annually by the Common Council on the Fee Schedule.
  - (d) If the Health Officer finds that any licensee hereunder shall fail to keep his refrigeration equipment in proper sanitary condition or that such refrigeration and storage equipment does not keep and maintain such milk, cream or milk products at storage temperatures of not above 40°F., or such licensee shall be found to have or dispense milk, cream or milk products in such condition as not proper or reasonably fit for human consumption as provided in this section,

the Health Officer may revoke the license of such licensee, either until such licensee complies with the requirements of this section or indefinitely if there is a continuing failure to so comply therewith. Unreasonable failure to comply with the requirements of this section shall subject the licensee to a forfeiture as provided in §10.15 of this chapter.

#### **10.11 CONTROL OF NOXIOUS WEEDS AND RANK GROWTH.**

10.11(5)(b) The cost of destruction, cutting and disposal shall be charged to the property owner at the rate charged by the City's contractor, together with an administrative fee as established annually by the Common Council on the Fee Schedule. These costs are not to be considered a penalty, but are to reimburse the City for its cost in administration and overhead. (Am. #06-11)

#### **10.15(11)(a) COLLECTION OF RECYCLABLE MATERIAL.**

(11) PENALTIES. Penalties for violating this ordinance may be assessed as follows:

(a) Any person who violates this ordinance may be required to forfeit a fee as established annually by the Common Council on the Fee Schedule for a first violation, a fee as established annually by the Common Council on the Fee Schedule for a second violation, and a fee as established annually by the Common Council on the Fee Schedule for a third or subsequent violation.

#### **10.17(4)(c) COLLECTION AND DISPOSAL OF SOLID WASTE.**

(c) Violations of this §10.17 may be required to forfeit a fee as established annually by the Common Council on the Fee Schedule for a first violation, a fee as established annually by the Common Council on the Fee Schedule for a second violation, and a fee as established annually by the Common Council on the Fee Schedule for a third or subsequent violation.

**SECTION 7:** Chapter 11 of the Municipal Code of the City of Waupun entitled INTOXICATING LIQUORS, FERMENTED MALT BEVERAGES AND SODA WATER BEVERAGES is amended as follows:

#### **11.01 INTOXICATING LIQUORS, AND FERMENTED MALT BEVERAGES AND SODA WATER BEVERAGES**

(1) STATE STATUTES ADOPTED. The provisions of Ch. 125 and § 66.053(2), Wis. Stats., relating to the sale of intoxicating liquor, and fermented malt beverages and soda water beverages, inclusive of any provisions thereof relating to the penalty to be imposed or the punishment for violation of such statutes, are hereby adopted and made a part of this chapter by reference.

(2) LICENSES.

(a) When Required. No person, except as provided by subsection (1), shall distribute, vend, sell, offer or keep for sale at retail or wholesale, deal or traffic in or to evade any law or ordinance give away any intoxicating liquor, or fermented malt beverage or soda water beverage or cause the same to be done without having procured a

license or permit as provided in this section, nor without complying with all the provisions of this section and all statutes, ordinances and regulations of the State and City applicable thereto.

- (b) Separate License Required for Each Place of Sale. A separate license shall be required for each stand, place, room or enclosure or for each suite of rooms or enclosures which are in direct connection or communication where intoxicating liquor, or fermented malt beverages or soda water beverages are kept, sold or offered for sale and no license shall be issued to any person to possess, sell or offer for sale any intoxicating liquor, or fermented malt beverage or soda water beverage in any dwelling house, flat or residential apartment.
- (3) LICENSE FEES. There shall be the following classes and denominations of licenses which, when issued by the City Clerk under the authority of the Council after payment of the fee herein specified, shall permit the holder to sell, deal or traffic in intoxicating liquor, fermented malt beverages or soda water beverages as provided in §§ 125.17, 125.25, 125.26, 125.28 and 125.51, Wis. Stats.:
- (a) Class "A" Fermented Malt Beverage Retailer's License. (Am. #11-02) A fee will be established annually by the Common Council on the Fee Schedule.
- (b) Class "B" Fermented Malt Beverage Retailer's License.
1. The fee will be established annually by the Common Council on the Fee Schedule. Class "B" fermented malt beverage retailer's licenses for brewers shall be issued pursuant to § 125.31(1)(a), Wis. Stats.
  2. Picnic licenses may be issued as provided in § 125.26(6), Wis. Stats., for a fee as established annually by the Common Council on the Fee Schedule for each picnic or gathering. Pursuant to § 125.04(3)(f), Wis. Stats., licenses issued under § 125.26(6), Wis. Stats., for a picnic or other gathering lasting less than 4 days shall be issued pursuant to applications which shall be filed with the Clerk at least 3 days prior to the time of the granting of the license.
- (c) Wholesaler's Fermented Malt Beverage License. The fee will be established annually by the Common Council on the Fee Schedule.
- (d) Special Wholesaler's License. The fee will be established annually by the Common Council on the Fee Schedule.
- (e) Beverage Operator's License.
1. *Regular.* The fee will be established annually by the Common Council on the Fee Schedule.
  2. *Provisional.*
    - a. Compliance. The City Clerk may grant a provisional operator's license to an individual who complies with § 125.04(5), Wis. Stats., and has also applied for a regular operator's license and who has not been previously denied a license under this section, subject to the following requirements:
      - i. The applicant for a provisional operator's license must furnish an affidavit stating that he has not been a habitual law offender or been convicted of a felony, unless pardoned.
      - ii. The applicant must provide evidence that he has either completed or enrolled in a training course as required by § 125.17(6), Wis. Stats. In the event that the applicant

fails to successfully complete the course, the provisional operator's license shall be revoked.

b. Restrictions.

- i. No provisional operator's license may be issued to a person who has been denied an operator's license by the City Council.
- ii. The provisional operator's license shall expire 60 days after its issuance or when a regular operator's license is issued whichever is sooner.
- iii. The City Clerk may revoke the provisional operator's license if it is discovered that the applicant made a false statement on the application.

c. *Fee.* The provisional operator's license fee shall be established annually by the Common Council on the Fee Schedule.

(f) Retail Class "A" Liquor License. The fee will be established annually by the Common Council on the Fee Schedule.

(g) Retail Class "B" Liquor License. The fee will be established annually by the Common Council on the Fee Schedule. Such license shall permit its holder to sell, deal and traffic in intoxicating liquors to be consumed on the premises and in the original package or container in quantities of not more than 4 liters to be consumed off the premises, except that wine may be sold in the original package or otherwise in any quantity to be consumed off the premises. The City elects to come under § 125.51(3)(b), Wis. Stats.

(h) Club License. A combination Class "B" fermented malt beverage retailer's license and Class "B" retailer's intoxicating liquor license may be issued to bona fide clubs as defined in § 125.02(4), Wis. Stats., for a fee as established annually by the Common Council on the Fee Schedule.

(i) Part-Time or Semi-Annual Liquor Licenses. Part-time or semi-annual liquor licenses shall be issued pursuant to § 125.51(9), Wis. Stats.

(j) Soda Water Beverage License. The fee will be established annually by the Common Council on the Fee Schedule, which shall entitle the holder thereof to manufacture, distribute, vend, sell, offer or keep for sale at wholesale or retail soda water beverages not to be consumed upon the premises, only in original packages or containers.

(k) "Class C" Wine License. (Am. #10-15) The fee will be established annually by the Common Council on the Fee Schedule which authorizes only the retail sale of wine by the glass or in its opened original container for consumption on the premises where sold.

## **11.02 PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS.**

### **11.02 (5)(a) INVESTIGATION FEE.**

- (a) Every applicant for a license under this section as a peddler, solicitor or transient merchant shall, at the time of the filing of such application with the City Clerk pay to the Clerk for the City an investigation fee as established annually

by the Common Council on the Fee Schedule. The monies so paid shall be retained by the City whether a license is issued to the applicant or not.

(b) Every applicant for a license under this section as a peddler, solicitor or transient merchant, to whom the City has issued such a license within the 12 months immediately preceding the date of the present application, shall pay to the City through the office of the Clerk an investigation fee as established annually by the Common Council on the Fee Schedule.

#### **11.02 (7) FEES AND BOND.**

##### **(7) FEES AND BOND.**

(a) The investigation fee, as heretofore set forth, shall permit any applicant to whom a license is to be granted, to conduct his business within the City for a period of not to exceed 2 days without additional cost, excepting for the bond hereinafter set forth. Every applicant for a license under this section and to whom such a license is to be granted, and who proposes to conduct his business within the City for a period of time longer than 2 days, shall pay to the City, through the office of the City Clerk, the additional fee as established annually by the Common Council on the Fee Schedule, for each day, or portion thereof, that such business is to be conducted in the City, over and above the initial 2-day period. The term "day" as used herein shall mean each business day, and shall not include Sundays, holidays or days when no business is conducted.

(b) Every applicant for a license under this section, to whom such a license is to be granted shall, prior to the issuance of such license, file with the City Clerk of the City a surety bond to guarantee the applicant's good, honorable and lawful possession and proper and legal distribution and sale of the merchandise or personal services that he proposes to sell. The bond cost shall be a fee as established annually by the Common Council on the Fee Schedule that the applicant proposes to conduct their business in the City. The application for the license herein described shall authorize the City Clerk of the City to utilize the said bond, or portions thereof, to pay for any monetary fine and costs which might be assessed against the applicant, or an employee or agent of the applicant acting in his behalf for violations of any of the provisions of this section, or to satisfy any judgment rendered against the applicant, or an employee or agent of the applicant for violations of any contract existing between the applicant, or his employee or agent for merchandise to be furnished or services to be rendered to any person while the said applicant, or his employee or agent is conducting business within the City during the licensed period.

1. Said surety bond shall be held by the City Clerk for not less than 60 days after the applicant has completed the business set forth in the license, and the bond shall then be returned to the applicant unless the City Clerk has been notified of any actions pending against the said applicant, or an employee or agent of the applicant for the violation of any of the provisions of this section, or for the violation of any contracts existing between the said applicant or his employees or agents with a purchaser of the materials or services.

2. If the City Clerk is notified of any action against the applicant, or his employee or agent for the violation of any of the terms of this section, or for the violation of any contract with or to any purchaser of materials or services, the City Clerk shall then hold such surety bond until satisfaction has been made to the City or to the purchaser of such materials or services, or in lieu thereof, shall deduct the amount or sum necessary to satisfy

such judgment due the City or due the purchaser of the materials or services, and shall then remit the balance of the surety bond to the applicant.

(c) The applicant may furnish a certified check, a cashier's check or a money order payable to the City in lieu of the surety bond herein required.

(8) ANNUAL FEE.

(a) Any applicant for a license under this section may apply to the City Council for an annual license. The annual fee shall be established annually by the Common Council on the Fee Schedule. The annual fee as herein set forth shall include the investigation fee.

(b) The surety bond, or acceptable alternative, as described in subsection (7)(b) above shall be required by the City Council of any applicant for an annual license, and such bond shall be in the amount prescribed annually by the City Council on the Fee Schedule. The surety bond shall be held by the City Clerk under the same conditions as set forth in subsection (7)(b)1. above.

(13) PENALTY. Any person who shall violate any provision of this section shall forfeit a fee as established annually by the Common Council on the Fee Schedule, together with the costs of prosecution, and in default of payment of the forfeiture and costs shall be imprisoned in the County Jail until such forfeiture and costs of prosecution shall be paid, but not to exceed 20 days. Each day's violation of this section shall constitute a separate offense.

### **11.03 AUCTION SALES**

11.03(4) APPLICATION. Application for such license shall be made to the City Council of the City, and the City Council may grant such license for one year upon payment of a license fee as established annually by the Common Council on the Fee Schedule and execution and delivery to the City by the applicant of a bond with 2 sureties to be approved by the Council in an amount as established annually by the Common Council on the Fee Schedule conditioned that such licensee shall pay to the City Treasurer all fees imposed by this section as shown on the Fee Schedule and shall comply with the provisions of this section.

### **11.04 PUBLIC AMUSEMENTS**

11.04(5) LICENSE FEES. License Fees for public amusements shall be established annually by the Common Council on the Fee Schedule.

### **11.06 TAXI CABS**

11.06(4) The taxicab license fee shall be established annually by the Common Council and shown on the Fee Schedule. The license year shall commence on January 1 and end on December 31.

### **11.08 JUNK DEALERS**

11.08(2) APPLICATION. Every applicant for a license to engage in the business of junk dealer shall file with the Clerk a written verified application upon a form provided by the Clerk signed by the applicant or applicants. Such application shall be accompanied by a fee as established annually by the Common Council on the Fee Schedule.

11.08(5) LICENSE FEE. Every junk dealer shall pay an annual license fee as established annually by the Common Council on the Fee Schedule. All annual licenses shall be issued on July 1 and shall continue in force until June 30 next succeeding the date of issuance thereof, unless sooner revoked.

#### **11.09 DOG AND CAT LICENSES.**

(1) DOG AND CAT LICENSES REQUIRED. Every owner of a dog and cat more than 5 months of age on January 1 of any year or 5 months of age within the license year shall annually or within 30 days from the date such dog or cat becomes 5 months of age, at the time and in the manner provided by law for the payment of property taxes, pay his dog or cat license tax and obtain a license therefor. No such license shall be issued without proof of compliance with rabies vaccination, as required in this Code. The license fee for neutered/non-neutered dogs or cats will be established annually by the Common Council on the Fee Schedule.

(2) LICENSE TAGS. All licensable pets must wear license tags provided by the City at all times when off the premises of the owners, except under any organized show or training situation.

(3) LATE FEES. The collecting official shall charge a late fee as established annually by the Common Council on the Fee Schedule if the owner fails to obtain a proper license under this section within 30 days after acquiring a licensable animal, in addition to the regular fees as permitted by § 174.05(5), Wis. Stats.

#### **11.10 PARADE REGULATIONS**

11.10(3)(c) Fee. The fee for a parade permit shall be established annually by the Common Council on the Fee Schedule.

#### **11.13 TOBACCO PRODUCTS**

There shall be a fee as established annually by the Common Council on the Fee Schedule charged for a license allowing the sale of cigarettes or other tobacco products within the City. Such license shall be obtained by complying with the application forms and other reasonable procedures as prescribed by the City Clerk.

**SECTION 8:** Chapter 16 of the Municipal Code of the City of Waupun entitled ZONING CODE is amended as follows:

#### **16.01 GENERAL**

16.01(11)(b)(ix) *Fees*. A fee as established annually by the Common Council on the Fee Schedule shall be paid to the Zoning Administrator upon the filing of all petitions for amendment(s) of the Zoning Ordinance. (Am. #06-04)

#### **16.03 RESIDENTIAL DISTRICT REQUIREMENTS.**

16.03(6)(e)(ii)(b) Fees and Expiration Date (per §66.058, Wis. Stats.) are as follows:

- Annual mobile home court license shall be established annually by the Common Council on the Fee Schedule;
- Mobile home court license transfer fee shall be established annually by the Common Council on the Fee Schedule;
- Surety bond shall be an amount established annually by the Common Council on the Fee Schedule, this bond shall guarantee the collection by the licensee of the monthly parking permit provided for in this Ordinance and the payment of such fees to the City Treasurer, the payment by the licensee of any fine or forfeiture including legal costs imposed or levied against said licensee for a violation of this section, and shall also be for the use and recovery had thereon by any person who may be injured or damaged by reason of the licensee violating the provisions of this section; and
- Expiration: All such licenses are to expire on the 30th day of June of each year and shall be renewed annually, there shall be no proration of fees.

### **16.07 PCD PLANNED COMMUNITY DEVELOPMENT REQUIREMENTS**

16.07(6)(g) Fee(s). (Cr. #06-04)

- (i) Department review: has a fee that is established annually by the Common Council on the Fee Schedule.
- (ii) Engineering, improvement review, inspections, review has a fee that is established annually by the Common Council on the Fee Schedule.
- (iii) Administration, Clerk Treasurer, legal has a fee that is established annually by the Common Council on the Fee Schedule.

### **16.12 CONDITIONAL USES**

16.12(2) Application for conditional use permits shall be submitted to the Zoning Administrator. A fee as established annually by the Common Council on the Fee Schedule shall be paid at the time of submittal. Such forms shall be provided by the Zoning Administrator and shall be accompanied by a plan showing the location, size and shape of the land involved and of any proposed structures, and the existing and proposed use of each structure and lot. (Am. #06-04)

### **16.13 HOME OCCUPATIONS**

16.13(4) An application for a home occupation license must be submitted to the Zoning Administrator. There shall be a fee as established annually by the Common Council on the Fee Schedule for all such applications. If after review, it is the opinion of the Zoning Administrator that the requested home occupation is permitted than a license may be issued. If however, in the opinion of the Zoning Administrator the requested home occupation is neither permitted nor strictly prohibited, then a conditional use permit approved by the Plan Commission will be required.

(5) An application fee as established annually by the Common Council on the Fee Schedule will be required for any home occupation requiring a conditional use permit. After the holding of a public hearing and review by the Plan Commission, the permit will be approved or denied based on the conditions listed in subsection (1). (Am. #07-11)

(6) All permitted home occupations shall be licensed annually for a fee as established annually by the Common Council on the Fee Schedule and will automatically expire when the premises is sold, leased or otherwise transferred to a different owner or owners.

#### **16.16 BOARD OF APPEALS.**

16.16(1) A Board of Appeals shall be appointed as specified in §62.23(7)(e), Wis. Stats. The members shall serve without compensation. The Board of Appeals shall make its own rules of procedure consistent with the statutes. It shall have the following powers:

- (a) To hear and decide appeals where it is alleged that the Zoning Administrator has made an erroneous finding or order. A filing fee as established annually by the Common Council on the Fee Schedule shall be required when publication of a notice of hearing is necessary; and
- (b) To grant specific variances from the terms of this Ordinance where it is shown that unique physical circumstances applying to a lot cause hardship to the owner under the Ordinance, and that the variance still will be in fundamental harmony with surrounding uses. Applications for variances are subject to a filing fee as established annually by the Common Council on the Fee Schedule. (Am. #06-04)

#### **16.17 SITE PLAN REVIEW**

16.17(7) SITE PLAN REVIEW/APPLICATION FEE. (Cr. #06-04)

- (a) Consultant/engineering: a fee established annually by the Common Council on the Fee Schedule.
- (b) Department review: a fee established annually by the Common Council on the Fee Schedule.

**SECTION 9:** Chapter 17 of the Municipal Code of the City of Waupun entitled SUBDIVISION ORDINANCE is amended as follows:

#### **17.01 GENERAL**

17.01(9)(d) Dedication and Reservation of Lands. (Am. #06-04) Whenever a tract of land to be subdivided embraces all or any part of an arterial street, drainage way or other public way which has been designated in the Comprehensive Plan, Comprehensive Plan component, or on the official map, said public way shall be made part of the plat and dedicated or reserved by the subdivider in the locations and dimensions indicated on said plan or map and as set forth in this Ordinance.

Whenever a proposed playground, park, school site or other public land, other than streets or drainage ways, designated in the Comprehensive Plan, Comprehensive Plan component, or on the official map, is embraced, all or in part, in a tract of land to be subdivided, these proposed public lands shall be made part of the plat and shall be dedicated to the community by the subdivider shall at the discretion of the Plan Commission at a fee as established annually by the Common Council on the Fee Schedule per residential lot or if multifamily, a fee as established annually by the Common Council on the Fee Schedule, and said proposed public lands, other than streets or drainage ways, in

excess of the rate established herein shall be reserved for a period not to exceed 3 years unless extended by mutual agreement for purchase by the public agency having jurisdiction; and all said proposed public lands, other than streets or drainage ways, shall be reserved by the subdivider for a period not to exceed 3 years unless extended by mutual agreement for acquisition by a public agency at undeveloped land costs.

**17.01(13)(b) ENFORCEMENT AND PENALTIES.**

(b)Penalties . Any person, firm, or corporation who fails to comply with this Ordinance shall be subject to a forfeiture of a fee as established annually by the Common Council on the Fee Schedule, plus the costs of prosecution, for each day of violation.

**17.07 DESIGN STANDARDS**

17.07(8) PUBLIC SITES AND OPEN SPACES. In the design of the Plat, due consideration shall be given to the reservation of suitable sites of adequate area for future schools, reservation of suitable sites of adequate area for future schools, parks, playgrounds, drainage ways and other public purposes. If designated on the Comprehensive Plan, Comprehensive Plan component, or Official Map, such areas shall be made a part of the Plat. If no park is so designated the owner shall dedicate, land usable for recreation purposes equal in size to 5% of the Plat. This land shall be in one parcel and shall be used for park, playground, or for other specific public recreational uses as deemed desirable by the Plan Commission. However, if the Plan Commission should consider the Plat too small or for some reason unusable for a public purpose, the Plan Commission shall direct the owner to make a money payment to the City in lieu of land. The subdivider shall pay into the City treasury a fee as established annually by the Common Council on the Fee Schedule per residential lot or if multiple residential units, a fee as established annually by the Common Council on the Fee Schedule per unit. All monies shall be applied to the capital budget of the Parks and Recreation Department, and shall be due and payable at the time of the Final Plat is submitted for approval.

**17.10 FEES.**

The subdivider shall pay the City all fees as established annually by the Common Council on the Fee Schedule.

- (1) PRELIMINARY PLAT REVIEW.
- (2) FINAL PLAT REVIEW.
- (3) LETTER OF INTENT REVIEW.
- (4) CERTIFIED SURVEY MAP REVIEW.
- (5) CONDOMINIUM PLAT.
- (6) REPLAT REVIEW.
- (7) IMPROVEMENT REVIEW.
- (8) INSPECTION.

**SECTION 10:** Chapter 18 of the Municipal Code of the City of Waupun entitled GENERAL PROVISIONS is amended as follows:

**18.04 PENALTY PROVISIONS.**

(1) GENERAL PENALTY. Except as otherwise provided in this code, any person who shall violate any of the provisions of this code shall, on conviction of such violation, forfeit a fee as established annually by the Common Council on the Fee Schedule, together with the costs of prosecution.

**18.08(3)(a)(2-3) CITATIONS FOR VIOLATION OF MUNICIPAL ORDINANCES.**

(3) SCHEDULE OF DEPOSITS.

(a) Cash deposits are established for use with citations issued under this section as follows:

2. For all other violations of this Municipal Code by adults, a fee as established annually by the Common Council on the Fee Schedule deposit shall be used.
3. For all other violations of this Municipal Code by minors, a fee as established annually by the Common Council on the Fee Schedule deposit shall be used.

**SECTION 11:** This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Adopted this 28th day of November, 2023.

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Rohn W. Bishop  
Mayor

ATTEST:

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Angela J. Hull  
City Clerk/Treasurer

**RESOLUTION NO. \_\_\_\_**  
**A RESOLUTION ESTABLISHING THE 2024 SCHEDULE OF FEES**  
**FOR THE CITY OF WAUPUN, WI**

**WHEREAS**, the City of Waupun has the authority to establish reasonable fees for services provided or costs incurred in the administration of government; and

**WHEREAS**, the City has been moving toward the goal of removing fees from the Municipal Code of Ordinances and establishing them by City Council resolution; and

**WHEREAS**, establishing an annual Schedule of Fees will allow the City Council and staff to review fees annually in conjunction with the budget process; and

**WHEREAS**, the fees established below represents the City's fees as of January 1, 2024; and

**WHEREAS**, the City Council has determined that all of the fees set forth hereinafter are reasonable, equitable, and necessary to cover the costs of various services.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Waupun hereby approve and adopt the 2024 Annual Fee Schedule to be effective on January 1, 2024.

Adopted this \_\_\_\_ day of \_\_\_\_\_ 2023.  
Effective the 1<sup>st</sup> day of January 2024.

**CITY OF WAUPUN**

\_\_\_\_\_  
Rohn W. Bishop, Mayor

ATTEST:

\_\_\_\_\_  
Angie Hull, City Clerk



**City of Waupun Fee Schedule  
2024**

Some items require the collection of sales tax. This will be calculated during the transaction.

DESCRIPTION	ADDITIONAL INFORMATION	2024 RATE	MUNICIPAL CODE CHAPTER
<b>GENERAL GOVERNMENT</b>			
Annexations		\$150.00	1.24(3)
Materials and Supplies	shall not exceed	\$500.00	3.03(5)(a)(4)
Repair of Equipment	shall not exceed	\$500.00	3.03(5)(a)(5)
Room Tax		7.50%	3.11(1)
<b>LICENSES/PERMITS</b>			
Dogs/Cats - Neutered or Spayed	Annually April 1 - March 31	\$2.00	11.09(1)
Dogs/Cats - Non - Neutered or Spayed	Annually April 1 - March 32	\$5.00	11.09(1)
Late Fee for Dog/Cat Licenses		\$5.00	11.09(3)
<b>LIQUOR LICENSES</b>			
	<b>State Fee Law</b>		
Class "A" Beer	no max / no min	\$75.00	11.01(3)(a)
"Class A" Liquor	\$500 max / \$50 min	\$150.00	11.01(3)(f)
Class "B" Beer	\$100 max/ no min	\$100.00	11.01(3)(b)(1)
"Class B" Liquor	\$500 max / \$50 min	\$250.00	11.01(3)(g)
"Class C" Wine	\$100 max / no min	\$100.00	11.01(3)(k)
Picnic License		\$10.00	11.01(3)(b)(2)
Wholesalers Fermented Malt Beverage		\$25.00	11.01(3)(c)
Special Wholesaler's License		\$25.00	11.01(3)(d)
Club License		\$25.00	11.01(3)(h)
Operators License		\$20.00	11.01(3)(e)(1)
Operators Provisional		\$10.00	11.01(3)(e)(2)(c)
<b>SODA</b>			
Soda Water		\$5.00	11.01(3)(j)
<b>CIGARETTE</b>			
Cigarette		\$50.00	11.13
<b>MILK</b>			
Milk - Sale and Distribution		\$25.00	10.03(3)(c)
Milk Vendor's License		\$10.00	10.03(5)(c)
<b>PARKING</b>			
Parking Permit	month	\$15.00	6.05(6)(f)
Parking Permit	annual	\$150.00	6.05(6)(f)
Time-Restricted Parking Violation		\$10.00	6.15(83)(a)
Other Parking Violations		\$20.00	6.15(3)(b)
School Zone Violations		\$30.00	6.15(3)(c)
Second Violations	same offense within same year	\$5.00	6.15(3)(d)
Third and Subsequent Violations	same offense within same year	\$5.00	6.15(3)(d)
Additional Forfeitures for Parking Violations	not paid within 48 hours	\$5.00	6.15(3)(e)
Additional Forfeitures for Parking Violations	not paid within 10 days	\$10.00	6.15(3)(e)
<b>PUBLIC WORKS</b>			
Sidewalks Noncompliance	per parcel plus replacement cost	\$25.00	7.03(7)
Street and Sidewalk Excavation Permit Application		\$15.00	7.05(1)(b)
Excavation or Street/Public Way Opening Bond		\$10,000.00	7.05(2)(a)

Excavation Work Insurance	Public Liability	\$100,000 per occasion	7.05(3)
Excavation Work Insurance	Public Liability	\$300,000 one accident	7.05(3)
Excavation Work Insurance	Public Liability	\$50,000 property damage	7.05(3)
Waste Container	annual	\$141.48	
Recycling Container	annual	\$51.00	
Weed Cutting Charges	per occasion	\$100 + actual cost	10.11(5)(b)
Snow Removal Charges	per occasion	\$100 + actual cost	7.07(3)(c)
Sump Pump Discharge	fine	\$100.00	7.12(7)
Moving Buildings		\$1,000	13.06
<b>PROTECTIVE SERVICES</b>			
<b>BIKE</b>			
Bike License	per bike owner	\$3.00	6.10(2)
Lost Bike License		0.25	6.10(15)
<b>PEDDLER</b>			
Peddler/Solicitors/Transient Merchant Initial Investigation		\$50.00	11.02(5)(a)
Peddler/Solicitors/Transient Merchant	if received 1st license within 12 month	\$30.00	11.02(5)(b)
Peddler/Solicitors/Transient Merchant longer than 2 days	per day over 2 days	\$20.00	11.02(7)(a)
Peddler/Direct Seller Solicitors/Transient Merchant Bond	per day/max \$1,000	\$100.00	11.02(7)(b)
Peddler/Solicitors/Transient Merchant Annual	12 months	\$200.00	11.02(8)(a)
Peddler/Solicitors/Transient Merchant 6 month	6 months	\$100.00	11.02(8)(a)
Surety Bond		\$1,000.00	11.02(8)(b)
<b>AUCTION</b>			
Auction Sales	annual	\$10	11.03(4)
Auction Sales Bond		\$500.00	11.03(4)
Auction Fees on Sales	of sales	20%	11.03(5)
<b>PUBLIC AMUSEMENTS</b>			
Circus, street carnival, menagerie or sideshow	day	\$25.00	11.04(5)
Dance hall, skating rink, play or theatrical performance, motion picture show	annual or fractional part	\$75.00	11.04(5)
Play or Theatrical performance	day	\$10.00	11.04(5)
Billard or Pool Room	per table annual or fractional part	\$15.00	11.04(5)
Bowling Alley - one alley	annual or fractional part	\$15.00	11.04(5)
Bowling Alley - each additional alley	annual or fractional part	\$5.00	11.04(5)
All other amusements, amusement devices, juke bokes and music boxes	per unit annual or fractional part	\$15.00	11.04(5)
<b>PARADE</b>			
Parade Permit		\$10.00	11.10(3)(c)
<b>TAXI</b>			
Taxi Cab License - 1st vehicle	annual or fractional part	\$20.00	11.06(4)
Taxi Cab License - each additional vehicle	annual or fractional part	\$20.00	11.06(4)
<b>JUNK DEALER</b>			
Junk Dealer Application		\$15.00	11.08(2)
Junk Dealer License	annual	\$50.00	11.08(5)
Junk Dealer License	daily	\$10.00	11.08(5)
<b>PARK &amp; RECREATION</b>			
Dodge Park Shelter		resident/non-resident \$65/\$90	

Harris Mill Park Shelter		\$65/\$90	
McCune Park Concession Stand	requires \$50 security deposit	\$100/\$115	
McCune Park Shelter		\$65/\$90	
West End Park Shelter		\$65/\$90	
Wilcox Park Shelter		\$65/\$90	
<b>ZONING</b>			
Zoning Code Amendment		\$150.00	16.01(11)(b)(ix)
Special Assessment Letters		\$10.00	
Annual Mobile Home Court	50 spaces	\$100.00	16.03(6)(e )(ii)(b)
Mobile Home Court License Transfer		\$10.00	16.03(6)(e )(ii)(b)
Mobile Home Surety Bond		\$2,000.00	16.03(6)(e )(ii)(b)
Planned Community Development	Department Review	\$250 + \$15 per lot	16.07(6)(g)(i)
Planned Community Development	Engineering	Actual Cost	16.07(6)(g)(ii)
Planned Community Development	Administration	1% City Loan	16.07(6)(g)(iii)
Conditional Use		\$150.00	16.12(2)-16.13(5)
Home Occupation License Application		\$25.00	16.13(4)
Home Occupation License Annual License		\$25.00	16.13(6)
Board of Appeals	Violation Filing Fee	\$50.00	16.16(1)(a)
Variance		\$150.00	16.16(1)(b)
Site Plan Review - Consult/Engineering		Actual Cost	16.17(7)(a)
Site Plan Review - Department Review		\$100.00	16.17(7)(b)
Dedication and Reservation of Lands	Single Lot	5% of total plan area or \$200.01	17.01(9)(d)
Dedication and Reservation of Lands	Multi-Family	\$200.00 per unit	17.01(9)(d)
Public Sites and Open Spaces	Per Residential Lot	\$100.00 per lot	17.07(8)
Public Sites and Open Spaces	Multiple Residential Units	\$100.00 unit	17.07(8)
Preliminary Plat Review	Department Review	\$250.00 + \$15.00 per lot	17.10(1)
Preliminary Plat Review	Engineering	Actual Cost	17.10(1)
Preliminary Plat Review	Administration	1% City Loan	17.10(1)
Final Plat Review	Department Review	\$150.00 + \$5.00 per lot	17.10(2)
Final Plat Review	Engineering	Actual Cost	17.10(2)
Final Plat Review	Administration	1% City Loan	17.10(2)
Letter of Intent Review		\$100.00	17.10(3)
Certified Survey Map		\$100.00 + \$15.00 per lot	17.10(4)
Condominium Plat		\$250.00 + \$15.00 per lot	17.10(5)
Replat Review	Department Review	\$250.00 + \$15.00 per lot	17.10(6)
Replat Review	Engineering	Actual Cost	17.10(6)
Replat Review	Administration	1% City Loan	17.10(6)
Improvement Review		1% of total cost of any required public improvements to defray the costs of review	17.10(7)
Inspection		Actual Cost	17.10(8)
<b>PENALTIES</b>			
Penalty for Chapter 6 violation	First Offense	\$3.00	6.10(4)(a)(3)(a-c)
Penalty for Chapter 6 violation	Second Offense	\$5.00	6.10(4)(a)(3)(a-c)
Penalty for Chapter 6 violation	Third Offense	\$10.00	6.10(4)(a)(3)(a-c)
Penalty for Chapter 6 violation	Third Offense	\$10.00	6.10(4)(a)(3)(a-c)
Penalty for Chapter 8 violation - Chickens	First Violation	\$250.00	8.025(9)(c )
Penalty for Chapter 8 violation - Chickens	Subsequent Violation	\$500.00	8.025(9)(c )
Penalty for Chapter 8 violation	First Offense	\$200.00-\$300.00	8.05(3)(a)
Penalty for Chapter 8 violation	Second Offense	\$300.00-\$500.00	8.05(3)(a)

Penalty for Chapter 8 violation - Controlled Substances	First Offense	not less than \$200 + costs of prosecution	8.09(5)(a)
Penalty for Chapter 8 violation - Controlled Substances	Second Offense	not less than \$300 + costs of prosecution	8.09(5)(b)
Penalty for Chapter 10 violation - Recycling	First Violation	\$50.00	10.15(11)(a)
Penalty for Chapter 10 violation - Recycling	Second Violation	\$200.00	10.15(11)(a)
Penalty for Chapter 10 violation - Recycling	Third and Subsequent Violations	not more than \$2,000.00	10.15(11)(a)
Penalty for Chapter 10 violation - Solid Waste	First Violation	\$50.00	10.17(4)(c)
Penalty for Chapter 10 violation - Solid Waste	Second Violation	\$200.00	10.17(4)(c)
Penalty for Chapter 10 violation - Solid Waste	Third and Subsequent Violations	not more than \$2,000.00	10.17(4)(c)
Penalty for Chapter 11 violation		\$25.00-\$100.00	11.02(7)(13)
Penalty for Chapter 17 violation		\$200.00-\$1,000.00	17.01(13)(b)
Penalty for Chapter 18 violation		\$100 + cost of prosecution	18.04(1)
Penalty for Chapter 18 violation	Cash Deposits- Adults	\$100.00	18.08(3)(a)(2)
Penalty for Chapter 18 violation	Cash Deposits - minor	\$50.00	18.08(3)(a)(3)



# AGENDA SUMMARY SHEET

**MEETING DATE:** 11/28/2023 **TITLE:** Ordinance to amend Ch. 6.05(3)(a)(2) entitled Traffic Code-Restricted Parking for S. Drummond St. Parking Restriction

**AGENDA SECTION:** ORDINANCES-RESOLUTIONS

**PRESENTER:** Jeff Daane, Public Works Director

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
	\$	

### ISSUE SUMMARY

Board of Public Works reviewed a request at the November 14, 2023 meeting for two-hour parking on the west side of S. Drummond St. between E. Main St and E. Jefferson St.

In review, it was found that two-hour parking is already for that area but there are no signs reflecting this. There are also other parking restrictions in this area as well which overlap the current two-hour parking. The ordinance was drafted to cleaning up this issue and if approved, staff will place correct signs for the area.

Board of Public Works made recommendation for Council approval.

### STAFF RECCOMENDATION:

Adopt the ordinance

### ATTACHMENTS:

- Map of S. Drummond
- Proposed ordinance

### MOTION OPTIONS:

1. Motion to accept the first reading of the ordinance to amend Ch. 6.05(3)(a)(2) entitled Traffic Code-Restricted Parking for S. Drummond St. Parking Restriction
2. Motion to waive the first reading and adopt Ordinance #23-\_\_ to amend Ch. 6.05(3)(a)(2) entitled Traffic Code-Restricted Parking for S. Drummond St. Parking Restriction
3. Do nothing and the ordinance fails

COMMON COUNCIL  
CITY OF WAUPUN, WISCONSIN  
ORDINANCE 23-\_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER SIX OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED  
“TRAFFIC CODE.”

THE COMMON COUNCIL OF THE CITY OF WAUPUN, DO ORDAIN:

SECTION 1: Section 6.05(3)(a)(2) of the Waupun Municipal code entitled “RESTRICTED PARKING AT ANY TIME – TWO HOUR LIMIT – S Drummond St. from E. Main St. to E. Brown St.” is amended to read as follows:

(2) On the west side of S. Drummond St. beginning 18 feet south of the south curblineline of E. Main St. going south for 132 feet.

SECTION 2: Section 6.05(3)(a) of the Waupun Municipal code entitled “RESTRICTED PARKING AT ANY TIME – TWO HOUR LIMIT” is amended to add the following subsection.:

(5) On the west side of S. Drummond St. beginning 78 feet south of the south curblineline of E. Jefferson St. going south to the north curblineline of E. Brown St.

SECTION 3: This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Adopted this 28<sup>th</sup> day of November, 2023.

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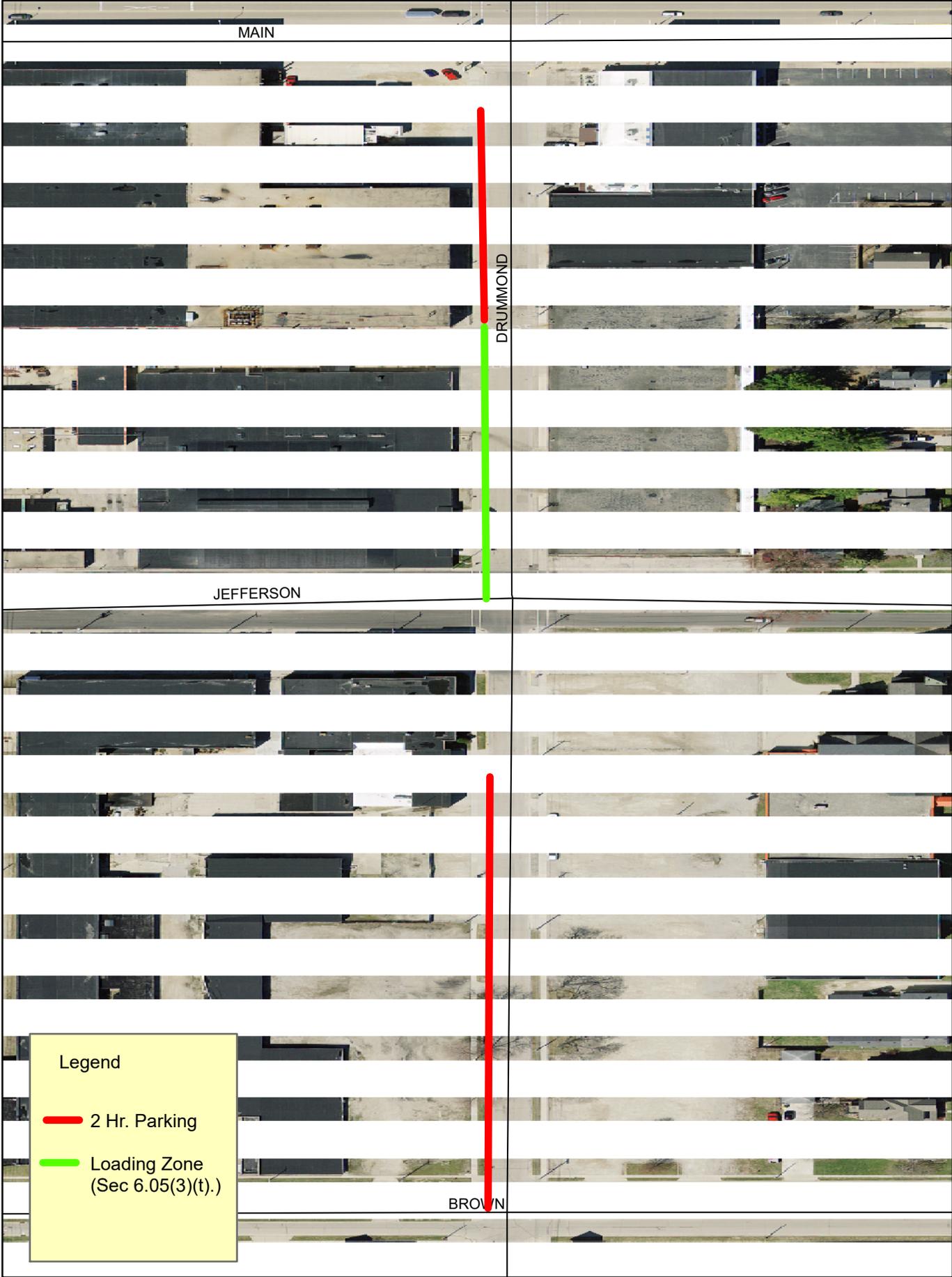
Mayor Rohn W. Bishop

ATTEST:

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Angela J. Hull  
City Clerk/Treasurer

# S Drummond St - Parking Limitations





## AGENDA SUMMARY SHEET

**MEETING DATE:** 11/28/23

**TITLE:** Future Meetings & Gatherings, License and Permit Applications, Expenses

**AGENDA SECTION:** CONSENT AGENDA

**PRESENTER:** Angela Hull, Clerk

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### FUTURE MEETINGS

Tuesday, November 14, 2023	Common Council	6:00PM
Tuesday, November 28, 2023	Committee of the Whole	5:30PM
Tuesday, December 12, 2023	Common Council	6:00PM

### LICENSE/PERMIT APPLICATIONS

Permit to Keep Backyard Chickens (Renewal): Jared Ramthun 415 Jackson St. Waupun  
Operator License: Cynthia Westmoreland

### EXPENSES

Attached

### RECOMENDED MOTION:

Motion to approve the Consent Agenda. *(Roll Call)*

## Report Criteria:

Report type: Summary

Invoice.Batch = "111523","112823"

Check Issue Date	Check Number	Payee	Amount
11/15/2023	106846	TRU CLEANERS LLC	4,134.27
11/22/2023	106847	AMAZON CAPITAL SERVICES	1,339.42
11/22/2023	106848	AIRGAS USA LLC	103.98
11/22/2023	106849	AMERICAN HYDRAULICS INC	6,133.00
11/22/2023	106850	ANDERSON SOD FARM	160.00
11/22/2023	106851	AT&T MOBILITY	278.04
11/22/2023	106852	BATTERIES PLUS LLC	100.80
11/22/2023	106853	BOUND TREE MEDICAL LLC	238.38
11/22/2023	106854	BROOKS SHOE & REPAIR	300.00
11/22/2023	106855	BROWN CAB SERVICE INC	11,904.23
11/22/2023	106856	CAPITAL NEWSPAPERS	79.08
11/22/2023	106857	CARTRIDGE WORLD	93.78
11/22/2023	106858	CHARTER COMMUNICATIONS	360.85
11/22/2023	106859	CHARTER COMMUNICATIONS	278.75
11/22/2023	106860	FERGUSON WATERWORKS #1476	2,725.00
11/22/2023	106861	FERNO-WASHINGTON INC	9,047.30
11/22/2023	106862	FIRE SERVICE INC	190.00
11/22/2023	106863	FOND DU LAC COUNTY TREASURER	21,399.50
11/22/2023	106864	FOND DU LAC COUNTY TREASURER	304.81
11/22/2023	106865	GAPPA PROPERTIES	5,000.00
11/22/2023	106866	GORDON FLESCH CO INC	144.51
11/22/2023	106867	HERITAGE RIDGE TRAVEL PLAZA	152.82
11/22/2023	106868	HMF INNOVATIONS	2,238.34
11/22/2023	106869	K'S BOUTIQUE	509.44
11/22/2023	106870	KARSTEN REAL ESTATE	3,800.00
11/22/2023	106871	LANGE ENTERPRISES	1,880.74
11/22/2023	106872	MARCO TECHNOLOGIES LLC	168.96
11/22/2023	106873	PETERSEN, JENNIFER	26.20
11/22/2023	106874	PITNEY BOWES INC	91.29
11/22/2023	106875	PROS 4 TECHNOLOGY INC	39.00
11/22/2023	106876	R BAUMAN & ASSOCIATES SC	990.00
11/22/2023	106877	RASCH, JEREMY	150.00
11/22/2023	106878	REGISTRATION FEE TRUST	8.00
11/22/2023	106879	ROET'S HOME HEATING	162.00
11/22/2023	106880	SAFETY KLEEN	410.00
11/22/2023	106881	SAN-A-CARE INC	436.56
11/22/2023	106882	SHINY WASH	400.00
11/22/2023	106883	SLIPSTREAM GROUP INC	49,975.67
11/22/2023	106884	SMA CONSTRUCTION SERVICES	177,032.50
11/22/2023	106885	SNOW LAW	150.00
11/22/2023	106886	STOBB PLUMBING & HEATING INC	425.00
11/22/2023	106887	TACTICAL SOLUTIONS	430.00
11/22/2023	106888	VON BRIESEN & ROPER, S.C.	2,340.00
11/22/2023	106889	WALMART COMMUNITY/CAPITAL ONE	137.23
11/22/2023	106890	WALTERS, TYRA	169.50
11/22/2023	106891	WAUPUN UTILITIES	24,947.88
11/22/2023	106892	TOP PACK DEFENSE LLC	99.98

Check Issue Date	Check Number	Payee	Amount
Grand Totals:			<u>331,486.81</u>

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Report Criteria:

Report type: Summary

Invoice.Batch = "111523","112823"

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Report Criteria:

Report type: Invoice detail  
 Check.Type = {<>} "Adjustment"  
 Invoice.Batch = "111523","112823"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
AIRGAS USA LLC						
AIRGAS USA LLC	MEDICAL O2 FOR 598	11/22/2023	9143701260	100-50-5230-3-38	103.98	103.98
Total AIRGAS USA LLC:						103.98
AMAZON CAPITAL SERVICES						
AMAZON CAPITAL SERVICES	HIGHLIGHTERS	11/22/2023	17T9-4JHY-G	100-10-5141-3-30	4.64	4.64
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	11/22/2023	1VL3-4T44-4V	100-40-5211-3-30	16.99	16.99
AMAZON CAPITAL SERVICES	CLOTHING ALLOWANCE - LOUDEN	11/22/2023	1HLD-9V1F-3	100-12634	187.02	187.02
AMAZON CAPITAL SERVICES	OFFICER SUPPLIES - CARDSTOCK PAPER	11/22/2023	1PWD-HH1N-	100-40-5211-3-30	30.99	30.99
AMAZON CAPITAL SERVICES	CARDSTOCK PAPER	11/22/2023	1F4F-41JC-X	100-10-5141-3-30	80.50	80.50
AMAZON CAPITAL SERVICES	OUTDOOR FIREARMS RANGE	11/22/2023	1VTR-VRQ6-	400-40-5211-8-00	647.02	647.02
AMAZON CAPITAL SERVICES	OUTDOOR FIREARMS RANGE	11/22/2023	13TQ-H4DL-C	400-40-5211-8-00	372.26	372.26
Total AMAZON CAPITAL SERVICES:						1,339.42
AMERICAN HYDRAULICS INC						
AMERICAN HYDRAULICS INC	REBUILT CYL ON PLOW #9-12	11/22/2023	27541	100-70-5411-3-36	6,133.00	6,133.00
Total AMERICAN HYDRAULICS INC:						6,133.00
ANDERSON SOD FARM						
ANDERSON SOD FARM	MCCUNE SOD	11/22/2023	40856	100-20-5525-3-36	160.00	160.00
Total ANDERSON SOD FARM:						160.00
AT&T MOBILITY						
AT&T MOBILITY	FIRSTNET MOBILE AIRCARDS - SEPT 24-OCT 23 2023 FIRE ADM	11/22/2023	SEPT24-OCT	100-50-5231-3-31	278.04	278.04
Total AT&T MOBILITY:						278.04
BATTERIES PLUS LLC						
BATTERIES PLUS LLC	BATTERIES - FD	11/22/2023	P67785795	100-50-5232-3-36	100.80	100.80
Total BATTERIES PLUS LLC:						100.80
BOUND TREE MEDICAL LLC						
BOUND TREE MEDICAL LLC	BACKBOARDS/SPLINTS - HEALTHCARE INFRASTRUCTURE GRANT	11/22/2023	85084383	100-50-5230-3-38	84.00	84.00
BOUND TREE MEDICAL LLC	REPLACEMENT PADS FOR AEDS	11/22/2023	85144486	100-50-5232-3-36	154.38	154.38
Total BOUND TREE MEDICAL LLC:						238.38
BROOKS SHOE & REPAIR						
BROOKS SHOE & REPAIR	BOOT ALLOWANCE - EHLTS	11/22/2023	47862	100-70-5412-3-38	150.00	150.00
BROOKS SHOE & REPAIR	BOOT ALLOWANCE - HARMSEN	11/22/2023	47890	100-70-5412-3-38	150.00	150.00
Total BROOKS SHOE & REPAIR:						300.00
BROWN CAB SERVICE INC						
BROWN CAB SERVICE INC	OCT 2023 TAXI SERVICES	11/22/2023	4185	501-10-5154-3-38	11,904.23	11,904.23

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total BROWN CAB SERVICE INC:						11,904.23
CAPITAL NEWSPAPERS						
CAPITAL NEWSPAPERS	ALDERMANIC DIST 3 AD	11/22/2023	181436	100-10-5142-3-35	79.08	79.08
Total CAPITAL NEWSPAPERS:						79.08
CARTRIDGE WORLD						
CARTRIDGE WORLD	INK CARTRIDGES	11/22/2023	93138	100-40-5211-3-30	93.78	93.78
Total CARTRIDGE WORLD:						93.78
CHARTER COMMUNICATIONS						
CHARTER COMMUNICATIONS	GARAGE - TV, INTERNET	11/22/2023	171154001-N	100-70-5412-3-38	210.87	210.87
CHARTER COMMUNICATIONS	CITY HALL - INTERNET	11/22/2023	171156301-N	100-10-5197-3-31	149.98	149.98
CHARTER COMMUNICATIONS	MUSEUM - INTERNET - BILLED/PD BY HISTORICAL SOCIETY	11/22/2023	84621-NOV23	100-13850	99.99	99.99
CHARTER COMMUNICATIONS	SENIOR CENTER - TV, INTERNET	11/22/2023	16011-NOV23	100-20-5513-3-38	178.76	178.76
Total CHARTER COMMUNICATIONS:						639.60
FERGUSON WATERWORKS #1476						
FERGUSON WATERWORKS #1476	STORM SEWER REPAIR STOCK SUPPLIES	11/22/2023	0400912-2	700-10-5192-3-36	74.20	74.20
FERGUSON WATERWORKS #1476	STORM SEWER REPAIR - STOCK SUPPLIES	11/22/2023	0400913	700-10-5192-3-36	2,650.80	2,650.80
Total FERGUSON WATERWORKS #1476:						2,725.00
FERNO-WASHINGTON INC						
FERNO-WASHINGTON INC	STAIR CHAIR - EMS FLEX GRANT	11/22/2023	929129	410-50-5231-4-00	9,047.30	9,047.30
Total FERNO-WASHINGTON INC:						9,047.30
FIRE SERVICE INC						
FIRE SERVICE INC	EXTRICATION GLOVES	11/22/2023	55448	100-50-5232-3-38	190.00	190.00
Total FIRE SERVICE INC:						190.00
FOND DU LAC COUNTY TREASURER						
FOND DU LAC COUNTY TREASURER	COMPUTER SUPPORT SERVICES	11/22/2023	IS-2023-W03	100-40-5211-3-38	21,399.50	21,399.50
FOND DU LAC COUNTY TREASURER	CISCO MERAKI SUBSCRIPTION LICENSE	11/22/2023	IS-2023-W001	100-40-5211-3-38	304.81	304.81
Total FOND DU LAC COUNTY TREASURER:						21,704.31
GAPPA PROPERTIES						
GAPPA PROPERTIES	CDA GRANT REIMBURSEMENT - TUCKPOINTING ON MASONIC LODGE	11/22/2023	11-21-22	405-70-5436-3-38	5,000.00	5,000.00
Total GAPPA PROPERTIES:						5,000.00
GORDON FLESCH CO INC						
GORDON FLESCH CO INC	RICOH IMC4500 - CITY HALL COLOR COPIER - 10/11/23 - 11/12/23	11/22/2023	IN14449116	100-10-5141-3-36	144.51	144.51
Total GORDON FLESCH CO INC:						144.51

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
HERITAGE RIDGE TRAVEL PLAZA						
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - 155-96 LEAF VAC	11/22/2023	28722	700-10-5193-3-36	152.82	152.82
Total HERITAGE RIDGE TRAVEL PLAZA:						152.82
HMF INNOVATIONS						
HMF INNOVATIONS	CAMBRIDGE BENCH W/ MEM. PLAQUE - 2	11/22/2023	1277	220-20-5520-3-38	2,238.34	2,238.34
Total HMF INNOVATIONS:						2,238.34
KARSTEN REAL ESTATE						
KARSTEN REAL ESTATE	CDA GRANT REIMBURSEMENT - BACK WALL REPAIR	11/22/2023	11-21-23	405-70-5436-3-38	3,800.00	3,800.00
Total KARSTEN REAL ESTATE:						3,800.00
K'S BOUTIQUE						
K'S BOUTIQUE	CDA GRANT REIMBURSEMENT - EXTERIOR LIGHTING	11/22/2023	11-21-23	405-70-5436-3-38	509.44	509.44
Total K'S BOUTIQUE:						509.44
LANGE ENTERPRISES						
LANGE ENTERPRISES	STREET SIGNS	11/22/2023	85774	100-70-5441-3-36	1,474.76	1,474.76
LANGE ENTERPRISES	STREET SIGN	11/22/2023	85826	100-70-5441-3-36	405.98	405.98
Total LANGE ENTERPRISES:						1,880.74
MARCO TECHNOLOGIES LLC						
MARCO TECHNOLOGIES LLC	KONICA MINOLTA C3001 COPIER - CONTRACT 11-1-23 TO 12-1-23, COLOR COPY OVERAGE 2-1-22 TO 2-1-23	11/22/2023	515176907	100-40-5211-3-38	168.96	168.96
Total MARCO TECHNOLOGIES LLC:						168.96
PETERSEN, JENNIFER						
PETERSEN, JENNIFER	MILEAGE - FDL - DROP OFF DOG LICENSES/PICK UP NEW DOG LICENSES	11/22/2023	11-21-23	100-10-5141-3-37	26.20	26.20
Total PETERSEN, JENNIFER:						26.20
PITNEY BOWES INC						
PITNEY BOWES INC	INK CARTRIDGE FOR POSTAGE MACHINE	11/22/2023	1024201853	100-40-5211-3-33	91.29	91.29
Total PITNEY BOWES INC:						91.29
PROS 4 TECHNOLOGY INC						
PROS 4 TECHNOLOGY INC	IT COMPUTER CABLE DPW GARAGE	11/22/2023	47118	100-10-5197-3-38	39.00	39.00
Total PROS 4 TECHNOLOGY INC:						39.00
R BAUMAN & ASSOCIATES SC						
R BAUMAN & ASSOCIATES SC	PSYCH EVAL PRE-EMPLOYMENT - LAW ENFORCEMENT	11/22/2023	1755	100-40-5212-3-38	990.00	990.00
Total R BAUMAN & ASSOCIATES SC:						990.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
RASCH, JEREMY						
RASCH, JEREMY	EYE GLASS REIMBURSEMENT	11/22/2023	1018303	100-40-5211-3-38	150.00	150.00
Total RASCH, JEREMY:						150.00
REGISTRATION FEE TRUST						
REGISTRATION FEE TRUST	LICENSE PLATE REPLACEMENT	11/22/2023	11-15-23	100-70-5411-3-36	8.00	8.00
Total REGISTRATION FEE TRUST:						8.00
ROET'S HOME HEATING						
ROET'S HOME HEATING	AIR FILTERS	11/22/2023	3380	100-70-5410-3-36	162.00	162.00
Total ROET'S HOME HEATING:						162.00
SAFETY KLEEN						
SAFETY KLEEN	WASTE OIL	11/22/2023	93156790	100-70-5411-3-36	410.00	410.00
Total SAFETY KLEEN:						410.00
SAN-A-CARE INC						
SAN-A-CARE INC	BUILDING SUPPLIES	11/22/2023	610733	100-70-5410-3-38	436.56	436.56
Total SAN-A-CARE INC:						436.56
SHINY WASH						
SHINY WASH	VIP CAR WASH CARD FOR PD	11/22/2023	178730	100-40-5212-3-36	400.00	400.00
Total SHINY WASH:						400.00
SLIPSTREAM GROUP INC						
SLIPSTREAM GROUP INC	CITY OF WAUPUN ENERGY PLANNING	11/22/2023	029047	220-70-5420-3-38	49,975.67	49,975.67
Total SLIPSTREAM GROUP INC:						49,975.67
SMA CONSTRUCTION SERVICES						
SMA CONSTRUCTION SERVICES	SENIOR/COMMUNITY CENTER PAYMENT #1	11/22/2023	PMT NO 1	400-20-5513-8-00	177,032.50	177,032.50
Total SMA CONSTRUCTION SERVICES:						177,032.50
SNOW LAW						
SNOW LAW	OFFICE SUPPLIES - 3 DESKS	11/22/2023	111423	100-40-5211-3-30	150.00	150.00
Total SNOW LAW:						150.00
STOBB PLUMBING & HEATING INC						
STOBB PLUMBING & HEATING INC	REPAIR BACKFLOW	11/22/2023	15072	100-70-5410-3-36	425.00	425.00
Total STOBB PLUMBING & HEATING INC:						425.00
TACTICAL SOLUTIONS						
TACTICAL SOLUTIONS	CERTIFICATION OF 8 RADAR UNITS, CERTIFICATION OF LASER UNITS COMPLETED	11/22/2023	9929	100-40-5212-3-38	430.00	430.00
Total TACTICAL SOLUTIONS:						430.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
TOP PACK DEFENSE LLC						
TOP PACK DEFENSE LLC	CLOTHING ALLOWANCE - BRZEZINSKI	11/22/2023	11881	100-12634	99.98	99.98
Total TOP PACK DEFENSE LLC:						99.98
TRU CLEANERS LLC						
TRU CLEANERS LLC	CLEANING SERVICE FOR CITY OF WAUPUN - FOR OCT 2023	11/15/2023	CW110123	100-70-5410-3-38	4,134.27	4,134.27
Total TRU CLEANERS LLC:						4,134.27
VON BRIESEN & ROPER, S.C.						
VON BRIESEN & ROPER, S.C.	5504-00033 PERSONNEL-OCT 2023	11/22/2023	442644	100-10-5143-3-38	2,340.00	2,340.00
Total VON BRIESEN & ROPER, S.C.:						2,340.00
WALMART COMMUNITY/CAPITAL ONE						
WALMART COMMUNITY/CAPITAL ON	SENIOR CENTER HALLOWEEN	11/22/2023	11-13-23	100-20-5513-3-38	137.23	137.23
Total WALMART COMMUNITY/CAPITAL ONE:						137.23
WALTERS, TYRA						
WALTERS, TYRA	REFUND - BUILDING PERMIT ADMIN FEE	11/22/2023	1019352	230-46-4616-0-00	169.50	169.50
Total WALTERS, TYRA:						169.50
WAUPUN UTILITIES						
WAUPUN UTILITIES	MONTHLY UTILITY CHARGES	11/22/2023	OCT2023	100-50-5251-3-32	24,947.88	24,947.88
Total WAUPUN UTILITIES:						24,947.88
Grand Totals:						331,486.81

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-10-5141-3-30	85.14	.00	85.14
100-10-5141-3-36	144.51	.00	144.51
100-10-5141-3-37	26.20	.00	26.20
100-10-5142-3-35	79.08	.00	79.08
100-10-5143-3-38	2,340.00	.00	2,340.00
100-10-5197-3-31	149.98	.00	149.98
100-10-5197-3-38	39.00	.00	39.00
100-12634	163.98	.00	163.98
100-13850	99.99	.00	99.99
100-20-5512-3-32	126.86	.00	126.86
100-20-5513-3-30	68.65	.00	68.65
100-20-5513-3-32	240.71	.00	240.71
100-20-5513-3-38	247.34	.00	247.34
100-20-5523-3-32	908.26	.00	908.26
100-20-5525-3-32	2,707.74	.00	2,707.74
100-20-5525-3-36	160.00	.00	160.00
100-21100	.00	66,313.90-	66,313.90-

GL Account	Debit	Credit	Proof
100-40-5211-3-30	414.78	.00	414.78
100-40-5211-3-31	3,028.00	.00	3,028.00
100-40-5211-3-32	912.18	.00	912.18
100-40-5211-3-33	91.29	.00	91.29
100-40-5211-3-38	18,995.27	.00	18,995.27
100-40-5212-3-36	400.00	.00	400.00
100-40-5212-3-38	1,420.00	.00	1,420.00
100-50-5230-3-31	41.71	.00	41.71
100-50-5230-3-38	187.98	.00	187.98
100-50-5231-3-31	208.53	.00	208.53
100-50-5231-3-32	538.05	.00	538.05
100-50-5232-3-36	255.18	.00	255.18
100-50-5232-3-38	190.00	.00	190.00
100-50-5251-3-31	27.80	.00	27.80
100-50-5251-3-32	16.00	.00	16.00
100-70-5410-3-32	6,525.68	.00	6,525.68
100-70-5410-3-36	587.00	.00	587.00
100-70-5410-3-38	4,570.83	.00	4,570.83
100-70-5411-3-36	6,551.00	.00	6,551.00
100-70-5412-3-32	964.26	.00	964.26
100-70-5412-3-38	510.87	.00	510.87
100-70-5441-3-32	226.86	.00	226.86
100-70-5441-3-36	1,880.74	.00	1,880.74
100-70-5442-3-32	10,182.45	.00	10,182.45
210-21100	.00	1,565.87-	1,565.87-
210-60-5511-3-32	1,565.87	.00	1,565.87
220-20-5520-3-38	2,238.34	.00	2,238.34
220-21100	.00	52,214.01-	52,214.01-
220-70-5420-3-38	49,975.67	.00	49,975.67
230-21100	.00	169.50-	169.50-
230-44-4431-0-00	124.50	.00	124.50
230-46-4616-0-00	45.00	.00	45.00
400-20-5513-8-00	177,032.50	.00	177,032.50
400-21100	.00	178,051.78-	178,051.78-
400-40-5211-8-00	1,019.28	.00	1,019.28
405-21100	.00	9,309.44-	9,309.44-
405-70-5436-3-38	9,309.44	.00	9,309.44
410-21100	.00	9,047.30-	9,047.30-
410-50-5231-4-00	9,047.30	.00	9,047.30
501-10-5154-3-38	11,904.23	.00	11,904.23
501-21100	.00	11,904.23-	11,904.23-
700-10-5192-3-32	32.96	.00	32.96
700-10-5192-3-36	2,725.00	.00	2,725.00
700-10-5193-3-36	152.82	.00	152.82
700-21100	.00	2,910.78-	2,910.78-
Grand Totals:	<u>331,486.81</u>	<u>331,486.81-</u>	<u>.00</u>

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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City Recorder: \_\_\_\_\_

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Report Criteria:

Report type: Invoice detail

Check.Type = (<>) "Adjustment"

Invoice.Batch = "111523","112823"

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