



# WAUPUN

CITY OF SCULPTURE

**A G E N D A**  
**CITY OF WAUPUN COMMON COUNCIL**  
Waupun City Hall – 201 E. Main Street, Waupun WI  
Monday, August 19, 2024 at 6:00 PM

**VIRTUAL AND TELECONFERENCE ACCESS AVAILABLE**

**Join Virtually:** <https://us02web.zoom.us/j/81976994115?pwd=T0hORVFNTDFjMXV4ZGliv3A5eDI0UT09>

**Join Teleconference:** 1 312 626 6799

**Meeting ID: 819 7699 4115 Passcode: 697657**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION**

**ROLL CALL**

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

**CONSIDERATION - ACTION**

- [1.](#) Code Enforcement Action - Authorize Dead Ash Tree Removal
- [2.](#) Resolution- Public Emergency Declaration City Garage Roof Damaged during Hailstorm
- [3.](#) Approve Public Works Garage Emergency Roof Replacement Bid
- [4.](#) Modifications to Purchasing Policy
- [5.](#) Authorize Replacement of Damaged Flatbed #39-06 with New Vehicle Replacement
- [6.](#) Award Bid for City Hall Reroof Existing Ballasted Roofs with EPDM Adhered Roof System (Roof Areas: East, West and North)

**DISCUSSION-INFORMATION**

- [7.](#) Review Keeping of Urban Chickens Ordinance and Discuss Ordinance Modifications
- [8.](#) Review Dog Leash Ordinance and Discuss Ordinance Modifications

**CONSENT AGENDA**

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

**BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES**

- [10.](#) Community Development Authority 3-19-24
- [11.](#) Business Improvement District 3-19-24; 5-21-24
- [12.](#) Zoning Board 5-6-24
- [13.](#) Board of Public Works 5-14-24
- [14.](#) Board of Recreation 5-20-24
- [15.](#) Police and Fire Commission 6-19-24, 6-24-24
- [16.](#) Police and Fire Commission 6-27-24
- [17.](#) Common Council 7-9-24
- [18.](#) Police and Fire Commission 7-17-24
- [19.](#) Library Board 7-17-24
- [20.](#) Special Council 7-30-24

**DEPARTMENT REPORTS**

- [21.](#) Police Department
22. Fire Department
- [23.](#) Library
24. Recreation
- [25.](#) Public Works
- [26.](#) Utilities

- [27.](#) Finance
- 28. City Clerk-Treasurer-HR
- [29.](#) Building Inspector - Zoning Administrator
- [30.](#) Administrator-Economic Development

**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** 8/19/24

**TITLE:** Code Enforcement Action - Authorize Dead Ash Tree Removal

**AGENDA SECTION:** CONSIDERATION-ACTION

**PRESENTER:** Public Works  
Director Daane

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

**ISSUE SUMMARY**

Dead Ash tree noncompliance at two parcels. Either tree could fall on the street or sidewalk area.

Parcel 29213150422074 had an initial letter sent 2/13/23. They communicated back that they would work on having the tree removed. This has not happened. The estimate to remove the tree is \$1,800

Parcel WPN1415311100400 had an initial letter sent 8/31/23. We heard nothing back. The estimate to remove this tree is \$1,600.

**STAFF RECOMMENDATION:**

Hire contractor to remove the trees

**ATTACHMENTS:**

**RECOMMENDED MOTION:**

Approve to hire contractor to remove trees on Parcels 29213150422074 and WPN1415311100400. Charges will be billed back to the property owners as a special assessment.



**AGENDA SUMMARY SHEET**

**MEETING DATE:** 8/19/24

**TITLE:** Resolution- Public Emergency Declaration  
City Garage Roof Damaged during  
Hailstorm

**AGENDA SECTION:** CONSIDERATION-ACTION

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

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Public Infrastructure	--	

**ISSUE SUMMARY**

On May 20<sup>th</sup> a hailstorm came through Waupun and widespread damage was found across the community. Staff worked with a roofing company to check roofs on all city buildings. With the number of roofs damaged in the area this has taken some time. Last month we started noticing water leaking into the Public Works Garage. After inspection by a roofing contractor, hail damage was identified. Staff alerted our insurance carrier and on July 17<sup>th</sup> an adjuster inspected the roof. Because of the size and value of the roof, that individual escalated the claim to a large claim, which required a different adjuster assessed the condition. On Friday July 26<sup>th</sup> a second adjuster evaluated the roof and declared the roof a complete loss in need of replacement. To understand the seriousness of the leaking, our roofer pulled several cores to determine how widespread the damage was. The samples pulled all showed moisture, indicating extensive damage over most of the roof, which continues to leak. The DPW Garage houses all maintenance and DPW operations for the city and is deemed an essential facility for that reason. WI Statute 62.15 (1b) permits the Board of Public Works and Common Council to declare an emergency when public interest is threatened. This must be done by resolution, which permits staff to order immediate repairs to the structure by foregoing the public bidding process. An emergency resolution is provided for consideration. If we adhere to the public bidding process, it would delay replacement most likely until next spring due to the time to complete that process. This would result in further damage to the building and possibly its contents and is not advised due to the condition of the roof.

**STAFF RECOMMENDATION:**

Board of Public Works will consider a resolution declaring an emergency at the Public Works Garage due to extensive hail damage at their meeting on Monday, 8/19, at 4:30 p.m. The attached resolution is submitted contingent on passage of that resolution.

**ATTACHMENTS:**

- Pictures of Roof
- Estimate from Insurance on Replacement Costs
- Resolution

**RECOMMENDED MOTION:**

Motion to approve Resolution #\_\_\_\_\_ for a Public Emergency Declaration for the City Garage Roof Damaged during the May 2024 Hailstorm as presented.

COMMON COUNCIL  
CITY OF WAUPUN, WISCONSIN

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION TO DECLARE AN EMERGENCY TO DEPARTMENT OF PUBLIC WORKS FACILITY  
ROOF AS A RESULT OF MAY 20, 2024 SEVERE WEATHER EVENT.**

THIS RESOLUTION is made by the Board of Public Works and the Common Council of the City of Waupun;

FINDINGS AND DETERMINATION:

WHEREAS, on May 20, 2024, the City of Waupun experienced a significant severe weather event with hail of one inch or larger diameter recorded by trained weather spotters; and,

WHEREAS, City residents reported wide-spread damage to vehicles and roofs as a result of this event; and,

WHEREAS, since the storm the Department of Public Works has experienced water leaking into the building with moisture found under the largest portion of the roof as a result of hail that, if left unaddressed, will lead to more significant threats and potential loss of critical city infrastructure; and,

WHEREAS, after inspection, significant damage was found to the Department of Public Works facility roof, which was verified by the City's insurance adjuster that declared the roof a complete loss and in need of full replacement; and,

WHEREAS, City officials have filed a property insurance claim which will provide full replacement coverage, less self-insured retention, to cover cost of roof replacement; and,

WHEREAS, the City of Waupun Board of Public Works declared by resolution under WI Statute 62.15 an emergency for the purpose of expediting roof repair at the Public Works Garage, finding that the damage, if not repaired immediately, may lead to further structural issues with the facility that could endanger public welfare; and,

WHEREAS, Wisconsin Statute 62.15 requires all public construction with costs estimated to exceed \$25,000 be let by contract to the lowest responsible bidder, however provides for exception in WI

Statute 62.15 (1b) as a result of a public emergency when public facilities are damaged that creates an emergency as determined by the board of public works, in which the public welfare of the city is endangered, and;

WHEREAS, the Department of Public Works facility is an essential facility for City of Waupun residents, ensuring the storage, maintenance and upkeep of all equipment and operations of public works serving the city and must be maintained as such, and;

WHEREAS, immediate repair is essential to maintain the integrity of all Public Works operations in the City of Waupun.

THEREFORE, in consideration of these findings and determination of the City of Waupun Board of Public Works and the Waupun Common Council, IT IS RESOLVED, as follows:

1. The Common Council acknowledges an Emergency exists at the Department of Public Works facility due to roof damage caused to the May 20, 2024 hail storm.
2. The Common Council orders immediate replacement of the roof to avoid further damage to the facility and the equipment and operations housed within, and as such, directs staff to eliminate the bidding process to secure a contractor for immediate replacement.
3. As required by the provisions of Section 62.15 (1b) of the Wisconsin Statutes, the period of this declaration is specific to the Public Works Facility roof replacement and limited to the time until the roof repairs are complete.

Dated this 19<sup>th</sup> day of August 2024.

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Rohn W. Bishop  
Mayor

ATTEST:

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Angela J. Hull  
City Clerk/Treasurer

PO Box 7264  
London, KY 40742  
Fax: 877-233-0917

Insured: City Of Waupun  
Property: 903 N MADISON ST  
WAUPUN TS, WI 53963  
Business: 201 E Main St  
Waupun, WI 53963-2019  
Home: 903 N MADISON ST  
WAUPUN TS, WI 53963

E-mail: jeff@cityofwaupunwi.gov

Claim Rep.: David Clark

E-mail: david.clark@selective.com

Estimator: David Clark

E-mail: david.clark@selective.com

**Claim Number:** 22646177

**Policy Number:** S 2198633

**Type of Loss:** Hail

Date Contacted: 7/22/2024 12:09 PM

Date of Loss: 5/20/2024 12:00 AM

Date Received: 7/11/2024 12:00 AM

Date Inspected: 7/26/2024 12:09 PM

Date Entered: 7/18/2024 10:48 AM

Date Est. Completed: 7/22/2024 12:10 PM

Price List: WIMA8X\_JUL24  
Restoration/Service/Remodel

Estimate: CITY\_OF\_WAUPUN1

**Important! Please Read First:**

This estimate is prepared using prevailing prices of building materials and labor in your area. The decision to use and the choice of any particular contractor is entirely insured's privilege and ultimate responsibility. If the contractor you choose thinks he or she is unable to complete the specified repairs for the amount allowed in our estimate, please have your contractor contact your adjuster immediately. Any request for supplemental funds must be made prior to the supplemental work being performed, or such requests cannot be honored.

PO Box 7264  
London, KY 40742  
Fax: 877-233-0917

**CITY\_OF\_WAUPUNI**

**Source - HOVER Roof**

**Exterior**

DESCRIPTION	QUANTITY	UNIT PRICE	TAX	RCV	DEPREC.	ACV
Roofing						
Damage to TPO Roof.						
2. R&R Single-ply membrane - Mechanically attached - 45 mil	197.41 SQ	515.48	1,464.68	103,225.59	(20,068.06)	83,157.53
3. R&R Pipe jack flashing - PVC/TPO	23.00 EA	82.40	50.02	1,945.22	(685.32)	1,259.90
1. R&R Exhaust cap - through roof - 6" to 8"	2.00 EA	140.51	5.66	286.68	(46.54)	240.14
4. R&R Curb flashing - PVC/TPO	645.58 LF	22.50	346.19	14,871.74	(4,743.28)	10,128.46
7. Remove Additional charge for high roof (2 stories or greater)	197.41 SQ	7.01	0.00	1,383.84	(0.00)	1,383.84
8. Additional charge for high roof (2 stories or greater)	197.41 SQ	29.81	0.00	5,884.79	(0.00)	5,884.79
14. Detach & Reset Gutter / downspout - aluminum - up to 5"	480.00 LF	7.09	0.00	3,403.20	(0.00)	3,403.20
Remove and Reset for roofing work						
General Conditions						
12. Temporary toilet (per month)	1.00 MO	170.00	0.00	170.00	(0.00)	170.00
10. Commercial Supervision / Project Management - per hour	60.00 HR	85.18	0.00	5,110.80	(0.00)	5,110.80
3 weeks--Managing roofers, Safety, cleaning area around land/ground.						
9. Dumpster load - Approx. 30 yards, 5-7 tons of debris	4.00 EA	830.00	0.00	3,320.00	(0.00)	3,320.00
13. Crane and operator - 14 ton capacity - 65' extension boom	20.00 HR	188.00	0.00	3,760.00	(0.00)	3,760.00
11. Taxes, insurance, permits & fees (Bid Item)	1.00 EA	0.00	0.00	0.00	(0.00)	0.00
<b>Totals: Roof1</b>			<b>1,866.55</b>	<b>143,361.86</b>	<b>25,543.20</b>	<b>117,818.66</b>
<b>Total: Exterior</b>			<b>1,866.55</b>	<b>143,361.86</b>	<b>25,543.20</b>	<b>117,818.66</b>
<b>Total: Source - HOVER Roof</b>			<b>1,866.55</b>	<b>143,361.86</b>	<b>25,543.20</b>	<b>117,818.66</b>
<b>Line Item Totals: CITY_OF_WAUPUNI</b>			<b>1,866.55</b>	<b>143,361.86</b>	<b>25,543.20</b>	<b>117,818.66</b>



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Fax: 877-233-0917

**Grand Total Areas:**

0.00 SF Walls	0.00 SF Ceiling	0.00 SF Walls and Ceiling
0.00 SF Floor	0.00 SY Flooring	0.00 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	0.00 LF Ceil. Perimeter
0.00 Floor Area	0.00 Total Area	0.00 Interior Wall Area
0.00 Exterior Wall Area	0.00 Exterior Perimeter of Walls	
19,740.98 Surface Area	197.41 Number of Squares	645.58 Total Perimeter Length
240.81 Total Ridge Length	0.00 Total Hip Length	

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**Summary for Dwelling**

Line Item Total	141,495.31
Material Sales Tax	1,866.55
<b>Replacement Cost Value</b>	<b>\$143,361.86</b>
Less Depreciation	(25,543.20)
<b>Actual Cash Value</b>	<b>\$117,818.66</b>
Less Deductible	(10,000.00)
<b>Net Claim</b>	<b>\$107,818.66</b>
Total Recoverable Depreciation	25,543.20
<b>Net Claim if Depreciation is Recovered</b>	<b>\$133,361.86</b>

\_\_\_\_\_  
David Clark

PO Box 7264  
London, KY 40742  
Fax: 877-233-0917

**Recap of Taxes**

	<b>Material Sales Tax (5.5%)</b>	<b>Services Mat'l Tax (5.5%)</b>	<b>Service Sales Tax (5.5%)</b>	<b>Manuf. Home Tax (5.5%)</b>	<b>Storage Tax (5.5%)</b>
<b>Line Items</b>	1,866.55	0.00	0.00	0.00	0.00
<b>Total</b>	<b>1,866.55</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

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**Recap by Room**

**Estimate: CITY\_OF\_WAUPUN1**

**Area: Source - HOVER Roof**

**Area: Exterior  
Roof1**

**141,495.31 100.00%**

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**Area Subtotal: Exterior**

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**141,495.31 100.00%**

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**Area Subtotal: Source - HOVER Roof**

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**141,495.31 100.00%**

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**Subtotal of Areas**

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**141,495.31 100.00%**

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**Total**

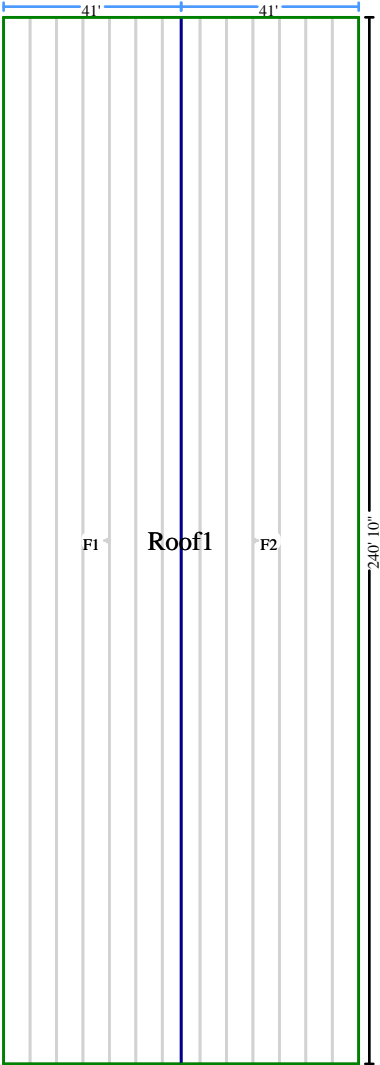
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**141,495.31 100.00%**

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London, KY 40742  
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**Recap by Category with Depreciation**

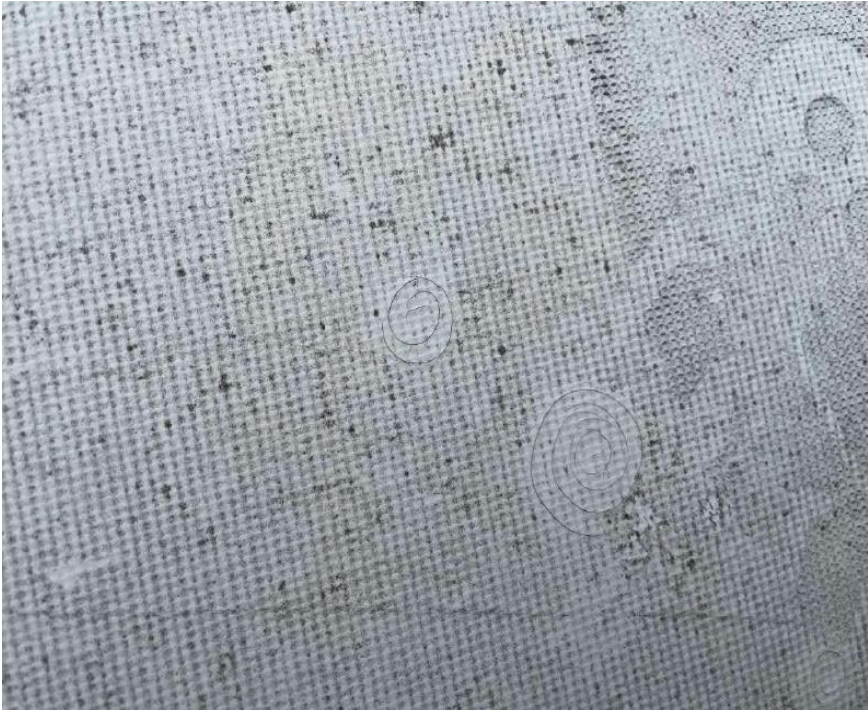
<b>Items</b>	<b>RCV</b>	<b>Deprec.</b>	<b>ACV</b>
<b>GENERAL DEMOLITION</b>	<b>26,521.29</b>		<b>26,521.29</b>
<b>HEAVY EQUIPMENT</b>	<b>3,760.00</b>		<b>3,760.00</b>
<b>LABOR ONLY</b>	<b>5,110.80</b>		<b>5,110.80</b>
<b>ROOFING</b>	<b>102,530.02</b>	<b>24,211.56</b>	<b>78,318.46</b>
<b>SOFFIT, FASCIA, &amp; GUTTER</b>	<b>3,403.20</b>		<b>3,403.20</b>
<b>TEMPORARY REPAIRS</b>	<b>170.00</b>		<b>170.00</b>
<b>Subtotal</b>	<b>141,495.31</b>	<b>24,211.56</b>	<b>117,283.75</b>
<b>Material Sales Tax</b>	<b>1,866.55</b>	<b>1,331.64</b>	<b>534.91</b>
<b>Total</b>	<b>143,361.86</b>	<b>25,543.20</b>	<b>117,818.66</b>



Exterior



TPO roof



TPO Damage



Additional photo of spiral fractures





Possible hail damage to vent stack



Rubber Roof No damage



Manmade and old damage to downspout



Metal Roof



Possible hail hit to metal roof. Dirt /debris on roof. No damage



**AGENDA SUMMARY SHEET**

**MEETING DATE:** 8/19/24

**TITLE:** Approve Public Works Garage Emergency Roof Replacement Bid

**AGENDA SECTION:** CONSIDERATION-ACTION

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

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Public Infrastructure	\$29,313.14 (after insurance settlement)	

**ISSUE SUMMARY**

The City Garage roof was damaged during the May 20, 2024 hail storm. The roof is leaking and needs to be replaced. A copy of our insurance settlement is included in the packet. We are recommending that the council pass an emergency resolution to authorize immediate repair of the facility, which permits us to forgo the public construction bidding process required under WI Statute 62.15. The attached estimate includes an option for new gutters. The old gutters had fallen off a portion of the building due to not having proper blocking installed during the last roof project. Staff is recommending that gutter replacement be included in this project to protect the building. The City would be responsible for the full deductible amount of \$10,000, plus the cost of gutters as outlined. Under this action, materials would be ordered immediately and roof replacement can be expected yet this fall, preventing further damage that could occur from leaking/freeze/thaw over the winter.

**STAFF RECOMMENDATION:**

Board of Public Works will consider this item at their meeting on Monday, 8/19, at 4:30 p.m. and will recommend action, which staff will share during discussion of this agenda item.

**ATTACHMENTS:**

- Insurance Claim Settlement
- Project estimate

**RECOMMENDED MOTION:**

Motion to approve bid for \$172,675 emergency capital expenditure for the City Garage roof replacement as presented. It is understood that an insurance settlement will cover a majority of the roof replacement to reduce overall expenditure with anticipated out of pocket expenditures not to exceed \$30,000.



**M. W. TIGHE ROOFING, INC.**

183 McWilliams • Fond du Lac, Wisconsin 54935  
(920) 923-2603 • FAX: (920) 923-2343

August 14, 2024

City of Waupun  
Attn: Jeff Daane

**Project: City Garage North Building – Re-Roof  
Hail Damaged Roof 19,800 SF**

Dear Jeff:

Please consider the following scope of work and pricing for the above referred project:

**Scope of Work:**

<u>Item #</u>	<u>Description</u>
1.	Remove existing roof membrane and EPS insulations.
2.	Install EPS filler strips 1# density in low ribs of metal roof. Overlay EPS with one layer of 1.5” ISO insulation Total R-Value 13.81.
3.	Install wood blocking at the perimeter to match height of new roof insulation.
4.	Install a 60 mil TPO Mechanically Attached Roof System (Versico or equal).
5.	Install 24 ga pre-finished perimeter metal.
6.	Furnish Manufacturer’s 15 Year Warranty.
	<b>Total Cost: \$152,830.00</b>
<i>Line Item 1:</i>	<i>For new 24 ga pre-finished roof apron style gutter and 10 ea. open face downspouts. ADD: \$ 19,845.00</i>

If further information is needed, please advise.

*Sincerely,*  
*James C. Schneider*  
*M.W. Tighe Roofing, Inc.*  
*920-923-2603*



**MEETING DATE** 8/19/24

**TITLE:** Modifications to Purchasing Policy

**AGENDA SECTION:** CONSIDERATION-ACTION

**PRESENTER:** Kathy Schlieve, Administrator

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

**ISSUE SUMMARY**

The current adopted purchasing policy and a draft of proposed language is included in your packet for discussion/action. Draft language is outlined based on previously reviewed workflow and is designed to accomplish the following:

1. Encourage open and free competition.
2. Maximize the value and benefits for each public dollar spent.
3. Ensure all purchase contracts are made in compliance with federal, state, and local laws.
4. Prevent potential waste, fraud, abuse, and conflicts of interest in the procurement process.
5. Assure proper approvals are secured prior to the purchase, award of contract and disbursement of public funds.

**STAFF RECOMMENDATION:**

**ATTACHMENTS:**

Current and DRAFT Policy Language

**RECOMMENDED MOTION:**

Motion to provide direction as to full adoption of draft policy or modification of proposed draft policy language. If the motion requests changes, the motion should state specific changes policy must include in which case staff will adjust policy language and include as an agenda item for final read and approval at the next Common Council meeting.



## CURRENT POLICY - ADOPTED:

### 1.8 Purchasing Categories and Buy Local Preference Purchasing Policies

The City of Waupun purchasing activities are divided into categories:

1. Purchases under \$5,000
2. Purchases over \$5,000
3. Public works purchases \$5,000-\$24,999
4. Public works purchases over \$25,000

Values are based on the total cost of an order, not individual items, and should include all incidental costs such as shipping, installation, training, etc. Separating or splitting purchases to remain within a specific category is strictly prohibited.

The “local area” is defined as businesses conducting business with a physical address in either Dodge or Fond du Lac County. A vendor is either considered local or non-local, there are not varying degrees or rankings applied.

Details for each of the categories are described below:

#### **1. Purchases under \$5,000**

Purchases under \$5,000 may be procured by an employee authorized by the department head to purchase on behalf of that department in accordance with this policy. Quotes are encouraged and can be either verbal or written. Purchases in this category are encouraged to be made locally, but not required.

#### **2. Purchases over \$5,000 (Non-Public Works)**

Non-public works purchases over \$5,000 may be procured by an employee authorized by the department head to purchase on behalf of that department in accordance with this policy. Based on the needs of the department, costs of the service or purchase, and the qualifications of the vendor, a successful bidder is selected by the Department Head. Purchases in this category are encouraged to be made locally, but not required. It is preferred by the City of Waupun to have documentation of two or more written competitive quotes obtained through the informal bidding procedure unless it is from a sole source vendor.

#### **3. Public Work Purchases \$5,000-\$24,999** (See Section 1.8 for major equipment and vehicle purchases)

Public works procurement process shall be in accordance with the Wisconsin State Statutes Chapter 62 regarding Public Works. It is preferred by the City of Waupun to have documentation of two or more written competitive quotes unless it is from a sole source vendor.

#### **4. Public Work Purchases over \$25,000** (See Section 1.8 for major equipment and vehicle purchases)

Public works procurement process shall be facilitated via a RFB in accordance with the Wisconsin State Statutes Chapter 62 regarding Public Works. Award of the bid and vendor selection are required of the requesting department’s standing committee and City of Waupun Common Council.

The City of Waupun may reject any and all bids, quotes or proposals for substantial noncompliance with the specifications or if price is higher than budgeted. A bid shall be awarded to the lowest responsible bidder.

## 1.9 Major Equipment and Vehicle Buy Local Preference Purchasing Policy

The following procedure shall be used by all departments when purchasing any vehicle or major piece of equipment. The “local area” as defined in Section 1.7 applies.

The steps are as follows:

1. Funding for specific vehicle and equipment purchases are approved during the budget process by the Mayor, Committee of the Whole, and ultimately adopted by the full Common Council.
2. The department head is then responsible to inform the Standing Committee of the Common Council that they work with about the details of the impending vehicle/equipment purchase.
3. Standing Committee approves purchase.
4. When purchasing a piece of equipment costing \$10,000 - \$25,000, competitive quotes or bids must be taken. Competitive bids must be solicited when purchasing any vehicle, or any other piece of equipment costing \$25,000 to \$100,000, using any informal bidding procedure, which would include any state contract available to local municipalities in procuring a given item. Informal bidding requires preparation of specifications, which are sent to prospective bidders without formal advertising. Bids submitted must meet specifications as outlined. A comparison of at least two or three quotes that meet specifications as outlined is expected and all quotes are required to be in writing. The bid is awarded to the lowest cost vendor. If a local vendor as defined in 1.7 submits a bid within 1% of the lowest non-local bidder, the purchase is awarded to that local vendor if the item to be purchased does not fall into the exceptions listed in Section 1.9. If a low bid is rejected based on local preference policy, documentation of the rationale for the rejection must be maintained in the procurement file. Purchases that exceed \$100,000 are subject to sealed bidding requirements unless designated otherwise by the City Council.
5. Common Council approves successful bid and purchase agreements for items over \$100,000.

## PROPOSED POLICY - DRAFT:

### 1.7 Purchasing Categories and Purchasing Policies:

The City of Waupun purchasing activities are divided into categories:

1. Purchases under \$5,000
2. Purchases \$5,000 - \$75,000
3. Purchases over \$75,000

Values are based on the total cost of an order, not individual items, and should include all incidental costs such as shipping, installation, training, etc. Separating or splitting purchases to remain within a specific category is strictly prohibited.

Details for each of the categories are described below:

1. Purchases under \$5,000

Purchases under \$5,000 may be procured by an employee authorized by the department head to purchase on behalf of that department in accordance with this policy. Quotes are encouraged and can be either verbal or written. Purchases in this category are encouraged to be made locally, but not required.

2. Purchases \$5,000-\$75,000

The procurement process shall be in accordance with WI Statute Chapter 62 regarding competitive bidding of public works projects governed under state law.

For all other purchases between \$5,000 and \$75,000 not governed by Chapter 62, the department head may procure needed items based on the needs of the department, costs of the service or purchase, and the qualifications of the vendor, if the item being procured is included in the adopted City of Waupun budget, and after obtaining competitive bids, unless for a sole-source vendor.

Competitive bids must be solicited using an informal bidding procedure, which may include any state contract available to local municipalities in procuring a given item. Informal bidding requires preparation of specifications, which are sent to prospective bidders without formal advertising. Factors of importance that consider total cost of ownership of procured item such as lead time to delivery, access to service for warranty work or repair that can be serviced within a five-mile radius of the city, or other factors deemed important to determination of best value should be outlined and requested as part of the bid documents. Bids submitted must meet specifications as outlined. A comparison of at least two or three bids that meet specifications as outlined is expected and all bids are required to be in writing. Purchases in this category are encouraged to be made locally, but not required. The City of Waupun may reject any and all bids, quotes or proposals for substantial noncompliance with the specifications or if price is higher than budgeted. A bid shall be awarded to the lowest responsible bidder, however the city reserves the right to consider bids other than the lowest bid based on overall best value for the city as outlined in bid specifications.

To purchase an item included in the adopted city budget, the department head will present the information from the bidding process to a standing committee that provides oversight of their department, or in the absence of such committee, the city administrator. Board or administrator recommendation for the purchase is then presented to the Committee of the Whole for approval before a purchase agreement or contract is signed.

At times, the policy recognizes that unplanned purchases may be necessary to meet the needs of the city. To purchase an item not included in the adopted city budget, the department head will present the information from the bidding process and rationale for the need to the standing committee that provides oversight of their department, or in the absence of such committee, the city administrator. Board or administrator recommendation for the purchase is then presented to the Common Council with recommendation for funding and/or a budget modification for Council approval before a purchase agreement or contract is signed.

3. Purchases exceeding \$75,000

The procurement process shall be in accordance with WI Statute Chapter 62 regarding competitive bidding of public works projects governed under state law. Purchases that exceed \$75,000 are subject to sealed bidding requirements unless designated otherwise by the City Council. To obtain purchase approval, the department head will present the information from the bidding process to a standing committee that provides oversight of their department, or in the absence of such committee, the city administrator. Board or administrator recommendation for the purchase is then presented to the Common Council for approval before a purchase agreement or contract is signed.



**MEETING DATE:** 8/19/24

**TITLE:** Authorize Replacement of Damaged Flatbed #39-06 with New Vehicle Replacement

**AGENDA SECTION:** CONSIDERATION-ACTION

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

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT
Public Infrastructure	\$55,000

**ISSUE SUMMARY**

At last month’s meeting it was approved to look at replacement vehicles up to \$30,000. Our search was unsuccessful after looking at numerous vehicles where we found most had higher mileage with significant frame rusting due to use as snow and salt trucks. We are now moving forward with the alternative recommendation from our last meeting to purchase a new truck and dump bed. We received a check from the insurance company to offset a portion of the cost (\$12,674.75). In reviewing the settlement with our insurance carrier, the settlement was for a fully depreciated vehicle. The City’s policy values “passenger vehicles” for older model years on an actual cash value basis (ACV) - which is cost new less accumulated depreciation. Due to the type of vehicle and its age of the vehicle (2006) at the time of accident the actual cash value (\$12,674) was lower than the cost to replace it with a new vehicle. The city could declare a higher agreed value for certain older vehicles moving forward between ACV and replacement cost. However, the city would pay additional premium based on the higher declared values and risk vs. value needs to be weighed in any decision to change this. Note that newer passenger vehicles, heavy commercial vehicles, and specialized fire/rescue apparatus are valued at replacement cost.

Current policy language permits for a 1% differential allowance for local vendors – defined as dealers in Fond du Lac and Dodge Counties. Actual variance between the two vendors is .28%. Quote specs were sent to three local dealers. We received response from two as follows. Both meet the local dealer preference provision in policy language.

Chassis Vendor	Chassis	Truck Bed	TOTAL
Homan	\$ 46,162.44	\$ 7,966.00	\$ 54,128.44
Holiday	\$ 46,011.00	\$ 7,966.00	\$ 53,977.00
	Differential		\$ 151.44
	% Variance		0.28%

**STAFF RECOMMENDATION:**

Board of Public Works will consider this item at their meeting on Monday, 8/19, at 4:30 p.m. and will recommend action, which staff will share during discussion of this agenda item.

**ATTACHMENTS:**

- Homan Auto quote
- Holiday Auto quote
- Madison Truck quote for the bed

**RECCOMENDED MOTION:**

Motion to authorize vehicle purchase from [insert vendor name] and additional equipment from Madison Truck in the amount not to exceed \$54,128.44.



A Complete Line  
Of  
Truck Equipment

2410 S. Stoughton Road  
Madison, WI 53716-2898

**Telephone (608) 222-5591**  
Wisconsin (800) 259-7453  
FAX (608) 222-3644

To: **City Of Waupun**  
Address: 201 E. Main ST.  
City: Waupun, WI  
Attention: **Jeff Daane**  
Telephone #: 920-324-7918 office  
Fax #: 920-324-7939

Date: 07/10/24  
Delivery:  
Dealer:  
P. O. #:  
Shop 324-7936 Terms: **NET ON DELIVERY, unless specified**  
920-324-7935 shop

Quantity	QUOTE GOOD FOR 30 DAYS		PRICE EACH
<b>One</b>	<b>Knapheide PVMX- 11' 5" X 96" Platform Body with</b> 5" structural steel longrails 3" steel "self-cleaning" crossmembers on <b>12" centers</b> 2" nominal dense yellow pine floor, CCA treated, tongue in groove 12 gauge high strength steel side & end rails with 2" X 4" stake pockets FMVSS clearance lights mounted in rubber grommets Electrodeposition primer, complete Immersion (Dipping), finish painted black <b>10 Gauge Steel Floor Overlay</b>		
<b>One</b>	<b>Crysteel LB 516 SA electric/hydraulic hoist</b> with push button controls  Not Installed  FOB Madison, WI		
	TOTAL		\$7,966.00
<b>Note</b>	<b>Crysteel LB516 Replaces Crysteel LB 510</b>		
The quoted price includes ONLY what is described above. It is your responsibility to review the specifications.			
<b>Chassis Make</b>	CA: 84"	Trans:	Subtotal
Customer Signature and Date	Salesman		Tax 5.5%
	<b>Kurt Schadewalt</b>		F.E.T. 12%
			<b>TOTAL</b>



# Order Workbench

Order Details - Order #DRSRCG

*Holiday Automotive*

Displayed: 8/5/24 at 02:42:14 PM EDT  
Printed By: whealon, Tim

*WAPUN*

## BAC Information

Contact Name: DAN  
Contact Phone:   
Stock No.:

*FAN # 815904*      *Wapund*

## Model/Order Information

Model Year	2025	VIN		MSRP W/DFC	\$51,870.00
Division	CHEVROLET	Request ID	DRSRCG		
Distribution Entity	FLT				
Order Type	FNR - Fleet Commercial				
Allocation Group	CHDREG				
Model	✓ CK31403 - 3500HD Silverado: Reg Chassis-Cab, 4WD				
TPW					
Requested TPW	8/26/24				

*PRICE 45,638.00 + TTL*  
*SNOW = low prep + 300.00*  
*CAMERA + 73.00*  


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*46,011.00 + TTL*

## Vehicle Specifications

PEG	IWT - Work Truck Preferred Equipment Group	Trim	H2G - IWT-Vinyl, Jet Black, Interior Trim	Transmission	MKM - 10-Speed Automatic
Color	✓ GXP - Lakeshore Blue Metallic	Engine	L8T - Engine: 6.6L, V-8, SIDI	Emissions	FE9 - Federal Emissions

### Ordered Options

- |       |  |       |   |
|-------|--|-------|---|
| 1WT   | Work Truck Preferred Equipment Group                     | KW7   | Alternator, 170 AMP                                     |
| 9J4   | Bumper: Rear Delete                                      | L8T   | Engine: 6.6L, V-8, SIDI                                 |
| ✓ 9L7 | Upfitter / Accessory Electrical Switches                 | MKM   | 10-Speed Automatic                                      |
| AKO   | Glass, Deep Tinted                                       | N2N   | Fuel Tank, Dual Front and Rear, 63.5 Gallon Total       |
| AQQ   | Keyless Remote Entry                                     | NQF   | Transfer Case: w/ Rotary Dial Control, Electronic Shift |
| AZ3   | Seats: Front 40/20/40 Split-Bench, Full Feature          | ✓ NZZ | Skid Plate  |
| BG9   | Floor Covering: Rubberized Vinyl, Black                  | P03   | Painted Wheel Trim Skins, Painted Center Caps           |
| C49   | Defogger, Rear Window, Electric                          | ✓ PCV | IWT Convenience 1 Package                               |
| DD8   | ISRV Mirror, Electro-chromatic                           | PYW   | Wheels: 17" Steel, Painted--Dual Rear Wheels            |
| ✓ DWI | Mirrors, O/S: Pwr Fold., Man. Ext., Heat, Turn Indicator | QZT   | Tires: LT235/80 R17 All Terrain, Blackwall              |



FE9 Federal Emissions  
 G80 Auto Locking Differential, Rear  
 G9Y GVW Rating 14,000 Lbs. Dual Rear Wheels  
 GT4 Rear Axle: 3.73 Ratio  
 GXP Lakeshore Blue Metallic  
 H2G 1WT-Vinyl, Jet Black, Interior Trim  
 IOR Chevrolet Infotainment, 7" Color Screen  
 JL1 Integrated Trailer Brake Controller  
 K34 Cruise Control  
 K47 Heavy Duty Air Filter  
 KC4 Cooler, Engine Oil  
 KGU Universal Vehicle Module  
 KNP Transmission Cooling System

SFW Back-Up Alarm Calibration (SEO)  
 TQ5 Headlamps, IntelliBeam  
 U01 Roof Marker Lamps  
 UE1 OnStar Communication System  
 UE4 Following Distance Indicator  
 UEU Sensor, Forward Collision Alert  
 UHY Automatic Emergency Braking  
 UKJ Sensor, Front Pedestrian Braking  
 V76 Recovery Hooks  
 VK3 Front License Plate Mounting Provisions  
 VQ2 Holdback N/A, Dealer Fleet Assistance  
 ZW9 Delete: Pick-Up Box

### Fleet Information

Email	City	Country
Daytime Phone	Zip/Postal Code	
Address	Province/State/Territory	

### Event History

Event Code	Event Description	Effective Date	Timestamp	End Date	System	User ID
1000	Order Request Accepted by GM	08/05/2024	08/05/2024 02:41:40.741 PM		NAOWB	twhealon1234
1001	Order Request Added	08/05/2024	08/05/2024 02:41:40.741 PM		NAOWB	twhealon1234

### Change History

Effective Date	Timestamp	Data Element	Before Value	After Value	User ID
No data found.					



**Homan Auto**  
Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA  
Work Truck





# Homan Auto

Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA  
Work Truck (✔ Complete)

## Standard Equipment

### Mechanical

Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)

Transmission, Allison 10-Speed automatic (STD)

Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)

Auto-locking rear differential

Air filter, heavy-duty

Air filtration monitoring

Transfer case, two-speed, electronic shift with push button controls (Requires 4WD models.)

Four wheel drive

Cooling, external engine oil cooler

Cooling, auxiliary external transmission oil cooler

Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power (Included and only available with (L8T) 6.6L V8 gas engine.)

Alternator, 170 amps (Requires (L8T) 6.6L V8 gas engine.)

Trailer brake controller, integrated

Recovery hooks, front, frame-mounted, Black

Body, Chassis Cab

Frame, fully-boxed, hydroformed front section and an open "C" rear section

GVWR, 14,000 lbs. (6350 kg)

Suspension Package

Steering, Recirculating Ball with smart flow power steering system

Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

Fuel tank, front and rear, 63.5 gallon

Capped Fuel Fill

### Exterior

Wheels, 17" (43.2 cm) painted steel (STD)

Tires, LT235/80R17E all-terrain, blackwall (STD)

Spare tire delete Deletes the spare tire and wheel.

Dual Rear Wheels

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Data Version: 23120. Data Updated: Aug 5, 2024 6:43:00 PM PDT.



# Homan Auto

Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA  
Work Truck (✔ Complete)

## Exterior

- Wheel trim, painted center caps
- Bumpers, front, Black
- Bumper, rear, delete
- Moldings, beltline, Black
- Grille (Front grille bar with "CHEVROLET" molded in Black, includes Black mesh inserts with small Gold bowtie emblem.)
- Headlamps, halogen reflector with halogen Daytime Running Lamps
- IntelliBeam, automatic high beam on/off
- Lamps, Smoked Amber roof marker, (LED)
- Lamps, cargo area, cab mounted integrated with center high mount stop lamp with switch in bank on left side of steering wheel
- Mirrors, outside power-adjustable vertical trailing with heated upper glass, lower convex mirrors, integrated turn signals, manual folding/extending (extends 3.31" [84.25mm]) (Standard on Regular Cab models. Included and only available with (PCV) WT Convenience Package or (ZLQ) WT Fleet Convenience Package.)
- Mirror caps, Black
- Glass, solar absorbing, tinted
- Door handles, Black grained

## Entertainment

- Audio system, Chevrolet Infotainment 3 system, 7" diagonal HD color touchscreen, AM/FM stereo Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)
- Audio system feature, 2-speakers (Requires Regular Cab model.)
- Bluetooth for phone, connectivity to vehicle infotainment system
- Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)

## Interior

- Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)
- Seat adjuster, driver 4-way manual
- Seat adjuster, passenger 4-way manual
- Vinyl seat trim
- Floor covering, rubberized-vinyl
- Steering column, Tilt-Wheel, manual with wheel locking security feature
- Steering wheel, urethane

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# Homan Auto

Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA Work Truck (✔ Complete)

## Interior

Instrument cluster 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure

Compass, located in instrument cluster

Driver Information Center, 3.5" diagonal monochromatic display

Universal Vehicle Module Includes module, customer interface harness and instructions. Provides vehicle data over an open CAN network (J1939). 10 switchable inputs/outputs and Custom Configuration Tool to integrate upfit equipment controls. Software features that support Auto Vehicle Start, Shutdown Inhibit, Fast Idle and Snow Plow.

Exterior Temperature Display located in radio display

Brake lining wear indicator

Window, power front, drivers express up/down

Window, power front, passenger express down

Door locks, power

Remote Keyless Entry, with 2 transmitters

Cruise control, electronic with set and resume speed, steering wheel-mounted

Power outlet, front auxiliary, 12-volt

USB Ports, 2, Charge/Data ports located on instrument panel

Air conditioning, single-zone

Mirror, inside rearview, manual tilt

Assist handles front A-pillar mounted for driver and passenger

Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)

Back-up alarm calibration. This calibration will allow installation of an aftermarket back-up alarm by disabling rear perimeter lighting (Not available with (8S3) Back-up alarm.)

## Safety-Mechanical

StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

Automatic Emergency Braking

Front Pedestrian Braking

## Safety-Exterior

Daytime Running Lamps with automatic exterior lamp control

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# Homan Auto

Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA  
Work Truck (✔ Complete)

## Safety-Interior

Airbags Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

Following Distance Indicator

Forward Collision Alert

Tire Pressure Monitoring System with Tire Fill Alert (does not apply to spare tire)

Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver

Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use

OnStar Services capable (See onstar.com for details and limitations. Services vary by model. Service plan required.)

OnStar One Essentials (OnStar One Business Essentials for Fleet) Drive confidently with core OnStar services including select mobile app commands, built-in voice assistance, real-time traffic and navigation, and Automatic Crash Response to help if you're in need. (OnStar One Essentials includes select remote commands, Navigation, Voice Assistance, and Automatic Crash Response, for eligible vehicles with compatible software. Fleet customers get select remote commands through OnStar Vehicle Insights. For MY25 vehicles, OnStar One Essentials is standard for 8 years; services may require an OnStar paid plan to continue thereafter. See OnStar.com for service descriptions and terms.)

## WARRANTY

Warranty Note: <<< Preliminary 2025 Warranty >>>

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Maintenance Note: First Visit: 12 Months/12,000 Miles

## Selected Model and Options

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# Homan Auto

Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA Work Truck (✔ Complete)

## MODEL

CODE	MODEL	MSRP
CK31403	2025 Chevrolet Silverado 3500HD CC 4WD Reg Cab 171" WB, 84.5" CA Work Truck	\$48,700.00

## COLORS

CODE	DESCRIPTION
GXP	Lakeshore Blue Metallic

## EMISSIONS

CODE	DESCRIPTION	MSRP
FE9	Emissions, Federal requirements	\$0.00

## ENGINE

CODE	DESCRIPTION	MSRP
L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)	\$0.00

## TRANSMISSION

CODE	DESCRIPTION	MSRP
MKM	Transmission, Allison 10-Speed automatic (STD)	\$0.00

## AXLE

CODE	DESCRIPTION	MSRP
GT4	Rear axle, 3.73 ratio (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)	\$0.00

## PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	MSRP
1WT	Work Truck Preferred Equipment Group includes standard equipment	\$0.00

## WHEELS

CODE	DESCRIPTION	MSRP
PYW	Wheels, 17" (43.2 cm) painted steel (STD)	\$0.00

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# Homan Auto

Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA Work Truck (✔ Complete)

### TIRES

CODE	DESCRIPTION	MSRP
QZT	Tires, LT235/80R17E all-terrain, blackwall (STD)	\$0.00

### SPARE TIRE

CODE	DESCRIPTION	MSRP
9L3	Spare tire delete	\$0.00

### PAINT

CODE	DESCRIPTION	MSRP
GXP	Lakeshore Blue Metallic	\$0.00

### SEAT TYPE

CODE	DESCRIPTION	MSRP
AZ3	Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)	\$0.00

### SEAT TRIM

CODE	DESCRIPTION	MSRP
H2G	Jet Black, Vinyl seat trim	\$0.00

### RADIO

CODE	DESCRIPTION	MSRP
IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal HD color touchscreen, AM/FM stereo Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD)	\$0.00

### ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION	MSRP
VYU	Snow Plow Prep Package includes (KW5) 220-amp alternator, includes increased front GAWR on Heavy Duty models, (NZZ) skid plates (transfer case and oil pan), pass through dash grommet hole and roof emergency light provisions. Contact GM Upfitter Integration at <a href="http://www.gmupfitter.com">www.gmupfitter.com</a> for plow installation details and assistance (Requires 4WD model. Upgradeable to (KHF) Dual alternators (220-amp primary, 170-amp auxiliary). Not available with (F60) Heavy Duty Front Spring Package.)	\$300.00

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# Homan Auto

Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA  
Work Truck (✔ Complete)

### ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION	MSRP
KW5	Alternator, 220 amps (Included with (L5P) Duramax 6.6L Turbo-Diesel V8 engine or (VYU) Snow Plow Prep Package. Free flow on (L8T) 6.6L V8 gas engine.)	Inc.
NZZ	Skid Plates protect the oil pan, front axle and transfer case (Included with (VYU) Snow Plow Prep Package.)	Inc.

### ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION	MSRP
9L7	Upfitter switch kit, (5) Provides 3-30 amp and 2-20 amp configurable circuits to facilitate installation of aftermarket electrical accessories. Kit with all required parts will be shipped loose with the truck for installation by the dealer or upfitter at customer expense. Installation instructions and technical assistance available at <a href="http://www.gmupfitter.com">www.gmupfitter.com</a> .	\$150.00
C49	Defogger, rear-window electric (Included with (PCV) WT Convenience Package.)	\$225.00

### ADDITIONAL EQUIPMENT - SAFETY-INTERIOR

CODE	DESCRIPTION	MSRP
5N5	Rear Camera Kit. Kit includes camera, fixed position bracket & 19 ft cable with attachment clips. Rear camera radio calibration provided from the factory. See Upfitter Integration Bulletin for installation instructions at <a href="http://www.gmupfitter.com">www.gmupfitter.com</a>	\$73.00
<b>Options Total</b>		<b>\$748.00</b>

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# Homan Auto

Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA Work Truck (✔ Complete)

## Window Sticker

### SUMMARY

[Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA Work Truck MSRP:\$48,700.00

Interior:Jet Black, Vinyl seat trim

Exterior 1:Lakeshore Blue Metallic

Exterior 2:No color has been selected.

Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline

Transmission, Allison 10-Speed automatic

### OPTIONS

CODE	MODEL	MSRP
CK31403	[Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA Work Truck	\$48,700.00
<b>OPTIONS</b>		
1WT	Work Truck Preferred Equipment Group	\$0.00
5N5	Rear Camera Kit.	\$73.00
9L3	Spare tire delete	\$0.00
9L7	Upfitter switch kit, (5)	\$150.00
AZ3	Seats, front 40/20/40 split-bench	\$0.00
C49	Defogger, rear-window electric	\$225.00
FE9	Emissions, Federal requirements	\$0.00
GT4	Rear axle, 3.73 ratio	\$0.00
GXP	Lakeshore Blue Metallic	\$0.00
H2G	Jet Black, Vinyl seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal HD color touchscreen, AM/FM stereo	\$0.00
KW5	Alternator, 220 amps	Inc.
L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline	\$0.00
MKM	Transmission, Allison 10-Speed automatic	\$0.00
NZZ	Skid Plates	Inc.
PYW	Wheels, 17" (43.2 cm) painted steel	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 23120. Data Updated: Aug 5, 2024 6:43:00 PM PDT.



# Homan Auto

Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA Work Truck (✔ Complete)

QZT	Tires, LT235/80R17E all-terrain, blackwall	\$0.00
VYU	Snow Plow Prep Package	\$300.00
<b>SUBTOTAL</b>		<b>\$49,448.00</b>
	Adjustments Total	\$0.00
	Destination Charge	\$1,995.00
<b>TOTAL PRICE</b>		<b>\$51,443.00</b>

## FUEL ECONOMY

Est City:N/A

Est Highway:N/A

Est Highway Cruising Range:N/A

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Data Version: 23120. Data Updated: Aug 5, 2024 6:43:00 PM PDT.



# Homan Auto

Eric Homan

Vehicle: [Fleet] 2025 Chevrolet Silverado 3500HD CC (CK31403) 4WD Reg Cab 171" WB, 84.5" CA  
Work Truck (✔ Complete)

## Quote Worksheet

	<b>MSRP</b>
Base Price	\$48,700.00
Dest Charge	\$1,995.00
Total Options	\$748.00
<b>Subtotal</b>	<b>\$51,443.00</b>
<b>Subtotal Pre-Tax Adjustments</b>	<b>\$0.00</b>
Less Customer Discount	(\$3,080.56)
<b>Subtotal Discount</b>	<b>(\$3,080.56)</b>
Trade-In	\$0.00
<b>Subtotal Trade-In</b>	<b>\$0.00</b>
<b>Taxable Price</b>	<b>\$48,362.44</b>
Sales Tax	\$0.00
<b>Subtotal Taxes</b>	<b>\$0.00</b>
Fleet Discount	(\$2,200.00)
<b>Subtotal Post-Tax Adjustments</b>	<b>(\$2,200.00)</b>
<b>Total Sales Price</b>	<b>\$46,162.44</b>

Dealer Signature / Date

Customer Signature / Date

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Data Version: 23120. Data Updated: Aug 5, 2024 6:43:00 PM PDT.



CITY OF WAUPUN  
Waupun, Wisconsin

**DEPARTMENT OF PUBLIC WORKS**

**BID TAB**

**August 6, 2024**

**REBID - City Hall - Reroof Existing Ballasted Roofs with EPDM Adhered Roof System  
(Roof Areas: East, West and North)**

**201 E Main St**

	M.W. Tighe Roofing Inc. 183 W . McWilliams Street Fond Du Lac WI 54935	Security Luebke Roofing Inc. 3921 E Endeavour Dr Appleton WI 54915
TOTAL BID SUBMITTED:	\$ 103,860.00	\$108,298.00

**BID FORM**

**BID TO**

City of Waupun  
Department of Public Works  
201 E. Main St.  
Waupun, WI 53963

**BID BY**

Bidder M.W. Tighe Roofing, Inc.

Address 183 W. McWilliams Street

City Fond du Lac State WI Zip 54935

Mailing Address (if different from above)  
\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone 920 - 923-2603 Fax 920-923-2343 email jimschneider@tigheroofing.com

State the correct and full name of business, and provide the above information completely.

**BID FOR**

REBID - 2024 – City Hall – Reroof Existing Ballasted Roofs with EPDM Adhered Roof System (Roof Areas: East, West and North)

The Bidder acknowledges that he has reviewed and fully understands the Bid Documents.

The Bidder acknowledges receipt of the following Addenda,  #1,  #2,  #3,  #4,  #5, and has incorporated the Addenda into the Bid Documents.

The Bidder agrees to perform the Work of this Contract in accordance with the Bid Documents, and to accept full compensation therefore in the amount of this Bid.

The Bidder agrees that this Bid may not be modified or withdrawn for a period of 45 calendar days after the date designated for receipt of Bids.

The Bidder agrees to, if notified of the acceptance of this Bid by the Owner, enter into a Contract with the Owner on the Terms stated in the Bid and the Contract Documents.

The Bidder agrees to commence and complete the Work in accordance with the Project Schedule, after execution of the Contract or receipt of written notice.

BASE BID FOR CITY HALL – REROOF EXISTING BALLASTED ROOFS

TOTAL COST: One Hundred and Three Thousand Eight Hundred and Sixty Dollars and 00/100's-  
----- (Dollars (\$ 103,860.00 )

Roof System Manufacturer's Name: Versico

GENERAL REQUIREMENTS

The Bidder agrees that if notified of the acceptance of this Bid, he will submit the following information to the Owner:

- 1. A Certificate of Insurance depicting the coverage and condition required by the Contract.
- 2. A list of all subcontractors, if applicable, with a description of the Work to be performed on the Project by all subcontractors.

The Bidder acknowledges receipt of the Asbestos Report dated December 29, 2023. (included with the bidding documents)

The Owner reserves the right to reject any or all Bids without explanation, to waive irregularities, and to accept a Bid, which in the Owner's sole judgment, is in the Owners best interests.

Respectfully submitted,

Bidder M. W. Tighe Roofing, Inc.

Signature  Printed Name James C. Schneider

Title President

Date 08/06/2024

\*END OF DOCUMENT\*







Bond No. 2583424

**POWER OF ATTORNEY**

Know all men by these Presents, that West Bend Insurance Company (formerly known as West Bend Mutual Insurance Company prior to 1/1/2024), a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

Jacob McQuestion

lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of: Thirty Million Dollars (\$30,000,000)

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Insurance Company by unanimous consent resolution effective the 1<sup>st</sup> day of January 2024.

*Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Insurance Company may appoint by written certificate Attorneys-In-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.*

Any reference to West Bend Mutual Insurance Company in any Bond and all continuations thereof shall be considered a reference to West Bend Insurance Company.

In witness whereof, West Bend Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 1<sup>st</sup> day of January 2024.

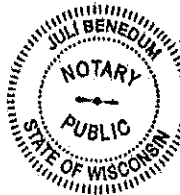
Attest Christopher C. Zwygart  
Christopher C. Zwygart  
Secretary



Robert J. Jacques  
Robert J. Jacques  
President

State of Wisconsin  
County of Washington

On the 1<sup>st</sup> day of January 2024, before me personally came Robert Jacques, to me known being by duly sworn, did depose and say that he is the President of West Bend Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



Julie Benedum  
Julie Benedum  
Lead Corporate Attorney  
Notary Public, Washington Co., WI  
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this 6th day of August, 2024



Christopher C. Zwygart  
Christopher C. Zwygart  
Secretary

# City of Waupun City Building

Since 1934  
**SECURITY**  
**LUEBKE ROOFING**  
**(920) ROOFING**



## Roof Proposal

---

City Building  
201 East Main Street  
Waupun, Wisconsin 53963

For the people you know, call 920-ROOFING

**Trusted**

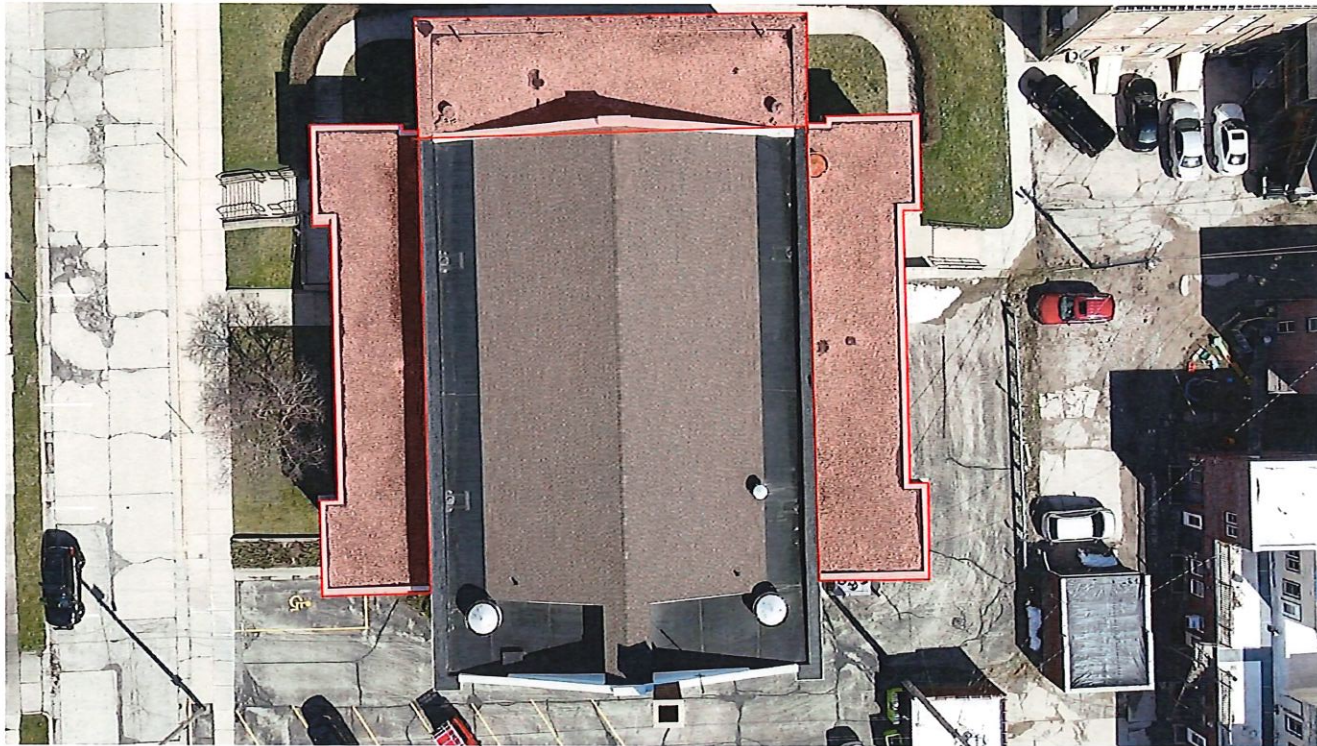
**Local**

**Quality**

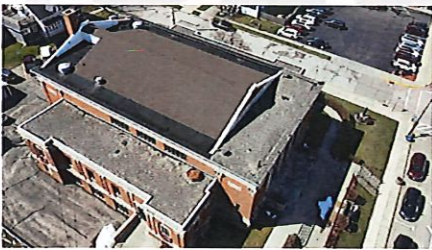
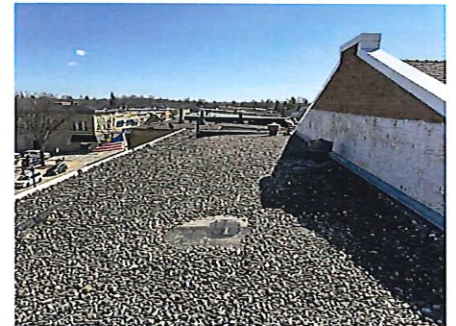
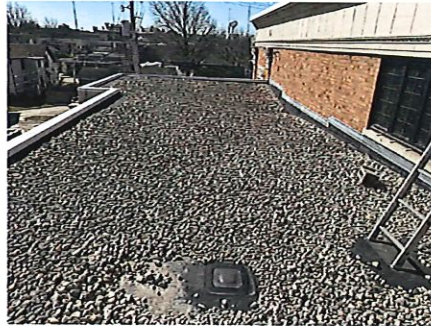
## City Building

## EPDM

<b>Levels:</b>	3
<b>Deck:</b>	Wood
<b>Drainage:</b>	Drains
<b>Area:</b>	4,393 SF
<b>Access:</b>	Ladder



Observation Photos



SECURITY  
19201 ROOFING

**BID FORM**

**BID TO**

City of Waupun  
Department of Public Works  
201 E. Main St.  
Waupun, WI 53963

**BID BY**

Bidder Security-Luebke Roofing

Address 3921 E Endeavour Dr

City Appleton State WI Zip 54915

Mailing Address (if different from above)  
\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone 920-766-3464 Fax ( ) email sjupp@920roofing.com

State the correct and full name of business, and provide the above information completely.

**BID FOR**

REBID - 2024 – City Hall – Reroof Existing Ballasted Roofs with EPDM Adhered Roof System (Roof Areas: East, West and North)

The Bidder acknowledges that he has reviewed and fully understands the Bid Documents.

The Bidder acknowledges receipt of the following Addenda,  #1,  #2,  #3,  #4,  #5, and has incorporated the Addenda into the Bid Documents.

The Bidder agrees to perform the Work of this Contract in accordance with the Bid Documents, and to accept full compensation therefore in the amount of this Bid.

The Bidder agrees that this Bid may not be modified or withdrawn for a period of 45 calendar days after the date designated for receipt of Bids.

The Bidder agrees to, if notified of the acceptance of this Bid by the Owner, enter into a Contract with the Owner on the Terms stated in the Bid and the Contract Documents.

The Bidder agrees to commence and complete the Work in accordance with the Project Schedule, after execution of the Contract or receipt of written notice.

BASE BID FOR CITY HALL – REROOF EXISTING BALLASTED ROOFS

TOTAL COST: One hundred and eight thousand two hundred ninety eight

(Dollars (\$ 108,298.00 )

Roof System Manufacturer's Name: John Manville

**GENERAL REQUIREMENTS**

The Bidder agrees that if notified of the acceptance of this Bid, he will submit the following information to the Owner:

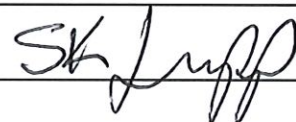
1. A Certificate of Insurance depicting the coverage and condition required by the Contract.
2. A list of all subcontractors, if applicable, with a description of the Work to be performed on the Project by all subcontractors.

The Bidder acknowledges receipt of the Asbestos Report dated December 29, 2023. (included with the bidding documents)

**The Owner reserves the right to reject any or all Bids without explanation, to waive irregularities, and to accept a Bid, which in the Owner's sole judgment, is in the Owners best interests.**

Respectfully submitted,

Bidder Security-Luebke Roofing

Signature  Printed Name SCOTT JUPP

Title Commercial Account Mgr

Date 8/5/2024

\*END OF DOCUMENT\*

**BID BOND FORM**

KNOW ALL MEN BY THESE PRESENTS: that Security-Luebke Roofing Inc.

Of 3921 E. Endeavor Drive, Appleton WI 54915

as Principal, and the Capitol Indemnity Corporation

a Wisconsin corporation, as Surety, as held and firmly bound unto the City of Waupun, a Wisconsin Municipality, as obligee, in the full and just sum of

Five percent of bid (5% of bid) Dollars

lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the said principal is herewith submitting its proposal:

City Hall - Reroof Existing Ballasted Roofs  
201 E. Main Street, Waupun WI

NOW, the condition of this obligation is such that if the aforesaid Principal shall be awarded the contract, the said Principal will, within the time required, enter into a formal contract and give a good and sufficient bond to secure the performance of the terms and conditions of the contract, then this obligation to be void; otherwise the Principal and Surety will pay unto the Obligee the difference in money between the amount of the bid of the said Principal and the amount for which the Obligee legally contracts excess of the former, in no event shall the Surety's liability exceed the penal sum hereof.

Signed, sealed and delivered August 5, 2024

Witness as to Principal:

Nathan Abbott  
Commercial Sales Manager

Security-Luebke Roofing Inc.

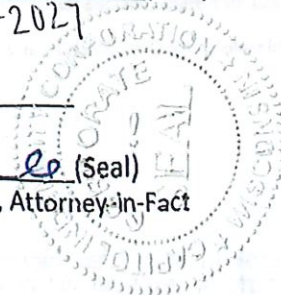
Alyssa Sprangers  
(For: Principal) exp 10-12-2027

Capitol Indemnity Corporation

Becky Jo Sawall (Seal)  
(For: Surety) Becky Jo Sawall, Attorney-in-Fact

**ALYSSA SPRANGERS**  
Notary Public  
State of Wisconsin

(Seal)





**CAPITOL INDEMNITY CORPORATION  
POWER OF ATTORNEY**

CIC1942872

Bond Number

KNOW ALL MEN BY THESE PRESENTS, That the CAPITOL INDEMNITY CORPORATION, a corporation of the State of Wisconsin, having its principal offices in the City of Middleton, Wisconsin, does make, constitute and appoint

-----RICHARD F. KEKULA; MIKE MOORE; KIM SCHWENN; TRAVIS SCHREIBER; TRACY KRAUSE; KENTON ARPS-----  
-----LACEY ENDRES; DANIELLE NOBLE; BECKY JO SAWALL; LISA MUELLER-OLSON-----

its true and lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf, as surety, and as its act and deed, any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of

-----ALL WRITTEN INSTRUMENTS IN AN AMOUNT NOT TO EXCEED: \$20,000,000.00-----

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of CAPITOL INDEMNITY CORPORATION at a meeting duly called and held on the 15th day of May, 2002.

"RESOLVED, that the President, Executive Vice President, Vice President, Secretary or Treasurer, acting individually or otherwise, be and they hereby are granted the power and authorization to appoint by a Power of Attorney for the purposes only of executing and attesting bonds and undertakings, and other writings obligatory in the nature thereof, one or more resident vice-presidents, assistant secretaries and attorney(s)-in-fact, each appointee to have the powers and duties usual to such offices to the business of this company; the signature of such officers and seal of the Company may be affixed to any such power of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking or other writing obligatory in the nature thereof to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any of said officers, at any time."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

IN WITNESS WHEREOF, the CAPITOL INDEMNITY CORPORATION has caused these presents to be signed by its officer undersigned and its corporate seal to be hereto affixed duly attested, this 1st day of January, 2020.

Attest:

*RJ Byrnes*  
Ryan J. Byrnes  
Senior Vice President,  
Chief Financial Officer and Treasurer  
*Suzanne M Broadbent*  
Suzanne M. Broadbent  
Assistant Secretary

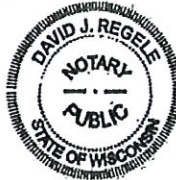


CAPITOL INDEMNITY CORPORATION

*John L Sennott Jr*  
John L. Sennott, Jr.  
Chief Executive Officer and President

STATE OF WISCONSIN }  
COUNTY OF DANE } S.S.:

On the 1st day of January, 2020 before me personally came John L. Sennott, Jr., to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is Chief Executive Officer and President of CAPITOL INDEMNITY CORPORATION, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.



*David J. Regele*  
David J. Regele  
Notary Public, Dane Co., WI  
My Commission Is Permanent

STATE OF WISCONSIN }  
COUNTY OF DANE } S.S.:

I, the undersigned, duly elected to the office stated below, now the incumbent in CAPITOL INDEMNITY CORPORATION, a Wisconsin Corporation, authorized to make this certificate, DO HEREBY CERTIFY that the foregoing attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at the City of Middleton, State of Wisconsin this 5th day of August, 2024



*Andrew B. Diaz-Matos*  
Andrew B. Diaz-Matos  
Senior Vice President, General Counsel and Secretary



# Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Security-Luebke Roofing Inc.**

**2** Business name/disregarded entity name, if different from above  
**Same**

**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ \_\_\_\_\_

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ \_\_\_\_\_

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

**5** Address (number, street, and apt. or suite no.) See instructions.  
**3921 E. Endeavour Drive**

**6** City, state, and ZIP code  
**Appleton, WI 54915**

**7** List account number(s) here (optional)

Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

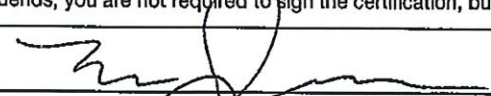
Social security number								
			-					
or								
Employer identification number								
4	6		-	2	6	1	4	8 3 8

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here** Signature of U.S. person ▶ 

Date ▶ 1/8/2024

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



## AGENDA SUMMARY SHEET

**MEETING DATE:** 8/19/24

**TITLE:** Review Keeping of Urban Chickens Ordinance and Discuss Ordinance Modifications

**AGENDA SECTION:** DISCUSSION

**PRESENTER:** Kathy Schlieve, City Administrator

---

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

---

### ISSUE SUMMARY

Data from a citizen survey is included along with a copy of the current ordinance and a comparison of other WI communities that permit urban chickens.

### STAFF RECOMMENDATION:

Discussion only to determine proposed ordinance language modifications to provide direction for staff to prepare an ordinance for first read at the next council meeting

### ATTACHMENTS:

Citizen Survey  
Analysis with Other Community Ordinances

### RECOMMENDED MOTION:

--

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## 8.025 REGULATION OF CHICKENS.

- (1) **PURPOSE AND INTENT.** The purpose of this section is to specify conditions under which City residents may safely keep or maintain a limited number of chickens, to assure appropriate chicken coops or structures in which to house chickens, and to protect the health, safety, and welfare of the general population of the City of Waupun. This section shall be liberally construed to give effect to these purposes.
- (2) **DEFINITIONS.** In this section, the following terms shall have the meaning indicated:
  - (a) **Abutting Property.** All property that abuts an applicant's property at one or more points except public streets, roads or real estate owned by the City.
  - (b) **Backyard.** That portion of a lot enclosed by the property's rear lot line and the side lot lines to the points where the side lot lines intersect with an imaginary line established by the rear of the single-family structure and extending to the two side lot lines.
  - (c) **Chicken.** A female hen of any age, including chicks, being of the subspecies Gallus Gallus Domesticus. This definition does not include other kinds of fowl, such as ducks, quail, pheasant, geese, turkeys, guinea hens, peacocks, emus, or ostriches.
  - (d) **Coop.** An enclosed structure, building or pen within which chickens roost or are housed.
  - (e) **Educational Facility.** Any building used principally for educational purposes in which a school is located or a course of instruction or training program is offered that has been approved or licensed by a state agency or board, but excluding a home-based educational program that is operated from a residential dwelling.
- (3) **KEEPING OF CHICKENS.** Chickens may be kept or maintained within the municipal limits of the City, subject to all of the requirements and restrictions imposed in this section.
  - (a) Except as otherwise restricted in subsection (4) below, and subject to the permit requirements specified in subsection (5) below, up to four chickens may be raised on lots zoned as follows: R-1 Single Family Residential; R-2 Two- Family Residential; R-4 Central Area Single-Family Residential; and R-5 Mixed Residential.
  - (b) Educational facilities may keep or maintain up to 25 chickens for educational purposes only, on obtaining prior written approval of the Waupun City Administrator.
  - (c) Chickens may be temporarily kept or maintained for special purposes such as a public picnic and other special events, on obtaining prior written approval of the Waupun City Administrator, which approval shall specify the duration in which chickens may be maintained for this purpose.
  - (d) Chickens may be kept or maintained in a local veterinarian's office for the purpose of observation or treatment.
  - (e) This section is not intended to alter or supersede any restrictive covenants or land use restrictions that are otherwise applicable to any property for which a permit is sought.
- (4) **PROHIBITED AREAS.** The keeping or maintaining of chickens shall be expressly prohibited as follows:
  - (a) On vacant lots, unless the permit holder maintains his or her primary residence on abutting property and the lots have been joined as one tax parcel so the coop is located on the same lot as that of the principle structure or use.
  - (b) On any property zoned R-6 Mobile Home or R-7 Single-Family Manufactured Home. Also within mobile home or manufactured home parks, regardless of zoning classification.

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- (c) In any non-residential zoning district, except on obtaining prior authorization by Resolution of the Waupun Common Council.
  - (d) On lots on which condominiums are located, regardless of the zoning classification.
  - (e) On any property that is non-owner occupied or leased by a third party.
- (5) PERMIT REQUIREMENTS.
- (a) No person shall own, keep or maintain chickens within the corporate limits of the City without first obtaining a permit, except that educational facilities shall be exempt from the permit requirement. Permits shall be issued to City residents only. No more than 10 permits shall be issued and outstanding at any one time. Permits shall be issued exclusively on a first-come, first-served basis. No permit shall be issued to any applicant who has an outstanding fine, fee, charge or overdue assessment owing to the City or the Waupun Utilities. No initial or renewal permit shall be issued unless the applicant provides written proof of having a current livestock premises registration on file with the Wisconsin Department of Agriculture, Trade and Consumer Protection.
  - (b) Prior to obtaining a permit, the applicant shall provide written notification of the application to all abutting property owners, and all such property owners and their respective addresses shall be included with the permit application. The applicant shall certify in the application that all such property owners have been so notified. No permit shall be issued unless all owners of abutting property have signed a written statement giving approval of the permit application. No permit shall be issued to any property owner who is subject to an outstanding building or other code enforcement order, or where the property owner has received a citation within the past three years for a violation of Section 13.47 of the Waupun Municipal Code pertaining to minimum standards for property maintenance.
- (6) PERMIT TERM AND FEES.
- (a) Permits shall be granted for a term of not more than one year, commencing on January 1st or the date of issuance, whichever is later, and ending on the following December 31st. Permits shall be renewed annually. Permits shall not be assigned or otherwise transferred to any other applicant or property.
  - (b) The annual permit fee for keeping and maintaining chickens shall be set by resolution of the Common Council from time to time, and the permit fee must be paid to the City Clerk at the time of application. This fee shall not be prorated for a partial year.
  - (c) All renewal permit applications and fees shall be due no later than January 1st of the permit year. Failure to timely renew the permit application will result in forfeiture of the permit. In the event of permit revocation or non-renewal, any holder seeking to re-apply shall be required to meet all initial requirements for obtaining a permit under this section, including without limitation, those requirements set forth in subsection (5) above.
- (7) CHICKEN COOP LOCATION, DESIGN AND MAINTENANCE.
- (a) A coop and any attached enclosure shall be located only in the rear yard of the permit holder's residence. In addition, a coop and any attached enclosure shall not be closer than 15 feet to the side and rear property line or any residence on abutting property.
  - (b) All chickens shall be kept and maintained within a ventilated and roofed coop in compliance with any applicable state and local requirements. All coops, including an attached coop enclosure, shall be enclosed with wire netting or equivalent material that will prevent chickens from escaping the coop or the attached enclosure. The coop structural floor shall be constructed to allow not less than four square feet nor more than eight square feet per chicken, and the height of the coop shall not exceed six feet above ground level. The coop shall have a clear open space to allow the chickens to walk on the ground or a concrete slab.

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- (c) All coops and adjacent lot areas shall be maintained reasonably free from chicken-produced substances, including but not limited to chicken manure, such that the air or environment around the chickens does not become noxious or offensive or create a condition that would reasonably promote the breeding of flies, mosquitoes, or other insects, or provide a habitat or breeding or feeding place for rodents or other animals, or otherwise be injurious to public health.
- (8) SANITATION AND GENERAL REQUIREMENTS. Any person keeping chickens shall comply with the following requirements:
- (a) No roosters or male chickens shall be kept or maintained at any time.
  - (b) No free-ranging of chickens shall be permitted, but all chickens shall at all times be kept within a ventilated and roofed outdoor coop or an attached coop enclosure as specified in subsection (7) above. Chickens shall not be permitted inside a residential premises or dwelling, except that newborn chickens (chicks) up to the age of three weeks may be kept in a residence or outbuilding.
  - (c) Chickens shall be provided with access to adequate feed and clean water at all times. Chicken feed shall be stored and kept in containers which make the feed inaccessible to rodents, vermin, wild birds, and other predators.
  - (d) No eggs shall be sold or exchanged for value, except those chickens that produce eggs while kept and maintained at an educational facility.
  - (e) Deceased chickens shall be disposed of immediately after death in a safe manner, which may include trash disposal after placing the deceased chicken in a plastic bag or container that is sealed from leaking. No chickens shall be slaughtered on the premises.
  - (f) A permit holder shall consult with a veterinarian with respect to chickens that appear ill or on the occasion of a sudden death. If a disease that would be contagious to humans is diagnosed, the permit holder shall comply with all recommendations of a licensed veterinarian so as to ensure prevention of transmission of a disease. A permit holder shall immediately report unusual illness or death of chickens to the County Health Department.
  - (g) The permit holder shall fully comply with all federal and state regulations in regard to the raising of urban chickens at all times.
- (9) INSPECTION, PENALTIES AND ENFORCEMENT.
- (a) Inspection. The City Zoning Administrator shall make an initial inspection of the coop and any attached enclosures prior to any time in which chickens are kept or maintained on the property. The City shall have the power, whenever it may deem reasonably necessary, to enter a building, structure, or property where chickens are kept to ascertain whether the keeper is in compliance with this section.
  - (b) Enforcement. Any City officer so designated by the Waupun Common Council may issue compliance orders and citations pursuant to the provisions of this section. The City shall revoke a permit to keep chickens in the event that the City has issued two or more violations of this section within any six month period. All chickens, coops and attached enclosures shall be removed by permit holder within seven (7) calendar days of any permit revocation or non-renewal.
  - (c) 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

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violates this section shall pay all expenses, including shelter, food, handling and veterinary care, necessitated by enforcement of this provision.

(Ord. No. 19-03, § 2(Att.), 6-11-2019; Ord. No. 23-09, § 5, 11-28-2023)



Ordinance Comparison – Keeping of Chickens  
 July 2, 2024

City	# Birds	Zoning/Neighbor Sign Off Req?	# Permits Available	Renewal / Other
Waupun	<ul style="list-style-type: none"> <li>Up to four (4) hens.</li> <li>No Roosters</li> </ul>	<ul style="list-style-type: none"> <li>R-1 Single Family Residential; R-2 Two-Family Residential; R-4 Central Area Single-Family Residential; and R-5 Mixed Residential.</li> <li>Written approval obtained from all abutting property owners</li> </ul>	<ul style="list-style-type: none"> <li>Restricted to Ten (10) permits</li> </ul>	<ul style="list-style-type: none"> <li>Renew by January 1 or forfeit permit</li> </ul>
Waupaca	<ul style="list-style-type: none"> <li>up to five (5) chickens, with a permit in R1 and R2 zoning</li> <li>No Roosters</li> </ul>	<ul style="list-style-type: none"> <li>R1 and R2 zoning</li> <li>Written consent from the owner of the property where kept and any occupants or owners of the directly abutting properties.</li> <li>R2 lots must obtain signature of other unit on parcel.</li> </ul>	<ul style="list-style-type: none"> <li>Unlimited</li> </ul>	<ul style="list-style-type: none"> <li>Abutting parcel owners permission not required upon renewal.</li> </ul>
Beaver Dam	<ul style="list-style-type: none"> <li>Not permitted</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>Not Permitted</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
Green Lake	<ul style="list-style-type: none"> <li>No more than four (4) hens per residential lot</li> <li>No Roosters</li> </ul>	<ul style="list-style-type: none"> <li>Limited to property owners in single-family homes.</li> <li>Chickens are not allowed at any rental home (short/long term), duplex, triplex, townhomes, or multifamily properties.</li> </ul>	<ul style="list-style-type: none"> <li>Unlimited</li> </ul>	<ul style="list-style-type: none"> <li>Granted on an annual basis unless ordinance repealed.</li> <li>Permit may be renewed, and the applicant may continue to keep chickens under the terms and conditions of the initial permit if in compliance.</li> <li>May be revoked / non-renewed if not following ordinance.</li> </ul>
Watertown	<ul style="list-style-type: none"> <li>Maximum of four chickens per residential lot.</li> <li>No Roosters.</li> </ul>	<ul style="list-style-type: none"> <li>Principal structure is a detached single-family residence. Or owner-occupied two-family duplex</li> <li>Not permitted on a lot where the duplex is not owner-occupied, triplexes or any other higher-density residential dwelling units.</li> <li>Not owner-occupied, tenant shall supply the owner's written consent.</li> <li>Proof of notification to all abutting property owners of the (including tenant of two-family residential)</li> </ul>	<ul style="list-style-type: none"> <li>Unlimited</li> </ul>	<ul style="list-style-type: none"> <li>The City may revoke the license if two or more substantiated violations received by the City within a twelve-month period.</li> </ul>

Ordinance Comparison – Keeping of Chickens  
 July 2, 2024

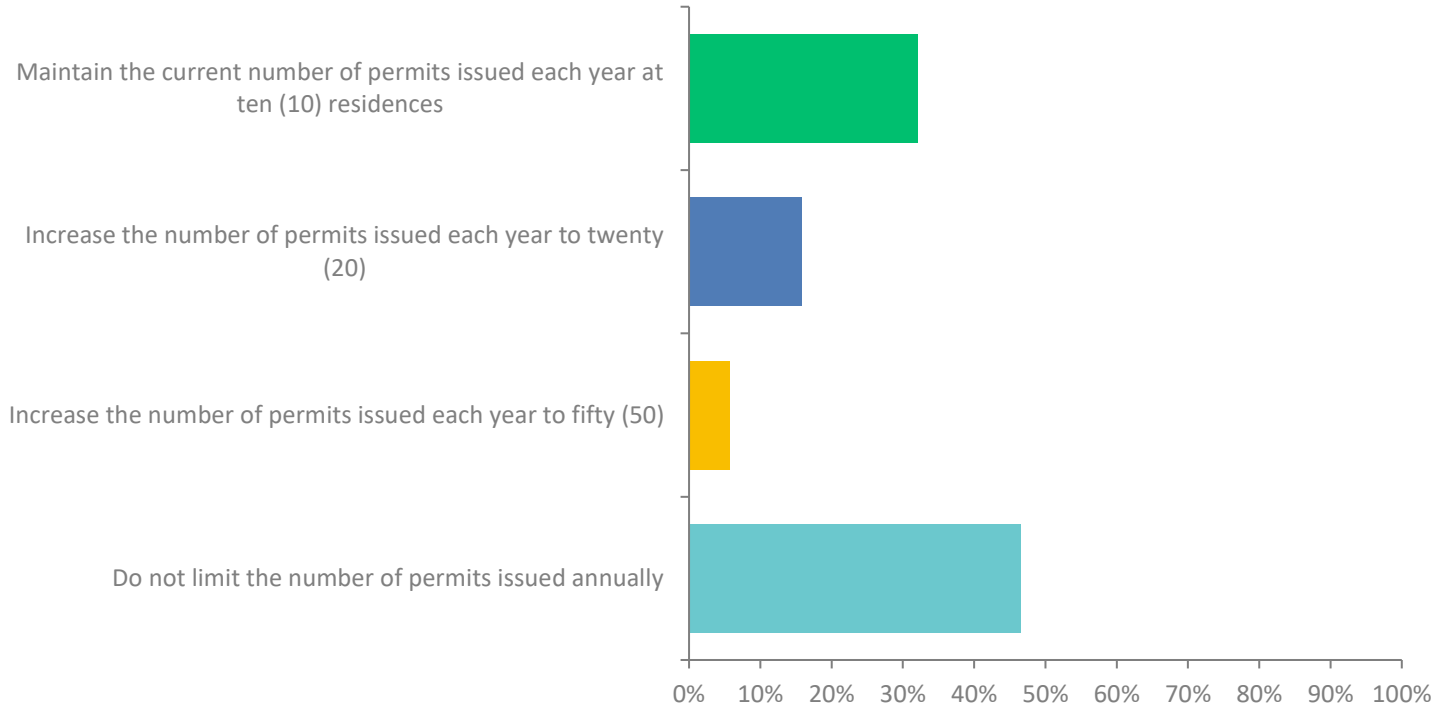
Monroe	<ul style="list-style-type: none"> <li>Up to six female chickens.</li> <li>No Roosters.</li> </ul>	<ul style="list-style-type: none"> <li>Any lot in the city that contains only a one-family dwelling</li> <li>If the applicant is not the owner of parcel, the property owner shall sign the application before a notary public certifying approval</li> </ul>	<ul style="list-style-type: none"> <li>Unlimited</li> </ul>	<ul style="list-style-type: none"> <li>Person convicted of more than two violations of this section in a twelve-month period shall be ineligible to receive a renewal permit for a period of one year after the date of the last conviction.</li> </ul>
Plymouth	<ul style="list-style-type: none"> <li>Maximum of five chickens</li> <li>No Roosters.</li> </ul>	<ul style="list-style-type: none"> <li>Any lot where the principal use is a single-family residence.</li> <li>Owners of all residentially zoned adjacent properties must consent in writing to the license. Not required for renewal.</li> </ul>	<ul style="list-style-type: none"> <li>Unlimited</li> </ul>	
Fox Lake	<ul style="list-style-type: none"> <li>Up to four chickens</li> <li>No Roosters</li> </ul>	<ul style="list-style-type: none"> <li>R-1 One-Family District or a lot zoned R-2 Two-Family District, upon notification of all abutting property owners</li> <li>Rental tenants of a single-family dwelling or a two-family dwelling shall obtain written approval from their landlord</li> </ul>	<ul style="list-style-type: none"> <li>Unlimited</li> </ul>	<ul style="list-style-type: none"> <li>Revoke in the event that the Police Department has issued two or more violations of this section within any six-month period.</li> </ul>
Fond du Lac	<ul style="list-style-type: none"> <li>Four (4) hens.</li> <li>No Roosters.</li> </ul>	<ul style="list-style-type: none"> <li>May be issued to primary owner of record for a single-family residence in a residential district.</li> </ul>	<ul style="list-style-type: none"> <li>Unlimited</li> </ul>	<ul style="list-style-type: none"> <li>Once revoked, may not be reissued for two-year period.</li> </ul>
Ripon	<ul style="list-style-type: none"> <li>No more than six (6) hens allowed per dwelling unit.</li> </ul>	<ul style="list-style-type: none"> <li>Signed statement from the owner of the dwelling consenting to the applicant's proposal for keeping chickens on the premises.</li> </ul>	<ul style="list-style-type: none"> <li>Unlimited</li> </ul>	<ul style="list-style-type: none"> <li>Permits will be granted on an annual basis</li> <li>If the permittee follows the terms of the ordinance, the permit will be presumptively renewed and applicant may continue to keep chickens under the terms and conditions of the initial permit.</li> <li>May be revoked / non-renewed if not following ordinance.</li> </ul>

# Keeping of Urban Chickens Ordinance

Friday, July 26, 2024

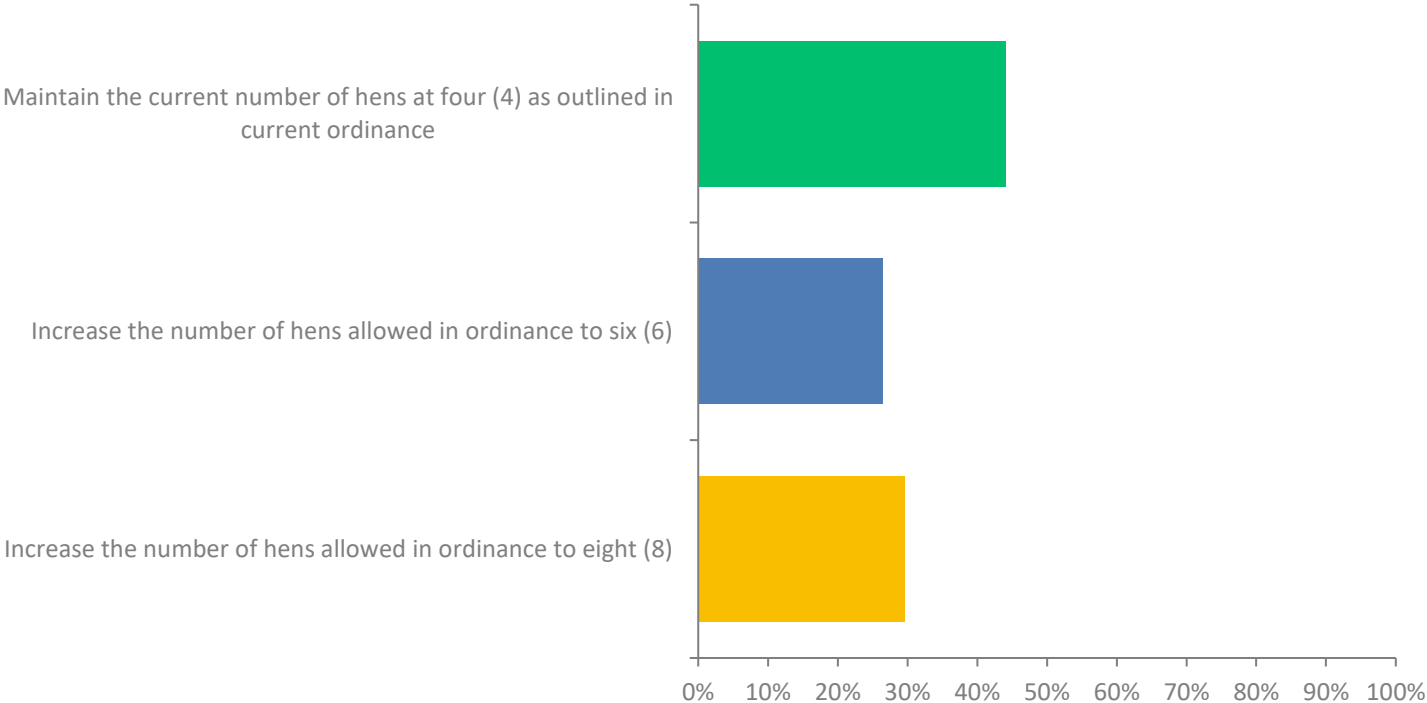
# Q1: How many permits should be made available each year for the keeping of urban chickens within in the city of Waupun?

Answered: 159 Skipped: 1



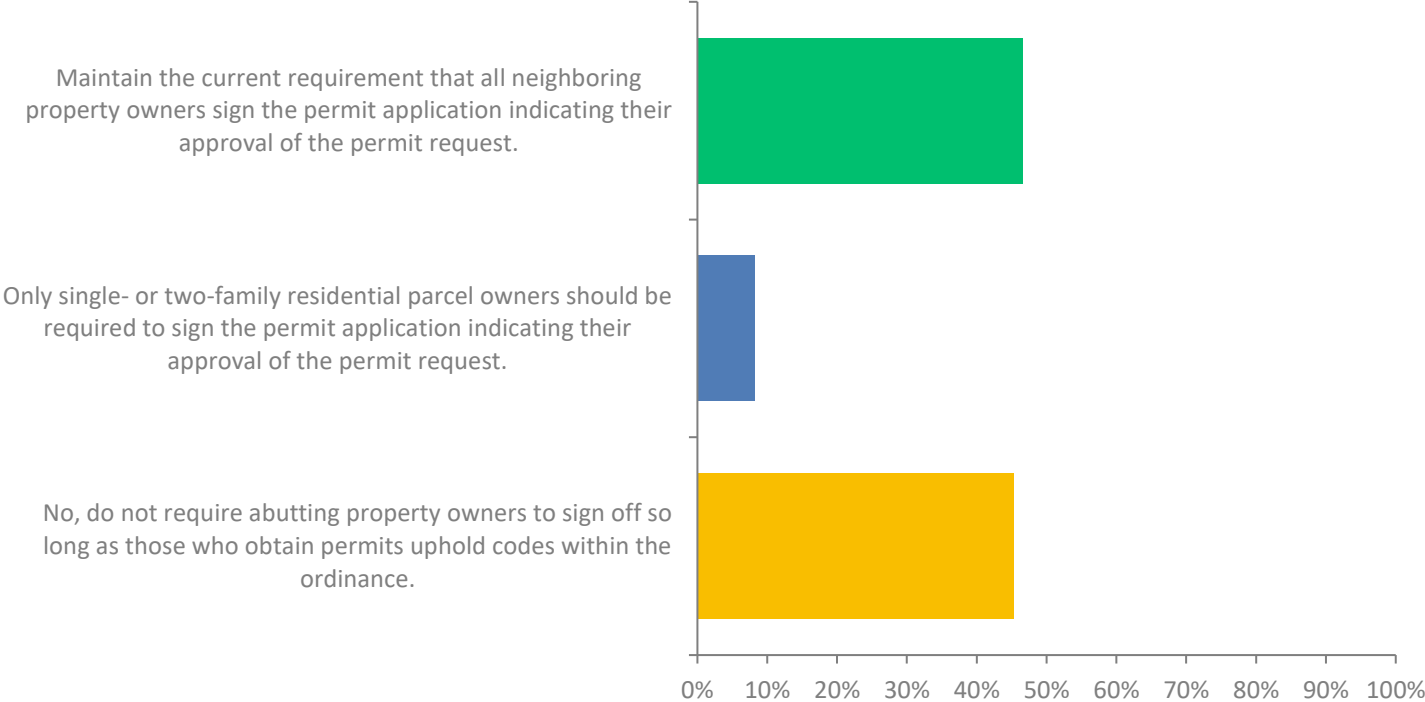
# Q2: How many hens should a permitted property owner be allowed to keep in the City of Waupun?

Answered: 159 Skipped: 1



### Q3: Should a resident seeking a permit for chickens be required to obtain the approval of the property owners neighboring their residence before obtaining a permit?

Answered: 159 Skipped: 1



## Q4 Is there anything else that you would like to share for the council to consider when discussing the keeping of urban chicken ordinance?

Answered: 42 Skipped: 118

#	RESPONSES	DATE
1	You don't need your neighbor's permission to have a dog or multiple dogs which can be much more disturbing to the neighborhood than chickens.	7/17/2024 8:53 PM
2	ABOLISH IT!	7/15/2024 8:21 AM
3	Does the current ordinance require that all chickens be penned or fenced? If not the ordinance should reflect that. I don't want free roaming chickens running around town	7/13/2024 9:25 PM
4	No chickens in the City. If they want chickens they should move to the country!	7/10/2024 8:27 PM
5	Poultry is not to be kept in a location where they can come in contact with water fowl because of viruses spread. That is a fact! Bird flu virus!! People on Taylor st. Have chickens MORE THAN 4 where they are in contact with geese that reside on the river! If they want to play farmer then move to the country!	7/10/2024 8:42 AM
6	Ordinance are never enforced in Waupun	7/10/2024 6:29 AM
7	None	7/9/2024 8:01 PM
8	Stop passing stupid ordinances!	7/9/2024 2:23 PM
9	If someone wants to run a farm, they can move out of the city. For the city to even consider not requiring neighbors to sign off (when these animals will affect them and potentially their health) is asinine.	7/9/2024 8:29 AM
10	Eliminate the keeping of chickens altogether. Buy eggs from a local farmer. Or move to the country.	7/9/2024 6:51 AM
11	Chickens should not be on river property due to migratory waterfowl and the spread of bird flu. Chickens belong in the country on a farm. Chickens attract rats which will attract other unwanted (dangerous) wildlife in town. Also, maybe do surprise inspections on those who have chickens to make sure they continue to follow the rules of the ordinance. There is a chicken coop in town right now that has more than 4 chickens in it. (308 Taylor St.)	7/8/2024 9:22 PM
12	This is a city. If a person wants chickens they should live in the country. There should be no chickens near the river due to bird flu. The geese live on and around the river. I know there are chickens close to the river on Taylor Street and more than four. Again this is a city. No chickens or other farm animals in the city limits. Chickens draw rats and mice. Another problem the city doesn't need.	7/8/2024 9:09 PM
13	I would prefer no chickens at all in the city limits. If a person wants to have livestock they should move into the country	7/8/2024 4:19 PM
14	Definitely keep the current ordinance. If people want to be farmers, then they should move out of town. The town is not for raising farm animals.	7/8/2024 4:00 PM
15	As long as chickens (or any animal) is properly taken care of AND not a burden to the City and/or residents, they should be allowed within reason. A handful of chicken, a couple dogs/cats, or the like seem acceptable.	7/8/2024 1:15 PM
16	I believe that limiting permits and requiring signatures casts a negative light on the keeping of chickens. Providing food for yourselves and your families should be encouraged in our town.	7/8/2024 12:09 PM
17	With the cost of living gone through the roof . I think this is a really really stupid thing to be worried about at this time	7/8/2024 10:49 AM
18	On question number one, there was no option to not have chickens at all within inside the city limits. I believe if you want to raise chickens buy land outside the city limits.	7/8/2024 6:36 AM

## Keeping of Urban Chickens Ordinance

19	Why have the chickens in the city at all?	7/7/2024 5:05 PM
20	Who is in charge of the chicken permits and making sure they are in compliance?	7/7/2024 2:15 PM
21	Abutting property owners are not required to sign off for dogs which can cause more noise and other problems.	7/7/2024 12:18 PM
22	Remove all chickens from city property owners. I don't live on a farm for a reason.	7/7/2024 10:27 AM
23	If changes are made, please revisit in a year and two years to make sure it is still working for those that do not own chickens.	7/7/2024 9:27 AM
24	Increase the price of the fee, remove the cap on permits, and remove the neighbor requirement.	7/7/2024 6:41 AM
25	If a family has a permit they should not have to reapply every year on a first come first serve basis. They already have the time and money invested.	7/6/2024 11:29 PM
26	As long as they are only hens there should be no issue with chickens. They provide food for families at a lesser cost, teach children how to care for animals, and are no harm to neighbors.	7/6/2024 8:00 PM
27	Property and pens needs to be kept clean and proper disposal of coop bedding and storage of bedding to prevent rodent breeding ground	7/6/2024 4:25 PM
28	If the property is rented out then the tenant should be signing off on the permit. These landlords or management companies are usually from out of town. Background checks should be done on the tenant or property owners. If they have prior ordinance violations within the past 5 years they don't qualify	7/6/2024 3:12 PM
29	Possibly six chickens with land greater than one acre.	7/6/2024 1:44 PM
30	Raising chickens should not be allowed in the city. They stink and are dirty.	7/6/2024 1:44 PM
31	if you want chickens move out of city limits	7/6/2024 12:49 PM
32	If you want chickens live in the Country. I have heard of neighbors across the river that hear someone's chickens (who may not even have a permit). I can just see someone's unleashed dog getting a chicken or a fox or some other wild animal getting someone's chicken. More of a headache than anything. Who is going to monitor this if increased? Do you have the capacity between police etc to even monitor this? Live in the country.....	7/6/2024 9:10 AM
33	I think if you want to have chickens, you should move to a rural setting....they should not be allowed at all within city limits	7/6/2024 9:06 AM
34	Neighbors shouldn't be able to smell chicken poop, and chicken enclosures should be kept clean with that in mind.	7/6/2024 8:53 AM
35	Grandfathering-in of annexed property from townships.	7/6/2024 8:19 AM
36	Allow people to have chickens. No reason to have an ordinance on them	7/5/2024 11:45 PM
37	Be sure to monitor up keep and care of the chicken coops	7/5/2024 10:14 PM
38	I don't need to seek permission from my neighbors to have dogs or cats.	7/5/2024 8:35 PM
39	I feel twice a year pen inspections, pen/nesting areas are cleaned properly as needed, and proper fecal matter is properly disposed of for safe handling and care of chickens for disease/insect prevention.	7/5/2024 7:11 PM
40	I think permits should be renewed every year. I have a neighbor who has hens and they can be so loud most days. I'm a firm believer that if you want chickens you should not live in a town or city. Another reason is that in the summer the smell can be bad, especially when they burn the chicken dung, as my neighbor does. Thanks for listening.	7/5/2024 7:10 PM
41	We don't live in the country. As someone who lives next to a neighbor with them I can say I am Sick of the noise they are making and the smell. I have brought this to attention of numerous people and they ignore it. Chickens belong in the country.	7/5/2024 6:12 PM
42	I don't know the keeping guidelines as long as they stay on the property owners yard i don't see a problem. I'm assuming that is a requirement that they are caged or fenced in.	7/5/2024 6:03 PM





## AGENDA SUMMARY SHEET

**MEETING DATE:** 8/19/24

**TITLE:** Review Dog Leash Ordinance and Discuss Ordinance Modifications

**AGENDA SECTION:** DISCUSSION

**PRESENTER:** Kathy Schlieve, City Administrator

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

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### ISSUE SUMMARY

Data from a citizen survey is included relative to leashing of dogs in the community.

### STAFF RECOMMENDATION:

Discussion only to determine proposed ordinance language modifications to provide direction for staff to prepare an ordinance for first read at the next council meeting

### ATTACHMENTS:

Citizen Survey

<b>RECOMMENDED MOTION:</b>
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## **8.02 OFFENSES ENDANGERING PUBLIC PEACE AND GOOD ORDER.**

- (1) DISORDERLY CONDUCT PROHIBITED. No person shall, within the City:
  - (a) Violent, Abusive, Etc., Disorderly Conduct. In any public or private place engage in violent, abusive, indecent, profane, boisterous, unreasonably loud or otherwise disorderly conduct which tends to cause or provoke an immediate disturbance of public order or tends to disturb or annoy any other person or persons.
  - (b) Fight, Brawl, Etc. Intentionally cause, provoke or engage in any fight, brawl, riot or noisy altercation other than a bona fide athletic contest.
  - (c) Misconduct on Public Grounds.
    1. No person shall commit any act in a public building or on public grounds which interferes with the peaceful conduct of activities normally carried on in such building or on such grounds.
    2. No person other than a student, member of the faculty, custodial staff or other person entering the school building for a school related purpose may enter such building or be on the premises without the express authorization (consent) of the principal or a faculty member of such school.
    3. No student shall remain or loiter upon any portion of the school ground or building, except these specifically designated by assignment, without prior approval of the school principal or other faculty members.
    4. No person may enter or remain within any park of the City between the hours of 10:00 p.m. and 5:00 a.m., unless prior notice is given to the Police Department of an organized event which is anticipated to last beyond 10:00 p.m.
  - (d) Smoking on School Grounds. No person shall use any tobacco products on premises owned or rented by or under the control of a school board, which shall be considered to be disorderly conduct prohibited by this section.
- (2) LOUD AND UNNECESSARY NOISE PROHIBITED. No person shall make or cause to be made any loud, disturbing or unnecessary sounds or noises such as may tend to annoy or disturb another in or about any public street, alley or park, or any private residence.
- (3) FALSE ALARMS PROHIBITED. No person shall give or send, or cause to be given or sent, in any manner, any alarm of fire which he knows to be false.
- (4) RESISTING OR OBSTRUCTING OFFICER. No person shall knowingly resist or obstruct an officer while such officer is doing any act in his official capacity and lawful authority. Obstructing includes, without limitation, knowingly giving false information to an officer with intent to mislead him in the performance of his duty, including the giving of false information with regard to the service of any summons or civil process.
- (5) ASSISTING ESCAPE OF PRISONER. No person shall intentionally aid any prisoner or person to escape from the lawful custody of a policeman or peace officer in the City.
- (6) IMPERSONATING POLICE OFFICERS. No person shall impersonate a policeman or peace officer within the City.
- (7) RESERVED.
- (8) ANIMALS; CARE AND CONTROL.
  - (a) Keeping Certain Animals Prohibited. (Am. #11-03) Except as provided in subsection (b) below, no person shall bring into, keep, harbor, feed, possess or maintain in the City any of the following: bees; wasps; hornets; poisonous snakes or other reptiles; nonpoisonous snakes or other reptiles over 3 feet

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in length; alligators; crocodiles; monkeys or other nonhuman primates; feral cats; mink, raccoon or other animals raised for fur-bearing purposes; muskrats; skunks woodchucks; opossums; foxes; wolves; leopards; panthers; tigers; lions; lynx; horses; ponies; mules; donkeys; cows; pigs (except pot-belly or Guinea pigs); goats; sheep; or chickens, ducks, geese or other birds.

- (b) Exceptions. (Am. #11-03) The prohibitions contained in subsection (a) above shall not apply to the following:
1. Animals kept under the care, custody or control of a veterinarian for treatment on a temporary basis;
  2. Animals kept for less than 2 weeks as a part of a transient or temporary carnival, circus, fair, show or similar project or contest;
  3. Animals kept by public or private educational institutions solely for instructional purposes;
  4. Domesticated birds that are commonly kept as pets, including without limitation parrots, parakeets, budgies, finches and love birds, provided that such birds are kept in a home or similar controlled environment on the owner's property, or in a locked cage or container while being transported. Nothing in this subsection shall be construed to permit the keeping of chickens, ducks, geese or other game birds.
  5. Chickens as permitted under Section 8.025 below.
  6. Feed placed on private property by a property owner or tenant for the purpose of attracting and feeding wild birds, when placed in bird feeding devices and structures at a sufficient height or design to prevent access by deer.
  7. "Service animals" that are trained for the purpose of assisting persons with sensory, mental or physical disabilities or accommodating such disabilities.
- (c) Number of Dogs and Cats Limited. No more than 3 dogs or cats or combination thereof shall be kept in or upon one residential unit or by one or more persons constituting one residential unit. This section shall not apply to veterinarians or licensed pet groomers where dogs or cats are kept for less than 7 consecutive days.
- (d) Rabies Control.
1. Section 95.21, Wis. Stats., is hereby adopted by reference. Where §95.21, Wis. Stats., refers to dogs, this chapter adds cats or other animals susceptible to rabies and kept as a pet.
  2. After initial vaccination, every pet shall be vaccinated periodically as certified by a licensed veterinarian to maintain immunity.
- (e) Theft of Animals. No person may take an animal owned of another from one place to another without the owner's consent, or cause such animal to be confined or carried out of this City or held for any purpose without the owner's consent. This section does not apply to law enforcement officers or humane society agents engaged in the exercise of their official duties, or as otherwise permitted here.
- (f) Transportation of Animals. No person may transport any animal in or on any vehicle in a cruel manner. Prima facie evidence of a violation of this subsection shall be that an animal was left in or on a vehicle for more than 30 minutes during which period the ambient air temperature was above 75° Fahrenheit, unless attended by a human being who has attained the age of 16 years. No person shall lead any animal on a City street from a motor vehicle as described in §340.01, Wis. Stats.
- (g) Vicious Animals. The owner of any vicious animal shall keep it securely enclosed on owner's premises away from the proximity of sidewalks, paths or alleys and shall keep it muzzled when exercising it.

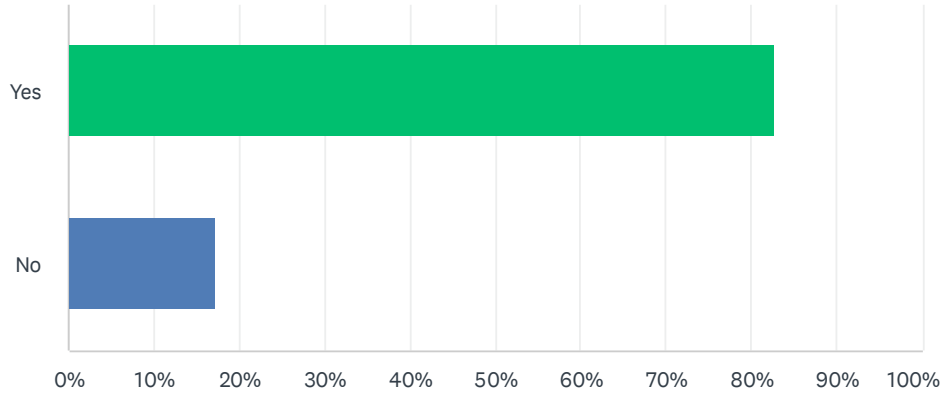
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- Where there is evidence such animals intimidate from the use of some or all of their public property, any law enforcement officer may order the animal muzzled, leashed or restrained.
- (h) Female Animals in Season. Any female dog or cat in season shall be kept confined in a building or secure kennel enclosure, veterinary hospital or boarding kennel during the duration of such season; except when exercising the animal.
  - (i) Leashing Animals. No person shall exercise or walk an animal on a leash more than 6 feet in length and of sufficient tensile strength so as to restrain the animal under all circumstances.
  - (j) Sanitation. No person who has the care, custody or control of any animal shall allow or permit the animal to defecate on property not owned by such person, or without such other property owner's consent or on any public property without the immediate cleaning up, removal and sanitary disposal of the same.
  - (k) Howling Animals. No person shall own, keep, possess or harbor any animal within the City which by frequent or habitual howling, yelping, barking or wailing shall disturb other persons provided that the provisions of this section shall not apply to licensed animal hospitals operated for the treatment of animals or to the premises used and occupied by the City for impounding animals.
  - (l) Animals Running At Large. No person shall own, keep or harbor a dog, cat or other animal and permit such animal to run at large in the City. An animal is running at large when it is not on the premises of the owner under his or her immediate control, or on the private property of another who does not object to the presence of such animal and under the immediate control of the owner.
  - (m) Construction and Application. The chapter shall not be interpreted as controverting any law regulating the taking of game as defined in §29.01, Wis. Stats., the trapping of animals, the use of live animals in dog trials, or in the training of hunting dogs, or the slaughter of animals by persons acting under the State or Federal law.
- (9) MISTREATMENT OF ANIMALS. No person shall treat any animal whether belonging to himself or another, in a cruel manner. Section 174.13, Wis. Stats., is adopted here by reference. Without limiting this general prohibition, the following acts are specifically prohibited:
- (a) Use of Poisonous and Controlled Substances. No person, without consent of owner, may expose any pet animal owned by another to any known poisonous substance or controlled substance listed in §161.14, Wis. Stats., whether mixed with meat or other food, or not, where it is reasonable to anticipate the substance may be eaten by such animal, or for the purpose of harming the animal. This section shall not apply to poison used on one's own premises and designed for the purpose of rodent or pest extermination provided that it is not used in such a manner as is likely to cause harm to humans, nor to the use of a controlled substance used in accepted veterinary practice or in research by persons or organizations regularly engaged in such research.
  - (b) Animal Fighting. No person may instigate, promote, aid or abet, act as a spectator, or intentionally participate in the earnings from, maintain or allow any place to be used for the exhibition of fighting between the same or different kinds of animals or between an animal and a person. This section does not prohibit events or exhibitions commonly featured at rodeos or bloodless bull fights.
  - (c) Shooting at Caged or Staked Animals. No person may instigate, promote, aid or abet as a principal, agent, employee, participant or spectator, or participate in the earning from or intentionally maintain or allow any place to be used for the shooting, killing or wounding with a firearm or any deadly weapon, any animal that is tied, staked out, caged or otherwise intentionally confined in a man-made enclosure, regardless of size. This section does not apply to law enforcement officers or humane society agents engaged in the exercise of their official duties, or as otherwise permitted here.

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- (d) Inadequate Food and Drink. No person owning or keeping any animal shall refuse or neglect to supply the animal with a sufficient supply of food and water, so as to endanger the health of the animal.
  - (e) Inadequate Shelter. No person owning or keeping any animal shall fail or neglect to provide the animal with adequate shelter so as to provide for the health of the animal at all times. As used here, proper shelter shall include a sanitary shelter from sunlight and inclement weather; and maintenance of proper temperature, climatic conditions, ventilation and sufficient space to allow such animal adequate freedom of movement. In the case of farm animals, nothing in this section shall be construed as imposing shelter requirements or standards more stringent than normally accepted husbandry practices in the particular county where the animal or shelter is located.
  - (f) Abandonment. No person shall intentionally abandon any animal.
  - (g) Injured Animals. No person shall fail to provide proper medical attention to any animal owned or kept by that person if such animal becomes sick or injured. The operator of any vehicle involved in an accident resulting in injury to or death of a dog, cat or other animal which appears to be a pet, shall immediately notify the Waupun Police Department or an animal control agency whose jurisdiction extends into the City.
- (10) UNLAWFUL USE OF TELEPHONE. No person shall:
- (a) With intent to frighten, intimidate, threaten, abuse or harass, make a telephone call and threaten to inflict injury or physical harm to any person or the property of any person.
  - (b) With intent to frighten, intimidate, threaten, abuse, harass or offend, telephone another and use any obscene, lewd or profane language or suggest any lewd or lascivious act.
  - (c) Make or cause the telephone of another repeatedly to ring with intent to harass any person at the called number.
  - (d) Make repeated telephone calls, whether or not conversation ensues, with intent solely to harass any person at the called number.
  - (e) Make a telephone call, whether or not conversation ensues, without disclosing his identity and with intent to abuse, threaten or harass any person at the called number.

(Ord. No. 19-03, § 1, 6-11-2019; Ord. No. 22-09, § 1, 11-29-2022)

# Q1 Have you ever encountered an animal unleashed while you have been walking on a city sidewalk?

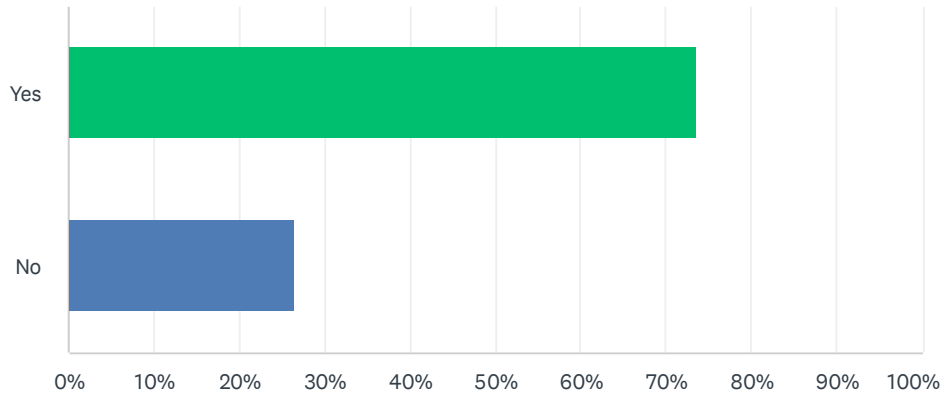
Answered: 185 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	82.70%	153
No	17.30%	32
TOTAL		185

## Q2 Have you ever encountered an animal running at large in the City of Waupun?

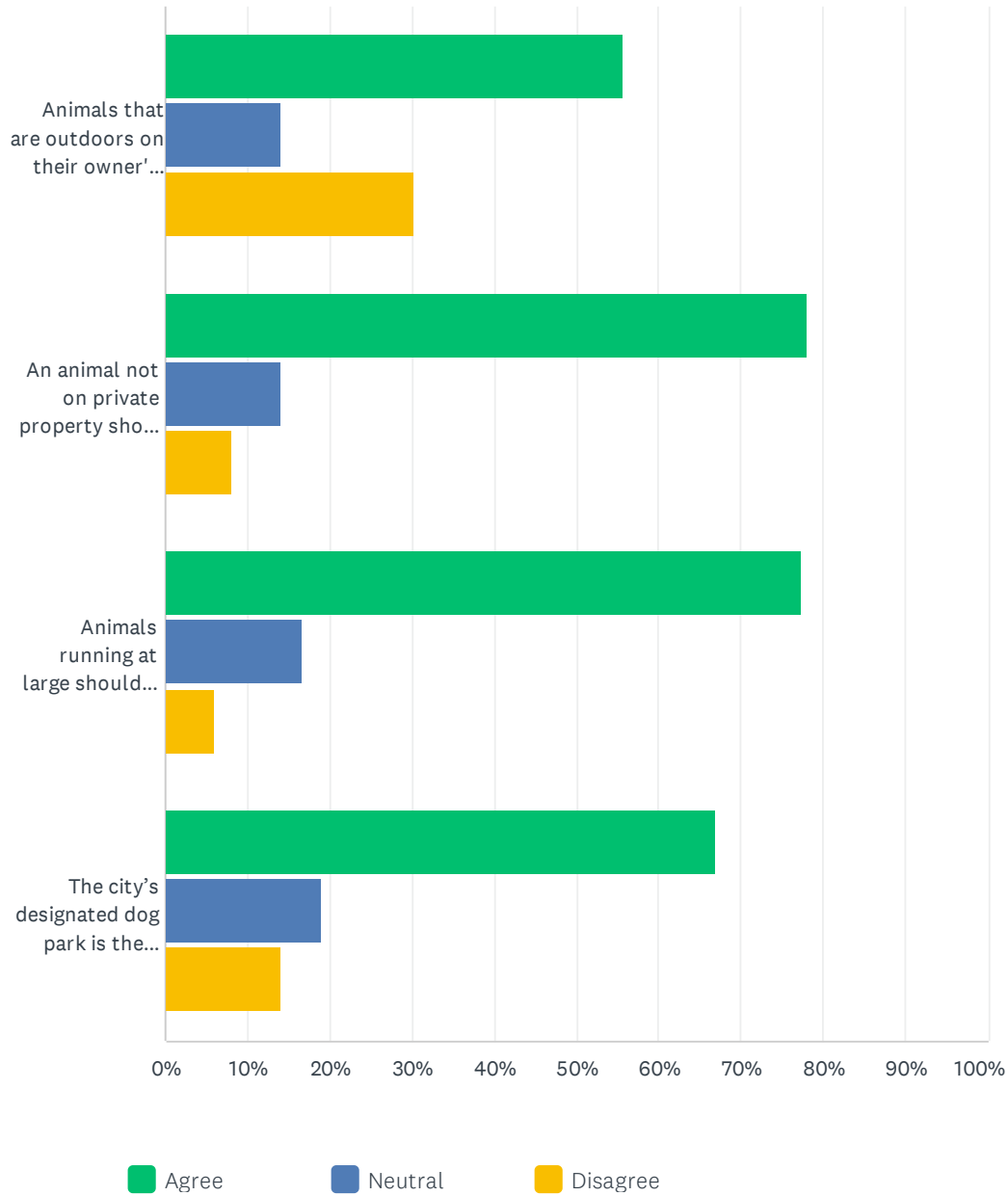
Answered: 185 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	73.51%	136
No	26.49%	49
TOTAL		185

### Q3 Rate your level of agreement that city ordinance should reflect the following statements.

Answered: 186 Skipped: 0





## Animal Leashing and Animal At Large Ordinance Survey

	AGREE	NEUTRAL	DISAGREE	TOTAL	WEIGHTED AVERAGE
Animals that are outdoors on their owner's private property should not be required to be leashed. Note that private property does not include the sidewalk or terrace immediately in front of a property as that is considered the public right of way.	55.68% 103	14.05% 26	30.27% 56	185	1.75
An animal not on private property should be secured by a leash not more than six feet in length and of appropriate strength to restrain an animal in all circumstances.	77.96% 145	13.98% 26	8.06% 15	186	1.30
Animals running at large should be captured and held at the animal shelter. An animal is considered running at large within the city when the animal is present in the public right of way or on another person's property when not on a leash and under the direct supervision of a person physically able to control the animal.	77.42% 144	16.67% 31	5.91% 11	186	1.28
The city's designated dog park is the sole public space that should permit animals off leash for the purpose of exercise and recreation, with signage marked accordingly.	67.03% 124	18.92% 35	14.05% 26	185	1.47

Q4 Is there anything further you wish to share with the council on this matter that you would like them to consider as they discuss revisions to our current ordinance(s)?

Answered: 75 Skipped: 111

## Q4 Is there anything further you wish to share with the council on this matter that you would like them to consider as they discuss revisions to our current ordinance(s)?

Answered: 75 Skipped: 111

#	RESPONSES	DATE
1	We have lived next to someone for twenty years who do not leash their dogs on their property. The dogs roam onto neighbor's property and will run after people walking on the sidewalk. We're considered the bad guys because we don't want the dogs on our property! We have to listen to our neighbor's continuously yell at their dogs to get back on their property. We take walks and frequently encounter unleashed dogs that run up to us which can be very scary. How do you know the dog isn't going to bite??	7/17/2024 9:13 PM
2	START ENFORCING ORDINANCES.....	7/15/2024 8:22 AM
3	what is the problem we are attempting to solve?	7/12/2024 3:45 AM
4	We have neighbors the let their dogs run loose all the time. They do their duty on neighbors grass and don't pick up after them. Also some that the dogs come at you when you walk by on the sidewalk.. This ordinance has to be enforced.	7/10/2024 8:34 PM
5	We came from Milwaukee and ALWAYS had our dog on a leash unless we were in our yard.	7/10/2024 2:31 PM
6	City of Waupun never enforced any ordinance, junk all over town	7/10/2024 6:33 AM
7	Add an ordinance for uncontrolled dog barking	7/9/2024 10:53 PM
8	There is a time and place for dogs to be unleashed for exercise. They need to be able to run but should not be where there are other people or animals and controlled by the owner. I don't let my dog off leash at our house or when I'm walking. If I had a fenced in yard I would. If a yard is fenced in I don't see why they would have to be on a lead. If they were to get out of the fenced area then the owner should get a fine if there is a problem with the dog.	7/9/2024 9:46 PM
9	None	7/9/2024 8:13 PM
10	Mike Matoushek please tell Jason Whitford to be quiet!!	7/9/2024 7:46 PM
11	It's hard to require pets on their own property be leashed at all times. Maybe it should just be that they are under owner's control... via invisible fences, shock collars etc. If a dog does not stay on its property, then it needs to be leashed.	7/9/2024 7:33 PM
12	Enforcement or more signs about dogs not being allowed in parks other than the dog park	7/9/2024 6:16 PM
13	Those who are willing to give up freedom for the perceived safety an ordinance like this will bring deserve neither. Don't put restrictions on an entire citizenry's private property rights because of a few idiots. Deal with the idiots!	7/9/2024 5:52 PM
14	Initiate a through check if dog is registered. I'll bet many aren't registered. Use dog tag registration fees only for shelter expense, not tax dollars. Raise pet registration fees to cover shelter expense. Limit 2 dogs per address. Create police pet officer with funds only from registration fees. I am not in favor of cleaning up or funding of someone else's desire to have animals in the city.	7/9/2024 7:06 AM
15	Many people have underground fences.	7/9/2024 12:00 AM
16	#3 should include the following verbage: The animal can be off-leash in the front or back yards, ONLY if the yards are fenced in.	7/8/2024 11:45 PM
17	Dogs should always be on a leash outside unless they are in a fenced/kennel area. Also, dogs should not be allowed at public events spaces ie; celebrate Waupun , Truckers show, Germanfest, etc. There are also many household in Waupun that have more than the 3 animals per household the ordinance currently allows. These households cannot keep all of	7/8/2024 9:48 PM

## Animal Leashing and Animal At Large Ordinance Survey

their animals under control, and the dogs are running at large and attacking mail carriers, walkers, kids playing in nearby yards. If a household needs more animals, they should move to Countryside.

18	The leash law needs to be enforced. People who carry their dogs leash need to be instructed to put the leash on the dog. People walking dogs should not allow their dogs up to houses in the shrubs or flowers. Then be told by dog owner but he or she the dog wanted to check the area out. They have no business in my yard and my shrubs and flowers. I'm so tired of hearing dog owners say he or she won't hurt you they are very good dogs. No matter how good they are they are still an animal. Sooner or later that dog is not going to like some one or some other dog. Then that good dog isn't a good dog. Owners should be more respectful of people and others property. Dogs all dogs should be leashed or fenced at all times.	7/8/2024 9:34 PM
19	They should apply to cats as well. We previously had a neighbor of ours that refused to keep her cat on a leash, and it always did its business on our property. Complaints were filed, but nothing was ever done. If this ever occurs again, this animal will be trapped, and either brought out to the country or given to the Humane Society.	7/8/2024 4:02 PM
20	I think if that dog bites anyone or another dog should be fined	7/8/2024 2:39 PM
21	Dog leashes should be allowed to be longer than 6 feet, as many extend to 10-12 feet. Still allowing to be under control of the owner, but leashed and controllable at the same time.	7/8/2024 1:12 PM
22	Animals on your private property could be unleashed if there was adequate fencing on the property.	7/8/2024 12:12 PM
23	So I am a dog owner I have one dog that is very controllable with out a leash. The other dog not so much I walk my dogs around the same blocks no problem except there is two houses that leave there dog unattended un leashed running I have seen the dog as much as three houses away and even had them come across the street half way before they stopped. That's unexpected in any book . So if anything why don't they enforce the problem instead of the people who have not problems . I can give and address of the problem if wanted..there is a man who has 1 or 2 chocolate labs who walks his dogs every day by the county park who has absolutely <u>100</u> control of his dogs so why punish him .	7/8/2024 10:46 AM
24	Those dogs on the owners' property should not be allowed to be unleashed if are threatening to people or other dogs walking on the sidewalk or any other public place.	7/7/2024 5:09 PM
25	If a family had a fenced in yard or underground fence, then I would not mind if it is unleashed. My family member is terrified of dogs and it's scary when we want to go for walks and have to worry about being charged by dogs not being watched by their owner.	7/7/2024 4:43 PM
26	Dogs on their owners property while not on leash MUST be visibly monitored by the owner!	7/7/2024 2:19 PM
27	something to consider. I have prostate cancer and had surgery to hopefully remove the cancer. Rehab is crucial to recovery and walking is the best and about only rehab that can be done in the first several weeks. While walking, a dog came out of an owners yard at me. I did not know if the dog was vicious but could not defend myself or run. And the stress did not help as well. I could have fallen and injured myself as well. I definitely believe dogs should be on a leash at all times due to this. Also, an elderly person could fall and break a hip and possibly die due to this injury. The person having the dog running up to them has no idea if they are vicious or not.	7/7/2024 12:12 PM
28	Get the police to enforce this ordinance. When you have photos and video of your neighbors dog pooping on your lawn and report it, the officer says that he has to see them doing it before he can talk to them about it. He just didn't want to deal with it.	7/7/2024 11:58 AM
29	All dogs should be supervised while on their owners property, especially if off leash. Some have made the investment on a fence, or invisible fence which contain the dog within the property. This is a situation where a dog can be unleashed. If the dog is off the owners property, it needs to be leashed no matter the situation. In the case of an incident, the unleashed dog owner should receive a fine, and required by law to cover Hospital/Vet bills from the incident. Owning a dog is a privilege, and need to take responsibility for their dogs actions.	7/7/2024 11:52 AM
30	Dogs and cats that are loose to go potty on other home owners land.why are persons aloud to feed wild and outside cats.this draws more cats and creates unwanted breeding.	7/7/2024 10:59 AM
31	The dog park is in a terrible location and should be moved/updated.	7/7/2024 10:29 AM
32	If the dog is controlled by owner with an e-collar and no leash, causing no problems to any one	7/7/2024 9:46 AM

## Animal Leashing and Animal At Large Ordinance Survey

else...that should be acceptable

33	If the owners property is fenced in with a fence that the dog can't jump over, I feel that they do not need to be leashed.	7/7/2024 9:30 AM
34	I know this is a very sensitive topic, I own a dog and love dogs. I feel dogs should be leashed if in the front yard and allowed to be off leash in the back yard if the dog is trusted and trained to stay in the back yard. We need to realize there is a population of people who have had a bad experience with a dog and are fearful of any dog that may approach them. A dog off private property needs to be on a leash and the handler of that dog must be able to fully control the dog. I do walk my dog on a leash longer than 6 feet. When approaching anyone I shorten the leash 6 feet or less, probably way less than 6 feet. The dog park in Waupun is really nice, although I do not use it, I had approximately 3 experiences of my dog being attacked and I just don't want anything to happen so I walk my dog instead. I feel the important thing to remember is that it is not all about me, we all have differing opinions and be conscious of those opinions and feelings.	7/7/2024 8:44 AM
35	I've had multiple instances of unleashed and unsupervised dogs approaching me and my dogs while on walks within the city. Luckily myself or my dogs have never been hurt. But it's a very stressful situation and makes me rethink where its safe to walk my dogs.	7/7/2024 6:53 AM
36	I have had to shout and yell down a large German shepherd back to it's house on the 600 block of E Franklin. It was off leash on its owners property. On the same block a different dog owner has it's dog/s on a long leash that allows it past the sidewalk or not leashed at all in their driveway.	7/7/2024 6:50 AM
37	If property has an enclosure such as a fence I think it's appropriate to have off leash.	7/6/2024 8:40 PM
38	This should be the same for cats. I know many people who let there cats out to roam their neighborhood, kill birds off of neighbors bird feeders. Both should be looked at.	7/6/2024 6:45 PM
39	I think it is fine to have them off a leash if they are following there owners commands	7/6/2024 5:10 PM
40	I don't feel that we need to address ordinances when one person complains.	7/6/2024 4:18 PM
41	People whose dogs are repeatedly running loose should receive a higher fine for each occurrence. I have never lived anywhere were so many dogs run at large on a regular basis. Pet owners need to be responsible	7/6/2024 2:59 PM
42	We have enough laws already. The city should work to mitigate flooding and sewer backup issues and not the length of a leash.	7/6/2024 1:42 PM
43	I would like to be able to have my dog to be with me unleashed when outside. But this is only because I trust my dog 100%. If there was ever a doubt I would not allow this.	7/6/2024 12:57 PM
44	E collars replace leashes	7/6/2024 11:27 AM
45	Owners should be held responsible and ticketed for their dogs behavior regardless of where and if leashed. My dog would love to be able to enjoy leashed walks in the city or unleashed at the dog park but wants to be left alone. Other owners allow their dogs to rush up to me and my dog often met by my dog being scared and defensive. This is unacceptable. Control your dog. I should not be afraid to take my dog in public places for fear of my dog being hurt or hurting another dog defending itself. The majority of our city's dog owners I have dealt with are irresponsible ignorant and arrogant. I should not have to carry pepper spray or a gun to feel safe walking my dog in this city. How does anyone get the point across that allowing their dog to bum rush people with or without dogs walking in public is not ok? I don't care if your dog is friendly most of the time. Running at people walking is not friendly!	7/6/2024 10:28 AM
46	Electric collars for dogs are as effective as a traditional leash and should be allowed for walking dogs.	7/6/2024 10:16 AM
47	If a dog attacks another dog or person in town it should be considered dangerous and put down immediately. I have two dogs with an inground fence and I think the current ordinance is fine	7/6/2024 9:24 AM
48	Leashed or Unleashed dogs that cause harm or injury to humans or other pets should be ticketed and fined. More than one citation should have severe consequences, even to include euthanizing the animal!!	7/6/2024 9:17 AM
49	No	7/6/2024 9:01 AM

## Animal Leashing and Animal At Large Ordinance Survey

50	Allow pet owners to keep there dog unleashed on their own private property. The owner would be solely responsible for any actions of the pet or damages (of any manner) caused by the pet.	7/6/2024 8:58 AM
51	I'm not for a new regulation for leashing dog's on private property. Physical fence or invisible fence can be very effective. It should be up to the owner and the owner will be ultimately responsibility . I walk a lot on the west side of town and 99% of the time, it's not a problem.	7/6/2024 8:46 AM
52	Has to be stiffer penalties for dogs running at large,when a dog bites another dog,or a person.	7/6/2024 8:42 AM
53	I think dog owners should follow the rule that NO DOGS ALLOWED AT PARKS EVEN BASEBALL & SOFTBALL FIELDS	7/6/2024 8:31 AM
54	Unleashed dogs on your own property is fine until somebody walks by with a leashed dog and now we have a problem. House on Mckinly and Hillyer built a make shift fence that is right next to the sidewalk and they have 3 aggressive dogs in there that someday a child or adult might get hurt.	7/6/2024 6:47 AM
55	People who are unable to control their animals at large should be fined for every occurrence to be held accountable for their actions. Your follow through on enforcement for the ordinance is important.	7/6/2024 5:15 AM
56	The length of a lease that a dog owner uses should NOT be determined by the city!	7/5/2024 10:55 PM
57	As a dog owner and waupun citizen I personally have encountered many other dogs that are roaming the area or are left unleashed and wander into other yards and have been aggressive with other dogs and people even under supervision. I personally believe that all dogs in city limits should either be leashed when let outdoors or be let unleash into an appropriately fully enclosed yard. As having a dog that is dog reactive she is appropriately leashed at all times and has an appropriate leash and wire run for her size as I know a fence would not contain her appropriately. It really upsets me when I come across irresponsible dog owners that don't leash their pets because while they may be "friendly" mine may not react kindly towards them and I'd hate for my dog to hurt another even being appropriately leashed. I have seen on multiple occasions unleashed dogs try to attack other dogs on a leash even under supervision so I am a very strong advocate of leashing all dogs in city limits unless they are in an appropriate fenced in space. I personally believe people should be held responsible in some way as far as giving warnings or tickets depending on how many times your dog gets lose. Yes things happen dogs escape, roll loose of collars, jump fences but if it's happening over and over and over like I've seen on my block something needs to change and people need to be held accountable.	7/5/2024 10:51 PM
58	Retractable leashes are actually better. When you see a hazard you can shorten them up to as close as one foot.	7/5/2024 10:42 PM
59	I understand that every dog has the potential to get away from the owner. But, the dogs I see running at large are the same dogs over and over. Maybe the owner should be fined after the dog is loose more than twice. I keep my dog on leash while walking at all times. There is someone that walks their dog off leash all the ti.e and it has come up to my dog several times .It makes my dog nervous. If I can walk my dog on a leash so should they.	7/5/2024 10:34 PM
60	Some dogs get loose by plowing the child exiting the house. Most dogs are harmless, it's how they're brought up by the owners. A lot of people do not register their dogs. The owners should be fined if not registered,and follow through with it.	7/5/2024 10:30 PM
61	There should be a limit on how many dogs a person can keep. There should not be barking aggressively as you walk by either.	7/5/2024 10:19 PM
62	I had a dog last year run in front of my bike and I crashed. This dog was with the owner on their property but unleashed. I sustained injuries and my bike sustained over \$500 in damage. The dog owner did pay for damages to my bike.	7/5/2024 10:08 PM
63	Please make sure the mayor is not drunk when posting on social media pertaining to this or any other concern. The idiot (mayor) should be censured.	7/5/2024 9:23 PM
64	Dogs off leash at the park is okay if the owner knows that their dog gets along with others.	7/5/2024 8:33 PM
65	Any animal should be leashed in town due to vehicle traffic as we have many times over the years pets were hit by vehicles. If pet owner loves their pet enough, they should also care for its safety. It only take that one person or one instance where an issue can take place. We had a poodle run into the street unleashed. We took our eyes off it less than 5 minutes as there	7/5/2024 8:21 PM

## Animal Leashing and Animal At Large Ordinance Survey

was a squirrel that ran across she took after. Dog was then hit by a passerby who stopped to help the injured dog and was BITTEN bad. We ended up being SUED. Dogs HEAD was chopped off for disease testing, etc. All COULD have been prevented IF she was leashed...Seen a beautiful golden retriever struck by a SPEEDING kid in truck which later died. Dog was not leashed death dog could have been prevented IF leashed. We as pet owners and tax payers have to uphold the Ordinances put in place to protect ALL (pets/pet owners/non pet owners). An exception to having unleashed pets outdoors would be a fully fenced property. I would suggest buried pet barriers not be permitted as I have personally seen and heard of such barriers NOT to have worked in some cases where pet was not contained by the barrier. Pets being transported to Animal Shelter Should be charged accordingly and a select percentage given to Animal Shelter as the Animal Shelter is funded by donations if it not currently being done fines should be increased for repeaters.

66	Walking dogs without a leash has become an increasing practice in Waupun. If it's an ordinance, it needs to be enforced, otherwise people won't care. The attacks on other dogs that I have witnessed occurred when fences didn't hold large dogs in and they broke lose.	7/5/2024 8:17 PM
67	You have to take into consideration underground invisible fences when considering leashing on private property as well as allowing retractable leashes instead of limiting to 6ft length	7/5/2024 8:04 PM
68	It's the unleashed poorly trained dogs in their yards with no fencing or invisible fence that remain a risk and that I have often encountered (not necessarily aggressive buy drawn to my dog and that makes me very uncomfortable about what may happen	7/5/2024 7:49 PM
69	I don't think an animal at large should necessarily be taken to the shelter if there are identification tags and the owner can be contacted right away	7/5/2024 7:21 PM
70	If dog's are unleashed on someone's property, they need to have good recall. We have experienced dogs that listen when their owners tell them to come, and others that leave their yard and run across the street by us and our dog. A warning should be given the first time if an off leash dog leaves their property, followed by citations for any times thereafter. The safety of people (and their dogs) walking, running, and biking should be of the utmost importance!	7/5/2024 6:49 PM
71	The mayor should care about all animals, and not just his cat(s). There have been multiple dogs in my neighborhood, that have been attacked by other dogs. The reason for this is because their human counterparts aren't in control of them. This is a big issue for me, and should be for the mayor as well.	7/5/2024 6:30 PM
72	This needs to be addressed. My wife sustained a really bad bite from a dog not in control	7/5/2024 6:14 PM
73	Why is dog licensing only available in person? City hall steps are ridiculously unsafe. Those hours don't work for an actual working person. Nobody has time for that. Parks that don't allow dogs even leashed is a rude thing to do. Kids are way more destructive than dogs. If the dog park is the only off leash area then you need better parking. The fence entrance needs be gravel or pavers used because it gets very muddy. More bench seating available. Dog park leaves a lot to be desired if you are saying dogs can't be off leash unless there. My yard is none of your business.	7/5/2024 6:10 PM
74	They can be off a leash on an owners property if fenced or if the owner knows they are well trained & obedient. I know mine is not obedient all the time so she is rarely allowed off a leash anytime outside.	7/5/2024 5:17 PM
75	Take these suggestions seriously please. We feel generally ignored.	7/5/2024 5:11 PM



# AGENDA SUMMARY SHEET

**MEETING DATE:** 8-19-24

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

**AGENDA SECTION:** CONSENT AGENDA

**PRESENTER:** Angela Hull, Clerk

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## **FUTURE MEETINGS**

Tuesday, August 27, 2024	Committee of the Whole	5:30PM	
Tuesday, September 10, 2024	Common Council	6:00PM	
Tuesday, September 24, 2024	Committee of the Whole	5:30PM	
Tuesday, October 8, 2024	Common Council	6:00PM	
Tuesday, October 29, 2024	Committee of the Whole	5:30PM	
Tuesday, November 12, 2024	Common Council	6:00PM	
Tuesday, November 26, 2024	Committee of the Whole	5:30PM	
Tuesday, December 10, 2024	Common Council	6:00PM	
Tuesday, December 31, 2024	Committee of the Whole	5:30PM	Reschedule/Cancel due to Holiday

## **LICENSE/PERMIT APPLICATIONS**

Operator: Jackie Kirchoff

Temporary Class B:

## **EXPENSES**

Attached

### **RECOMENDED MOTION:**

Motion to approve the Consent agenda and monthly Financial Report. *(Roll Call)*



## Report Criteria:

Report type: Summary

Invoice.Batch = "72924","A","080724","081924"

Check Issue Date	Check Number	Payee	Amount
07/29/2024	205	CREXENDO	458.30
07/29/2024	206	KWIK TRIP STORES	7,286.96
07/29/2024	207	PAYMENT SERVICE NETWORK INC	1.75
07/29/2024	208	WELLS FARGO PAYMENT REMITT	3,582.49
07/29/2024	209	WI DEPT OF REVENUE	1,673.75
07/29/2024	108182	GFL ENVIRONMENTAL	58,446.32
08/07/2024	108276	YMCA OF DODGE COUNTY	16,439.97
08/15/2024	108277	AMAZON CAPITAL SERVICES	2,516.89
08/15/2024	108278	ACE K9	168.00
08/15/2024	108279	AIRGAS USA LLC	3,694.23
08/15/2024	108280	ALLIANT ENERGY/WP&L	1,553.19
08/15/2024	108281	ASSOCIATED APPRAISAL CONSULTA	3,200.13
08/15/2024	108282	AT & T	129.40
08/15/2024	108283	AT&T MOBILITY	1,116.28
08/15/2024	108284	BALLWEG IMPLEMENT	187.81
08/15/2024	108285	BECKER BOILER	2,004.20
08/15/2024	108286	BEER, MIKE	137.03
08/15/2024	108287	BELCO VEHICLE SOLUTIONS LLC	960.96
08/15/2024	108288	BENTZ AUTOMOTIVE INC	451.03
08/15/2024	108289	BOUND TREE MEDICAL LLC	220.00
08/15/2024	108290	CAREW CONCRETE & SUPPLY INC	3,525.16
08/15/2024	108291	CEDAR CORPORATION	17,477.90
08/15/2024	108292	CFS INSPECTIONS	1,584.45
08/15/2024	108293	CHAPMAN, JORDAN	45.00
08/15/2024	108294	CHARTER COMMUNICATIONS	1,250.87
08/15/2024	108295	CHARTER COMMUNICATIONS	180.04
08/15/2024	108296	CINTAS CORPORATION NO 2	618.10
08/15/2024	108297	CITIES DIGITAL	727.66
08/15/2024	108298	CLARY, ANNE B	250.00
08/15/2024	108299	COBAN TECHNOLOGIES INC	8,055.00
08/15/2024	108300	COLUMN SOFTWARE PBC	212.70
08/15/2024	108301	SSM HEALTH LABORATORIES	40.00
08/15/2024	108302	DAMARC QUALITY INSPECTION SERV	120.00
08/15/2024	108303	FERGUSON WATERWORKS #1476	27.84
08/15/2024	108304	DESTINATION LAKE WINNEBAGO RE	9,139.31
08/15/2024	108305	EMERGENCY COMMUNICATION SYST	3,172.00
08/15/2024	108306	MARTENS ACE HARDWARE	1,147.63
08/15/2024	108307	FOND DU LAC COUNTY EMS ASSOC	50.00
08/15/2024	108308	FOND DU LAC COUNTY	4,939.98
08/15/2024	108309	GANNETT WISCONSIN LOCALIQ	318.68
08/15/2024	108310	GFI LEASING - WI	271.94
08/15/2024	108311	GOODYEAR COMMERCIAL TIRE & SE	594.00
08/15/2024	108312	GORDON FLESCH CO INC	792.00
08/15/2024	108313	GRAND VALLEY INSPECTION SERVIC	26,094.01
08/15/2024	108314	GREENFIELD, DAWN	49.16
08/15/2024	108315	H & R SAFETY SOLUTIONS LLC	13.95
08/15/2024	108316	HALRON LUBRICANTS INC	362.68
08/15/2024	108317	HAWKINS INC	5,133.00
08/15/2024	108318	HILDI USICG	5,200.00

Check Issue Date	Check Number	Payee	Amount
08/15/2024	108319	HOMAN AUTO -GATEWAY	135.82
08/15/2024	108320	HOME CONTRACTORS & SUPPLY INC	8.88
08/15/2024	108321	INTOXIMETERS INC	150.00
08/15/2024	108322	JOHN FABICK TRACTOR CO	981.73
08/15/2024	108323	KIMBALL MIDWEST	987.66
08/15/2024	108324	KREUZIGER, JEFFREY D	1,200.00
08/15/2024	108325	LANGUAGE LINE SERVICES	10.80
08/15/2024	108326	LIFESTAR EMERGENCY MEDICAL	4,640.00
08/15/2024	108327	LINCOLN CONTRACTORS	116.85
08/15/2024	108328	MARCO TECHNOLOGIES LLC	160.91
08/15/2024	108329	MENARDS - BEAVER DAM	1,099.67
08/15/2024	108330	MORAINES PARK TECHNICAL COLLEGE	80.00
08/15/2024	108331	NAPA AUTO PARTS-WAUPUN	289.92
08/15/2024	108332	NATIONAL FIRE PROTECTION ASSOC	225.00
08/15/2024	108333	O'REILLY AUTOMOTIVE INC	1,951.38
08/15/2024	108334	OTIS ELEVATOR COMPANY	12,714.00
08/15/2024	108335	PETERSEN, JENNIFER	26.80
08/15/2024	108336	PETTY CASH-CITY HALL	46.34
08/15/2024	108337	PIGGLY WIGGLY DISCOUNT FOODS	251.18
08/15/2024	108338	PITNEY BOWES INC	1,000.60
08/15/2024	108339	POMP'S TIRE	83.22
08/15/2024	108340	PROS 4 TECHNOLOGY INC	3,799.56
08/15/2024	108341	PURCHASE POWER	705.25
08/15/2024	108342	QUALITY TRUCK CARE CENTER INC	579.76
08/15/2024	108343	RENNERTS	1,092.68
08/15/2024	108344	RENS NURSERY RETAIL	1,697.15
08/15/2024	108345	SSM HEALTH AT WORK	5,635.57
08/15/2024	108346	SILICA APPLIANCE & ELECTRONICS	270.99
08/15/2024	108347	STOBB PLUMBING & HEATING INC	1,910.50
08/15/2024	108348	SURE FIRE INC	408.67
08/15/2024	108349	TOTAL BUSINESS PRODUCTS	248.00
08/15/2024	108350	TOWN OF WAUPUN	71.40
08/15/2024	108351	TRAFFIC & PARKING CONTROL CO	42.31
08/15/2024	108352	TRU CLEANERS LLC	4,175.61
08/15/2024	108353	US CELLULAR	388.08
08/15/2024	108354	VANDEZANDE & KAUFMAN, LLP	5,245.00
08/15/2024	108355	VERTICAL CONSULTANTS LLC	316.00
08/15/2024	108356	W & D NAVIS	525.00
08/15/2024	108357	WALMART COMMUNITY/CAPITAL ONE	425.04
08/15/2024	108358	WARNER, ALEX	282.66
08/15/2024	108359	WAUPUN AMERICAN LEGION BASEBALL	500.00
08/15/2024	108360	WAUPUN AREA ANIMAL SHELTER INC	1,000.00
08/15/2024	108361	WAUPUN UTILITIES	66,570.04
08/15/2024	108362	WI DEPT OF JUSTICE	91.00
08/15/2024	108363	WI DEPT OF JUSTICE	150.00
08/15/2024	108364	WI DEPARTMENT OF TRANSPORTATION	89.00
08/15/2024	108365	WI EMERGENCY MANAGEMENT SYSTEMS	600.00
08/15/2024	108366	YMCA OF DODGE COUNTY	16,069.10
08/15/2024	108367	INSIGHT FS	1,079.27
08/15/2024	108368	KAMINSKI, RACHEL	85.50
08/15/2024	108369	BISHOP, ROHN	40.00
08/15/2024	108370	TOP PACK DEFENSE	202.44

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Check Issue Date	Check Number	Payee	Amount
Grand Totals:			<u>336,078.09</u>

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Report Criteria:

Report type: Summary

Invoice.Batch = "72924","A","080724","081924"

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Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Invoice.Batch = "72924","A","080724","081924"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
ACE K9						
ACE K9	ACE WATCH DOG SERVICE 6/2024-6/2025	08/15/2024	291520	220-40-5212-3-38	168.00	168.00
Total ACE K9:						168.00
AIRGAS USA LLC						
AIRGAS USA LLC	POOL CHEMICALS	08/15/2024	9151945602	100-20-5523-3-40	965.71	965.71
AIRGAS USA LLC	O2 BOTTLE RENTAL - FD	08/15/2024	5509431354	100-50-5230-3-38	25.50	25.50
AIRGAS USA LLC	POOL CHEMICALS	08/15/2024	5509447394	100-20-5523-3-40	1,671.72	1,671.72
AIRGAS USA LLC	POOL CHEMICALS	08/15/2024	9152400410	100-20-5523-3-40	672.56	672.56
AIRGAS USA LLC	POOL CHEMICALS	08/15/2024	9152400411	100-20-5523-3-40	279.28	279.28
AIRGAS USA LLC	OXYGEN RENTAL - FD	08/15/2024	9152401664	100-50-5230-3-38	79.46	79.46
Total AIRGAS USA LLC:						3,694.23
ALLIANT ENERGY/WP&L						
ALLIANT ENERGY/WP&L	MUSEUM MONTHLY FUEL CHARGE - JULY 2024	08/15/2024	3425110000-J	100-20-5512-3-32	24.68	24.68
ALLIANT ENERGY/WP&L	SENIOR CENTER - JULY 2024	08/15/2024	7255200000-J	100-20-5513-3-32	15.78	15.78
ALLIANT ENERGY/WP&L	CITY HALL MONTHLY FUEL CHARGES - JULY 2024	08/15/2024	1780510000-J	100-70-5410-3-32	62.92	62.92
ALLIANT ENERGY/WP&L	GARAGE MONTHLY FUEL - JULY 2024	08/15/2024	3264610000-J	100-70-5412-3-32	99.85	99.85
ALLIANT ENERGY/WP&L	AQUATIC CENTER - JULY 2024	08/15/2024	5374620000-J	100-20-5523-3-32	1,191.14	1,191.14
ALLIANT ENERGY/WP&L	ICE ARENA MONTHLY FUEL-JULY 2024 - CITY	08/15/2024	2831330000-J	100-70-5410-3-32	91.48	91.48
ALLIANT ENERGY/WP&L	FIRE DEPT - MONTHLY FUEL CHARGES - JULY 2024	08/15/2024	5946940000-J	100-50-5231-3-32	67.34	67.34
Total ALLIANT ENERGY/WP&L:						1,553.19
AMAZON CAPITAL SERVICES						
AMAZON CAPITAL SERVICES	CARDSTOCK - BUILDING INSPECTOR	08/15/2024	1GWY-FLTG-1	230-30-5241-3-30	52.08	52.08
AMAZON CAPITAL SERVICES	KEYBOARD	08/15/2024	1VQN-RK96-7	100-10-5153-3-38	28.49	28.49
AMAZON CAPITAL SERVICES	FIREARMS TRAINING SUPPLIES	08/15/2024	1F1Q-CWM3-	100-40-5215-3-38	305.66	305.66
AMAZON CAPITAL SERVICES	SPRING KIT FOR 20 V IMPACT WRENCH - REPAIR DEWALT DRILL	08/15/2024	1PFN-1LGW-3	100-70-5411-3-36	6.81	6.81
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	08/15/2024	1NT4-V7GF-J	100-40-5211-3-30	147.26	147.26
AMAZON CAPITAL SERVICES	RECHARGEABLE BATTERY - NAIL GUN	08/15/2024	1WYN-RYMF-	100-70-5411-3-36	44.00	44.00
AMAZON CAPITAL SERVICES	THERMOSTAT FOR CITY HALL	08/15/2024	1737-PRWF-9	100-70-5410-3-36	132.42	132.42
AMAZON CAPITAL SERVICES	SIGNAGE - WASHINGTON AVE & WILCOX ST	08/15/2024	14K6-41PM-7	100-70-5441-3-36	85.96	85.96
AMAZON CAPITAL SERVICES	COFFEE - BREAKROOM	08/15/2024	14K9-QYF7-K	100-10-5110-3-38	97.64	97.64
AMAZON CAPITAL SERVICES	SHOP TOOLS - ELECTRONIC SCALE/TURBO REFRIGERANT REC SYSTEM	08/15/2024	1D3N-CW7R-6	100-70-5411-3-38	1,616.57	1,616.57
Total AMAZON CAPITAL SERVICES:						2,516.89
ASSOCIATED APPRAISAL CONSULTAN						
ASSOCIATED APPRAISAL CONSULTA	MONTHLY SERVICES-REVAL PROGRAM AUGUST 2024	08/15/2024	175726	100-30-5152-3-38	3,200.13	3,200.13
Total ASSOCIATED APPRAISAL CONSULTAN:						3,200.13

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
AT & T						
AT & T	POLICE DEPT MONTHLY PHONE CHARGES	08/15/2024	JUNE20-JULY	100-40-5211-3-31	129.40	129.40
Total AT & T:						129.40
AT&T MOBILITY						
AT&T MOBILITY	FIRSTNET MOBILE AIRCARDS - JUN 24-JUL 23 2024 PD	08/15/2024	287307537700	100-40-5211-3-31	838.20	838.20
AT&T MOBILITY	FIRSTNET MOBILE AIRCARDS - JUNE 24-JULY 23 2024 FIRE ADM	08/15/2024	JUNE24-JUL2	100-50-5231-3-31	278.08	278.08
Total AT&T MOBILITY:						1,116.28
BALLWEG IMPLEMENT						
BALLWEG IMPLEMENT	GASKETS - REPLACE GASKETS IN TRANSMISSION	08/15/2024	P94759	100-70-5411-3-36	70.02	70.02
BALLWEG IMPLEMENT	SEAL/O-RING - REPLACE SEAL IN TRANSMISSION	08/15/2024	P94462	100-70-5411-3-36	61.40	61.40
BALLWEG IMPLEMENT	HOSES - REPLACE OLD HOSE	08/15/2024	P95203	100-70-5411-3-36	36.05	36.05
BALLWEG IMPLEMENT	KNOB - REPLACE KNOBS FOR SHIELD ON MOWER DECK	08/15/2024	P96761	100-70-5411-3-36	20.34	20.34
Total BALLWEG IMPLEMENT:						187.81
BECKER BOILER						
BECKER BOILER	SERVICE POOL HEATER NOT WORKING	08/15/2024	16132	100-20-5523-3-36	2,004.20	2,004.20
Total BECKER BOILER:						2,004.20
BEER, MIKE						
BEER, MIKE	EMR RECERTIFICATION APPLICATION FEE	08/15/2024	8-5-24	100-50-5230-3-38	18.00	18.00
BEER, MIKE	THE OTHER BAR - PIZZAS	08/15/2024	8-5-24/1	100-50-5231-3-38	119.03	119.03
Total BEER, MIKE:						137.03
BELCO VEHICLE SOLUTIONS LLC						
BELCO VEHICLE SOLUTIONS LLC	2017 TAURUS - DC - INSTALL SUPPLIED DOCK	08/15/2024	9568	100-40-5211-3-36	960.96	960.96
Total BELCO VEHICLE SOLUTIONS LLC:						960.96
BENTZ AUTOMOTIVE INC						
BENTZ AUTOMOTIVE INC	SQUAD 11 - AC SERVICE	08/15/2024	30827	100-40-5212-3-36	108.10	108.10
BENTZ AUTOMOTIVE INC	2020 DODGE DURANGO (PSLO SQUAD 9) - A/C SERVICE	08/15/2024	30738	100-40-5212-3-36	154.49	154.49
BENTZ AUTOMOTIVE INC	FREON & AC SERVICE	08/15/2024	30706	100-70-5411-3-36	188.44	188.44
Total BENTZ AUTOMOTIVE INC:						451.03
BISHOP, ROHN						
BISHOP, ROHN	REIMBURSEMENT FOR CELL PHONE -AUGUST 2024	08/15/2024	8-1-24	100-10-5131-3-31	40.00	40.00
Total BISHOP, ROHN:						40.00
BOUND TREE MEDICAL LLC						
BOUND TREE MEDICAL LLC	NARCAN	08/15/2024	85438970	100-50-5230-3-38	220.00	220.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total BOUND TREE MEDICAL LLC:						220.00
CAREW CONCRETE & SUPPLY INC	HAND FLOATS/EDGER/RELEASE	08/15/2024	004198	100-70-5444-3-36	271.63	271.63
CAREW CONCRETE & SUPPLY INC	CONCRETE-VARIOUS STORM SEWER REPAIRS	08/15/2024	1298190	700-10-5192-3-36	881.25	881.25
CAREW CONCRETE & SUPPLY INC	AG SCREENINGS - REPAIR SHALER PARK RD	08/15/2024	1298423	100-20-5525-3-36	811.90	811.90
CAREW CONCRETE & SUPPLY INC	CONCRETE-VARIOUS STORM SEWER REPAIRS	08/15/2024	1298727	700-10-5192-3-36	802.50	802.50
CAREW CONCRETE & SUPPLY INC	CONCRETE-VARIOUS STORM SEWER REPAIRS	08/15/2024	1299127	700-10-5192-3-36	486.25	486.25
CAREW CONCRETE & SUPPLY INC	CONCRETE SUPPLIES	08/15/2024	010040	100-70-5444-3-36	259.87	259.87
CAREW CONCRETE & SUPPLY INC	CONCRETE SUPPLIES	08/15/2024	010215	100-70-5444-3-36	11.76	11.76
Total CAREW CONCRETE & SUPPLY INC:						3,525.16
CEDAR CORPORATION	PROFESSIONAL SERVICES - SENIOR/COMM CENTER - THROUGH 07-20-24	08/15/2024	120803	400-20-5513-8-00	17,477.90	17,477.90
Total CEDAR CORPORATION:						17,477.90
CFS INSPECTIONS	ANNUAL LADDER TESTING/MAINTENANCE	08/15/2024	2024MY0138	100-50-5232-3-36	1,584.45	1,584.45
Total CFS INSPECTIONS:						1,584.45
CHAPMAN, JORDAN	REIMBURSE OVERPAYMENT FOR PARKING TICKET - REISSUE CHECK	08/15/2024	5-1-24 (2)	100-45-4511-0-00	45.00	45.00
Total CHAPMAN, JORDAN:						45.00
CHARTER COMMUNICATIONS	COMM CNTR INTERNET SETUP	08/15/2024	241449301080	100-20-5511-3-31	184.95	184.95
CHARTER COMMUNICATIONS	AQUATIC CENTER	08/15/2024	171154201-AU	100-20-5523-3-38	114.97	114.97
CHARTER COMMUNICATIONS	SENIOR CENTER - TV, INTERNET	08/15/2024	16011-AUG24	100-20-5513-3-38	180.04	180.04
CHARTER COMMUNICATIONS	NEW COMMUNITY CENTER	08/15/2024	241449301JU	100-20-5511-3-31	184.95	184.95
CHARTER COMMUNICATIONS	ACCT# 171154501 - PD - INTERNET - SERVS 8-1-24 TO 8-31-24	08/15/2024	171154501-AU	100-40-5211-3-38	71.51	71.51
CHARTER COMMUNICATIONS	ACCT# 171154501 - PD - INTERNET - SERVS 8-1-24 TO 8-31-24	08/15/2024	171153401-AU	100-40-5211-3-38	490.00	490.00
CHARTER COMMUNICATIONS	GARAGE - TV, INTERNET	08/15/2024	171154001-AU	100-70-5412-3-38	204.49	204.49
Total CHARTER COMMUNICATIONS:						1,430.91
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - JULY 2024	08/15/2024	4197818422	100-70-5411-3-38	52.59	52.59
CINTAS CORPORATION NO 2	CITY HALL RUGS - JULY 2024	08/15/2024	4198638079	100-70-5410-3-38	52.59	52.59
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - JULY 2024	08/15/2024	4199341858	100-70-5411-3-38	52.59	52.59
CINTAS CORPORATION NO 2	SAFETY BUILDING RUGS - JULY 2024	08/15/2024	4200055777	100-70-5410-3-38	91.09	91.09
CINTAS CORPORATION NO 2	SENIOR CENTER RUGS - JULY 2024	08/15/2024	4200055840	100-70-5410-3-38	54.86	54.86
CINTAS CORPORATION NO 2	CITY HALL RUGS - JULY 2024	08/15/2024	4200055880	100-70-5410-3-38	119.98	119.98
CINTAS CORPORATION NO 2	LIBRARY RUGS - JULY 2024	08/15/2024	4200055890	100-70-5410-3-38	107.64	107.64
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - JULY 2024	08/15/2024	4200056078	100-70-5411-3-38	86.76	86.76

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total CINTAS CORPORATION NO 2:						618.10
CITIES DIGITAL	LASERFICHE ANNUAL SUPPORT & UPDATES - PD 10-15-24 THRU 10-15-25	08/15/2024	60793	100-40-5211-3-38	727.66	727.66
Total CITIES DIGITAL:						727.66
CLARY, ANNE B	PARK PROGRAM - AG IN THE PARK	08/15/2024	184116	100-20-5525-3-39	250.00	250.00
Total CLARY, ANNE B:						250.00
COBAN TECHNOLOGIES INC	FOCUS H2 IN CAR VIDEO SYSTEM & BODY CAM	08/15/2024	57196	410-40-5211-4-00	8,055.00	8,055.00
Total COBAN TECHNOLOGIES INC:						8,055.00
COLUMN SOFTWARE PBC	GENERAL LEGAL NOTICE - TYPE D NOTICE - LOCATION & HOURS OF POLLING PLACE - 8-13-24 ELECTION	08/15/2024	3EC85C3A-00	100-10-5142-3-35	38.55	38.55
COLUMN SOFTWARE PBC	PUBLIC HEARING - 1001 E MAIN ST	08/15/2024	3EC85C3A-00	100-10-5110-3-35	92.21	92.21
COLUMN SOFTWARE PBC	PUBLIC HEARING - 650 W MAIN ST	08/15/2024	3EC85C3A-00	100-10-5110-3-35	81.94	81.94
Total COLUMN SOFTWARE PBC:						212.70
CREXENDO	SENIOR CENTER PHONE CHARGES - JULY 2024	07/29/2024	JULY2024	100-20-5513-3-31	458.30	458.30
Total CREXENDO:						458.30
DAMARC QUALITY INSPECTION SERVICES	BOILER INSPECTION - CITY HALL	08/15/2024	63305	100-70-5410-3-36	60.00	60.00
DAMARC QUALITY INSPECTION SERVICES	BOILER INSPECTION - MUSEUM	08/15/2024	63306	100-70-5410-3-36	60.00	60.00
Total DAMARC QUALITY INSPECTION SERVICES:						120.00
DESTINATION LAKE WINNEBAGO REGION	70% OF ROOM TAX - JUNE 2024	08/15/2024	JUNE 2024	430-70-5436-3-42	9,139.31	9,139.31
Total DESTINATION LAKE WINNEBAGO REGION:						9,139.31
EMERGENCY COMMUNICATION SYSTEMS INC	ANNUAL SIREN MAINT/DESICCANT BAG & RUST SIREN KIT/SIREN BATTERY/REPLACEMENT SIREN WIRE MESH FOR SIREN HEAD	08/15/2024	4297	100-50-5251-3-36	3,172.00	3,172.00
Total EMERGENCY COMMUNICATION SYSTEMS INC:						3,172.00
FERGUSON WATERWORKS #1476	SUPPLIES FOR STORM SEWER REPAIRS	08/15/2024	0423069	700-10-5192-3-36	27.84	27.84
Total FERGUSON WATERWORKS #1476:						27.84

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
FOND DU LAC COUNTY						
FOND DU LAC COUNTY	ROADMARKING PAINT/BEADS	08/15/2024	24610392	100-70-5441-3-36	4,939.98	4,939.98
Total FOND DU LAC COUNTY:						4,939.98
FOND DU LAC COUNTY EMS ASSOC						
FOND DU LAC COUNTY EMS ASSOC	FDL CTY EMS DUES	08/15/2024	115	100-50-5230-3-34	50.00	50.00
Total FOND DU LAC COUNTY EMS ASSOC:						50.00
GANNETT WISCONSIN LOCALIQ						
GANNETT WISCONSIN LOCALIQ	NOTICE OF 2024-2025 LIQUOR LIC APP	08/15/2024	0006477906	100-10-5110-3-35	318.68	318.68
Total GANNETT WISCONSIN LOCALIQ:						318.68
GFI LEASING - WI						
GFI LEASING - WI	COMMUNITY CENTER COPY MACHINE CANON C39261 7/20/24-8/19/24 & 8/20/24-9/19/24	08/15/2024	I00943365	100-20-5511-3-38	271.94	271.94
Total GFI LEASING - WI:						271.94
GFL ENVIRONMENTAL						
GFL ENVIRONMENTAL	DUMPSTERS FOR FLOOD	07/29/2024	U9000020442	425-70-5476-3-38	58,446.32	58,446.32
Total GFL ENVIRONMENTAL:						58,446.32
GOODYEAR COMMERCIAL TIRE & SER						
GOODYEAR COMMERCIAL TIRE & SE	SQUAD TIRES	08/15/2024	132-1202183	100-40-5212-3-36	594.00	594.00
Total GOODYEAR COMMERCIAL TIRE & SER:						594.00
GORDON FLESCH CO INC						
GORDON FLESCH CO INC	RICOH MP301SPF - CLERK/TREAS PRINTER CONTRACT 8/1/24-7/31/25	08/15/2024	IN14783694	100-10-5141-3-36	792.00	792.00
Total GORDON FLESCH CO INC:						792.00
GRAND VALLEY INSPECTION SERVICES						
GRAND VALLEY INSPECTION SERVIC	BUILDING INSP/ZONING ADMIN FOR JULY 2024	08/15/2024	2024-131	230-30-5241-3-38	26,094.01	26,094.01
Total GRAND VALLEY INSPECTION SERVICES:						26,094.01
GREENFIELD, DAWN						
GREENFIELD, DAWN	K9 BRAT FRY SUPPLIES & TOTES FOR T-SHIRTS	08/15/2024	8-7-24	220-40-5212-3-38	49.16	49.16
Total GREENFIELD, DAWN:						49.16
H & R SAFETY SOLUTIONS LLC						
H & R SAFETY SOLUTIONS LLC	FIRST AID SUPPLIES - SENIOR CENTER	08/15/2024	8760	100-70-5410-3-38	13.95	13.95
Total H & R SAFETY SOLUTIONS LLC:						13.95
HALRON LUBRICANTS INC						
HALRON LUBRICANTS INC	BULK OIL - SPIRAX SHELL	08/15/2024	1531297-01	100-70-5411-3-36	383.46	383.46
HALRON LUBRICANTS INC	ANTIFREEZE VALVOLINE	08/15/2024	1536247-00	100-70-5411-3-36	52.95	52.95



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HALRON LUBRICANTS INC	CREDIT - ZEREX VALVOLINE	08/15/2024	1535242-00	100-70-5411-3-36	73.73-	73.73-
Total HALRON LUBRICANTS INC:						362.88
HAWKINS INC						
HAWKINS INC	POOL CHEMICALS	08/15/2024	6827633	100-20-5523-3-40	5,133.00	5,133.00
Total HAWKINS INC:						5,133.00
HILDI USICG						
HILDI USICG	OPEB EVALUATION - UTILITY PORTION	08/15/2024	16210	100-13850	5,200.00	5,200.00
Total HILDI USICG:						5,200.00
HOMAN AUTO -GATEWAY						
HOMAN AUTO -GATEWAY	2021 DODGE CHARGE - CHIEF - RADIATOR LEAK REPAIR	08/15/2024	757512	100-40-5211-3-36	100.00	100.00
HOMAN AUTO -GATEWAY	OIL CHANGE - 581	08/15/2024	1023412	100-50-5231-3-36	35.82	35.82
Total HOMAN AUTO -GATEWAY:						135.82
HOME CONTRACTORS & SUPPLY INC						
HOME CONTRACTORS & SUPPLY INC	CITY GARAGE-BUILDING REPAIRS	08/15/2024	30105	100-70-5412-3-36	8.88	8.88
Total HOME CONTRACTORS & SUPPLY INC:						8.88
INSIGHT FS						
INSIGHT FS	WEED SPRAY	08/15/2024	220015247	100-70-5613-3-38	719.51	719.51
INSIGHT FS	ROUNDUP QUICKPRO - WEED SPRAY	08/15/2024	220015279	100-70-5613-3-38	359.76	359.76
Total INSIGHT FS:						1,079.27
INTOXIMETERS INC						
INTOXIMETERS INC	INTOXIMETER DRYGAS	08/15/2024	765406	100-40-5212-3-38	150.00	150.00
Total INTOXIMETERS INC:						150.00
JOHN FABICK TRACTOR CO						
JOHN FABICK TRACTOR CO	SEAL/ELBOW/SEAL O-RING	08/15/2024	PIMK0346019	100-70-5411-3-36	16.15	16.15
JOHN FABICK TRACTOR CO	TUBE	08/15/2024	PIMK0346020	100-70-5411-3-36	107.62	107.62
JOHN FABICK TRACTOR CO	REPLACE HANDLE ON LOADER	08/15/2024	PIMK0348462	100-70-5411-3-36	857.96	857.96
Total JOHN FABICK TRACTOR CO:						981.73
KAMINSKI, RACHEL						
KAMINSKI, RACHEL	REIMBURSE FOR PARK PROGRAM GARBAGE CANS & EQUIPMENT	08/15/2024	7-26-24	100-20-5525-3-39	85.50	85.50
Total KAMINSKI, RACHEL:						85.50
KIMBALL MIDWEST						
KIMBALL MIDWEST	SHOP SUPPLIES	08/15/2024	102433388	100-70-5411-3-36	987.66	987.66
Total KIMBALL MIDWEST:						987.66
KREUZIGER, JEFFREY D						
KREUZIGER, JEFFREY D	JULY LAWN MOWING	08/15/2024	620057/62005	100-70-5613-3-38	1,200.00	1,200.00

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Total KREUZIGER, JEFFREY D:						1,200.00
<b>KWIK TRIP STORES</b>						
KWIK TRIP STORES	DPW MONTHLY FUEL PURCHASES - JUNE 2024	07/29/2024	DPW-JUNE24	100-70-5411-3-38	4,039.47	4,039.47
KWIK TRIP STORES	FIRE DEPT MONTHLY FUEL - JUNE 2024	07/29/2024	FD-JUNE24	100-50-5232-3-38	677.41	677.41
KWIK TRIP STORES	POLICE DEPT MONTHLY FUEL - JUNE 2024	07/29/2024	PD-JUNE24	100-40-5212-3-38	2,570.08	2,570.08
Total KWIK TRIP STORES:						7,286.96
<b>LANGUAGE LINE SERVICES</b>						
LANGUAGE LINE SERVICES	LANGUAGE LINE	08/15/2024	11359807	100-40-5212-3-38	10.80	10.80
Total LANGUAGE LINE SERVICES:						10.80
<b>LIFESTAR EMERGENCY MEDICAL</b>						
LIFESTAR EMERGENCY MEDICAL	DEDUCTION DUE TO CITY OF BEAVER DAM ATTENDING A CALL ON 7-21-24	08/15/2024	21-0264	100-10-5255-3-38	4,640.00	4,640.00
Total LIFESTAR EMERGENCY MEDICAL:						4,640.00
<b>LINCOLN CONTRACTORS</b>						
LINCOLN CONTRACTORS	SIDEWALK REPAIR	08/15/2024	J12252	100-70-5444-3-36	116.85	116.85
Total LINCOLN CONTRACTORS:						116.85
<b>MARCO TECHNOLOGIES LLC</b>						
MARCO TECHNOLOGIES LLC	KONICA MINOLTA C3001 COPIER - CONTRACT 9/1/24 TO 10/1/24, COLOR COPY OVERAGE	08/15/2024	535529598	100-40-5211-3-38	160.91	160.91
Total MARCO TECHNOLOGIES LLC:						160.91
<b>MARTENS ACE HARDWARE</b>						
MARTENS ACE HARDWARE	TOILET SEAT - ICE ARENA	08/15/2024	237759	100-70-5410-3-36	29.99	29.99
MARTENS ACE HARDWARE	UPS - FD	08/15/2024	237872	100-50-5231-3-33	33.98	33.98
MARTENS ACE HARDWARE	BASKETBALL NETS - PARKS	08/15/2024	237919	100-20-5525-3-36	20.97	20.97
MARTENS ACE HARDWARE	PAINT STRAINER	08/15/2024	237927	100-70-5441-3-36	27.95	27.95
MARTENS ACE HARDWARE	UPS - FD	08/15/2024	237942	100-50-5231-3-33	29.75	29.75
MARTENS ACE HARDWARE	SHOP - DEEP WOODS OFF	08/15/2024	237983	100-70-5412-3-38	76.93	76.93
MARTENS ACE HARDWARE	STIHL BAR & CHAIN/CYCLE MIX	08/15/2024	238019	100-70-5411-3-36	65.96	65.96
MARTENS ACE HARDWARE	WOOD FURRING STRIP/SANITIZING WIPES/SPRY GL	08/15/2024	238113	100-40-5215-3-38	65.91	65.91
MARTENS ACE HARDWARE	MORTAR - REPAIRS AT MUSEUM	08/15/2024	238156	100-70-5410-3-36	23.98	23.98
MARTENS ACE HARDWARE	KEY	08/15/2024	238177	100-40-5212-3-38	5.98	5.98
MARTENS ACE HARDWARE	HOLO SIGHT - CLOTH ALLOW - HALVERSON	08/15/2024	238183	100-12634	309.99	309.99
MARTENS ACE HARDWARE	HAND SOAP - POOL	08/15/2024	238187	100-20-5523-3-36	19.98	19.98
MARTENS ACE HARDWARE	TURRET WAND	08/15/2024	238188	100-70-5410-3-36	23.99	23.99
MARTENS ACE HARDWARE	FASTENERS/CONDUIT/DRILL BIT/LOCKNUT/BUSH - FOOD TRUCK ALLEY - ELECTRICAL	08/15/2024	238344	405-70-5437-8-00	58.82	58.82
MARTENS ACE HARDWARE	ADAPTER/LOCKNUTS - FOOD TRUCK ALLEY - ELECTRICAL	08/15/2024	238347	405-70-5437-8-00	16.13	16.13
MARTENS ACE HARDWARE	HAMMER/SHOVELS	08/15/2024	238351	100-70-5412-3-36	69.95	69.95
MARTENS ACE HARDWARE	CLOCK/HAMMERS	08/15/2024	238356	100-70-5412-3-36	19.99	19.99
MARTENS ACE HARDWARE	FASTENERS	08/15/2024	238348	100-70-5411-3-36	3.98	3.98
MARTENS ACE HARDWARE	ELECTRICAL PARTS - FOOD TRUCK					

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MARTENS ACE HARDWARE	ALLEY - ELECTRICAL	08/15/2024	238378	405-70-5437-8-00	168.50	168.50
MARTENS ACE HARDWARE	ELECTRICAL TAPE - FOOD TRUCK ALLEY - ELECTRICAL	08/15/2024	238386	405-70-5437-8-00	15.98	15.98
MARTENS ACE HARDWARE	LOCKNUT - FOOD TRUCK ALLEY - ELECTRICAL	08/15/2024	238412	405-70-5437-8-00	3.95	3.95
MARTENS ACE HARDWARE	LIGHT CONTROL - FOOD TRUCK ALLEY - ELECTRICAL	08/15/2024	238422	405-70-5437-8-00	17.99	17.99
MARTENS ACE HARDWARE	CABLE WHIP - FOOD TRUCK ALLEY - ELECTRICAL	08/15/2024	238424	405-70-5437-8-00	23.99	23.99
MARTENS ACE HARDWARE	SHOP TOOL - DRILL BIT	08/15/2024	238433	100-70-5411-3-38	12.99	12.99
Total MARTENS ACE HARDWARE:						1,147.63
MENARDS - BEAVER DAM						
MENARDS - BEAVER DAM	AKONAFLEX PRO - REPAIR SIDEWALK	08/15/2024	59271	100-70-5444-3-36	88.90	88.90
MENARDS - BEAVER DAM	PARTS/SUPPLIES - FOOD TRUCK ALLEY - ELECTRICAL	08/15/2024	59213	405-70-5437-8-00	1,010.77	1,010.77
Total MENARDS - BEAVER DAM:						1,099.67
MORaine PARK TECHNICAL COLLEGE						
MORaine PARK TECHNICAL COLLEGE	THOMAS, L - FIRE INSPECTOR STATE TEST	08/15/2024	S0096324	100-50-5233-3-38	80.00	80.00
Total MORaine PARK TECHNICAL COLLEGE:						80.00
NAPA AUTO PARTS-WAUPUN						
NAPA AUTO PARTS-WAUPUN	TIRE REP REFILL KIT - PLUGS FOR LAWNMOWER TIRES	08/15/2024	417514	100-70-5411-3-36	4.29	4.29
NAPA AUTO PARTS-WAUPUN	SPIN-ON FLUID FILTER	08/15/2024	417547	100-70-5411-3-36	19.90	19.90
NAPA AUTO PARTS-WAUPUN	FITTINGS/EXTERNAL PIPE - REPLACE BRAKE VALVE	08/15/2024	417720	100-70-5411-3-36	183.84	183.84
NAPA AUTO PARTS-WAUPUN	BLOWER MOTOR - AIR CONDITIONING - REPAIR	08/15/2024	417792	100-70-5411-3-36	81.89	81.89
Total NAPA AUTO PARTS-WAUPUN:						289.92
NATIONAL FIRE PROTECTION ASSOC						
NATIONAL FIRE PROTECTION ASSOC	NFPA MEMBERSHIP	08/15/2024	0125996M	100-50-5233-3-34	225.00	225.00
Total NATIONAL FIRE PROTECTION ASSOC:						225.00
O'REILLY AUTOMOTIVE INC						
O'REILLY AUTOMOTIVE INC	OIL FILTER - UNDERCOVER	08/15/2024	2391-150623	100-40-5212-3-36	15.87	15.87
O'REILLY AUTOMOTIVE INC	SQUAD 9 - HEATER CORE & ANTIFREEZE	08/15/2024	2391-149980	100-40-5212-3-36	104.95	104.95
O'REILLY AUTOMOTIVE INC	ANTIFREEZE FOR SQUAD CARS	08/15/2024	2391-150629	100-40-5212-3-36	11.99	11.99
O'REILLY AUTOMOTIVE INC	BRAKE REPAIR	08/15/2024	2391-149996	100-50-5232-3-36	13.49	13.49
O'REILLY AUTOMOTIVE INC	ANNUAL MAINTENANCE - 594	08/15/2024	2391-144971	100-50-5232-3-36	332.89	332.89
O'REILLY AUTOMOTIVE INC	COUNTRY FIRE DEPT ANNUAL MAINT - 577	08/15/2024	2391-150730	100-13850	272.24	272.24
O'REILLY AUTOMOTIVE INC	LOCKNUT SCKT	08/15/2024	2391-149874	100-70-5411-3-38	61.18	61.18
O'REILLY AUTOMOTIVE INC	592 ANNUAL MAINTENANCE	08/15/2024	2391-148024	100-50-5232-3-36	480.06	480.06
O'REILLY AUTOMOTIVE INC	TORQ WRENCH - SHOP TOOL	08/15/2024	2391-152364	100-70-5411-3-38	40.99	40.99
O'REILLY AUTOMOTIVE INC	A/C KITS/REMAN COMPSR - REPAIR AIR COND	08/15/2024	2391-151793	100-70-5411-3-36	299.48	299.48
O'REILLY AUTOMOTIVE INC	CREDIT - CORE RETURN	08/15/2024	2391-152315	100-70-5411-3-36	10.00	10.00
O'REILLY AUTOMOTIVE INC	ANNUAL MAINTENANCE - MED 597	08/15/2024	2391-150734	100-50-5230-3-36	194.73	194.73
O'REILLY AUTOMOTIVE INC	COUNTRY FIRE DEPT ANNUAL MAINT - 577	08/15/2024	2391-152615	100-13850	124.52	124.52
O'REILLY AUTOMOTIVE INC	COUNTRY FIRE DEPT ANNUAL MAINT - 575	08/15/2024	2391-152616	100-13850	8.99	8.99

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Total O'REILLY AUTOMOTIVE INC:						1,951.38
OTIS ELEVATOR COMPANY						
OTIS ELEVATOR COMPANY	SERVICE CALL - CITY HALL	08/15/2024	CM18922001	100-70-5410-3-36	1,425.00	1,425.00
OTIS ELEVATOR COMPANY	CITY HALL ELEVATOR PANEL REPAIR	08/15/2024	CM18964001	400-10-5140-8-00	11,289.00	11,289.00
Total OTIS ELEVATOR COMPANY:						12,714.00
PAYMENT SERVICE NETWORK INC						
PAYMENT SERVICE NETWORK INC	CITY OF WAUPUN CLINIC PAYMENTS - 6/1/24-6/30/24	07/29/2024	297180	100-10-5256-3-38	1.75	1.75
Total PAYMENT SERVICE NETWORK INC:						1.75
PETERSEN, JENNIFER						
PETERSEN, JENNIFER	MILEAGE - FDL - PICK UP ELECTION DAY BALLOTS - 8-13-24 ELECTION	08/15/2024	8-2-24	100-10-5142-3-37	26.80	26.80
Total PETERSEN, JENNIFER:						26.80
PETTY CASH-CITY HALL						
PETTY CASH-CITY HALL	REIMBURSE THANE GLEWEN - BLADES FOR SIDEWALK EDGER	08/15/2024	8-7-24	100-70-5411-3-36	31.62	31.62
PETTY CASH-CITY HALL	REIMBURSE CLAIRE PETERSEN - ELECTION SUPPLIES 8-13-24	08/15/2024	8-14-24	100-10-5142-3-38	14.72	14.72
Total PETTY CASH-CITY HALL:						46.34
PIGGLY WIGGLY DISCOUNT FOODS						
PIGGLY WIGGLY DISCOUNT FOODS	COFFEE & ICE CREAM FOR NAT SENIOR CITIZENS DAY	08/15/2024	1862	100-20-5513-3-38	62.01	62.01
PIGGLY WIGGLY DISCOUNT FOODS	ELECTION 8-13-24	08/15/2024	4847	100-10-5142-3-38	52.28	52.28
PIGGLY WIGGLY DISCOUNT FOODS	ELECTION 8-13-24	08/15/2024	5439	100-10-5142-3-38	136.89	136.89
Total PIGGLY WIGGLY DISCOUNT FOODS:						251.18
PITNEY BOWES INC						
PITNEY BOWES INC	RESERVE ACCT - PD	08/15/2024	080924	100-40-5211-3-33	1,000.60	1,000.60
Total PITNEY BOWES INC:						1,000.60
POMP'S TIRE						
POMP'S TIRE	TIRES - 157-18	08/15/2024	520142404	100-70-5411-3-36	83.22	83.22
Total POMP'S TIRE:						83.22
PROS 4 TECHNOLOGY INC						
PROS 4 TECHNOLOGY INC	AGREEMENT MANAGED BACKUP SERVICE AUGUST 24	08/15/2024	51924	100-10-5197-3-38	76.00	76.00
PROS 4 TECHNOLOGY INC	IT MANAGEMENT AUGUST 24	08/15/2024	51921	100-10-5197-3-38	2,785.00	2,785.00
PROS 4 TECHNOLOGY INC	AGREEMENT ADVANCED SECURITY AUGUST 24	08/15/2024	51922	100-10-5197-3-38	736.50	736.50
PROS 4 TECHNOLOGY INC	MICROSOFT 365 AGREEMENT AUGUST 24	08/15/2024	51923	100-10-5197-3-38	153.06	153.06
PROS 4 TECHNOLOGY INC	CLERK COMPUTER EQUIPMENT	08/15/2024	52076	100-10-5141-3-30	49.00	49.00
Total PROS 4 TECHNOLOGY INC:						3,799.56
PURCHASE POWER						
PURCHASE POWER	POSTAGE OVERAGE FEE	08/15/2024	8-12-24	100-10-5141-3-36	705.25	705.25

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Total PURCHASE POWER:						705.25
QUALITY TRUCK CARE CENTER INC						
QUALITY TRUCK CARE CENTER INC	REPLACE BRAKE VALVE	08/15/2024	X103027569:0	100-70-5411-3-36	579.76	579.76
Total QUALITY TRUCK CARE CENTER INC:						579.76
RENNERTS						
RENNERTS	A/C REPAIRS TO 592	08/15/2024	2701	100-50-5232-3-36	47.80	47.80
RENNERTS	594 BRAKE REPAIR	08/15/2024	2780	100-50-5232-3-36	1,044.88	1,044.88
Total RENNERTS:						1,092.68
RENS NURSERY RETAIL						
RENS NURSERY RETAIL	FOOD TRUCK ALLEY - LANDSCAPING	08/15/2024	8-5-24	405-70-5437-8-00	1,697.15	1,697.15
Total RENS NURSERY RETAIL:						1,697.15
SILICA APPLIANCE & ELECTRONICS						
SILICA APPLIANCE & ELECTRONICS	DISHWASHER ADA COMPLIANT	08/15/2024	B00004006	100-20-5511-3-38	270.99	270.99
Total SILICA APPLIANCE & ELECTRONICS:						270.99
SSM HEALTH AT WORK						
SSM HEALTH AT WORK	WELLNESS CLINIC UTILITIES SHARE - JULY 2024	08/15/2024	43273	100-13850	5,415.07	5,415.07
SSM HEALTH AT WORK	FF PULMONARY/RESPIRATORY TESTING - NELSON	08/15/2024	43326	100-50-5231-3-38	220.50	220.50
Total SSM HEALTH AT WORK:						5,635.57
SSM HEALTH LABORATORIES						
SSM HEALTH LABORATORIES	BLOOD DRAWS - JULY 2024	08/15/2024	4607365	100-40-5213-3-38	40.00	40.00
Total SSM HEALTH LABORATORIES:						40.00
STOBB PLUMBING & HEATING INC						
STOBB PLUMBING & HEATING INC	CLEAN AND TV SUMP LINE ON E. SPRING ST.	08/15/2024	15879	700-10-5192-3-36	1,472.50	1,472.50
STOBB PLUMBING & HEATING INC	MUSEUM-RE-PROGRAM THERMOSTATS	08/15/2024	15941	100-70-5410-3-36	85.00	85.00
STOBB PLUMBING & HEATING INC	LIBRARY- PVC CAP FOR WATER DISPLAY	08/15/2024	15937	100-70-5410-3-36	14.00	14.00
STOBB PLUMBING & HEATING INC	REPLACE IGNITOR IN WATER HEATER-CITY GARAGE	08/15/2024	16011	100-70-5412-3-36	316.25	316.25
STOBB PLUMBING & HEATING INC	DRAIN CLEANER-BUILDINGS	08/15/2024	16008	100-70-5410-3-36	22.75	22.75
Total STOBB PLUMBING & HEATING INC:						1,910.50
SURE FIRE INC						
SURE FIRE INC	LIBRARY AIR CONDITIONER NOT WORKING-UPSTAIRS	08/15/2024	44483846	100-70-5410-3-36	408.67	408.67
Total SURE FIRE INC:						408.67
TOP PACK DEFENSE						
TOP PACK DEFENSE	CLOTHING ALLOWANCE - WILLIAMS	08/15/2024	13792	100-12634	202.44	202.44

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total TOP PACK DEFENSE:						202.44
<b>TOTAL BUSINESS PRODUCTS</b>						
TOTAL BUSINESS PRODUCTS	ENVELOPES - CLERK/WINDOW	08/15/2024	91817	100-10-5141-3-30	248.00	248.00
TOTAL BUSINESS PRODUCTS:						248.00
<b>TOWN OF WAUPUN</b>						
TOWN OF WAUPUN	BUILDING PERMIT FEE - REIMBURSE TO TOWN OF WAUPUN	08/15/2024	8-12-24	100-13850	71.40	71.40
Total TOWN OF WAUPUN:						71.40
<b>TRAFFIC &amp; PARKING CONTROL CO</b>						
TRAFFIC & PARKING CONTROL CO	TRAFFIC SIGNAL CABINET KEYS	08/15/2024	1784807	100-70-5441-3-36	42.31	42.31
Total TRAFFIC & PARKING CONTROL CO:						42.31
<b>TRU CLEANERS LLC</b>						
TRU CLEANERS LLC	CLEANING SERVICE FOR CITY OF WAUPUN - FOR JULY 2024	08/15/2024	CW080124	100-70-5410-3-38	4,175.61	4,175.61
Total TRU CLEANERS LLC:						4,175.61
<b>US CELLULAR</b>						
US CELLULAR	ECONOMIC DEVELOPER/ADMINISTRATOR CELL PHONE - JULY 2024	08/15/2024	0666996156	100-10-5191-3-31	388.08	388.08
Total US CELLULAR:						388.08
<b>VANDEZANDE &amp; KAUFMAN, LLP</b>						
VANDEZANDE & KAUFMAN, LLP	TRAFFIC MONTHLY ATTORNEY FEES - JULY 2024	08/15/2024	15750	100-10-5161-3-38	300.00	300.00
VANDEZANDE & KAUFMAN, LLP	MONTHLY CITY ATTORNEY FEES - JULY 2024	08/15/2024	JULY2024	100-10-5161-3-38	4,945.00	4,945.00
Total VANDEZANDE & KAUFMAN, LLP:						5,245.00
<b>VERTICAL CONSULTANTS LLC</b>						
VERTICAL CONSULTANTS LLC	CONSULTING SERVICES - US CELL/CELL SITE LEASE	08/15/2024	18294	404-10-5711-3-38	316.00	316.00
Total VERTICAL CONSULTANTS LLC:						316.00
<b>W &amp; D NAVIS</b>						
W & D NAVIS	30 YD DUMPSTERS FOR FLOOD PICK UP	08/15/2024	54688	425-70-5476-3-38	525.00	525.00
Total W & D NAVIS:						525.00
<b>WALMART COMMUNITY/CAPITAL ONE</b>						
WALMART COMMUNITY/CAPITAL ON	POOL CONCESSIONS	08/15/2024	8-14-24	100-20-5523-3-39	425.04	425.04
Total WALMART COMMUNITY/CAPITAL ONE:						425.04
<b>WARNER, ALEX</b>						
WARNER, ALEX	CLOTHING ALLOWANCE - WARNER	08/15/2024	8-01-24	100-12634	282.66	282.66

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total WARNER, ALEX:						282.66
<b>WAUPUN AMERICAN LEGION BASEBALL POST 210</b>						
WAUPUN AMERICAN LEGION BASEB	REIMBURSEMENT FOR KEY DEPOSIT 2024 SEASON	08/15/2024	8-14-24	100-20-5526-3-38	500.00	500.00
Total WAUPUN AMERICAN LEGION BASEBALL POST 210:						500.00
<b>WAUPUN AREA ANIMAL SHELTER INC</b>						
WAUPUN AREA ANIMAL SHELTER IN	MONTHLY CONTRACT - AUG 2024	08/15/2024	AUG2024	100-40-5343-3-38	1,000.00	1,000.00
Total WAUPUN AREA ANIMAL SHELTER INC:						1,000.00
<b>WAUPUN UTILITIES</b>						
WAUPUN UTILITIES	VERIZON CHARGES - DPW I-PADS - JULY 2024	08/15/2024	6201	100-70-5420-3-31	62.34	62.34
WAUPUN UTILITIES	COMMUNITY CENTER PRIMARY EXTENSION	08/15/2024	6202	400-20-5513-8-00	34,704.82	34,704.82
WAUPUN UTILITIES	EMBEDDED COST CREDIT COMM CENTER	08/15/2024	3227	400-20-5513-8-00	729.28	729.28
WAUPUN UTILITIES	STORMWATER BILLING & COLLECTION FEES - JULY 2024	08/15/2024	6220	700-10-5192-3-38	874.50	874.50
WAUPUN UTILITIES	MONTHLY UTILITY CHARGES	08/15/2024	JULY2024	100-50-5251-3-32	31,631.19	31,631.19
WAUPUN UTILITIES	N11363 STATE RD 26	08/15/2024	JULY1-AUG1	419-70-5435-3-38	25.71	25.71
WAUPUN UTILITIES	FOOD TRUCK ALLEY	08/15/2024	JULY31-AUG1	405-70-5437-8-00	.76	.76
Total WAUPUN UTILITIES:						66,570.04
<b>WELLS FARGO PAYMENT REMITT</b>						
WELLS FARGO PAYMENT REMITT	WELLS FARGO CASH BACK CREDIT	07/29/2024	ANGIE-MAY24	400-48-4813-0-00	493.65	493.65
WELLS FARGO PAYMENT REMITT	AMAZON - COFFEE FOR MEETINGS	07/29/2024	BJ-MAY24/JU	100-50-5231-3-38	56.22	56.22
WELLS FARGO PAYMENT REMITT	1000BULBS.COM - LIGHT BULBS FOR BUIDLINGS	07/29/2024	JEFF-MAY24/J	100-70-5410-3-36	1,215.65	1,215.65
WELLS FARGO PAYMENT REMITT	DOLLAR TREE - PARK PROGRAM FISHING TOURNAMENT	07/29/2024	RACHEL-MAY	100-20-5525-3-39	1,029.40	1,029.40
WELLS FARGO PAYMENT REMITT	DOLLAR TREE - CREDIT	07/29/2024	PAM-JUNE24	210-60-5511-3-44	281.36	281.36
WELLS FARGO PAYMENT REMITT	WELLS FARGO CASH BACK CREDIT	07/29/2024	JEREMY-JUN	400-48-4813-0-00	486.21	486.21
WELLS FARGO PAYMENT REMITT	ENVISION GREATER FDL - REG - AVA BILLE	07/29/2024	KATHY-MAY24	100-80-5670-3-37	20.00	20.00
Total WELLS FARGO PAYMENT REMITT:						3,582.49
<b>WI DEPART OF TRANSPORTATION</b>						
WI DEPART OF TRANSPORTATION	TAXI AUDIT REPORT #20-7070 1/29/24 FOR 2018	08/15/2024	395-00003406	501-10-5154-3-38	89.00	89.00
Total WI DEPART OF TRANSPORTATION:						89.00
<b>WI DEPT OF JUSTICE</b>						
WI DEPT OF JUSTICE	G3369 - BACKGROUND CHECKS - JULY 2024	08/15/2024	G3369-JULY2	100-40-5213-3-38	91.00	91.00
WI DEPT OF JUSTICE	TRAINING - DEBOER - CIB TRAINING	08/15/2024	118	100-40-5211-3-37	150.00	150.00
Total WI DEPT OF JUSTICE:						241.00
<b>WI DEPT OF REVENUE</b>						
WI DEPT OF REVENUE	WI MONTHLY STATE TAX - POOL	07/29/2024	7-29-24	100-46-4676-0-00	1,673.75	1,673.75
Total WI DEPT OF REVENUE:						1,673.75

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
<b>WI EMERGENCY MANAGEMENT SYSTEM ASSOC</b>						
WI EMERGENCY MANAGEMENT SYS	MEMBERSHIP - DEPT/NELSON	08/15/2024	STE101-2024-	100-50-5230-3-34	600.00	600.00
Total WI EMERGENCY MANAGEMENT SYSTEM ASSOC:						600.00
<b>YMCA OF DODGE COUNTY</b>						
YMCA OF DODGE COUNTY	WAUPUN AQUATIC CENTER PAYROLL - 7-7-24 THRU 7-20-24	08/07/2024	7252024	100-20-5523-3-38	16,439.97	16,439.97
YMCA OF DODGE COUNTY	WAUPUN AQUATIC CENTER PAYROLL - 7-21-24 THRU 8-3-24	08/15/2024	8082024	100-20-5523-3-38	15,356.23	15,356.23
YMCA OF DODGE COUNTY	GUARD WHISTLES/GUARD SUITS/GUARD T-SHIRTS/HIP PACKS/MASKS	08/15/2024	8132024	100-20-5523-3-38	712.87	712.87
Total YMCA OF DODGE COUNTY:						32,509.07
Grand Totals:						336,078.09

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-10-5110-3-35	492.83	.00	492.83
100-10-5110-3-38	26.51	.00	26.51
100-10-5131-3-31	40.00	.00	40.00
100-10-5141-3-30	297.00	.00	297.00
100-10-5141-3-31	67.07	.00	67.07
100-10-5141-3-36	797.25	.00	797.25
100-10-5142-3-35	38.55	.00	38.55
100-10-5142-3-37	26.80	.00	26.80
100-10-5142-3-38	275.02	.00	275.02
100-10-5143-3-38	2,600.00	.00	2,600.00
100-10-5153-3-37	499.00	.00	499.00
100-10-5153-3-38	28.49	.00	28.49
100-10-5161-3-38	5,245.00	.00	5,245.00
100-10-5191-3-31	67.07	.00	67.07
100-10-5197-3-31	337.83	.00	337.83
100-10-5197-3-38	3,750.56	.00	3,750.56
100-10-5255-3-38	5,500.00	860.00-	4,640.00
100-10-5256-3-38	3,611.80	.00	3,611.80
100-10-5534-3-38	533.90	.00	533.90
100-12634	795.09	.00	795.09
100-13850	4,882.17	.00	4,882.17
100-16210	700.00	.00	700.00
100-20-5511-3-31	369.90	.00	369.90
100-20-5511-3-38	542.93	.00	542.93
100-20-5512-3-32	238.38	.00	238.38
100-20-5513-3-31	92.34	.00	92.34
100-20-5513-3-32	333.27	.00	333.27
100-20-5513-3-38	370.11	.00	370.11
100-20-5523-3-32	8,403.94	.00	8,403.94
100-20-5523-3-36	2,024.18	.00	2,024.18
100-20-5523-3-38	32,624.04	.00	32,624.04
100-20-5523-3-39	236.10	.00	236.10
100-20-5523-3-40	8,722.27	.00	8,722.27
100-20-5525-3-32	4,369.02	.00	4,369.02
100-20-5525-3-36	970.57	.00	970.57



GL Account	Debit	Credit	Proof
100-20-5525-3-39	497.63	.00	497.63
100-20-5526-3-38	500.00	.00	500.00
100-21100	943.73	159,570.25-	158,626.52-
100-30-5152-3-38	3,200.13	.00	3,200.13
100-40-5211-3-30	147.26	.00	147.26
100-40-5211-3-31	967.60	.00	967.60
100-40-5211-3-32	1,239.33	.00	1,239.33
100-40-5211-3-33	1,003.66	.00	1,003.66
100-40-5211-3-36	941.54	.00	941.54
100-40-5211-3-37	618.00	.00	618.00
100-40-5211-3-38	1,450.08	.00	1,450.08
100-40-5212-3-36	1,108.82	.00	1,108.82
100-40-5212-3-38	2,781.86	.00	2,781.86
100-40-5213-3-38	131.00	.00	131.00
100-40-5215-3-38	371.57	.00	371.57
100-40-5343-3-38	1,000.00	.00	1,000.00
100-45-4511-0-00	45.00	.00	45.00
100-46-4676-0-00	1,673.75	.00	1,673.75
100-50-5230-3-31	41.71	.00	41.71
100-50-5230-3-34	650.00	.00	650.00
100-50-5230-3-36	194.73	.00	194.73
100-50-5230-3-38	342.96	.00	342.96
100-50-5231-3-31	208.56	.00	208.56
100-50-5231-3-32	697.12	.00	697.12
100-50-5231-3-33	63.73	.00	63.73
100-50-5231-3-36	35.82	.00	35.82
100-50-5231-3-38	395.75	.00	395.75
100-50-5232-3-36	3,503.57	.00	3,503.57
100-50-5232-3-38	677.41	.00	677.41
100-50-5233-3-34	225.00	.00	225.00
100-50-5233-3-38	80.00	.00	80.00
100-50-5251-3-31	27.81	.00	27.81
100-50-5251-3-32	16.00	.00	16.00
100-50-5251-3-36	3,172.00	.00	3,172.00
100-70-5410-3-32	2,983.92	.00	2,983.92
100-70-5410-3-36	3,056.32	.00	3,056.32
100-70-5410-3-38	4,632.71	.00	4,632.71
100-70-5411-3-36	4,186.80	83.73-	4,103.07
100-70-5411-3-38	5,254.66	.00	5,254.66
100-70-5412-3-31	96.33	.00	96.33
100-70-5412-3-32	1,202.12	.00	1,202.12
100-70-5412-3-36	415.07	.00	415.07
100-70-5412-3-38	264.43	.00	264.43
100-70-5420-3-31	197.34	.00	197.34
100-70-5441-3-32	189.56	.00	189.56
100-70-5441-3-36	5,064.22	.00	5,064.22
100-70-5442-3-32	10,980.12	.00	10,980.12
100-70-5444-3-36	749.01	.00	749.01
100-70-5613-3-38	2,359.25	.00	2,359.25
100-80-5670-3-37	20.00	.00	20.00
210-21100	19.59	2,851.39-	2,831.80-
210-60-5511-3-31	50.74	.00	50.74
210-60-5511-3-32	2,481.44	.00	2,481.44
210-60-5511-3-44	78.35	19.59-	58.76
210-60-5511-3-45	240.86	.00	240.86
220-20-5545-3-38	394.25	.00	394.25
220-21100	.00	643.39-	643.39-
220-40-5212-3-38	217.16	.00	217.16

GL Account	Debit	Credit	Proof
220-70-5430-3-38	31.98	.00	31.98
230-21100	.00	26,146.09-	26,146.09-
230-30-5241-3-30	52.08	.00	52.08
230-30-5241-3-38	26,094.01	.00	26,094.01
400-10-5140-8-00	11,289.00	.00	11,289.00
400-20-5513-8-00	52,182.72	729.28-	51,453.44
400-21100	862.72	63,471.72-	62,609.00-
400-48-4813-0-00	.00	133.44-	133.44-
404-10-5711-3-38	316.00	.00	316.00
404-21100	.00	316.00-	316.00-
405-21100	.00	3,321.47-	3,321.47-
405-70-5437-8-00	3,321.47	.00	3,321.47
410-21100	.00	8,055.00-	8,055.00-
410-40-5211-4-00	8,055.00	.00	8,055.00
419-21100	.00	25.71-	25.71-
419-70-5435-3-38	25.71	.00	25.71
420-21100	196.93	12,531.78-	12,334.85-
420-70-5436-3-38	12,531.78	196.93-	12,334.85
425-21100	740.83	47,377.30-	46,636.47-
425-70-5476-3-38	47,377.30	740.83-	46,636.47
430-21100	.00	9,139.31-	9,139.31-
430-70-5436-3-42	9,139.31	.00	9,139.31
501-10-5154-3-38	89.00	.00	89.00
501-21100	.00	89.00-	89.00-
700-10-5191-3-38	360.74	.00	360.74
700-10-5192-3-32	50.16	.00	50.16
700-10-5192-3-36	3,670.34	.00	3,670.34
700-10-5192-3-38	1,222.24	.00	1,222.24
700-21100	.00	5,303.48-	5,303.48-
<b>Grand Totals:</b>	<b>341,605.69</b>	<b>341,605.69-</b>	<b>.00</b>

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

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

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

\_\_\_\_\_

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

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GL Account	Debit	Credit	Proof
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Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Invoice.Batch = "72924","A","080724","081924"

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CLOSED SESSION MINUTES  
CITY OF WAUPUN SPECIAL COUNCIL MEETING  
Waupun City Hall – 201 E. Main Street, Waupun WI  
Tuesday, April 25, 2023 at 5:30 PM

**CALL TO ORDER**

Mayor Bishop called the meeting to order at 5:30pm.

**ATTENDING**

**Council in-person:** Mayor Bishop, Alderman Westphal, Alderman Kaczmariski, Alderman Langford, Alderman Matoushek, Alderman Siebers, Alderman Kunz

**Management in-person:** Attorney VandeZande, Administrator Schlieve

**Management Virtual:** City Clerk/Treasurer Hull

**CLOSED SESSION**

At 7:17p, Motion Matoushek, second Westphal to adjourn to closed session under Section 19.85 (1) (e) of the WI Statutes for purposes of Investing Public Funds in TID 3 for Redevelopment of 434 E Main Street and Investing Public Funds to Acquire Land off Rosewood Drive. Motion carried 6-0.

**Investing Public Funds in TID 3 for Redevelopment of 434 E Main Street**

Property in discussion is the prior Dominos building (434 E Main St.) at the corner of Main and Fond Du Lac Street. This property has several structure issues that need to be addressed. Schlieve proposes to redevelop this property through a cooperative agreement with the property owner and seek a CDI grant for improvements.

Motion Westphal, second Matoushek to approve terms of redevelopment agreement with property owner of 434 E Main St. for \$15,000 based on terms of a development agreement outlined by City Administrator and City Attorney for a phase 1 redevelopment plan. Motion carried 5-1 with Kunz abstain.

**Investing Public Funds to Acquire Land off Rosewood Drive**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

**RECONVENE TO OPEN SESSION**

Motion Matoushek, second Westphal to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

**ACTION FROM CLOSED SESSION**

No action in open session.

**ADJOURNMENT**

At 7:51pm, Motion Matoushek, second by Kunz to call the meeting adjourned. Motion carried 6-0.



**MINUTES**  
**CITY OF WAUPUN BID MEETING**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, March 19, 2024 at 7:00 AM**

Meeting called to order by chairperson Krista Bishop at 7 a.m.

Roll call was taken. Present: Gary DeJager, Jodi Mallas, Tyler Schulz, Krista Bishop, Kate Bresser, Mitch Greenfield, Rich Matravers, and Craig Much. Absent and excused is Teresa Ruch. Also present Administrator Schlieve, Assistant Administrator Langenfeld, Raina Lyman, Christina Kartechner, Julie Patrouille (online), and Mayor Rohn Bishop.

Motion Schulz, second Greenfield to adopt the agenda as presented. Carried unanimously.

Motion Schulz, second DeJager to approve the consent agenda as presented, including minutes from February 20, 2024 BID meeting and February 2024 BID financials. Carried unanimously.

Outstanding applications are reviewed. Administrator Schlieve explains that Gysbers Jewelry is seeking an extension through the end of May. They have experienced delays due to contractor illness. Motion Schulz, second DeJager to extend the application through May 31, 2024. Carried unanimously.

Christina Kartechner is present to explain her signage project for 18 S Madison St. Administrator Schlieve explains that Kartechner is seeking a conditional use application for the sign at the March 20 Plan Commission meeting. Schlieve also notes that the Plan Commission will hold a public hearing on changing the sign ordinance to permit projecting signs. Motion Greenfield, second Much to approve the application for a 50% match capped at \$1,057.99 contingent on Plan Commission approval of conditional use application. Carried unanimously.

Administrator Schlieve explains that Dana Vande Kolk is unable to attend the meeting due to a medical issue. Schlieve notes that Vande Kolk operates Be Still Massage shares the space at 14 S Madison Street with Body Logic Massage, operated by Lyndsey Fix. Schlieve notes that current ordinance permits one building sign per address. Schlieve advises that decisions on the number of signs is pending a public hearing. Schlieve supports a sign for the space but recommends that the two businesses be encouraged to work together to create a single sign for the space and that an application be resubmitted for review and approval. After discussion, motion DeJager, second Schulz to table decision until number of signs per address is determined. Carried unanimously.

No one is present to speak on application for Body Logic Massage. Administrator Schlieve notes that Fix operates Body Logic Massage and shares the space at 14 S Madison Street with Be Still Massage, operated by Dana Vande Kolk. Schlieve notes that this application should follow a similar direction as that taken for Be Still Massage. Motion DeJager, second Greenfield to table decision until number of signs per address is determined. Carried unanimously.

Julie Patrouille is present to explain her signage project for 12 S Madison Street. Administrator Schlieve explains that Patrouille may need to seek a conditional use application but that the application was not received in time to meet publication notices for a public hearing. Schlieve notes that the Plan Commission will hold a public hearing on changing the sign ordinance to permit projecting signs. If the ordinance change is approved, the conditional use requirement would be eliminated. Motion Schulz, second Greenfield to approve the application for a 50% match capped at \$387 contingent on Plan Commission decision on conditional use requirement and any subsequently approved ordinance changes. Carried unanimously.

Raina Lyman provides an update for the Waupun Business Alliance and Envision Greater Fond du Lac, highlighting the Business Alliance Annual meeting on March 28, upcoming small business workshops through the Ignite network, and the fall golf outing scheduled for September 10, 2024.

Administrator Schlieve provides updates, including the following points:

- The Food Truck Alley is currently out to bid with construction planned for early summer and opening by August 2024.
- The CDA is reviewing the Downtown Design Guidelines and the ordinance that prohibits projecting signage is currently moving to public hearing.
- The Waupun Business Alliance meeting is important to attend on March 28. Waupun Area School District Juniors and Seniors will be helping present on the Design WI Report and next steps.
- Everyone is encouraged to attend the April 29, 2024 Kick Start Implementation Workshop to be held on the High School, starting at 5:30 p.m.
- New businesses opening the coming weekend include Madeline Clothing Company & Kartechner & Girls Floral & Gift Shop; Charming Reads opened the weekend prior.
- CDA is evaluating the potential for a Revolving Loan Fund.
- Council is evaluating disposition of current senior center, at 301 E Main St.
- The Fire / Emergency Management Staffing Study will be presented on April 30, 2024 to the Council and surrounding town chairman.

Motion Schulz, second Matravers to adjourn the meeting at 7:35 a.m. Carried unanimously.



**MINUTES**  
**CITY OF WAUPUN BID MEETING**  
Waupun City Hall – 201 E. Main Street,  
Waupun WI  
Tuesday, May 21, 2024 at 7:00 AM

Meeting was called to order by Vice-Chairperson, Teresa Ruch, at 7 a.m.

Roll call taken. Members present include: Tyler Schulz (online – arrived at 7:15 am); Steve Daute; Gary DeJager; Bryan Yohn; Mitch Greenfield; Craig Much; Jodi Mallas; Katie Bohn and Teresa Ruch. Also present, Mayor Rohn Bishop, Administrator Kathy Schlieve, Assistant Administrator Casey Langenfeld, Joe Venhuizen from Envision Greater Fond du Lac, Lauren Tillema, Janelle Kartechner, and Jason Whitford (online).

No one present for public comment.

Motion Greenfield, second Matravers to adopt the agenda as printed. Carries unanimously.

Group recognizes the work for past members Krista Bishop and Kate Bresser who recently completed terms and welcomes Steve Daute, Bryan Yohn, and Katie Bohn to the committee.

Nominations for Chairperson are considered. Motion Greenfield, second Matravers to nominate Gary DeJager for the role. Additional nomination for Rich Matravers made by DeJager, seconded by Bohn. Motion Greenfield, second Bohn to close nominations. Carried unanimously. Voice vote taken with members casting votes for either DeJager or Matravers with DeJager casting sole vote for Matravers. Chairperson is Gary DeJager who assumes control of the meeting.

Nominations for Vice-Chairperson are considered. Motion Daute, second Greenfield to nominate Teresa Ruch for the role. No further nominations. Carried unanimously.

Motion Matravers, second Ruch to keep the meeting on the third Tuesday of each month at 7 a.m. Carried unanimously.

Motion Greenfield, second Ruch to approve minutes from March 19, 2024 BID Meeting as presented. Carried unanimously.

Motion Matravers, second Yohn to approve the March and April 2024 Financials for BID as presented. Carried unanimously.

Administrator Schlieve notes that the grant for Gysbers Jewelry has been reconciled and will be paid by the end of May. No other extensions are needed at present.

Lauren Tillema and Janelle Kartechner are present to present their application for their building at 417 E Main St (Stone & Suede). The application requests support to repair and paint the east wall of their building. The site will feature a new mural that the CDA has previously approved once complete. Tillema mentions that they are struggling to find a contractor to repair the wall prior to painting and both Mallas and DeJager share available resources. Motion Greenfield, second DeJager to approve a 50% matching grant capped at \$2,100. Carried unanimously.

Joe Venhuizen provides an update for the Waupun Business Alliance. Project Grill purpose and unveiling are overviewed with CWC as a noted school participating. Leadership Fond du Lac recently completed with the mural project on Stone & Suede as one of the complete projects. The program is open for enrollments for next year and members are encouraged to consider participation. June 4, Envision is hosting a 90x90 workshop at Wind & Unwined. Members are encouraged to attend.

Additionally, a presentation on Creation our Community story and building net promoters is being held May 29 and members are encouraged to attend.

City Administrator Schlieve provides an update that includes the following:

- Roughly 35 businesses participated in the Design WI Kickstart meeting. Engagement was strong and there are three general projects that emerged from that discussion as follows.
  1. Back alleyway parking and design (We've already started fact finding to assess needs and this will be included as a TID funded capital improvement project in 2025 and 2026 budgets)
  2. Downtown Beautification (there is a group that is ready to meet to continue advancing beautification efforts – this will be tied to BID project plan)
  3. Communications / Promotion (BID and Downtown Promotions have provided funds and are hiring a student intern to help with promotion and event coordination. I interviewed and selected the student for the role and we will process payroll as a BID expense.)
- The Common Council recently voted to authorize sale of the current Senior Center building located at 301 E Main Street. RFP details can be found on the city's website.
- Fire staffing study was presented to the council and neighboring town chairs. The council will next discuss the matter on Tuesday, May 28.
- Food truck alley is well underway with final construction schedule pending a meeting with the selected contractor. Additional installation of a mural, string lights/lighting, landscaping and a possible digital kiosk are being evaluated and considered in the total budget.
- The BID still has one remaining business attraction grant for 2024 and staff are working with a possible interested property owner to explore promotion opportunities to fill vacant spaces.
- Five new sculpture exhibits are being installed this week and a ribbon cutting for the Waupun Sculpture tour is being planned for June 1. Details are forthcoming.

Next meeting is planned from Tuesday, June 18, 2024 at 7:00 a.m. at Waupun City Hall, Common Council Chambers.

Motion Ruch, second Mallas to adjourn the meeting at 7:33 a.m. Carried unanimously.





**MINUTES**  
**CITY OF WAUPUN ZONING BOARD OF APPEALS**  
 Waupun City Hall – 201 E. Main Street, Waupun WI  
 Monday, May 6, 2024, at 4:30 PM

**CALL TO ORDER**

Jason Westphal Chairman, called the In-house & Virtual Zoning Board of Appeals meeting at 4:31 p.m.

**ROLL CALL**

Members present: Jason Westphal, Dylan Stein, Rick Vanthoff, & Patricia Beyer Alternate  
 Absent: Mark Nickel & Derek Minnema  
 Also in attendance were Susan Leahy, Zoning Administrator & Kathy Schlieve, Administrator

**PERSONS WISHING TO ADDRESS THE ZONING BOARD OF APPEAL--State name, address, and subject of comments. (2 Minutes)**

No persons appeared.

**FUTURE MEETINGS AND GATHERING INVOLVING THE ZONING BOARD OF APPEAL**

Leahy stated that there were no applications at this time.

**CONSIDERATION - ACTION**

1. Motion by Beyer, second by Vanthoff to approve the August 7, 2023 Zoning Board of Appeals meeting minutes.  
 4 Ayes, 0 Nays. Motion carried unanimously

2. Recognition of Mayoral Appointment of Board Members

ALDERMAN	<i>Mayoral Appointed Chairman</i>	4/30/2025	Jason Westphal
CITIZEN		4/30/2025	Mark Nickel
CITIZEN		4/30/2026	Derek Minnema
CITIZEN		4/30/2027	Rick Vanthoff
CITIZEN		4/30/2027	Dylan Stein
CITIZEN ALTERNATE		4/30/2026	Patricia Beyer

Motion by Stein to approve the appointed board members. Beyer 2<sup>nd</sup>.

4 Ayes, 0 Nays. Motion carried unanimously

3. Motion by Stein for meeting date and time to remain the same, the first Monday of the month at 4:30 pm on an as needed basis. Beyer 2<sup>nd</sup>.

4 Ayes, 0 Nays. Motion carried unanimously

4. Public Hearing – Westphal read request to discuss/approve a variance request of Jared Apfelbeck at 620 Claggett Avenue to construct a 6’ high vinyl fence within a future front yard per Municipal Code Section 16.01(11)(j)(ii) and (iv).

- Apfelbeck explained that the vacant lot to the east is a dedicated right-of-way (ROW). He doesn’t know when or if the street will go in in the future but wants to make it safe for his (3) kids and (2) dogs to play in the yard and would like the fence to be 6’ high. Fence to be vinyl.
- Leahy stated that should the street be constructed; their east property line would be considered a front yard. Per the drawing, the fence would not encroach the vision triangle.
- Westphal closed the public hearing.
- Motion by Stein to approve variance as read. Vanthoff 2<sup>nd</sup>.

**Westphal – Aye, Vanthoff - Aye, Stein – Aye, Beyer - Aye**

4 Ayes, 0 Nays. Motion carried unanimously

**ADJOURNMENT**

Motion by Vanthoff, seconded by Stein to adjourn the meeting. Motion carried, meeting adjourned at 4:44 pm.



**MINUTES**  
**CITY OF WAUPUN BOARD OF PUBLIC WORKS**  
**MEETING**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, May 14, 2024 at 4:30 PM**

Chairman Mike Matoushek called the meeting to order at 4:30 p.m.

Roll call was taken. Members present include Alderpersons—Peter Kaczmarski, and Citizens—Dale Heeringa, Dave Rens, Andrew Sullivan, Gregg Zonnefeld, Mike Matoushek, and Kambria Ledesma Ex-officio—DPW Director Jeff Daane. Also present, City Administrator Kathy Schlieve and Mayor Rohn Bishop

No persons present wishing to address the Board of Public Works.

June 11, 2024 is the next regularly scheduled meeting for the board.

Rens made a motion to approve the April 9<sup>th</sup> meeting minutes with a second from Herringa. Motion carried 6-0

Members were recognized

Ledesma made motion to have Zonnefeld continue as board clerk Motion carried 6-0

Date and time of meeting will stay the same the second Tuesday of the month at 4:30pm

Parking complaint was discussed with the Lincoln School apartments across the street of the homes on the 100 block of S. Division. Surveys were sent out and it was split if they would like to see a change to the parking making it 2 hour parking. After discussion no action was taken and the current parking would stay as is.

Motion was made by Kaczmarski to recommend to council to use Coplien Painting for the work at \$31,130. It was seconded by Ledesma motion carried 6-0

Motion was made by Heeringa and seconded by Zonnefeld to recommend TAPCO without Omnia Partners pricing to council for \$77,923. Motion carried 6-0

Motion was made by Kaczmarski to approve Ptachinski Construction to perform patch work on E. Main St. for \$23,763.95. The motion was seconded by Heeringa. Motion carried 6-0

Daane brought up repairs need to dump truck 9-12 He explained these repairs are needed for the truck to be operational and it is one of the newer trucks in the fleet as there are four older trucks.

Meet adjourned 5:05pm

Monday, May 20, 2024 – City Council Chambers

CALL TO ORDER

Vice President Megan Williams called the meeting to order at 5:39

ROLL CALL:

Citizens: Megan Williams, Wanda Nick, Lexi Zarn,

Alderman: Kambria Ledesma

Ex-officio: Recreations Director, Rachel Kaminski, and City Administrator, Kathy Schlieve

Approved absences: Doug Disch, Bridget Winterhack and Mary Kay Gorst

Additional attendees: Alderman Dan Siebers

CONSENT AGENDA

1. Nomination and Appointment of President, Vice President, and Secretary.  
Ledesma made a motion to keep the slate as is (President-Disch, VP-Williams, Secretary-Ledesma) since the board was formed recently. Zarn seconded.  
Motion passes unanimously.
2. Approve April 23, 2024, Meeting Minutes. Ledesma moves to accept the minutes as presented. Zarn seconded. Motion passes.

DISCUSSION ITEMS

3. Establish Community Center Vision, Mission, & Values Statements  
Potential idea for vision statement “Enriching lives. Building community. Inspiring wellness.”  
Potential idea for mission statement: “The Waupun Community Center provides recreational, social, health, and educational programs and services through partnerships and programming to help residents of all ages live well.”  
Potential core values:
  - Respect
  - Inclusion
  - Compassion
  - Integrity
  - Collaboration
  - Stewardship
  - Transparency

4. Review Community Center Policies

April Policies – discussion regarding the alcohol policy went on for some time. The consensus was to remove the ability to have alcohol for private events as it does not match the mission and vision of supporting wellness.  
Revised Pets/Service Animals Policy – another look regarding whether service animals need to be wearing a service vest or some kind of indication of their service status.

Tobacco/Vaping Policy – 25 feet from the entrances

First Aid & Medical Emergencies Inclement Weather Policy – suggestion to move “The Waupun Senior Center is not a healthcare center” to the beginning of the policy. The rest of this is mostly geared towards ice and snow.

Age of Use Policy – Zarn asked about the definition of caregiver.

Suggestion to adjust the language to better define who can bring children under 12.

Fitness Center Guidelines – Kaminski explained her desire for a volunteer fitness equipment instructor, someone that well versed in each piece of equipment.

Gymnasium Guidelines – removing “sandals prohibited”, change #11 to say something like “the center is not responsible for personal items.”

Volunteer Liability – Kaminski discussed having a volunteer handbook as well. Something to help guide the volunteers that are willing but not necessarily prepared yet.

Volunteer Policy Rentals - Fees, Deposits, Damages, Rentable Rooms, Room Rental Scheduling, Cancellation, Rules & Guidelines, Clean-Up

## FUTURE MEETINGS

5. Monday, June 24, 2024 at 5:30pm at City Hall

Ledesma moves to adjourn, Zarn seconds motion passes.

## ADJOURNMENT

Respectfully submitted,



Kambria Ledesma, Secretary  
City of Waupun



**MINUTES**  
**CITY OF WAUPUN**  
**Police & Fire Commission (PFC) Meeting**  
**Waupun Safety Building – 16 E. Main Street, Waupun**  
**Tuesday, June 04, 2024 at 4:30pm**

*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.*

**CALL TO ORDER**

Meeting convened at 4:30pm by PFC President.

**ROLL CALL**

Present: John Bett (PFC Vice President), Bambi Buchholz (PFC Citizen), Teresa Heidemann (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President), WPD Chief Jeremy Rasch, WFD Chief BJ DeMaa

Member(s) absent (excused): N/A

Guests: N/A

**RECOGNITION OF MAYORAL APPOINTMENT AND NOMINATION OF APPOINTMENTS**

The following annual Commission Nomination and Appointments were recognized:

- Nomination and motion by T. Rhodes, second by T. Heidemann for M. Thurmer as President; all in favor, motion passed.
- Nomination and motion by T. Rhodes, second by B. Buchholz for J. Bett as Vice President; all in favor, motion passed.
- Nomination and motion by T. Heidemann second by J. Bett for T. Rhodes as Secretary; all in favor, motion passed.
- Recognition of Mayoral Appointment of Ex-Officio Bobbi Jo Kunz.

Motion at 4:34 by T. Rhodes, second by J. Bett for Commission to meet on quarterly basis with dates to be established due to wanting to align meetings with interview needs of Fire and Police departments; all in favor, motion passed. Chief Rasch noted officer interviews with PFC will be necessary later this month due to two openings and PFC identified date for next/future meeting as Monday, June 24<sup>th</sup> at 5pm. Chief Rasch new officers are patrolling; have one staff in academy, two in training. WPD Chief Rasch left the meeting at 4:43pm.

**MINUTES FROM PREVIOUS MEETINGS**

Minutes from the March 20, 2024 meeting were presented for approval. Motion to approve minutes as submitted at 4:36pm by J. Bett, B. Buchholz second; all in favor, motion passed.

**CLOSED SESSION**

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to conduct interviews with qualified applicants for employment of Firefighter and EMR vacancies.

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

Candidate packets presented for individual review by PFC. Motion to go into Closed Session at 4:53pm was made by J. Bett, T. Rhodes; all in favor, motion passed.

**OPEN SESSION**

The Waupun Police and Fire Commission reconvened in open session under Section 19.85(2) of the WI Statutes at 6:46pm after motion from J. Bett, B. Buchholz second; all in favor, motion passed.

**ACTION FROM CLOSED SESSION**

Motion at 6:41pm to extend conditional offer to candidates, Stephen Metz, Annette Ireland, David Schlichting and Abel Kooima, was made by T. Rhodes, J. Bett second; all in favor, motion passed.

**FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION**

The next Commission meeting scheduled for June 24<sup>th</sup> at 5:00pm in the Waupun Safety Building. The PFC meets quarterly, at minimum.

If necessary, please send any agenda requests to Chief DeMaa or Chief Rasch so appropriate preparation(s) can be made.

*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.*

**ADJOURNMENT**

Motion at 6:43pm to adjourn meeting made by T. Rhodes, J. Bett second; all in favor, motion passed.

Respectfully submitted,  
Tara Rhodes, Secretary



**MINUTES**  
**CITY OF WAUPUN**  
**Special Police & Fire Commission (PFC) Meeting**  
**Waupun Safety Building – 16 E. Main Street, Waupun**  
**Monday, June 24, 2024 at 5:00pm**

*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.*

**CALL TO ORDER**

Meeting convened at 5:04pm by PFC President.

**ROLL CALL**

Present: Bambi Buchholz (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President), WPD Chief Jeremy Rasch  
Member(s) absent (excused): John Bett (PFC Vice President), Teresa Heidemann (PFC Citizen), WFD Chief BJ DeMaa  
Guests: N/A

**CLOSED SESSION**

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to conduct interviews with qualified applicants for employment for the open Patrol Officer, EMR and Firefighter vacancies.

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

Motion to go into Closed Session at 5:05pm was made by B. Buchholz, B. Kunz second; all in favor, motion passed.

**OPEN SESSION**

The Waupun Police and Fire Commission reconvened in open session under Section 19.85(2) of the WI Statutes at 7:56pm after motion from T. Rhodes, B. Buchholz second; all in favor, motion passed.

**ACTION FROM CLOSED SESSION**

The PFC completed 3 of 4 interviews for 2<sup>nd</sup> shift Patrol Lieutenant; with the final interview scheduled to occur at next meeting (6/27); the same Commissioners will be present. The firefighter and EMR interview was rescheduled to next meeting (6/27).

No motion from closed session.

**FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION**

The next Commission meeting scheduled for June 27<sup>th</sup> at 5:00pm in the Waupun Safety Building. The PFC meets quarterly, at minimum.

If necessary, please send any agenda requests to Chief DeMaa or Chief Rasch so appropriate preparation(s) can be made.

*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.*

**ADJOURNMENT**

Motion at 7:58pm to adjourn meeting made by B. Buchholz, T. Rhodes second; all in favor, motion passed.

Respectfully submitted,  
Tara Rhodes, Secretary





**MINUTES**  
**CITY OF WAUPUN**  
**Special Police & Fire Commission (PFC) Meeting**  
**Waupun Safety Building – 16 E. Main Street, Waupun**  
**Thursday, June 27, 2024 at 5:00pm**

*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.*

**CALL TO ORDER**

Meeting convened at 5:00pm by PFC President.

**ROLL CALL**

Present Bambi Buchholz (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President), WPD Chief Jeremy Rasch (left meeting at 5:50pm), WFD Chief BJ DeMaa (joined meeting at 5:55pm)

Member(s) absent (excused): John Bett (PFC Vice President), Teresa Heidemann (PFC Citizen)

Guests: N/A

**MINUTES FROM PREVIOUS MEETINGS**

Minutes from the June 4, 2024 meeting were presented for approval. Motion to approve minutes as submitted at 5:02pm by B. Buchholz, B. Kunz second; all in favor, motion passed.

Minutes from the June 24, 2024 meeting were presented for approval. Motion to approve minutes as submitted at 5:03pm by B. Buchholz, B. Kunz second; all in favor, motion passed.

**CLOSED SESSION**

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to conduct interviews with qualified applicants for employment for the open Patrol Officer, EMR and Firefighter vacancies.

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

Motion to go into Closed Session at 5:04pm was made by B. Buchholz, T. Rhodes second; all in favor, motion passed.

**OPEN SESSION**

The Waupun Police and Fire Commission reconvened in open session under Section 19.85(2) of the WI Statutes at 6:21pm after motion from T. Rhodes, B. Buchholz second; all in favor, motion passed.

**ACTION FROM CLOSED SESSION**

(During closed session, the PFC completed remaining 4<sup>th</sup> interview for 2<sup>nd</sup> shift Patrol Lieutenant, with Chief Rasch exiting after the interview concluded. Also, Chief Demaa joined closed session to participate in the interview for firefighter/EMR candidate.)

Motion at 6:23pm to extend conditional offer to 2<sup>nd</sup> shift Patrol Lieutenant candidate M. Ritzema was made by T. Rhodes, B. Buchholz second; all in favor/unanimous, motion passed.

Motion at 6:25pm to extend conditional offer to firefighter/EMR candidate V. Nelson was made by T. Rhodes, B. Buchholz second; all in favor/unanimous, motion passed.

**FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION**

The next Commission meeting is to-be-determined. The PFC meets quarterly, at minimum.

If necessary, please send any agenda requests to Chief DeMaa or Chief Rasch so appropriate preparation(s) can be made.

*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.*

**ADJOURNMENT**

Motion at 6:26pm to adjourn meeting made by B. Buchholz, T. Rhodes second; all in favor, motion passed.

Respectfully submitted,  
Tara Rhodes, Secretary



**MINUTES**  
**CITY OF WAUPUN COMMON COUNCIL**  
Waupun City Hall – 201 E. Main Street, Waupun WI  
Tuesday, July 09, 2024 at 6:00 PM

**CALL TO ORDER**

Mayor Bishop called the meeting to order at 6:00pm.

**PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION**

The Pledge of Allegiance is heard followed by a moment of silence.

**ROLL CALL**

**Council in-person:** Mayor Bishop, Alderman Kaczmarek, Alderman Kunz, Alderman Siebers, Alderman Matoushek, Alderman Ledesma, Alderman Westphal

**Management in-person:** Attorney VandeZande, Administrator Schlieve, Police Chief Rasch, Fire Chief Demaa, Library Director Jaeger, Public Works Director Daane, Recreation Director Kaminski, Finance Director Langenfeld, General Utility Manager Brooks

**Management Virtual:** City Clerk/Treasurer Hull

**Management absent and excused:**

**Audience in-person:** Mark Born, Mike Beer, Jaedon Buchholz, Tony and Kara Nelson

**Audience Virtual:** Avonelle Booth

**PERSONS WISHING TO ADDRESS COUNCIL**

**1. Mark L. Born- Representative to the Assembly District 37 Candidate - 2024 August Partisan Primary Ballot)**

Mark Born appears before the Council to introduce himself as a Candidate for the Assembly District 37 seat on the August 13, 2024, Partisan Primary Election.

Tony and Kara Nelson appear to say thank you to the Mayor and Council for supporting the Correctional Officers during this difficult time.

**RESOLUTIONS AND ORDINANCES:**

**2. Comparisons of Keeping of Chickens Ordinance**

At the June 11, 2024, Council meeting, a resident of Waupun appeared before Council requesting an increase in the number of permits for keeping chickens, the number of chickens per household be increased, and consideration of eliminating neighboring residents to approve of the keeping of chickens. Discussions continued at the June 25, 2024, Special Council meeting which Council members made request to survey neighboring communities to obtain similar information to review.

Staff surveyed communities and provided results to Council. Staff also prepared a draft community survey to provide to Waupun residents for their opinion/views on these areas of concern.

**BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS** *(Roll Call Motion)*

**3. Authorize Replacement of Damaged Public Works 2006 Chevrolet Silverado 3500 Flatbed Truck**

On June 13, 2024, the 2006 Chevrolet Silverado 3500 Flatbed Truck was in an auto accident in which the City's insurance company provided a total loss evaluation and a settlement amount of \$12,674.75. As this particular vehicle is not on the replacement schedule for this year and fund for a new/replacement vehicle are not budgeted, Staff began searching for a used replacement, only to find they are sold quickly. On July 9, 2024, the Board of Public Works made recommendation to Council to authorize the purchase of a replacement vehicle not to exceed \$30,000.

Motion Siebers, second Kunz to authorize Staff to purchase a replacement vehicle due to the total loss evaluation

of the 2006 Chevrolet Silverado 3500 Flatbed Truck, in the amount not to exceed \$30,000. Motion carried 6-0 on roll call.

**4. Award Landscape Contract for 520 McKinley Street Project (New Community Center)**

Landscaping quotes for the Community Center building project, located at 520 McKinley Street, were received by Rens Nursery (\$19,204.85) and K&B (\$23,750). On July 9, 2024, the Board of Public Works made recommendation to Council to award the low quote vendor, Rens Nursery.

Motion Ledesma, second Kunz to award the landscaping contract for the Community Center building project, located at 520 McKinley Street, to the low quote vendor, Rens Nursery, in the amount of \$19,204.85. Motion carried 6-0 on roll call.

**5. Award Asphalt Contract to Pave Area Around Railroad Tracks on Lincoln St.**

The WI Railroad and City are in discussions of sharing the repairs needed on the Lincoln Street crossing. Currently there is a dead ended track and one active where the WI Railroad would replace the bad timbers along the active track and the City would hire and pay for the asphalt contractor expenses. Staff received quotes from Kartechner Brothers (\$10,920) and Northeast Asphalt (\$16,500) for the asphalt repairs. On July 9, 2024, the Board of Public Works made recommendation to award the low quote vendor, Kartechner Brothers.

Motion Siebers, second Ledesma to award the asphalt contract for paving around the railroad tracks on Lincoln Street to the low quote vendor, Kartechner Brothers, in the amount of \$10,920. If the project is not complete by the railroad, such funds shall be rolled over into the 2025 budget. Motion carried 6-0 on roll call.

**CONSIDERATION - ACTION**

**6. Designate August Common Council Date and Time due to Partisan Primary**

Due to the August 13, 2024, Partisan Primary election held on the same date as the regularly scheduled, monthly Council meeting, the Common Council moved the August 2024 monthly meeting to Monday, August 19, 2024 at 6:00pm.

**7. Amend City of Waupun Policy for Participation in Youth-Related Parades and Escorts**

At the June 11, 2024, Common Council meeting, City Staff made request of clarity and consistency of the services provided for parades/escorts. A draft revised policy is before the Council for consideration.

Motion Matoushek, second Siebers to accept the amendments and adopt the City of Waupun Policy for Participation in Youth-Related Parades and Escorts. Motion carried 6-0.

**CONSENT AGENDA**

Motion Matoushek, second Siebers accept the monthly Finance Report and approve the Consent Agenda. Motion carried 6-0 on roll call.

**ADJOURNMENT**

Motion Kunz, second Ledesma to duly call the meeting adjourned at 6:50pm. Motion carried 6-0.



**MINUTES**  
**CITY OF WAUPUN**  
**Police & Fire Commission (PFC) Meeting**  
**Waupun Safety Building – 16 E. Main Street, Waupun**  
**Wednesday, July 17, 2024 at 4:30pm**

*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.*

**CALL TO ORDER**

Meeting convened at 4:31pm by PFC President.

**ROLL CALL**

Present: John Bett (PFC Vice President), Bambi Buchholz (PFC Citizen, arrived 4:53p), Teresa Heidemann (PFC Citizen), Bobbi Jo Kunz (Council Member-Ex Officio), Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President), WPD Chief Jeremy Rasch, WFD Chief BJ DeMaa

Member(s) absent (excused): N/A

Guests: N/A

**PERSONS WISHING TO ADDRESS THE POLICE AND FIRE COMMISSION / PUBLIC COMMENT**

No community members present.

**MINUTES FROM PREVIOUS MEETINGS**

Minutes from the June 27, 2024 meeting were presented for approval. Motion to approve minutes as submitted at 4:32pm by T. Heidemann, J. Bett second; all in favor, motion passed.

**GENERAL DISCUSSION AND EXCHANGE OF INFORMATION CONCERNING THE NORMAL OPERATIONS OF THE WAUPUN POLICE DEPARTMENT (WPD) AND WAUPUN FIRE DEPARTMENT (WFD)**

WPD updates provided by Chief Rasch:

Staffing:

- Lieutenant offer was declined and Chief Rasch will be pausing to determine appropriate path forward to fill.
- Currently 14 of budgeted 17 positions filled, with graduate in two weeks bring to 15 staff.
- Two vacancies are for Lieutenant and a patrol officer; expecting recruitment process to start for patrol officer and have a possible candidate.
- Last budget cycle the funding planned for 18<sup>th</sup> needed position was shifted to increase compensation for existing staff to ensure retention.
- Chief Rasch intends to request 18<sup>th</sup> position for 2025 budget consideration; if approved expect to be a 2<sup>nd</sup> detective.
- Lieutenant Williams doing well in new detective role, with full transition expected August/September after training completed with Deputy Chief Sullivan.
- Newer Officers Cupery and Roberts are continuing training and doing well.
- Culture/climate in department is positive with staff stepping up for overtime which is currently manageable.

Community:

- WPD had presence at Celebrate Waupun (along with Deputy Reserve staff) on Friday and Saturday; PFC acknowledged and recognized the WPD was very visible during Celebrate Waupun. Also, WCI demonstration on 7/9 was peaceful. Planning/preparing for last Waupun Truck-N-Show.
- WPD also supporting community needs relative to active weather issues.

Operations:

- Recognition: Officer Halverson for selection to Dodge County SWAT team; this is the first time a WPD officer is on this team. Officer Halverson will bring back knowledge to share with rest of the WPD. Congratulations to Lieutenant Brzezinski for 21 years of service.
- Recently, Chief Rasch met with Senator Jagler, FDL County Sheriff Waldschmidt and others to discuss local and state issues such as education programs/certifications, staffing, corrections and impact of Fentanyl.
- A time audit, required every 3 years, is currently being completed; this is time-intensive and requires IT involvement.
- Calls: volume similar to prior month, with self-initiated calls lower due to staffing constraints. In the media: various crashes (pedestrian, ATV, at The Rock); SWAT team (and Fire, EMS, multiple agencies) called to E. Franklin Street which resulted in an officer Thursday-Monday at the hospital (impacted staff schedule, also during Celebrate Waupun); high-risk stop related to an incident in Baraboo. Exhaust complaints on N Madison related to modifications, this topic is discussed at patrol shift changes and enforced as evidenced by citations which have been issued.

WFD, including EMR, updates provided by Chief DeMaa:

Fire

Staffing:

- Currently have 23 of 30 positions filled; two vacancies recently due to a retirement and another stepping down due to a personal/new work commitment. Recognition: D. Duer retirement/27 years
- One of the positions open is for Lieutenant; this job description is under review and if there are changes will go before the Common Council prior to it being used to post this position.
- Three staff were in process of onboarding, however one has declined; the remaining two will start school this fall.
- Two intern program candidates; an adjustment to the program criteria may need to be made (language around school location) to allow for one of these candidates to participate who is enrolled in online school (not Waupun Area School District).

Community:

- In May, provided a Mock Crash experience to show dangers of driving under the influence or distracted driving.
- Mayor Bishop commissioned a Public Safety Group to review the completed study and make recommendations to the Common Council; this group includes WFD Chief DeMaa, Assistant Fire Chief / Fire Inspector Beer and Firefighter Holz as well as City Administrator/Economic Development Kathy Schlieve, Director of Finance-Assistant City Administrator Casey Langenfeld, Alderman Dan Siebers, Alderman Pete Kaczmariski, WPD Chief Rasch and Deputy Chief Sullivan.

Operations:

- Completed inspections which resulted in fire/building code violations, i.e. absent landlord, lapsed systems, property in disrepair, etc.) . Responding to a process question by PFC President Thurmer, Chief DeMaa noted the process starts with an initiated complaint, then the applicable fire code or city ordinance violation is identified, formal notification is sent out with a due date, a reinspection follows and if necessary a formal renotification is sent which may be followed by a daily fine.
- Three vehicle issues (stuck break/fire resulted, cooling issue, turbo issue) resulted in \$13,000 unbudgeted costs for repair. Chief DeMaa recognized DPW/firefighter N. Schlieve who is a significant/great resource for mechanic support.
- CAD integration project (records management, computer aide dispatch) has been making good progress; this system will help to save time (approx. 15-20min/report) as it will download the CAD information directly into the Records Management System for each report. (WPD is also on same CAD system); further opportunity for improvement related to relays to FDL.
- Calls: kayak struck by wayside, water rescue related to flood waters (along with WPD), SWAT response as noted by WPD, multiple mutual aid calls. Various responses to heavy rain and severe weather events.

## EMR

### Staffing:

- Currently have 10 of 15 positions filled. Four candidates being considered, each having varying medical experience.
- One EMR recently stepped down due to personal reasons.
- Beaver Dam Fire Department is discussing the concept of cross-credentialing (advanced EMT, paramedics) which would allow Waupun and Beaver Dam to share staff. If this were to happen, there are many requirements thus currently assessing. This would help Waupun when LifeStar is unavailable and advanced skills beyond EMR is needed.

### Community:

- Continue to receive requests for CPR and AED training from community.

### Operations:

- Operational Plan was resubmitted to the state highlighting a change in medical protocols. The new protocols will align our first responder group with EMS agencies across FDL County. These will be in digital format and will provide quick access at a scene.
- Thanks to the SCRTAC (South Central Regional Trauma Advisory Council), WFD and WPD are able to provide some additional safety items to the public: 25 gun locks, 25 bike helmets, 10 ski helmets.

## **FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION**

The next Commission meeting is scheduled for October 15<sup>th</sup>, 2024, at 5:00pm at the Waupun Safety Building. The PFC meets quarterly, at minimum.

If necessary, please send any agenda requests to Chief DeMaa or Chief Rasch so appropriate preparation(s) can be made.

*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.*

## **ADJOURNMENT**

Motion at 5:26pm to adjourn meeting made by J. Bett, T. Heidemann second; all in favor, motion passed.

Respectfully submitted,  
Tara Rhodes, Secretary

**Minutes of the Waupun Public Library Board Meeting  
Wednesday, July 17, 2024**

The Waupun Public Library Board was called to order by President Bev Martens at 4:30 p.m. on Wednesday, July 17, 2024. Present were Beer, Gehl, Schultz, Siebers, and Svec. Hintze was present via Zoom. Sullivan was absent.

**Minutes from Previous Meetings**

Motion by Schultz, second Hintze, to accept the June minutes as presented. Motion carried.

**Persons Wishing to Address the Library Board**

None.

**Monthly Statistics**

June statistics were reviewed.

**Budget Summary**

Current budget was reviewed.

**Consideration of Bills for Payment**

Motion by Svec, second Siebers, to pay the bills as presented. Motion carried 7-0 on roll call.

**Committee Reports**

Budget Committee reported that they met and made some adjustments based on numbers from the city. The 2025 budget request from the Library Board to the city will be under new business at the August Library Board meeting.

**Librarian's Report**

Librarian's report was reviewed. Bret added that he met with Forsell Gappa regarding his concerns.

**Old Business**

None.

**New Business**

Motion by Siebers, second Beer, to change the word "film" to "video" in section 12 of the Code of Conduct. Motion carried.

**Future meetings and gatherings involving the Library Board**

Next tentative meeting: Wednesday, August 21, 2024, at 4:30 p.m.

**Adjournment**

Motion by Siebers, second Gehl, to adjourn at 5:04 p.m. Motion carried.

Marie Svec, Secretary  
MS/bkj





**WAUPUN**  
CITY OF SCULPTURE

**MINUTES**  
**CITY OF WAUPUN SPECIAL COMMON COUNCIL**  
Waupun City Hall – 201 E. Main Street, Waupun WI  
Tuesday, July 30, 2024 at 5:30 PM

**CALL TO ORDER**

Mayor Bishop called the meeting to order at 5:30pm.

**ROLL CALL**

**Council in-person:** Mayor Bishop, Alderman Kaczmarek, Alderman Kunz, Alderman Siebers, Alderman Matoushek, Alderman Ledesma

**Council Absent and Excused:** Alderman Westphal

**Management in-person:** Attorney VandeZande, City Clerk Hull, Administrator Schlieve, Police Chief Rasch, Fire Chief Demaa, Library Director Jaeger, Public Works Director Daane, Recreation Director Kaminski, Finance Director Langenfeld, General Utility Manager Brooks

**Audience in-person:** Mike Beer, Jaedon Buchholz

**Audience Virtual:** Jason Whitford

**PUBLIC HEARING**

**1. Class B Fermented Malt Beverage and Intoxicating Liquor License Application – Americinn Waupun**

Motion Matoushek, second Ledesma to open the public hearing. Motion carried 5-0.

No members from the audience appeared before the Council.

Motion Matoushek, second Ledesma to close the public hearing. Motion carried 5-0.

Motion Kaczmarek, second Matoushek to approve the Fermented Malt Beverage and Intoxicating Liquor License Application to Shivansh LLC DBA Americinn Waupun, Ravi Chaudhari (Agent), at 204 Shaler Drive, Waupun, contingent upon ownership, approved inspections and paid delinquencies, not to exceed sixty (60) days. Motion carried 5-0 on roll call.

**RESOLUTIONS AND ORDINANCES:**

**2. Resolution Establishing Fees for 2025 Solid Waste and Recycling Collection Service in the City of Waupun**

The current contract with GFL for solid waste and recycling services provides the fees for 2025 will increase to \$16.59 per month.

Motion Ledesma, second Siebers to adopt Resolution 07-30-24-01 Establishing Fees for the 2025 Solid Waste and Recycling Collection Service in the City of Waupun. Motion carried 5-0 on roll call.

**CONSIDERATION - ACTION**

**3. Future Meetings & Gatherings, License and Permit Applications, Expenses**

Motion Siebers, second Kunz to approve the License and Permit Applications and Expenses. Motion carried 5-0 on roll call.

**4. Clerk Assistant (LTE) Job Description and Authorizing Hiring of Limited Term Employee in the Role**

Due to the resignation of a staff member who assisted in the Clerk's office, City Clerk provides a job description for a limited term Clerk Assistant and requests authorization to hire to assist with elections, tax collection, and General duties until the vacant position has been evaluated for department needs.

Motion Matoushek, second Ledesma to approve the Clerk Assistant (LTE) job description and authorize the City Clerk to hire for this position, not to exceed 20 hours per week at the rate of \$20 per hour. The term of this Position concludes on February 28, 2025. Motion carried 5-0 on roll call.

## **5. Contracts for Repair/Replace City Hall Elevator**

Due to the circuit board burning out, the City Hall elevator is out of order. The elevator is 40 years old which well exceeds the age life of an elevator (15 years). The company that manufactured the elevator no longer stocks these elevator's parts, however, our service company was able to find a refurbished circuit board at a cost just over \$13K. To modernize and replace the current elevator mechanicals, the cost is \$113,500. Due to this year's elections in August and November as well as rentals, this is an urgency to fix.

Motion Matoushek, second Siebers to approve the proposals with Otis Elevator, to install the refurbished circuit board immediately and the full replacement of elevator mechanicals by the first quarter of 2025, at a total cost not to exceed \$124,789. Motion carried 5-0 on roll call.

Alderman Westphal appears virtually at 6:03pm.

## **6. Review Outstanding Capital Items and Approve Any Necessary Action**

Several unplanned capital expenses that have occurred are discussed with Council for their awareness and possible authorization.

Public Works Truck: On June 13, 2024, the 2006 Chevrolet Silverado 3500 Flatbed Truck was in an auto accident in which the City's insurance company provided a total loss evaluation and a settlement amount of \$12,674.75. As this particular vehicle is not on the replacement schedule for 2024 and funds for a new/replacement vehicle are not budgeted, on July 9, 2024, the Common Council authorized Staff to purchase a replacement vehicle in the amount not to exceed \$30,000. At this time, staff has viewed three used vehicles and has found difficulty in purchasing a well maintained-used vehicle under the price of \$30,000 and to purchase a new vehicle with ad on's is estimated at \$60,000.

Motion Siebers, second Ledesma to increase the prior approved allotment and authorize the purchase of a public Works used-replacement vehicle in the amount not to exceed \$45,000. Motion carried 4-1 with Kunz voting Nay and Westphal abstaining due to the fact he was not present for the entire conversation.

Other items unplanned and provided as Council awareness are city hall roof replacement, tuckpointing project at museum, hail damaged roof at DPW garage which is partially covered by insurance claim, aquatic center pool heater repairs, fire engine turbo repair and fire squad air conditioning system.

## **DISCUSSION - INFORMATIONAL**

### **10. 2025-2029 Capital and Equipment Schedules**

Staff provides the 2025-2029 capital and equipment schedules for review. Discussions of considering projects by issuing debt.

## **CLOSED SESSION-**

At 6:19p, motion Matoushek, second Kaczmariski to adjourn in closed session under Section 19.85 (1) (g) of the WI Statutes for the purpose of Pending Litigation on Tax Parcel 292-1315-0542-044. Motion carried 6-0.

## **OPEN SESSION-**

At 6:59pm, motion Matoushek, second Ledesma to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

**Management in-person:** Attorney VandeZande, City Clerk Hull, Administrator Schlieve, Police Chief Rasch, Fire Chief Demaa, Public Works Director Daane

**Audience in-person:** Mike Beer

## **ACTION FROM CLOSED SESSION**

No action was taken.

**TOUR OF CITY FACILITIES**

7. **Tour: Public Works Building/Equipment Capital Needs (903 N. Madison Street, Waupun)**
8. **Tour: Public Safety Building/Equipment Capital Needs (16 E Main Street, Waupun)**
9. **Tour: City Hall Capital Needs (201 E Main Street, Waupun)**

Discussions of the facility tours are heard. Consensus was to only tour the City Hall building at this time.

**ADJOURNMENT**

Motion Kunz, second Matoushek to adjourn the meeting at 6:59pm and reconvene outside for the City Hall tour. Motion carried 6-0.



# Waupun Police Department Monthly Report

July 2024

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## Staffing/Hiring Process

Our current staff level is 15 sworn personnel and 2 non-sworn personnel. We currently have a vacant Patrol Officer position and a vacant Patrol Lieutenant position. A hiring process is open for a Patrol Officer position.

Officer Jon Cupery and Officer Dax Roberts are currently in our Field Training Program.

Officer Kole Brice graduated from police recruit school on August 2<sup>nd</sup> and is currently in field training.

## Community Engagement

Fond du Lac County Communication Review Board Meeting

Dodge County Traffic Safety Commission meeting

Waupun Correctional Disturbance Response Meeting

Celebrate Waupun Festivals Luncheon

Salvation Army of Dodge County Meeting

Public Safety Committee Meeting

Police and Fire Commission Meeting

WBEV Community Comment Radio Show

Dodge County Drug Task Force Board Meeting

Waupun Truck Show Meeting

Wisconsin National Guard Blackhawk Event

Dodge County Law Executive Meeting

## Department Information

Active Shooter Training w/Dodge County SO – Officers Warner, Cupery, Effert, Roberts, Schnell, and Knudson attended

Firearms Training – Department wide training

SWAT Training – Officer Halverson

K9 Training – Officer Halverson

SCRTAC (South Central Regional Trauma Advisory Council) provided the Waupun Fire Dept and Waupun Police Dept some additional safety items for the public. We have 25 additional gun locks, 25 additional bike helmets, and 10 ski helmets.

Dog Micro Chip Scanner – Lost Dogs of Wisconsin recently provided our department with a micro chip scanner. We will utilize this free tool on a regular basis in the efforts of identifying the owner of a lost dog.



# Waupun Police Department Monthly Report

July 2024

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## Open Records Requests

We are continuing to field a large number of open records requests. Due to the complexity of some of these requests we are beginning to track the amount of time it takes to complete these tasks.

2024 Total – 377

July Total – 51

2023 Annual Total – 583

2022 Annual Total – 555

2021 Annual Total – 564

2020 Annual Total – 623

## Police Activity

Calls for Service: 768

Arrests: 14

<b>Code Enforcement</b>	<b>Warnings</b>	<b>Citations</b>
January	19	3
February	11	6
March	4	10
April	9	2
May	6	1
June	4	11
July	26	2

## **Complex Investigations**

- 24WP01228      Death investigation
- 24WP01327      Drug Investigation
- 24WP01236      Sexual assault/domestic abuse investigation, charges referred
- 24WP01227      Drug Investigation and follow up
- WP2400777      Follow Up - Possession of Child Pornography and Sexual Exploitation of a Child
- WP2400255      Follow Up – Sexual Assault Investigation, Charges referred to DA’s Office
- WP2400266      Follow Up – Sexual Assault Investigation, Charges referred to DA’s Office
- WP2400021      Follow Up – Homicide Investigation

Chief of Police  
Jeremy Rasch

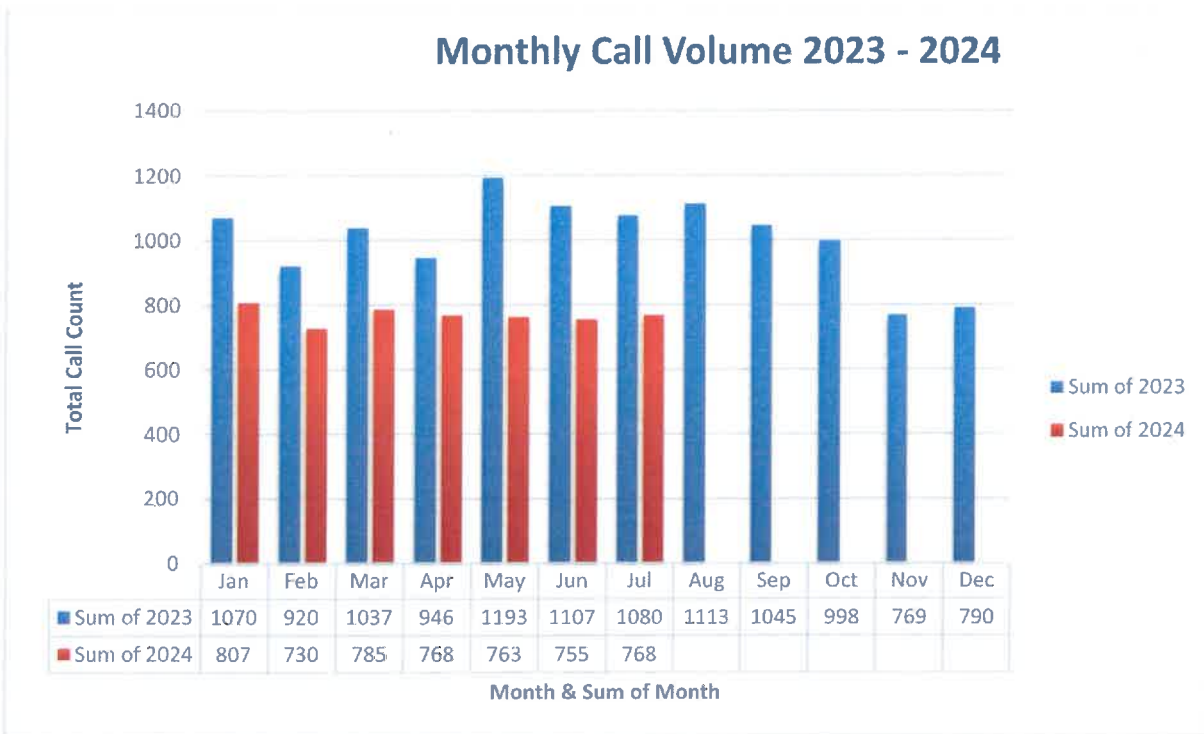
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# July 2024



## Monthly Call Volume Report



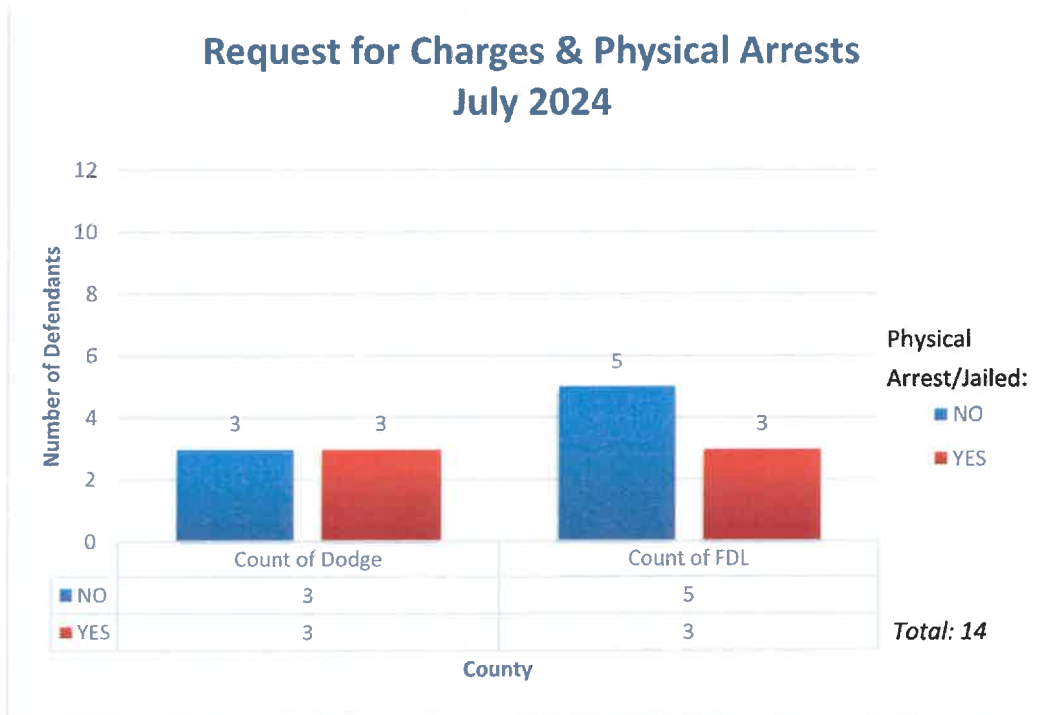
Call Volume Monthly 2023 - 2024			
Month	2023	2024	Percent Difference
January	1070	807	-24.6%
February	920	730	-20.7%
March	1037	785	-24.3%
April	946	768	-18.8%
May	1193	763	-36.0%
June	1107	755	-31.8%
July	1080	768	-28.9%
August	1113		
September	1045		
October	998		
November	769		
December	790		
<b>Grand Total:</b>	<b>12,068</b>	<b>5,376</b>	



# July 2024



## Request for Charges & Physical Arrest Report





# Waupun Police Department Monthly Council Report



*From: July 1, 2024 To: July 31, 2024*

Agency	Incident Type	Total Incidents	Incident Type	Total
WP	911 CHECK	7	FOUND ANIMAL	2
	ABANDONED VEHICLE	3	FOUND PROPERTY	9
	ACCIDENT	3	FRAUD	1
	ACCIDENT W/BLOCKAGE	1	FUNERAL ESCORT	4
	ACCIDENT W/INJURY	1	GAS DRIVE OFF	2
	AMBULANCE	47	HARASSMENT	2
	ANIMAL ABUSE	1	HIT AND RUN	1
	ANIMAL BITE	2	HOUSE WATCH REQUEST	10
	ANIMAL COMPLAINT	16	INFORMATION TO DOCUMENT	4
	ASSIST AGENCY	8	INTOXICATED DRIVER	4
	ASSIST CITIZEN	32	INTOXICATED SUBJECT	1
	ASSIST MOTORIST	1	INTRUSION ALARM	5
	ATTEMPT TO LOCATE	6	JUVENILE PROBLEM	3
	ATV COMPLAINT	1	MINI DIRT/BIKE COMPLAINT	1
	AUTO THEFT	1	MISSING ADULT	2
	BUILDING CHECK	38	NEIGHBOR DISPUTE	6
	CAR VS DEER	1	NEIGHBORHOOD POLICING	1
	CASE TAKEN IN ERROR	2	NOISE COMPLAINT	2
	CHAPTER 51	1	OCCUPIED DISABLED	1
	CHECK WELFARE	16	OFFICER STANDBY	3
	CHILD ABUSE/NEGLECT	1	ORDINANCE VIOLATION	20
	CHILD CUSTODY	3	PARKING ENFORCEMENT	16
	CIVIL PROBLEM	4	PATROL ASSIST FIRE	9
	COURT ORDER VIOLATION	2	PORNOGRAPHY	1
	CRIMINAL DAMAGE TO PROPERTY	1	PRISONER TRANSPORT	1
	DIRECTED AREA PATROL	109	RECKLESS DRIVER	9
	DISABLED VEHICLE	2	REPOSSESSION	1
	DISORDERLY CONDUCT	3	RESTRAINING ORDER VIOLATION	2
	DOMESTIC	2	SCAM COMPLAINT	1
	DRUGS/NARCOTICS	5	SPECIAL ASSIGNMENT	8
	DUI ALCOHOL OR DRUGS	2	SUBJECT STOP	7
	ELDER ABUSE/NEGLECT	1	SUSPICIOUS ACTIVITY	9
EXTRA PATROL	56	SUSPICIOUS VEHICLE	5	
FIREWORKS COMPLAINT	2	TAVERN CHECK	7	
FOLLOW UP	38	THEFT	6	
FOOT PATROL	4	THREATS COMPLAINT	2	





# Waupun Police Department Monthly Council Report



*From: July 1, 2024 To: July 31, 2024*

<b>Incident Type</b>	<b>Total Incidents</b>
TRAFFIC ENFORCEMENT	52
TRAFFIC PROBLEM	5
TRAFFIC STOP	1
TRAFFIC STOP	1
TRAFFIC VIOLATION	106
TRESPASSING	1
VEHICLE LOCKOUT	1
WARRANT OTHER AGENCY	2
WEATHER RELATED INFO	7
WRONG WAY DRIVER	1

**Total**

**768**



**WAUPUN**  
CITY OF SCULPTURE

**CITY OF WAUPUN POLICE DEPARTMENT**  
**Waupun Safety Building – 16 E. Main Street, Waupun WI 53963**  
**920-324-7903**

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#### Press Release

On 7/1/2024 at approximately 1:26am, members from Waupun Police Department, Waupun Fire Department, Waupun Emergency Medical Responders and LifeStar EMS responded to an ATV crash on N Madison St at E Franklin St. It was reported that a male subject was lying in the roadway with injuries. A 39 year old Waupun man was transported by LifeStar EMS to Waupun Memorial Hospital. The man was then transferred via air ambulance to a trauma center to treat the man's serious injuries. The crash remains under investigation by the Waupun Police Department.

During the initial response, police also made contact with the operator of a second ATV, a 39 year old Waupun man. This man was taken into custody for Operating an ATV While Intoxicated. The man was also cited for Operating an ATV w/a Passenger and Operating an ATV After Hours. The man was released to a responsible party.

Chief Jeremy Rasch  
Waupun Police Department

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**WAUPUN**  
CITY OF SCULPTURE

**CITY OF WAUPUN**  
**POLICE CHIEF JEREMY RASCH**  
Waupun Safety Building – 16 E. Main Street, Waupun WI 53963  
920-324-7903

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**FOR IMMEDIATE RELEASE**

Date: July 17, 2024  
Location: N Division St / W Main St  
Re: High Risk Traffic Stop  
Authority: Lieutenant of Investigations Bobby Williams

On July 16, 2024 at approximately 8:00PM, Officers from the Waupun Police Department received an assist agency request from Baraboo Police Department. They asked for assistance in locating a suspect in connection to a serious incident in their jurisdiction. Baraboo Police Department advised that a firearm was alleged to have been used during that incident, and the suspect was believed to be armed with multiple firearms. Waupun Police Department Officers were provided an approximate location of the suspect, which was determined to be within the City of Waupun. Baraboo Police Department provided the suspect's name, vehicle registration and a description of the suspect's vehicle.

At approximately 8:51pm, a Waupun Officer located the vehicle parked near a residence in the city. The Waupun Police Department and the Fond du Lac County Sheriff's Office were in the process of formulating an operational plan due to the potential safety risk. During that time, the vehicle went mobil and officers maintained visual contact. A high risk traffic stop was initiated near N. Division St. and W. Main St., which included Officers from the Waupun Police Department and deputies from the Fond du Lac County Sheriff's Office. The two occupants of the vehicle were safely taken into custody without further incident. The driver was identified as the wanted suspect that Baraboo Police Department was seeking for several charges. The passenger was determined to have not been involved, and was released without any charges. Two firearms were recovered from the vehicle, and the firearms and suspect were turned over to the Baraboo Police Department for their investigation. No Officers or citizens were harmed during this incident. The Fond du Lac County Sheriff's Office and Waupun Police Department worked diligently together to resolve this incident as safely and peacefully as possible to preserve the safety of our citizens.

Chief Jeremy Rasch

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LIBRARY	MONTHLY REPORT August 2024
Subject	Summary
Statistics	Through the end of July, the library circulated/downloaded/loaned 84,404 items, and 33,702 people walked through our doors. Program attendance is up 7%, drive-up service window transactions up 21%.
Summer Reading Program	Total attendance for the Summer Reading Program performer programs and Carnivale Finale was 1,077 people.
Alto Parade	For a second year in a row, library staff entered a float in the Alto Fair Parade.

DATE August 19th, 2024			
Project	Status		Other
Community/Senior Center	The inside of the building is mostly complete. They are working on finishing touches and starting to fire up equipment. Exterior site work continues. Curb and gutter should be installed in the next few days with blacktop around the first of September		
Mill and Overlay Streets are scheduled for the week of August 27th	Gateway from Fond Du Lac St. toward E. Main St Grandview Ave. between S. State St. and S. Division St. Alley between N. State St. and N. Division St.		
Railroad tracks Repairs	The Lincoln St. crossing is scheduled for repair the week of August 27th		
Medema Fields	The grass lips were removed on all three fields. Diamond number three will also have infield mix added to it		
Food Truck Alley	This project is completed. We are in the process of looking at a few options for tables and flowers		
Staff projects	Inlet repairs, Outfall repairs, Mowing, Street sweeping, Boardwalk repair, Paint in Ice arena, Inlet cleaning, pothole patching, setup for city events and spraying for weeds.		
Aquatic Center	The last day is Sunday August 18 <sup>th</sup> and then staff will be working to close down for the season		
Seasonal Employees	Most are done for the summer we thank them for helping out again this year.		
Paving work	The second layer of blacktop is scheduled for the end of August for Wilson and Shaler (by United Coop) and also a small extension for the driveway entrance to the new truck wash on Shaler Dr.		



TO: Waupun Utilities Commissioners  
FROM: Steve Brooks, General Manager  
DATE: July 8, 2024  
SUBJECT: General Manager Report

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### American Public Power Association (APPA) National Conference

- The week of June 9<sup>th</sup>, I had an opportunity to attend the APPA National Conference in San Diego. The national conference is the most popular APPA event of the year. The event was a great opportunity to hear about the political, economic, and technological trends shaping the electric utility industry.
- I attended the APPA business meeting in person as a voting delegate. At the meeting Mike Peters, President & CEO of WPPI Energy, was nominated and elected as Vice Chair of the Board of Directors of APPA. He will serve in the role for one year and is slated to serve as Chair-Elect in 2025 before becoming Board Chair in 2026. Wisconsin public power utilities will have great national representation with Mike serving on the board of directors, and Lee Meyerhofer, Kaukauna Utilities Commission President, becoming Chair of the APPA Policy Makers Council (PMC) later this month. The PMC takes action on legislative and regulatory issues that impact public power customers and communities, advocating on issues such as climate policy, reducing emissions, a reliable and affordable power supply, preserving local control for public power communities and energy infrastructure investments.

### Tenneco Meeting

- Eric Kostecki, Senior Energy Services Manager WPPI Energy, and I met with Tenneco's new leadership team on June 25<sup>th</sup>. We discussed the advantages of having a public power utility serve their business. A few topics covered included electric rates, reliability, energy waste reduction, and future business plans.

### Staff Update

- Ashley Apfelbeck, Customer Service Representative, will be stepping away from her position with Waupun Utilities after three years of dedicated service. Her last day is Friday, July 12<sup>th</sup>. WU is currently accepting applications.
- Management team has completed all employee performance reviews.

### Community Outreach

- Treatment facilities staff worked with the parks and recreation program to provide a hands-on water treatment demonstration at the local park in June. Kids made small water filtration bottles and could see how different sediment materials filtered the water.
- WU staff volunteered for an afternoon shift at Celebrate Waupun on Sunday.

This concludes my report for July 2024. Please contact me at 324-7920 or [sbrooks@waupunutilities.org](mailto:sbrooks@waupunutilities.org) with any questions or concerns.



TO: Waupun Utilities Commissioners  
FROM: Steve Brooks, General Manager  
DATE: August 12, 2024  
SUBJECT: General Manager Report

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### Staff Update

- I am happy to announce that Emily Brown will join our WU team on Monday, August 19<sup>th</sup>, filling the role of Customer Service Representative. Emily brings a wealth of experience in customer service and has a strong accounting and data analysis background. Emily previously worked at United Cooperative in Beaver Dam in the accounting department.

### 2025 Budget

- Management staff continues to work on the 2025 budget. Department capital and operating requests have been submitted to the Finance Director for review. The preliminary budget will be presented to the Utility Commission at the October meeting.

### WPPI Meeting

- Waupun hosted the WPPI Executive Committee meeting on July 25<sup>th</sup>. After the meeting concluded, the group toured the Waste Water Treatment Facility.

### Conservative Operations

- Due to the hot weather our region experienced on July 15<sup>th</sup>, an email communication was sent from WPPI alerting member utilities that Midcontinent Independent System Operator (MISO) had declared Conservative Operations to be in effect on July 16<sup>th</sup>. As a result, an educational email communication was planned to be sent to WU customers the morning of July 16<sup>th</sup> letting customers know that the day will be an Energy Aware Day, asking customers to reduce their usage from 3-7 pm. Reducing usage lessens the burden on the system and also results in cost savings to WU and the PCAC costs to our customers.
  - MISO terminated Conservative Operations for July 16<sup>th</sup>, so the Energy Aware Day email was not sent.
- MISO declared Conservative Operations to be in effect for July 30<sup>th</sup> and July 30<sup>th</sup>. As a result, an Energy Aware Day email was sent to WU customers the morning of July 30<sup>th</sup>, requesting reduced usage from 3-7 pm and included recommendations on how to stay cool while reducing usage.

## Community Outreach – Summer Parks Program

- Staff visited the Senior Center on July 9<sup>th</sup> to talk about energy and water conservation tips, do a coloring sheet activity and play bingo with the kids.
- Our water/sewer distribution and collection crew provided an educational experience on July 24<sup>th</sup> at the Dodge Park Summer Park Program by showcasing the vacuum truck and its capabilities in working to maintain our sanitary sewer system. The kids also enjoyed the interactive demonstration of the sewer televising equipment.

This concludes my report for August 2024. Please contact me at 324-7920 or [sbrooks@waupunutilities.org](mailto:sbrooks@waupunutilities.org) with any questions or concerns.





TO: Waupun Utilities Commissioners  
FROM: Owen Vande Kolk, Assistant Electric Operations Supervisor  
DATE: July 3, 2024  
SUBJECT: Electric Operations Report

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## **Electric Department Update:**

### Call-Ins

- On Sunday, June 16<sup>th</sup>, at approximately 7:15 AM, a squirrel went phase-to-ground on a three-phase riser in the E. Jefferson/Carrington St. area. The phase-to-ground fault caused a phase-to-phase flash blowing all three riser fuses. The lineman that responded was able to quickly refuse the riser and restore power to the approximately 25 customers that were affected.
- On Tuesday, June 18<sup>th</sup>, at approximately 10:00 PM, a customer on S. Watertown St. called with no power. Lineman responded, checked socket for voltage, and informed customer they would need to contact an electrician.
- On Saturday, June 22<sup>nd</sup>, at approximately 8:00 PM, lineman responded to a pulled house knob/overhead service dead-end that was detached from home. Lineman was able to reattach house knob and service to home. Issue was related to the heavy rain event that day.

### Electric Training

- June 17<sup>th</sup>-MEUW Job Training and Safety (JT&S) at WU main office.
  - Training covered accidents/close calls including: electrocution injury at local IOU, electrocution fatality on Washington Island during a 2024 storm event, 480v meter socket flash at a utility in state, and a Kaukauna injury involving two linemen as a result of vehicle driving through work zone/road closed signs.
  - Training also covered energized pole change-out best practices and load securement/trailer safety.
- June 27<sup>th</sup>-MEUW JT&S field visit.
  - Training instructor came to WU to conduct an on-the-job assessment of crew and safe work practices pertaining to the specific job WU electric crew was on that day. Crew was setting a pole in backlot.

### United Coop

- Continue working with site planners and electricians for soy processing facility. United is still hoping to break ground this fall on the third facility on their site. Conduit is already installed for individually fused, dual three-phase primary feeds to proposed building location. Soy facility is projected to have at least one 3000-amp service, and as many as two 3000-amp services.

### Level 3 EV Charger

- Conduits and new riser pole have been installed for the EV charger at Homan Chrysler Dodge Jeep Ram. Primary wire is pulled in. Waiting for contractor to install the transformer pad.

#### Grace/McKinley Backlot Overhead Primary Removal

- As part of the Senior Center project, electric crew took the opportunity to install a URD primary extension on the property to eliminate OH primary between Grace/McKinley/State St. WU will be working with the general contractor for the placement of the pad-mount transformer and secondary pole to feed backlot.

#### 400 & 500 Blocks of McKinley/Grandview Backlot Rebuild

- Crew has all poles set, wire installed, and customers transferred to new line.

#### 500 Block of Grandview/Pleasant Backlot Rebuild

- Crew replaced two of the five poles located in the block. Backlot will be reconducted and customers will be transferred over to the new secondary conductor.

#### 700 Block of Grace/Visser

- A broken pole was replaced on May 23<sup>rd</sup> due to the May 21<sup>st</sup> storm event that occurred. As part of the pole replacement, electric crew replaced other pole in lot line and strung new wire.

#### WPPI GIS Shared Services

- Assistant Electric Operations Supervisor continues to work with WPPI GIS Services. The GIS support specialist is working to make requested improvements to the electric system map and provide training to WU staff.

This concludes my report for July 2024. Please contact me at 324-7920 or [ovandekolk@waupunutilities.org](mailto:ovandekolk@waupunutilities.org) with any questions or concerns.



TO: Waupun Utilities Commissioners  
FROM: Owen Vande Kolk, Assistant Electric Operations Supervisor  
DATE: August 7, 2024  
SUBJECT: Electric Operations Report

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## **Electric Department Update:**

### Call-Ins

- On Saturday, July 13<sup>th</sup>, at approximately 8:15 PM, a storm hit the area which caused a limb to take down an overhead service to a duplex on the 200 block of W Main St. The customers' equipment required an electrician to repair. Service was re-energized on July 15<sup>th</sup>.
- On Sunday, July 14<sup>th</sup>, at approximately 10:15 AM, a call came in from the 200 block of Grandview Ave. The three-phase service was missing a phase. The lineman narrowed it down to a failed bushing in the three-phase transformer feeding the property. Two additional crew members were called in to change the transformer along with the porcelain cutouts feeding the transformer. Failure was caused by lightning from storm the night before.

### United Cooperative

- Continue working with site planners and electricians for soy processing facility. Excavator broke ground the week of July 15<sup>th</sup> for the third and final facility. Conduit is already installed for individually fused, dual three-phase primary feeds to proposed building location. The soy facility is projected to have two 3000-amp services.

### Shaler Dr Truck Wash

- WU is working with owner to install a new three-phase, 1200amp, 120/208v, service to the property. Customer will be responsible for expenses associated with primary extension for the new service.

### Level 3 EV Charger

- Conduits and new riser pole have been installed for the EV charger at Homan Chrysler Dodge Jeep Ram. Primary wire is pulled in. Waiting for contractor to install the transformer pad.

### Grace/McKinley Backlot Overhead Primary Removal

- As part of the Senior Center project, electric crew took the opportunity to install a URD primary extension on the property to eliminate OH primary between Grace/McKinley/State St. WU is working with the project manager for placement of pad-mount transformer after paving of east parking lot.

### Monroe and N Mill St Rebuild

- All of Monroe St, and N Mill St to Jackson St will be rebuilt. All poles are set, and crew will be stringing wire in the coming weeks. The project provides an opportunity for the crew to have a road project when conditions are not favorable to work on back-lot rebuilds.

### Main Sub Relay Upgrade

- Electric department will be working to upgrade relays at the Main Substation. A total of 9 relays will be upgraded. As part of the project, WU will be installing new trench-way and conduit connecting relays, regulators, and transformers to the sub house. The upgrade will also include replacing ageing DC circuits to each relay.

### 300 and 400 Blocks of Grandview and Pleasant

- Electric Crew has started pole and wire replacement in the 300 and 400 blocks of Grandview and Pleasant Ave.

### 2024 Completed Backlot Rebuilds

- Electric Crew has completed the following backlot rebuilds during the 2024 construction season:
  - 500 block of McKinley and Grandview
  - 400 block of McKinley and Grandview
  - 300 block of McKinley and Grandview
  - 500 block of Grandview and Pleasant
  - 700 block of Grace and Visser

### WPPI GIS Shared Services

- Assistant Electric Operations Supervisor continues to work with WPPI GIS Service. As part of this service, the GIS support specialist is focused on enhancing the electric system map and providing training to WU staff.

This concludes my report for August 2024. Please contact me at 324-7920 or [ovandekolk@waupunutilities.org](mailto:ovandekolk@waupunutilities.org) with any questions or concerns.



TO: Waupun Utilities Commissioners  
FROM: Steve Schramm  
DATE: July 9, 2024  
SUBJECT: Monthly Operation Report

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### **Water Treatment Facility:**

There are no call-ins to report this month.

The 60,000-gallon underground clear well had an interior washout inspection. No deficiencies were noted. Storage facilities serving public water systems are required to be inspected and maintained every three years. Inspections must be completed by a certified firm and registered professional engineer. The inspection/maintenance shall include removal of sediment and biofilm prior to evaluation of structural, mechanical and coating systems.

Utility Services has completed interior washout of Tower 1 as part of our maintenance contract. Washouts are required to remove biofilm and inorganic residues that can collect on interior surfaces of the water tower that can lead to taste and odor complaints, regulatory compliance issues, and system function problems. Inspection report stated minimal residues present and interior structure and coatings are in good shape.

### **Wastewater Treatment Facility:**

6/22/2024 Storm Event:

- On June 22<sup>nd</sup>, the city received 5.31" of rain; 2.5" of the 5.31" was received in 1-hour period. The Rock River was at moderate flood stage of 7.48'.
- Normal influent flow is 1,050 gallons per minute or 1.5 million gallons per day. At the peak of this event, the influent flow was 21,000 gallons per minute or 30.2 million gallons per day. In plant blending was implemented to protect the treatment facilities infrastructure and prevent catastrophic failure.
- The plant suffered minimum damage to preliminary treatment equipment. Everything has been repaired and is in normal operation.

## **Wastewater Treatment Facility Continued:**

7/5/2024 Storm Event:

- On July 5<sup>th</sup>, the city received 3.25". The Rock River was at moderate flood stage of 6.84'.
- Normal influent flow is 1,050 gallons per minute or 1.5 million gallons per day. At the peak of this event, the influent flow was 15,000 gallons per minute or 21.6 million gallons per day. In plant blending was implemented to protect the treatment facilities infrastructure and prevent catastrophic failure.
- The plant suffered minimum damage to preliminary treatment equipment. Everything has been repaired and is in normal operation.

The collection system was overwhelmed with the deluge of water during both events. These intense storms caused numerous types of infiltration and inflow issues to the collection system.

## **Distribution and Collection System:**

Staff's focus will be preventative maintenance of the distribution and collection system over the next month. These tedious tasks are identified below.

- Valve exercising will continue through the end of the month. By regular surveying and valve exercising, we will have detailed records to ensure the operability of our distribution system. Knowing the condition of the valves helps eliminate higher costs associated with water main breaks and lost time digging up buried valves.
- Staff continues jetting the entire sanitary sewer basin and will continue until the end of August. Jetting is the use of a high-pressure jet/vac truck to clean the sanitary sewer system. To clean sanitary sewers high-pressure water is propelled through a jet nozzle at the end of a specialized hose through the sewer pipeline, breaking through obstructions and blockages.

This concludes my report. Please do not hesitate to contact me with your questions or concerns at 920-324-7920 or [sschramm@waupunutilities.org](mailto:sschramm@waupunutilities.org).



TO: Waupun Utilities Commissioners  
FROM: Steve Schramm  
DATE: August 7, 2024  
SUBJECT: Monthly Operation Report

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### **Water Treatment Facility:**

There are no call-ins to report this month.

Utility Services has completed interior washout of Tower 2 as part of our maintenance contract. Washouts are required to remove biofilm and inorganic residues that can collect on interior surfaces of the water tower that can lead to taste and odor complaints, regulatory compliance issues, and system function problems. Inspection report stated minimal residues present and interior structure and coatings are in good shape.

Installation and startup of the new 8 inch 16:8 array Train 1 RO system has been completed. This process went flawless, due to the great teamwork of staff. Operational and water quality parameters are all within specifications.

### **Wastewater Treatment Facility:**

There were two call-ins, both related to membrane safe modes. These events are critical in nature, as the system has encountered a high trans membrane pressure across the membranes and stopped permeating. This means flow enters the system, but can not exit, causing the system to back up and recycle flow to the head of the treatment facility.

Staff has taken on a lead role in daily operation of the ABNR system.

### **Distribution and Collection System:**

Staff's focus continues to be preventative maintenance of the distribution and collection system over the next month. These tedious tasks are identified below.

- Valve exercising will continue through the end of the month. By regular surveying and valve exercising we will have detailed records to ensure the operability of our distribution system. Knowing the condition of the valves helps eliminate higher costs associated with water main breaks and lost time digging up buried valves.
- Staff continues jetting the entire sanitary sewer basin and will continue until the end of August. Jetting is the use of a high-pressure jet/vac truck to clean the sanitary sewer system. To clean sanitary sewers, high-pressure water is propelled through a jet nozzle at the end of a specialized hose through the sewer pipeline, breaking through obstructions and blockages.

This concludes my report. Please do not hesitate to contact me with your questions or concerns at 920-324-7920 or [sschramm@waupunutilities.org](mailto:sschramm@waupunutilities.org).



TO: Waupun Utilities Commissioners  
FROM: Jeff Stanek, CPA, Finance Director  
DATE: July 8, 2024  
SUBJECT: May 2024 Financial Report

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## CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction activity consisted of continued work associated with the United Cooperative and Senior Center primary extension projects. A substantial storm event occurred during the month which required mutual aid to restore power to affected areas. The electric utility also received a credit from its supplier for a failed 1,500 kVa transformer in the amount of \$64,300.

For plant additions, the three utilities split the cost of replacement windows at the admin building totaling \$22,475 and the water utility spent \$2,580 to replace a door at a water tower.

## MONTHLY OPERATING RESULTS – May 2024 Monthly and Year-To-Date (YTD)

### Sales

#### Electric

- Monthly kWh sales were **1.0% below** budget & **0.1% higher** than May 2023 on increased sales to Large Power customers.
- YTD kWh sales were **0.8% above** budget & **2.2% higher** than May 2023 YTD actual sales.

#### Water

- Monthly sales units of 100 cubic feet were **0.4% below** budget & **3.7% lower** than May 2023 sales on lower sales to Residential customers.
- YTD water sales were **7.1% above** budget & **5.4% higher** than May 2023 YTD actual sales.

#### Sewer

- Monthly sales units of 100 cubic feet were **0.9% below** budget & **0.9% lower** than May 2023 from decreased volumes to Residential customers.
- YTD sewer sales were **3.2% above** budget & **3.2% higher** than May 2023 YTD actual sales.

### Income Statement

#### Electric

- Operating revenues and purchased power expense were **below** budget \$274,500 and \$298,200, respectively, due to overall lower purchased power costs from low market energy prices associated with natural gas commodities.
- Gross margin was \$23,700 **above** budget as a result of lower market energy prices.
- Operating expenses were \$43,200 **above** budget primarily due to higher tree trimming costs than budgeted during the non-construction months.
- Operating income was \$113,000 or \$62,000 **above** budget, largely due to the lower market energy prices.
- Net income was \$328,200 or \$287,200 **above** budget primarily from lower than budgeted purchased power expenses and \$152,700 in non-operating capital contributions received.



- The rolling 12-month Rate of Return was 5.6%.

#### Water

- Operating revenues were \$30,500 *above* budget due to overall higher consumption for industrial customers.
- Operating expenses were \$58,900 *above* budget due to the replacement of RO membranes at the water treatment facility in April for \$97,000. These costs were originally budgeted as capital costs vs maintenance cashflows.
- Operating income was \$250,600 or \$9,500 *below* budget due to the replacement RO membranes replacements.
- Net income was \$276,400 or \$67,700 *above* budget.
- The rolling 12-month Rate of Return was 5.5%.

#### Sewer

- Operating revenues were \$247,200 *below* budget as forecasted biomass revenues have not commenced as budgeted.
- Operating expenses were \$134,800 *below* budget due to lower than anticipated “start-up” costs associated with the ABNR process.
- Operating income was \$99,900 or \$127,100 *below* budget.
- Net income was \$358,300 or \$602,000 *below* budget largely due to the lack of biomass revenues and the timing and dollar value of grant contributions compared to budget. Without the grant contributions net income was \$36,000 or \$56,100 *below* budget.
- The rolling 12-month Rate of Return was 4.8%.

### **Balance Sheets**

#### Electric

- Balance sheet *increased* \$17,500 from April 2024 due to an increase in receivable collections from the prior month which is typical this time of year as power usage increases.
- Unrestricted cash *decreased* \$36,800 as a result of increased collections.
- Net position *increased* by \$50,900.

#### Water

- Balance sheet *increased* \$101,200 from April 2024 as a result of routine operating margins during the month.
- Unrestricted cash *increased* \$86,500 from April 2024 as a result of the decreased maintenance expenses experienced during the month.
- Net position *increased* by \$95,200.

#### Sewer

- Balance sheet *decreased* \$680,300 from April 2024 due to an annual principal and interest payment on the USDA loan in the amount of \$744,700. The principal portion was \$589,100 and the interest portion was \$155,600.
- Unrestricted cash *increased* \$47,300 from normal operating activity including monthly transfers of restricted debt payment reserves.
- Net position *increased* \$36,800 from normal operating activity.

## Cash and Investments

The monthly metrics dashboard for cash and investments provides a monthly comparison of cash and investment balances and graphs that present long-term investments by maturity, type, and rating. The Utility's investments are typically fixed-income and held-to-maturity unless called before maturity by the issuer. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

- Total cash and investments *decreased* \$492,700 or **(4.2%)** from April 2024 primarily from the sewer principal and interest debt payment.
- Received interest and distributions of \$19,300 and recorded unrealized market adjustments of \$800, along with (\$600) in management fees, resulting in a net portfolio *gain* of \$19,500 for the month.
- Total interest and investment income earned (excluding market value adjustments) on all accounts for the month was \$45,100 and \$194,800 year-to-date.

## OTHER FINANCIAL MATTERS

### WWTP Upgrade – Construction Update and Progress

Listed below is a summary of the costs incurred and paid for with USDA loan proceeds requested to date:

<b>Total Project Budget</b> <i>(As of 4/14/2023):</i>	<b>\$ 37,508,000</b>
<b>Total Project Costs to Date</b> <i>(Thru 6/4/2024):</i>	<b>\$ 35,472,288</b>
<b>Loan Draws – Project to Date</b> <i>(Thru 6/4/2024):</i>	<b>\$ 27,807,000</b>
<b>Grants Provided</b> <i>(Thru 6/4/2024):</i>	<b>\$ 7,529,860</b>
<b>Disburse Request #34 Requested</b> <i>(6/13/2024):</i>	<b>\$ 68,484</b>
<b>Disburse Request #33 – Paid</b> <i>(4/22/2024):</i>	<b>\$ 322,000</b>

This concludes my report. Please do not hesitate to contact me at 324-7920 or [jstaneke@waupunutilities.org](mailto:jstaneke@waupunutilities.org) with any questions or comments.



TO: Waupun Utilities Commissioners  
FROM: Jeff Stanek, CPA, Finance Director  
DATE: August, 9 2024  
SUBJECT: June 2024 Financial Report

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## CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction activity consisted of continued work associated with the United Cooperative project and overhead rebuilds along McKinley/Grandview and Grace streets. The electric utility also received four 50 kVa and one 1,000 kVa transformers totaling \$63,730 for the month. The water utility relocated two hydrants during the month due to customer developments. Construction at the WWTP continues with monthly Disbursement Requests processed through the USDA.

There were no plant additions for the month.

## MONTHLY OPERATING RESULTS – June 2024 Monthly and Year-To-Date (YTD)

### Sales

#### Electric

- Monthly kWh sales were **0.6% above** budget & **1.1% higher** than June 2023 on increased sales to Large Power customers.
- YTD kWh sales were **0.8% above** budget & **2.0% higher** than June 2023 YTD actual sales.

#### Water

- Monthly sales units of 100 cubic feet were **9.6% below** budget & **11.8% lower** than June 2023 sales on lower sales to Residential customers.
- YTD water sales were **4.0% above** budget & **2.1% higher** than June 2023 YTD actual sales.

#### Sewer

- Monthly sales units of 100 cubic feet were **3.2% below** budget & **3.2% lower** than June 2023 from decreased volumes to Residential customers.
- YTD sewer sales were **2.0% above** budget & **2.0% higher** than June 2023 YTD actual sales.

### Income Statement

#### Electric

- Operating revenues and purchased power expense were **below** budget \$314,400 and \$369,200, respectively, due to overall lower purchased power costs from low market energy prices associated with natural gas commodities.
- Gross margin was \$54,900 **above** budget as a result of lower market energy prices.
- Operating expenses were \$40,600 **above** budget primarily due to higher tree trimming costs than budgeted during the non-construction months.
- Operating income was \$184,500 or \$99,800 **above** budget, largely due to the lower market energy prices.
- Net income was \$424,900 or \$352,100 **above** budget primarily from lower than budgeted purchased power expenses and \$164,100 in non-operating capital contributions received.

- The rolling 12-month Rate of Return was 5.9%.

#### Water

- Operating revenues were \$20,300 *above* budget due to overall higher consumption for industrial customers.
- Operating expenses were \$62,400 *above* budget due to the replacement of RO membranes at the water treatment facility in May for \$97,000. These costs were originally budgeted as capital costs vs maintenance cashflows.
- Operating income was \$313,200 or \$19,200 *below* budget due to the replacement RO membranes replacements.
- Net income was \$363,600 or \$92,800 *above* budget.
- The rolling 12-month Rate of Return was 5.4%.

#### Sewer

- Operating revenues were \$300,700 *below* budget as forecasted biomass revenues have not commenced as budgeted.
- Operating expenses were \$145,200 *below* budget due to lower than anticipated “start-up” costs associated with the ABNR process.
- Operating income was \$102,700 or \$173,100 *below* budget due to the lack of biomass revenues.
- Net income was \$362,900 or \$792,900 *below* budget largely due to the lack of biomass revenues and the timing and dollar value of grant contributions compared to budget. Without the grant contributions net income was \$40,600 or \$91,200 *below* budget.
- The rolling 12-month Rate of Return was 4.3%.

### **Balance Sheets**

#### Electric

- Balance sheet *increased* \$321,700 from May 2024 due to an increase in receivable from the prior month which is typical this time of year as power usage increases.
- Unrestricted cash *decreased* \$16,700 as a result of increased collections.
- Net position *increased* by \$93,800.

#### Water

- Balance sheet *increased* \$97,400 from May 2024 as a result of routine operating margins during the month.
- Unrestricted cash *increased* \$96,800 from May 2024 as a result of the decreased maintenance expenses experienced during the month.
- Net position *increased* by \$97,400.

#### Sewer

- Balance sheet *increased* \$36,800 from May 2024 from routine operations.
- Unrestricted cash *increased* \$89,200 from normal operating activity including monthly transfers of restricted debt payment reserves.
- Net position *increased* \$36,800 from normal operating activity.

## Cash and Investments

The monthly metrics dashboard for cash and investments provides a monthly comparison of cash and investment balances and graphs that present long-term investments by maturity, type, and rating. The Utility's investments are typically fixed-income and held-to-maturity unless called before maturity by the issuer. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

- Total cash and investments *increased* \$263,000 or **(2.4%)** from May 2024 primarily from routine operating activity.
- Received interest and distributions of \$7,500 and recorded unrealized market adjustments of \$7,200, along with (\$600) in management fees, resulting in a net portfolio *gain* of \$14,100 for the month.
- Total interest and investment income earned (excluding market value adjustments) on all accounts for the month was \$34,200 and \$234,000 year-to-date.

## OTHER FINANCIAL MATTERS

### WWTP Upgrade – Construction Update and Progress

Listed below is a summary of the costs incurred and paid for with USDA loan proceeds requested to date:

<b>Total Project Budget</b> <i>(As of 4/14/2023):</i>	<b>\$ 37,508,000</b>
<b>Total Project Costs to Date</b> <i>(Thru 6/4/2024):</i>	<b>\$ 35,472,288</b>
<b>Loan Draws – Project to Date</b> <i>(Thru 6/4/2024):</i>	<b>\$ 27,807,000</b>
<b>Grants Provided</b> <i>(Thru 8/1/2024):</i>	<b>\$ 7,607,360</b>
<b>Disburse Request #34 Requested</b> <i>(7/10/24):</i>	<b>\$ 77,502</b>
<b>Disburse Request #34 – Paid</b> <i>(7/28/24):</i>	<b>\$ 77,500</b>

This concludes my report. Please do not hesitate to contact me at 324-7920 or [jstaneke@waupunutilities.org](mailto:jstaneke@waupunutilities.org) with any questions or comments.



# AGENDA SUMMARY SHEET

**MEETING DATE:** 8/19/2024

**TITLE:** MONTHLY FINANCIALS

**AGENDA SECTION:** ACTION

**PRESENTER:** Casey Langenfeld, Finance  
Director

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

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**SUMMARY:**

**STAFF RECOMMENDATION:** Request action to accept the financials for July 2024.

**ATTACHMENTS:**

July 2024 Monthly Financials

**RECOMMENDED MOTION:**

Motion to accept the monthly financials.



## MONTHLY FINANCIAL REPORT 2024

### January

Revenues	Expenses

### February

Revenues	Expenses
\$46,984 Payment for Municipal Services (\$27,984 more than budgeted for)	
\$43,510.65 interest income over budget	

### March

Revenues	Expenses
\$250,000 Donation to Community Center Stone Family Foundation	

### April

Revenues	Expenses

### May

Revenues	Expenses
\$50,679 Recycling Grant Received	

### June

Revenues	Expenses
\$206,503 Interest Income over budget	

### July

Revenues	Expenses

**CITY OF WAUPUN MONTHLY FINANCIAL REPORT**

July 31, 2024



<b>FUND 100</b>					<b>% of Year Past</b>
<b>General Operations Fund</b>					<b>58%</b>
	<b>7/31/2024</b>	<b>7/31/2024</b>	<b>7/31/2024</b>	<b>7/31/2024</b>	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<b>Percent</b>
<b>REVENUE</b>					
Taxes	71,505	1,714,469	2,279,125	(564,656)	75.22
Special Assessments	-	217	100	117	217.17
Intergovernmental Aids	699,533	1,132,975	3,970,768	(2,837,793)	28.53
Licenses and Permits	2,381	26,509	55,230	(28,721)	48.00
Penalties, Forfeitures	2,229	25,950	42,500	(16,550)	61.06
Public Charges for Service	50,339	218,535	299,143	(80,608)	73.05
Intergovernmental Charges	-	-	-	-	
Miscellaneous Revenue	45,699	346,804	62,500	284,304	554.89
Special Funds Activity	-	-	190,701	(190,701)	0.00
<b>TOTAL REVENUE</b>	<b>871,686</b>	<b>3,465,459</b>	<b>6,900,067</b>	<b>(3,434,608)</b>	
<b>EXPENDITURES</b>					
General Government	99,417	728,835	1,481,040	(752,205)	49.21
Recreation	93,631	267,935	802,351	(534,416)	33.39
Assessor/Inspector	3,200	22,701	40,500	(17,799)	56.05
Police	178,556	1,299,703	2,540,805	(1,241,102)	51.15
Fire	27,539	205,999	571,498	(365,498)	36.05
Public Works	104,148	885,345	1,674,638	(789,293)	52.87
Economic Dvlp/Admin	35,097	139,467	22,235	117,232	627.24
<b>TOTAL EXPENDITURES</b>	<b>541,589</b>	<b>3,549,987</b>	<b>7,133,067</b>	<b>(3,583,080)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>330,097</b>	<b>(84,528)</b>	<b>(233,000)</b>		
<b>FUND 210</b>					
<b>Library Fund</b>					
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<b>Percent</b>
<b>REVENUE</b>					
Tax Levy	-	448,707	553,896	(105,189)	81.01
Interest/Divid/Grants/Cty Approp	-	224,606	216,625	7,981	103.68
Fees	100	6,175	700	5,475	882.14
Revenue/Donations	3,118	20,899	5,000	15,899	417.98
<b>TOTAL REVENUE</b>	<b>3,218</b>	<b>700,388</b>	<b>776,221</b>	<b>(75,833)</b>	
<b>EXPENDITURES</b>					
Library Expenses	58,654	418,883	776,221	(357,338)	53.96
Transfer Out - Capital Fund	-	-	-	-	0.00
<b>TOTAL EXPENDITURES</b>	<b>58,654</b>	<b>418,883</b>	<b>776,221</b>	<b>(357,338)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(55,437)</b>	<b>281,505</b>	<b>-</b>		



**FUND 220****Grants and Donations Fund**

	<i>7/31/2024</i> <i>Month Activity</i>	<i>7/31/2024</i> <i>YTD Actual</i>	<i>7/31/2024</i> <i>Budget Amount</i>	<i>7/31/2024</i> <i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Federal Grants	-	49,976	-	49,976	0.00
State/Misc Grants & Donations	2,635	323,477	6,010	317,467	5382.31
<b>TOTAL REVENUE</b>	<b>2,635</b>	<b>373,452</b>	<b>6,010</b>	<b>367,442</b>	
<b>EXPENDITURES</b>					
General Government	-	-	5,000	(5,000)	0.00
Recreational Grants	594	42,192	-	42,192	0.00
Police Grants	803	1,665	-	1,665	0.00
Fire/EMR Grants	-	-	-	-	0.00
DPW Grants	-	-	-	-	0.00
Economic Development	-	-	1,000	(1,000)	0.00
<b>TOTAL EXPENDITURES</b>	<b>1,397</b>	<b>43,858</b>	<b>6,000</b>	<b>37,858</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>1,238</b>	<b>329,595</b>	<b>10</b>		

**FUND 230****Building Inspection Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Tax Levy	-	-	-	-	0.00
Building Permits	28,644	62,927	75,000	(12,073)	83.90
Fees	9,045	17,765	9,500	8,265	187.00
<b>TOTAL REVENUE</b>	<b>37,689</b>	<b>80,692</b>	<b>84,500</b>	<b>(3,808)</b>	
<b>EXPENDITURES</b>					
Operating Supplies/Wages	14,476	41,977	76,825	(34,848)	54.64
<b>TOTAL EXPENDITURES</b>	<b>14,476</b>	<b>41,977</b>	<b>76,825</b>	<b>(34,848)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>23,213</b>	<b>38,715</b>	<b>7,675</b>		

**FUND 300****Debt Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Paid to Escrow Agent	-	-	-	-	0.00
General Property Tax	-	657,880	812,105	(154,225)	81.01
Funds Applied	162	1,093	1,000	93	109.32
Transfer in Other Funds	595,630	820,118	1,005,937	(185,819)	81.53
<b>TOTAL REVENUE</b>	<b>595,792</b>	<b>1,479,092</b>	<b>1,819,042</b>	<b>(339,950)</b>	
<b>EXPENDITURES</b>					
2021 Street Project P&I	124,450	133,900	133,900	-	100.00
Principal and Interest Payments	652,060	1,134,086	1,685,142	(551,056)	67.30
<b>TOTAL EXPENDITURES</b>	<b>776,510</b>	<b>1,267,986</b>	<b>1,819,042</b>	<b>(551,056)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(180,718)</b>	<b>211,106</b>	<b>-</b>		

**FUND 400****Capital Fund**

	<b>7/31/2024</b>	<b>7/31/2024</b>	<b>7/31/2024</b>	<b>7/31/2024</b>	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<b>Percent</b>
<b>REVENUE</b>					
Tax Levy	-	275,431	340,000	(64,569)	81.01
Sidewalks	-	609	-	609	0.00
State Shared Revenue/Exp. Restr.	61,877	1,567,976	2,561,877	(993,901)	61.20
Fees - Recreation Facilities	50	550	15,000	(14,450)	3.67
Co. & Muni. Street & Highways	-	-	-	-	0.00
Interest and Misc Income	110,164	123,076	8,000	115,076	1538.45
Transfer in Other Funds	-	-	219,010	(219,010)	0.00
<b>TOTAL REVENUE</b>	<b>172,091</b>	<b>1,967,642</b>	<b>3,143,887</b>	<b>(1,176,245)</b>	
<b>EXPENDITURES</b>					
City Hall	-	75	86,300	(86,225)	
Recreation	355,654	2,558,455	2,786,500	(228,045)	91.82
Public Safety	-	-	50,000	(50,000)	0.00
Library and DPW	-	-	-	-	0.00
Streets	476	29,781	256,000	(226,219)	11.63
Transfer Out - Other Funds	-	-	-	-	0.00
<b>TOTAL EXPENDITURES</b>	<b>356,130</b>	<b>2,588,311</b>	<b>3,178,800</b>	<b>(590,489)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(184,040)</b>	<b>(620,669)</b>	<b>(34,913)</b>		

**FUND 404****Business Park Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<b>Percent</b>
<b>REVENUE</b>					
Tax Increment	-	-	-	-	0.00
Interest Income	-	-	-	-	0.00
Leases	-	405,327	10,453	394,874	3877.62
<b>TOTAL REVENUE</b>	<b>-</b>	<b>405,327</b>	<b>10,453</b>	<b>394,874</b>	
<b>EXPENDITURES</b>					
Operating	948	411,558	10,000	401,558	4115.58
<b>TOTAL EXPENDITURES</b>	<b>948</b>	<b>411,558</b>	<b>10,000</b>	<b>401,558</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(948)</b>	<b>(6,231)</b>	<b>453</b>		

**FUND 405**  
**TID 3 Fund**

	<i>7/31/2024</i> <i>Month Activity</i>	<i>7/31/2024</i> <i>YTD Actual</i>	<i>7/31/2024</i> <i>Budget Amount</i>	<i>7/31/2024</i> <i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Tax Increment	8,287	153,947	192,642	(38,696)	79.91
PILOT	-	6,023	9,000	(2,977)	66.92
Grants	34,470	34,470	50,000	(15,530)	0.00
Permits	-	-	-	-	0.00
Donations	-	-	-	-	0.00
Proceeds Long Term Debt Issue	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>42,757</b>	<b>194,440</b>	<b>251,642</b>	<b>(57,202)</b>	
<b>EXPENDITURES</b>					
Operating	75,957	172,659	206,222	(33,563)	83.72
Transfer Out - Other Funds	-	-	-	-	0.00
<b>TOTAL EXPENDITURES</b>	<b>75,957</b>	<b>172,659</b>	<b>206,222</b>	<b>(33,563)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(33,200)</b>	<b>21,781</b>	<b>45,420</b>		

**FUND 401**  
**TID 5 Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Tax Increment	785	347,352	434,681	(87,329)	79.91
Developer Guarantees	-	32,342	24,735	7,607	0.00
Fees	-	-	-	-	0.00
Interest Revenue	-	-	-	-	0.00
Proceeds Long Term Debt Issue	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>785</b>	<b>379,694</b>	<b>459,416</b>	<b>(79,722)</b>	
<b>EXPENDITURES</b>					
Operating	378,050	379,133	379,200	(67)	99.98
<b>TOTAL EXPENDITURES</b>	<b>378,050</b>	<b>379,133</b>	<b>379,200</b>	<b>(67)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(377,265)</b>	<b>561</b>	<b>80,216</b>		

**FUND 408**  
**TID 6 Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Tax Increment	4,949	97,025	117,781	(20,755)	82.38
State/Federal Grants	-	-	-	-	0.00
Permits	-	-	-	-	0.00
Donations/Transfer In	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>4,949</b>	<b>97,025</b>	<b>117,781</b>	<b>(20,755)</b>	
<b>EXPENDITURES</b>					
Transfers Out - Other Funds	55,000	55,000	67,630	(12,630)	0.00
Operating	-	1,083	5,240	(4,157)	20.67
<b>TOTAL EXPENDITURES</b>	<b>55,000</b>	<b>56,083</b>	<b>72,870</b>	<b>(16,787)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(50,051)</b>	<b>40,942</b>	<b>44,911</b>		

**FUND 407****TID 7 Fund**

	<i>7/31/2024</i>	<i>7/31/2024</i>	<i>7/31/2024</i>	<i>7/31/2024</i>	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Tax Increment	-	46,515	57,419	(10,904)	81.01
Permits	-	-	-	-	0.00
State Grants	-	-	-	-	0.00
Permits - Other	-	-	-	-	0.00
Donations	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	-	46,515	57,419	(10,904)	
<b>EXPENDITURES</b>					
Int on Adv/Transfer to Debt Fund	-	27,469	154,938	(127,469)	17.73
Operating	-	6,017	1,150	4,867	523.25
<b>TOTAL EXPENDITURES</b>	-	33,486	156,088	(122,601)	
<b>NET REVENUE OVER EXPENDITURES</b>	-	13,029	(98,669)	111,697	

**FUND 418****TID 8 Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Tax Increment	-	150,010	185,177	(35,166)	81.01
Permits	-	-	-	-	0.00
Fees	-	-	-	-	0.00
Interest Revenue	-	-	-	-	0.00
Proceeds from Long Term Debt Issue	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	-	150,010	185,177	(35,166)	
<b>EXPENDITURES</b>					
Transfer Out - Debt Fund	37,083	94,152	94,152	-	0.00
Operating	-	18,583	31,150	(12,567)	0.00
<b>TOTAL EXPENDITURES</b>	37,083	112,735	125,302	(12,567)	
<b>NET REVENUE OVER EXPENDITURES</b>	(37,083)	37,275	59,875		

**FUND 419****TID 9 Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Tax Increment	-	20,960	25,874	(4,914)	0.00
Interest Revenue	2,576	18,952	-	18,952	0.00
Proceeds Long Term Debt	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	2,576	39,912	25,874	14,038	
<b>EXPENDITURES</b>					
Transfer Out - Other Funds	-	51,750	103,500	(51,750)	0.00
Operating	25	186,176	27,540	158,636	676.02
<b>TOTAL EXPENDITURES</b>	25	237,926	131,040	106,886	
<b>NET REVENUE OVER EXPENDITURES</b>	2,550	(198,014)	(105,166)		

**FUND 410**  
**Equipment Fund**

	<i>7/31/2024</i>	<i>7/31/2024</i>	<i>7/31/2024</i>	<i>7/31/2024</i>	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Tax Levy	-	182,271	225,000	(42,729)	81.01
Grants	-	8,592	5,000	3,592	0.00
Misc.	1,110	17,347	9,000	8,347	192.75
Transfers In - Other Funds	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>1,110</b>	<b>208,211</b>	<b>239,000</b>	<b>(30,789)</b>	
<b>EXPENDITURES</b>					
Administration	-	4,245	14,000	(9,755)	0.00
Recreation	-	2,208	5,000	(2,792)	0.00
Police	795	26,385	131,624	(105,239)	0.00
Fire	-	1,197	26,500	(25,304)	0.00
Library	-	-	-	-	0.00
DPW	812	106,751	101,617	5,134	0.00
<b>TOTAL EXPENDITURES</b>	<b>1,607</b>	<b>140,785</b>	<b>278,741</b>	<b>(137,956)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(497)</b>	<b>67,425</b>	<b>(39,741)</b>		

**FUND 420**  
**Recycling Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Grant	-	5,000	5,000	-	0.00
Fees	12,097	72,670	154,377	(81,707)	47.07
Interest	511	3,451	3,500	(49)	98.60
<b>TOTAL REVENUE</b>	<b>12,608</b>	<b>81,121</b>	<b>162,877</b>	<b>(81,756)</b>	
<b>EXPENDITURES</b>					
Operating	24,706	87,753	154,604	(66,852)	56.76
<b>TOTAL EXPENDITURES</b>	<b>24,706</b>	<b>87,753</b>	<b>154,604</b>	<b>(66,852)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(12,099)</b>	<b>(6,632)</b>	<b>8,273</b>		

**FUND 425**  
**Solid Waste Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Fees	36,291	218,011	428,259	(210,249)	50.91
<b>TOTAL REVENUE</b>	<b>36,291</b>	<b>218,011</b>	<b>428,259</b>	<b>(210,249)</b>	
<b>EXPENDITURES</b>					
Operating	80,252	250,418	432,093	(181,675)	57.95
<b>TOTAL EXPENDITURES</b>	<b>80,252</b>	<b>250,418</b>	<b>432,093</b>	<b>(181,675)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(43,962)</b>	<b>(32,407)</b>	<b>(3,834)</b>		

**FUND 430****Tourism Fund**

	<i>7/31/2024</i>	<i>7/31/2024</i>	<i>7/31/2024</i>	<i>7/31/2024</i>	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Local Room Tax	10,808	30,262	60,000	(29,738)	50.44
Misc.	-	20,000	10,000	10,000	0.00
<b>TOTAL REVENUE</b>	<b>10,808</b>	<b>50,262</b>	<b>70,000</b>	<b>(19,738)</b>	
<b>EXPENDITURES</b>					
Operating	5,401	26,473	70,000	(43,527)	37.82
<b>TOTAL EXPENDITURES</b>	<b>5,401</b>	<b>26,473</b>	<b>70,000</b>	<b>(43,527)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>5,407</b>	<b>23,789</b>	<b>-</b>		

**FUND 501****Taxi Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	
					<i>Percent</i>
<b>REVENUE</b>					
Tax Levy	-	36,454	45,000	(8,546)	0.00
State/Federal Grants	-	49,352	70,000	(20,648)	70.50
Sale of Vehicles/Property	-	-	-	-	0.00
Transfer In - Other Funds	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>-</b>	<b>85,806</b>	<b>115,000</b>	<b>(29,194)</b>	
<b>EXPENDITURES</b>					
Operating	11,295	73,042	212,916	(139,874)	34.31
<b>TOTAL EXPENDITURES</b>	<b>11,295</b>	<b>73,042</b>	<b>212,916</b>	<b>(139,874)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(11,295)</b>	<b>12,764</b>	<b>(97,916)</b>		

**FUND 509****CDBG Fund**

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	
					<i>Percent</i>
<b>REVENUE</b>					
Interest	3	20	20	(0)	99.20
<b>TOTAL REVENUE</b>	<b>3</b>	<b>20</b>	<b>20</b>	<b>(0)</b>	
<b>EXPENDITURES</b>					
Operating	-	7,498	73,000	(65,502)	0.00
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>7,498</b>	<b>73,000</b>	<b>(65,502)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>3</b>	<b>(7,478)</b>	<b>(72,980)</b>		

**FUND 700****Stormwater Fund**

	<b>7/31/2024</b> <i>Month Activity</i>	<b>7/31/2024</b> <i>YTD Actual</i>	<b>7/31/2024</b> <i>Budget Amount</i>	<b>7/31/2024</b> <i>Over/(Under)</i>	<b>Percent</b>
<b>REVENUE</b>					
Grants	-	-	-	-	0.00
Fees	-	-	-	-	0.00
Stormwater Fees	51,862	312,124	592,500	(280,376)	52.68
Proceeds Long Term Debt Issue	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>51,862</b>	<b>312,124</b>	<b>592,500</b>	<b>(280,376)</b>	
<b>EXPENDITURES</b>					
Operating, Wages, Benefits	113,834	307,188	-	307,188	#DIV/0!
<b>TOTAL EXPENDITURES</b>	<b>113,834</b>	<b>307,188</b>	<b>-</b>	<b>307,188</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(61,972)</b>	<b>4,936</b>	<b>592,500</b>		

TO: Mayor & Common Council  
 FROM: Susan Leahy  
 SUBJECT: Building Permits for JULY 2024

Permit #	Applicant Name	Parcel Address	Description	Bond Fee	Permit Fee	Admin Fee	Total Fees	Project Cost
Group: Dodge								
2024151	Heidi Bailey	308 PLEASANT AVE	Remove & Replace Windows & Remodel Bath		\$110.00	\$ 45.00	\$155.00	\$10,000.00
2024175	Clifford Kikkert	600 MAYFAIR ST	Complete Tear Off - Reroof, Gutters		\$126.70	\$ 45.00	\$171.70	\$21,115.93
2024180	Gappa Properties	16 S Madison Street	Upgrade Fuse Panel to Breaker Panel		\$80.00	\$ 45.00	\$125.00	\$-
2024181	John Phillips	627 MORSE ST	Replace Furnace & Install Outdoor Condenser Unit HP		\$50.00	\$ 45.00	\$95.00	\$1,231.14
2024182	Susan Aronson	600 S WATERTOWN ST	Complete Tear Off - Reroof		\$93.60	\$ 45.00	\$138.60	\$15,600.00
2024183	SSM Health - Waupun Clinic	620 W BROWN ST #1	Expand 1st Floor Waupun Clinic Nurse Station		\$426.92	\$ 45.00	\$471.92	\$71,153.00
2024187	Wilbur Van Buren	713 CLAGGETT AVE	Complete Tear Off - House & Garage - Reroof		\$114.00	\$ 45.00	\$159.00	\$19,000.00
2024189	Carol Haroski	309 MCKINLEY ST	Complete Tear Off - House Only - Reroof		\$84.00	\$ 45.00	\$129.00	\$14,000.00
2024190	Andrew Powers	715 W BROWN ST	Complete Tear Off - House Only - Reroof		\$66.00	\$ 45.00	\$111.00	\$11,000.00
2024192	James Stelsel	205 JOHNSON ST	Complete Tear Off - House & Garage - Reroof		\$90.00	\$ 45.00	\$135.00	\$15,000.00
2024195	Steve & Vanessa Bastian	728 GRACE ST	Complete Tear Off - House & Garage - Reroof		\$114.00	\$ 45.00	\$159.00	\$19,000.00
2024196	Travis Greene	222 CARRINGTON ST	Complete Tear Off - House & Garage - Reroof		\$186.00	\$ 45.00	\$231.00	\$31,000.00
2024198	Steve & Judy Schaalma	729 E MAIN ST	Addition		\$400.00	\$ 45.00	\$445.00	\$150,000.00
2024201	Susan Aronson	4 LORI CT	Complete Tear Off - Reroof		\$128.86	\$ 45.00	\$173.86	\$21,477.04
2024209	Sheena Brieske	413 S GROVE ST	Complete Tear Off - Reroof		\$96.00	\$ 45.00	\$141.00	\$16,000.00
2024211	Andrew Z. Shierling	723 W BROWN ST	SFD w/ Attached Garage	\$ 1,000.00	\$1,479.20	\$ 45.00	\$2,524.20	\$250,000.00
2024212	Andrew Shierling	723 W BROWN ST	Raze Structure		\$100.00	\$ 45.00	\$145.00	\$-
2024214	Theresa Herdt	409 GRANDVIEW AVE	Complete Tear Off - Reroof		\$157.34	\$ 45.00	\$202.34	\$26,224.00
2024218	Sharon Bruins	718 GRACE ST	Complete Tear Off - Reroof		\$119.27	\$ 45.00	\$164.27	\$19,878.00
2024219	Marcia Graff	508 W JEFFERSON ST	Complete Tear Off - Reroof		\$97.62	\$ 45.00	\$142.62	\$16,269.93
2024224	Green Collar Grooming	23 S MADISON ST	Concrete Driveway /Existing Gravel Area		\$100.00	\$ 45.00	\$145.00	\$36,000.00
2024226	Kyle Woxland	111 CARRINGTON ST	22'-6"x24' Deck		\$150.00	\$ 45.00	\$195.00	\$10,000.00
2024228	Steve Mock	205 WELCH ST	Complete Tear Off - Reroof		\$60.00	\$ 45.00	\$105.00	\$10,000.00
2024229	Andrew Ovesky	612 E JEFFERSON ST	Complete Tear Off - Reroof		\$74.50	\$ 45.00	\$119.50	\$12,416.71
2024230	Neal Gorenschek	29 S GROVE ST	Complete Tear Off - Reroof		\$71.21	\$ 45.00	\$116.21	\$11,867.82
2024231	Arie & Marianne Nugteren	502 S WEST ST	House Fire Remodel & Rebuild Garage		\$725.00	\$ 45.00	\$770.00	\$100,000.00
2024233	Steven Klapper	201-203 PARK AVE	Complete Tear Off - Reroof		\$114.84	\$ 45.00	\$159.84	\$19,140.35
2024234	Winifred & Todd McCullough	502 COCHRANE ST	Complete Tear Off - Reroof, Gutters, Downspouts, Guards & Window Wraps		\$188.19	\$ 45.00	\$233.19	\$31,364.58
2024235	Kevin & Sherry Winter	608 COCHRANE ST	Complete Tear Off - Reroof, Gutters, Downspouts, Reside & Window Wraps		\$192.89	\$ 45.00	\$237.89	\$32,148.69
2024240	Eugene Lambert	410 CARRINGTON ST	Complete Tear Off - Reroof House, Detached Garage & Shed		\$138.00	\$ 45.00	\$183.00	\$23,000.00
2024244	Tara Cantrall	119 LIBERTY ST	Complete Tear Off - Reroof House & Garage		\$96.00	\$ 45.00	\$141.00	\$16,000.00
2024246	Chris & Kerri Huebel	727 GRACE ST	Complete Tear Off - Reroof House & Garage		\$126.00	\$ 45.00	\$171.00	\$21,000.00
2024251	Gary Schulz	1 WILCOX CT	Complete Tear Off - Reroof House & Garage		\$132.00	\$ 45.00	\$177.00	\$22,000.00
2024252	Lanna Strompolis	307 S GROVE ST	Complete Tear Off - Reroof		\$71.37	\$ 45.00	\$116.37	\$11,894.74
2024253	Denise Munro	435 E JEFFERSON ST	Complete Tear Off - Reroof		\$50.00	\$ 45.00	\$95.00	\$8,293.24
2024254	Benjamin Decker	608 E BROWN ST	Interior Remodel, Add full Bath @ 1st Floor, Reside, Replace all Windows		\$600.00	\$ 45.00	\$645.00	\$100,000.00
2024256	Municipal Well & Pump	1212 + STORBECK DR	Ground Sign & Flag Pole		\$132.00	\$ 45.00	\$177.00	\$-
2024257	Jordan Mosher	300 CARRINGTON ST	Replace AC		\$50.00	\$ 45.00	\$95.00	\$6,634.00
2024258	Joe Roets	415 S MADISON ST	Complete Tear Off - Reroof		\$106.20	\$ 45.00	\$151.20	\$17,700.00
2024260	Brad Wiese	416 ELM AVE	Complete Tear Off - Reroof		\$93.00	\$ 45.00	\$138.00	\$15,500.00
2024261	Ken Ten Pas	727 VISSER AVE	Complete Tear Off - Reroof		\$105.00	\$ 45.00	\$150.00	\$17,500.00
2024262	Terry Zamzow	1016 W LINCOLN ST	Complete Tear Off - Reroof		\$86.40	\$ 45.00	\$131.40	\$14,400.00
2024266	Scott Flier	402 JOHNSON ST	Complete Tear Off - Reroof		\$129.60	\$ 45.00	\$174.60	\$21,600.00
2024267	Michelle Prado	218 FOX LAKE RD	Complete Tear Off - Reroof		\$108.60	\$ 45.00	\$153.60	\$18,100.00
2024268	Pete Montsma	415 HIGH ST	Complete Tear Off - Reroof		\$139.20	\$ 45.00	\$184.20	\$23,200.00
2024271	Tim Mohr	101 LIBERTY ST	Complete Tear Off - Reroof		\$73.80	\$ 45.00	\$118.80	\$12,300.00
2024273	Ken Hamsen	512 W JEFFERSON ST	Complete Tear Off - Reroof		\$50.00	\$ 45.00	\$95.00	\$7,000.00
2024279	Terry Wegner	516 COCHRANE ST	Complete Tear Off - Reroof, Gutters, Window Wraps		\$142.07	\$ 45.00	\$187.07	\$23,678.19
2024280	Jeffrey Vree	209 BEAVER DAM ST	Complete Tear Off - Reroof, Few Sections of Siding, Gutters, & Fascia		\$143.51	\$ 45.00	\$188.51	\$23,918.60
2024281	Emily Ramirez	100 S STATE ST	Complete Tear Off - Reroof		\$116.50	\$ 45.00	\$161.50	\$19,416.84
2024283	Lisa Klapper	3 REIDS DR	Complete Tear Off - Reroof		\$62.10	\$ 45.00	\$107.10	\$10,350.00
2024288	Matthew Hakala	302 PLEASANT AVE	Complete Tear Off - Reroof & Gutter		\$96.00	\$ 45.00	\$141.00	\$16,000.00
2024289	Brett Backhaus	716 VISSER AVE	Complete Tear Off - Reroof & Gutter		\$120.00	\$ 45.00	\$165.00	\$20,000.00
2024290	Kurt Hein	1 BEVERLY CT	Complete Tear Off - Reroof		\$108.00	\$ 45.00	\$153.00	\$18,000.00
2024291	Jeremiah Hopp	2 BEVERLY CT	Complete Tear Off - Reroof		\$90.00	\$ 45.00	\$135.00	\$15,000.00
2024293	Denis Christopherson	812 W JEFFERSON ST	Complete Tear Off - Reroof		\$90.00	\$ 45.00	\$135.00	\$15,000.00
2024311	Paul Mielke	828 SUNSET AVE	Complete Tear Off - Reroof House & Garage & Replace Gutters		\$152.79	\$ 45.00	\$197.79	\$25,465.00
2024312	Chase Martin	102 W BROWN ST	4' high Chain Link Fence with Wood Posts		\$100.00	\$ 45.00	\$145.00	\$600.00
2024313	Bentz Real Estate LLC	25 E MAIN ST	Replace Pedestal Sign		\$181.43	\$ 45.00	\$226.43	\$5,200.00
2024314	Kay Coddens	5 BEVERLY CT	Install Sump Pump, Liner w/ Air Tight Floor Drain, Alarm System		\$50.00	\$ 45.00	\$95.00	\$5,147.91
2024315	Bradley Daane	823 E BROWN ST	Wall Anchors/Foundation Wall Stabilization/Perimeter Drain Tile & Sump Crock		\$138.52	\$ 45.00	\$183.52	\$23,086.63
2024318	Bill Linke	503 W JEFFERSON ST	Complete Tear Off - Reroof		\$85.83	\$ 45.00	\$130.83	\$14,305.00
2024320	Dave Lechner	219 S GROVE ST	Complete Tear Off - Reroof House & Garage		\$186.00	\$ 45.00	\$231.00	\$31,000.00
2024325	Phylliss Riel	819 E BROWN ST	Complete Tear Off - Reroof		\$69.60	\$ 45.00	\$114.60	\$11,600.00
2024330	Mike Gillenkirk	540 E BROWN ST	Complete Tear Off - Reroof House & Detached Garage		\$186.00	\$ 45.00	\$231.00	\$31,000.00
2024331	Arvid & Cynthia Schouten	811 E MAIN ST	Complete Tear Off - Reroof House & Detached Garage		\$129.87	\$ 45.00	\$174.87	\$21,645.61
2024333	Warren & Judy Mecklenberg	500 S WATERTOWN ST	Complete Tear Off - Reroof House & Detached Garage		\$87.28	\$ 45.00	\$132.28	\$14,545.87
2024334	Russel & Jennifer Miescke	724 ROBIN RD	Complete Tear Off - Reroof House		\$170.38	\$ 45.00	\$215.38	\$28,396.56
2024335	Edward & Dawn Mueller	514 S WATERTOWN ST	Complete Tear Off - Reroof House & Detached Garage		\$84.00	\$ 45.00	\$129.00	\$14,000.00
2024337	Robert Patrouille	116 PLEASANT AVE	Complete Tear Off - Reroof House		\$112.89	\$ 45.00	\$157.89	\$18,814.78
2024338	Stephanie Schulz	8 HILLYER ST	Complete Tear Off - Reroof, Gutters, Siding Repair		\$126.55	\$ 45.00	\$171.55	\$21,092.04
2024339	Steven Lang	1032 W LINCOLN ST	Complete Tear Off - Reroof		\$114.00	\$ 45.00	\$159.00	\$19,000.00
2024340	Delvin Kuehn	1001 W LINCOLN ST	Complete Tear Off - Reroof & Gutters		\$114.00	\$ 45.00	\$159.00	\$19,000.00
2024341	Delvin Kuehn	1005 W LINCOLN ST	Complete Tear Off - Reroof		\$120.00	\$ 45.00	\$165.00	\$20,000.00
2024342	Jackson	638 S MADISON ST	Complete Tear Off - Reroof		\$102.00	\$ 45.00	\$147.00	\$17,000.00
2024343	Gerald Helm	106 S WEST ST	Complete Tear Off - Reroof, Reside & Gutters		\$210.00	\$ 45.00	\$255.00	\$35,000.00
2024344	David Weber	559 S MADISON ST	Complete Tear Off - Reroof, Gutter Guards		\$120.00	\$ 45.00	\$165.00	\$20,000.00
2024345	Jennifer Goiz / Koehler	251 S MADISON ST	Complete Tear Off - Reroof		\$120.00	\$ 45.00	\$165.00	\$20,000.00
2024346	Robert Farley	253 S MADISON ST	Complete Tear Off - Reroof		\$132.00	\$ 45.00	\$177.00	\$22,000.00
2024347	Daniel Slager	1209 ANDY LN	Complete Tear Off - Reroof		\$102.00	\$ 45.00	\$147.00	\$17,000.00
2024357	Kevin Schreiber	520 W JEFFERSON ST	Complete Tear Off - Reroof		\$123.59	\$ 45.00	\$168.59	\$20,599.00
2024358	Ginni Arneson	421 S WATERTOWN ST	Complete Tear Off - Reroof		\$96.00	\$ 45.00	\$141.00	\$16,000.00
2024363	Deb Giese	1504 FLYWAY DR	Remove & Replace (4) Windows		\$50.00	\$ 45.00	\$95.00	\$4,000.00
2024365	Jerry Giebink	501 PLEASANT AVE	Complete Tear Off - Reroof		\$82.80	\$ 45.00	\$127.80	\$13,800.00
2024366	Dan & Karen Hopp	524 HILLYER ST	Complete Tear Off - Reroof		\$146.40	\$ 45.00	\$191.40	\$24,400.00
2024367	David Griebach	300 GRACE ST	Complete Tear Off - Reroof		\$113.40	\$ 45.00	\$158.40	\$18,900.00
2024370	Benhart Saari	411 S GROVE ST	Complete Tear Off - Reroof		\$75.00	\$ 45.00	\$120.00	\$12,500.00
2024372	Jim Teachout	504 COCHRANE ST	Complete Tear Off - Reroof		\$125.40	\$ 45.00	\$170.40	\$20,900.00
2024374	Mike Mountain	305 JOHNSON ST	Complete Tear Off - Reroof		\$89.40	\$ 45.00	\$134.40	\$14,900.00
2024376	Tim Lont	600 HAZEL ST	Complete Tear Off - Reroof		\$123.00	\$ 45.00	\$168.00	\$20,500.00
2024378	Josh Krenz	1020 W LINCOLN ST	Complete Tear Off - Reroof		\$133.80	\$ 45.00	\$178.80	\$22,300.00
2024382	Collin Eckerstorfer	320 CARRINGTON ST	Complete Tear Off - Reroof		\$107.00	\$ 45.00	\$152.00	\$17,833.90
2024383	Ryan Mielke	228 PLEASANT AVE	Complete Tear Off - Reroof		\$110.01	\$ 45.00	\$155.01	\$18,335.00
2024384	Scott Hamsen	417 MCKINLEY ST	Complete Tear Off - Reroof		\$84.74	\$ 45.00	\$129.74	\$14,123.15
2024387	Edward Fisher	618 MORSE ST	Complete Tear Off - Reroof		\$50.00	\$ 45.00	\$95.00	\$8,225.13
2024388	Berek Kohl	12 JOHNSON ST	Complete Tear Off - Reroof		\$66.38	\$ 45.00	\$111.38	\$11,063.28



2024390	Michael Malloy	621 WILCOX ST	Complete Tear Off - Reroof		\$84.35	\$ 45.00	\$129.35	\$14,058.86
2024395	Calvin Johnson	805 SUNSET COURT	Complete Tear Off - Reroof		\$108.00	\$ 45.00	\$153.00	\$18,000.00
2024398	Steven Schramm	711 OAK LANE	Complete Tear Off - Reroof		\$180.00	\$ 45.00	\$225.00	\$30,000.00
2024399	Mark Hansen	28 REIDS DR	Complete Tear Off - Reroof		\$84.00	\$ 45.00	\$129.00	\$14,000.00
2024400	Noelle Bensley	600 BLY ST	Complete Tear Off - Reroof		\$96.00	\$ 45.00	\$141.00	\$16,000.00

					\$1,000.00	\$14,175.90	\$4,545.00	\$19,720.90	\$2,324,710.52
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Group: Fond du Lac

2024174	Craig Arndt	460 E SPRING STREET	Complete Tear Off - Reroof, Replace Gutters & Window Wraps		\$124.39	\$ 45.00	\$169.39	\$20,731.00
2024176	Scott Gross	472 E SPRING STREET	Complete Tear Off - Reroof, Replace Gutters & Window Wraps		\$153.16	\$ 45.00	\$198.16	\$25,526.46
2024177	William Langford	716 BEEKMAN STREET	Complete Tear Off - Reroof, Replace Gutters		\$131.27	\$ 45.00	\$176.27	\$21,878.15
2024184	Shane Christophersen	15 MEADOW VIEW CIRCLE	Complete Tear Off - House, Garage & Shed - Reroof		\$102.00	\$ 45.00	\$147.00	\$17,000.00
2024185	James Nowak	22 MEADOW VIEW CIRCLE	Complete Tear Off - House, Garage & Shed - Reroof		\$90.00	\$ 45.00	\$135.00	\$15,000.00
2024186	Jerry Pluim	601 HOME AVENUE	Complete Tear Off - House & Garage - Reroof		\$126.00	\$ 45.00	\$171.00	\$21,000.00
2024188	Dustin & Jennifer Kamphuis	447 NEEVEL AVENUE	Complete Tear Off - House & Garage - Reroof		\$120.00	\$ 45.00	\$165.00	\$20,000.00
2024191	Jim Kueter	610 HOARD ROAD	Complete Tear Off - House & Garage - Reroof		\$138.00	\$ 45.00	\$183.00	\$23,000.00
2024193	Dennis & Gail Billie	429 W SPRING STREET	Complete Tear Off - House & Garage - Reroof		\$114.00	\$ 45.00	\$159.00	\$19,000.00
2024194	Lukas Marwitz	489 NEEVEL AVENUE	Complete Tear Off - House & Garage - Reroof		\$102.00	\$ 45.00	\$147.00	\$17,000.00
2024197	Rita Haroski	308 N GROVE STREET	Complete Tear Off - House & Garage - Reroof		\$72.00	\$ 45.00	\$117.00	\$12,000.00
2024199	Alberto & Emalia Guimaraes	128 N WATERTOWN STREET	Replace (8) Windows		\$50.00	\$ 45.00	\$95.00	\$300.00
2024202	Mary Aalsma	400 HARMSEN AVENUE	Complete Tear Off - Reroof		\$127.80	\$ 45.00	\$172.80	\$21,300.00
2024203	Mike Vander Berg	10 BIRDIE BOULEVARD	Complete Tear Off - Reroof		\$161.40	\$ 45.00	\$206.40	\$26,900.00
2024204	Tony Checki	18 DOG LEG LANE	Complete Tear Off - Reroof		\$173.40	\$ 45.00	\$218.40	\$28,900.00
2024205	Robert Frank	165 HARMSEN AVENUE	Complete Tear Off - Reroof		\$238.80	\$ 45.00	\$283.80	\$39,800.00
2024206	Josh Snow	177 HARMSEN AVENUE	Complete Tear Off - Reroof		\$191.40	\$ 45.00	\$236.40	\$31,900.00
2024207	Nicholas Flasch	244 FOND DU LAC STREET	Complete Tear Off - Reroof		\$123.60	\$ 45.00	\$168.60	\$20,600.00
2024208	Tom Corcoran	18 BIRDIE BOULEVARD	Complete Tear Off - Reroof		\$210.60	\$ 45.00	\$255.60	\$35,100.00
2024210	David & Christine Levey	429 NEEVEL AVENUE	Complete Tear Off - Reroof, Gutters & Downspouts		\$126.79	\$ 45.00	\$171.79	\$21,131.19
2024213	Andy Jameson	1017 TANAGER STREET	5' High Black Chainlink		\$100.00	\$ 45.00	\$145.00	\$7,000.00
2024215	Jacob Rosanske	541 EDGEWOOD DRIVE	Complete Tear Off - Reroof		\$194.69	\$ 45.00	\$239.69	\$32,448.00
2024216	Mike Vossekuil	609 BEEKMAN STREET	Complete Tear Off - Reroof		\$71.09	\$ 45.00	\$116.09	\$11,848.50
2024217	Steve Chene	713 WINTER AVENUE	Complete Tear Off - Reroof		\$106.53	\$ 45.00	\$151.53	\$17,754.60
2024220	Marilyn Vandersanden	30 JACKSON STREET	Complete Tear Off - Reroof House, Detached Garage & Shed		\$110.42	\$ 45.00	\$155.42	\$18,403.88
2024221	Sylvia Schramm	908 NEWTON AVENUE	Complete Tear Off - Reroof, Gutters & Guards		\$172.82	\$ 45.00	\$217.82	\$27,302.80
2024222	Kyle & Carissa Vande Zande	159 HARMSEN AVENUE	Complete Tear Off - Reroof, Gutters, Reside, Wraps, Window		\$229.41	\$ 45.00	\$274.41	\$38,235.76
2024223	Bill Wojahn	541 W SPRING STREET	Rebuild 22'x12' Deck & Install 22'x12' "Joyce" 3-Season Room		\$300.00	\$ 45.00	\$345.00	\$39,860.00
2024225	Doug Darnick	1016 Tanager Street	5' High Aluminum Ornamental Wrought Iron Fence		\$100.00	\$ 45.00	\$145.00	\$12,997.00
2024227	Duey Vande Zande	712 WINTER AVENUE	Complete Tear Off - Reroof, Gutters		\$253.94	\$ 45.00	\$298.94	\$42,323.53
2024232	Steven Klapper	700 PIONEER AVENUE	Complete Tear Off - Reroof		\$75.00	\$ 45.00	\$120.00	\$12,500.00
2024236	Daniel Fude	613 PARK STREET	Complete Tear Off - Reroof & Window Wraps		\$117.14	\$ 45.00	\$162.14	\$19,522.50
2024237	James & Karen Baierl	501 W SPRING STREET	Complete Tear Off - Reroof, Gutters, Downspouts & Guards		\$122.37	\$ 45.00	\$167.37	\$20,395.34
2024238	Carl Koenig	441 BITTERSWEET LANE	Complete Tear Off - Reroof House & Shed		\$126.00	\$ 45.00	\$171.00	\$21,000.00
2024239	Mark & Dawn Rohr	431 BITTERSWEET LANE	Complete Tear Off - Reroof House & Shed		\$156.00	\$ 45.00	\$201.00	\$26,000.00
2024241	Brian & Renee Hinz	704 TULIP LANE	Complete Tear Off - Reroof House & Shed		\$120.00	\$ 45.00	\$165.00	\$20,000.00
2024242	Scott Van Galen	448 E SPRING STREET	Complete Tear Off - Reroof House & Shed		\$126.00	\$ 45.00	\$171.00	\$21,000.00
2024243	Zach Dorn	610 PARK STREET	Complete Tear Off - Reroof House		\$90.00	\$ 45.00	\$135.00	\$15,000.00
2024245	Gerald Van Loo	198 ACKERMAN AVENUE	Complete Tear Off - Reroof House & Garage		\$54.00	\$ 45.00	\$99.00	\$9,000.00
2024247	Kevin Jorgensen	801 WINTER AVENUE	Complete Tear Off - Reroof House & Garage		\$156.00	\$ 45.00	\$201.00	\$26,000.00
2024248	Ann Preston	832 E FRANKLIN STREET	Complete Tear Off - Reroof House & Garage		\$102.00	\$ 45.00	\$147.00	\$17,000.00
2024249	David Gove	7 MEADOW VIEW CIRCLE	Complete Tear Off - Reroof House & Garage		\$132.00	\$ 45.00	\$177.00	\$22,000.00
2024250	Bob Marsh	218 HOWARD STREET	Complete Tear Off - Reroof House & Garage		\$126.00	\$ 45.00	\$171.00	\$21,000.00
2024255	Vine & Branch	11 Fond du Lac Street	Remove Existing Roof Membrane ,Gutter & Downspout		\$200.40	\$ 45.00	\$245.40	\$33,400.00
2024259	Alla Gross	4 NUMMENDOR DRIVE	Complete Tear Off - Reroof		\$87.60	\$ 45.00	\$132.60	\$14,600.00
2024263	Lois Vande Zande	713 W SPRING STREET	Complete Tear Off - Reroof		\$134.40	\$ 45.00	\$179.40	\$22,400.00
2024264	Linda Navis	23 MEADOW VIEW CIRCLE	Complete Tear Off - Reroof		\$115.20	\$ 45.00	\$160.20	\$19,200.00
2024265	Jacob Teletzke	704 E FRANKLIN STREET	Complete Tear Off - Reroof		\$117.60	\$ 45.00	\$162.60	\$19,600.00
2024269	Jon Dobbratz	6 NUMMENDOR DRIVE	Complete Tear Off - Reroof		\$101.40	\$ 45.00	\$146.40	\$16,900.00
2024270	Anthony Puleo	712 TULIP LANE	Complete Tear Off - Reroof		\$93.00	\$ 45.00	\$138.00	\$15,500.00
2024272	Paul Hartgerink	709 W SPRING STREET	Complete Tear Off - Reroof		\$130.68	\$ 45.00	\$175.68	\$21,780.43
2024275	Derek Pluim	514 EDGEWOOD DRIVE	Install Concrete Pad Driveway		\$50.00	\$ 45.00	\$95.00	\$4,000.00
2024276	BJ DeMaa	5 RIVERVIEW COURT	Complete Tear Off - Reroof & Downspouts		\$84.00	\$ 45.00	\$129.00	\$14,000.49
2024277	Clyde Maxwell	700 WINTER AVENUE	Complete Tear Off - Reroof		\$117.28	\$ 45.00	\$162.28	\$19,546.52
2024278	Steve Metz	305 W HAWTHORNE DRIVE	Complete Tear Off - Reroof & Gutters		\$168.61	\$ 45.00	\$213.61	\$28,102.04
2024282	David Shurpitz	504 SOMMERVILLE STREET	Complete Tear Off - Reroof		\$125.56	\$ 45.00	\$170.56	\$20,926.16
2024284	Amy Shears	708 TULIP LANE	Complete Tear Off - Reroof		\$76.44	\$ 45.00	\$121.44	\$12,740.00
2024285	Kevin & Linda Van Buren	528 W SPRING STREET	Reside		\$60.00	\$ 45.00	\$105.00	\$10,000.00
2024286	Jud-Sons Bowling	416 E MAIN STREET	Remodel for Commercial Kitchen		\$650.00	\$ 45.00	\$695.00	\$75,000.00
2024287	Steven Schouten	442 NEEVEL AVENUE	Complete Tear Off - Reroof & Vent		\$113.67	\$ 45.00	\$158.67	\$18,945.70
2024292	Charles Billie	609 W SPRING STREET	Complete Tear Off - Reroof & Gutter		\$150.00	\$ 45.00	\$195.00	\$25,000.00
2024294	Jennifer Thurk	312 ROSEWOOD COURT	Complete Tear off - Reroof		\$101.75	\$ 45.00	\$146.75	\$16,958.13
2024295	Curtis Smedema	500 W SPRING STREET	Complete Tear off - Reroof & Gutters		\$135.45	\$ 45.00	\$180.45	\$22,575.10
2024296	Jack Nummerdor	810 N MADISON STREET	Complete Tear off - Reroof, Gutters & Fascia		\$174.21	\$ 45.00	\$219.21	\$29,034.99
2024297	Winnोजean Scheuers	483 NEEVEL AVENUE	Complete Tear off - Reroof, Gutter Guard		\$167.00	\$ 45.00	\$212.00	\$27,833.75
2024298	Barry Cuperly	390 HAWTHORN DRIVE	Complete Tear off - Reroof House & Shed		\$142.85	\$ 45.00	\$187.85	\$23,808.27
2024299	Kim Smith	218 ROUNSVILLE STREET	Complete Tear off - Reroof House/ Detached Garage		\$158.56	\$ 45.00	\$203.56	\$26,427.18
2024300	Mary Greenfield	38 BIRDIE BOULEVARD	Complete Tear Off - Reroof House & Shed & Reside		\$331.69	\$ 45.00	\$376.69	\$55,282.23
2024316	Evelyn Kidood	27 MOORE STREET	Interior Water Control & Sump System		\$81.00	\$ 45.00	\$126.00	\$13,500.00
2024317	Daniel Hopp	800 ROCK RIVER AVENUE	Complete Tear Off - Reroof		\$78.00	\$ 45.00	\$123.00	\$13,000.00
2024319	Brian Maus	375 FOND DU LAC STREET	Complete Tear Off - Reroof House & Garage		\$138.00	\$ 45.00	\$183.00	\$23,000.00
2024321	Daryl Stibb	707 BRANDON STREET	Complete Tear Off - Reroof		\$174.00	\$ 45.00	\$219.00	\$29,000.00
2024322	Kevin Haan - Kay Jay LLC	511 HOARD ROAD	Complete Tear Off - Reroof		\$115.97	\$ 45.00	\$160.97	\$19,328.10
2024323	Kevin Haan - Kay Jay LLC	740 TULIP LANE	Complete Tear Off - Reroof		\$180.85	\$ 45.00	\$225.85	\$30,141.01
2024324	Doug Patrykus	631 HOARD ROAD	Complete Tear Off - Reroof House & Shed		\$162.44	\$ 45.00	\$207.44	\$27,073.40
2024332	Michael & Tasha Gopalan	430 W SPRING STREET	Complete Tear Off - Reroof House & Gutters		\$166.47	\$ 45.00	\$211.47	\$27,744.50
2024336	Thomas & Shaarllynn Neeman	734 E MAIN STREET	Complete Tear Off - Reroof, Gutters, Small Siding Repair		\$124.43	\$ 45.00	\$169.43	\$20,738.09
2024355	Dan Schlichting	173 HARMSEN AVENUE	Complete Tear Off - Reroof House & Shed		\$102.37	\$ 45.00	\$147.37	\$17,061.46
2024356	Korinne Hejhal	104 OUSTERLING DRIVE	Complete Tear Off - Reroof		\$61.96	\$ 45.00	\$106.96	\$10,326.67
2024359	Tom & Sharon Pluim	510 BITTERSWEET LANE	Complete Tear Off - Reroof		\$123.60	\$ 45.00	\$168.60	\$20,600.00
2024360	Ryan & Jess Mueller	500 BITTERSWEET LANE	Complete Tear Off - Reroof		\$141.60	\$ 45.00	\$186.60	\$23,600.00
2024361	Shirley Pluim	503 BRANDON STREET	Complete Tear Off - Reroof		\$118.80	\$ 45.00	\$163.80	\$19,800.00
2024362	Gary Scheer	501 Bittersweet Lane	Complete Tear Off - Reroof		\$166.80	\$ 45.00	\$211.80	\$27,800.00
2024364	Dan Perry	1025 ORIOLE STREET	Complete Tear Off - Reroof		\$111.60	\$ 45.00	\$156.60	\$18,600.00
2024368	Jason Zillmer	2 NUMMENDOR DRIVE	Complete Tear Off - Reroof		\$172.80	\$ 45.00	\$217.80	\$28,800.00
2024369	David Albert	400 BRANDON STREET	Complete Tear Off - Reroof		\$145.80	\$ 45.00	\$190.80	\$24,300.00
2024371	Dennis & Mary Mittelstadt	406 HARMSEN AVENUE	Complete Tear Off - Reroof		\$118.80	\$ 45.00	\$163.80	\$19,800.00
2024373	Dan & Diane Prey	721 W SPRING STREET	Complete Tear Off - Reroof		\$104.40	\$ 45.00	\$149.40	\$17,400.00
2024375	Bill Kuslits	28 CHAPMAN PLACE	Complete Tear Off - Reroof		\$128.40	\$ 45.00	\$173.40	\$21,400.00
2024377	Wayne Stobb	409 FOND DU LAC STREET	Complete Tear Off - Reroof		\$137.40	\$ 45.00	\$182.40	\$22,900.00
2024379	Mike Rens	319 ROSEWOOD COURT	Complete Tear Off - Reroof		\$144.00	\$ 45.00	\$189.00	\$24,000.00
2024380	Nate Rens	440 BITTERSWEET LANE	Complete Tear Off - Reroof		\$145.80	\$ 45.00	\$190.80	\$24,300.00
2024381	Edgewood Community Church	201 EDGEWOOD DRIVE	Complete Tear Off - Reroof Main Building		\$1,072.62	\$ 45.00	\$1,117.62	\$178,770.26
2024385	Brad Bade	30 MEADOW VIEW CIRCLE	Complete Tear Off - Reroof & Gutters		\$100.27	\$ 45.00	\$145.27	\$16,711.00
2024389	Charles Heller	240 ROUNSVILLE STREET	Complete Tear Off - Reroof		\$50.00	\$ 45.00	\$95.00	\$8,003.17
2024391	Fredric & Beverly Mollien	712 W SPRING STREET	Complete Tear Off - Reroof		\$96.00	\$ 45.00	\$141.00	\$16,000.00
2024393	Luke Scott Alsum	10 CHAPMAN PLACE	Complete Tear Off - Reroof		\$120.00	\$ 45.00	\$165.00	\$20,000.00

2024394	Derrick Winterhack	195 HARMSSEN AVENUE	Complete Tear Off - Reroof		\$90.00	\$ 45.00	\$135.00	\$15,000.00
2024396	Justin Gahan	8 CHAPMAN PLACE	Complete Tear Off - Reroof		\$150.00	\$ 45.00	\$195.00	\$25,000.00
2024397	Joyce Fischer	608 ROOSEVELT STREET	Complete Tear Off - Reroof		\$84.00	\$ 45.00	\$129.00	\$14,000.00
					\$0.00	\$14,468.55	\$4,500.00	\$18,968.55
					\$1,000.00	\$28,644.45	\$9,045.00	\$38,689.45
								\$4,666,627.88

Permits issued in Dodge County 101  
 Permits issued in Fond du Lac Cty 100  
**Total Permits for the month 201**

**Estimated Construction Cost \$4,666,627.88**

Bond Fee \$1,000.00  
 Building Permit/Conditional Use \$28,644.45 (230-44-4431-000)  
 Administrative Fee \$9,045.00 (230-46-4616-000)  
 Special Assessment Fees \$120.00 (100-46-4617-000)  
 CSM Review \$0.00  
 Variance/Site Plan \$0.00 (100-46-4615-000)  
**Grand Total \$38,809.45**

**BUILDING PERMIT COMPARISON**

	<b>July 2023:</b>	<b>July 2024:</b>
Dodge Permits Issued	11	101
Fond Du Lac Permits Issued	12	100
Total estimated cost of construction:	<b>\$ 7,700,853.31</b>	<b>\$4,666,627.88</b>

**SEVEN MONTH COMPARISON**

January - July 2021	<b>\$ 3,693,470.93</b>	estimated cost of construction
January - July 2022	<b>\$ 14,013,964.66</b>	estimated cost of construction
January - July 2023	<b>\$ 12,076,285.56</b>	estimated cost of construction
January - July 2024	<b>\$ 10,325,729.75</b>	estimated cost of construction

## **Administrative Report for July 2024**

Prepared by K Schlieve, 8/16/24

### **PERSONNEL:**

- The fire department continues recruiting to fill vacancies for six (6) firefighters and (4) EMR positions.
- Recruitment is underway with Police to fill an open lieutenant position vacated when Officer Williams accepted the Lieutenant of Investigations position. Police also completed a hiring process with no candidates identified to fill a vacant patrol position.
- A 50% LTE position for administrative support at City Hall was approved through February 2025. The team is working through GIS requirements and evaluating the overall job description for the GIS Specialist position vacated by Trista Steinbach before hiring a permanent replacement. Anticipate an updated job description reflecting findings of this assessment process by year end.
- Additional funds are being allocated to the 2025 budget to help with talent attraction needs to support the fire department's recruitment and retention efforts.
- Job descriptions for new part-time positions at the new community center are being developed and considered in the 2025 budget.
- We are working with Cottingham & Butler on a wage assessment project as part of the 2025 budget process.

### **FACILITIES:**

- The City Hall project was rebid with more favorable results. Bids will be reviewed for approval at the August 19 council meeting.
- Museum tuckpointing project is in the process of being rebid with the goal of completing work yet this year.
- Senior/Community Center construction remains on schedule. Final details on signage and the final sponsorship agreements are being worked on now. Presently, we are planning to move the senior center the week of October 14. Ribbon Cutting is being planned for the second week of December.

### **COMMUNITY/ECONOMIC DEVELOPMENT:**

- Food Truck Alley construction is complete and final elements are being installed now that the concrete has been given some time to harden. A ribbon cutting event that will also celebrate the new mural installed in the space and kick off the Waupun Sculpture Tour is being planned for Saturday, October 5, from 10 am to 2 pm.
- We are working on preliminary planning work to address back-alley improvements on the north side of Main Street in the central business district. This will be a TID 3 expenditure with engineering happening in 2025 and construction planned for 2026.

### **BUDGET/IT/RISK MANAGEMENT:**

- Net new construction for the city for 2023 is 5.3%, with significant growth in Dodge County due to our industrial park expansion project. This has a positive effect on our budget which we will explain further at the August COW.
- Health insurance renewals from Dean Health was received this past week with the preliminary renewal number at 9.9%. We are working on negotiating that further and are also soliciting bids from the marketplace to ensure we are able to secure the most favorable benefit offering for our staff that meets the needs of the city as well.
- After the July COW, we reviewed the insurance settlement on the damaged DPW vehicle. The settlement was for a fully depreciated vehicle. The City's policy values "passenger vehicles" for older model years on an actual cash value basis (ACV) - which is cost new less accumulated depreciation. Due to the type of vehicle and its age of the vehicle (2006) at the

## **Administrative Report for July 2024**

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time of accident the actual cash value (\$12,674) was lower than the cost to replace it with a new vehicle. The city could declare a higher agreed value for certain older vehicles moving forward between ACV and replacement cost. However, the city would pay additional premium based on the higher declared values and risk vs. value needing to be considered. Note that newer passenger vehicles, heavy commercial vehicles, and specialized fire/rescue apparatus are valued at replacement cost.