



A G E N D A
CITY OF WAUPUN SPECIAL COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, June 25, 2019 at 5:30 PM

CALL TO ORDER

ROLL CALL

RECOMMENDATIONS FROM BOARDS, COMMITTEES, COMMISSIONS

- [1.](#) Ordinance to Amend Ch. 6.05 entitled Traffic Code-Parking Limitations

CONSENT AGENDA

- [2.](#) Staff Summary of Consent Agenda
- [3.](#) Future Meetings
- [4.](#) Consideration for Payment of Expenses
- [5.](#) Operator Licenses

CONSIDERATION - ACTION

- [6.](#) Agreement for Ambulance Services - Lifestar
- [7.](#) Approval of Sidewalk Placement on Town of Chester Properties

2020 BUDGET WORKSHOP

- [8.](#) 2020 Budget Timeline and Priorities

CLOSED SESSION

The Waupun Common Council will adjourn in closed session under Section 19.85 (1) (g) of the WI Statutes to **Confer with Legal Counsel for possible litigation relating to the real estate property of 324 N. Madison Street, Waupun**

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

- [9.](#) 324 N. Madison Street- Possible Litigation

OPEN SESSION

The Waupun Common Council will reconvene in open session under Section 19.85(2) of the WI Statutes.

ACTION FROM CLOSED SESSION

INFORMATIONAL SESSION OF THE COMMON COUNCIL AND WAUPUN HISTORICAL SOCIETY BOARD

The Waupun Common Council and the Waupun Historical Society Board will meet to discuss the future plans of the 520 McKinley Street property. No action will be taken.

- [10.](#) Discuss future of 520 McKinley Street with Waupun Historical Society
- [11.](#) Condo Development Proposed Design
- [12.](#) 520 McKinley Street Conversion Compliance Requirements and Estimates for Code Compliance

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: June 25, 2019

TITLE: Ordinance to Amend Ch. 6.05 entitled Traffic Code-Parking Limitations

AGENDA SECTION: Recommendations from Boards, Committees, Commissions

PRESENTER: Jeff Daane, Public Works Director

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

ISSUE SUMMARY:

At the June 12, 2018 Board of Public Works, Ken Liebenow (owner/landlord) and Scott Roffers (business owner of Silverback Brazilian Jiu-Jitsu) of 24 E Main Street appeared to request street parking on N. Drummond St., between Main and Franklin. On the east side of N. Drummond, by the corner to the driveway of Werner Harmsen, no parking is posted. North of there is 2 hour parking on the east side of the road.

Motion was made to approve 2 hour parking on the east side of N. Drummond and providing no parking-loading zone only signage on the west side, back from the stop sign. This was voted as temporary and to be reviewed again in one year.

One year later, at the June 11, 2019 Board of Public Works meeting, the Board reviewed this request for consideration of adoption. The Police Department and the Public Works Department stated there have been no issues during this one-year trial period and a motion was made to create an ordinance amending Ch. 6.05 to add this 2 hour parking and loading zone on N. Drummond St.

STAFF RECCOMENDATION:

Recommend ordinance adoption to amend Ch.6.05 to include two hour parking and a loading zone on N. Drummond St.

ATTACHMENTS:

Draft Ordinance (Red Lined)

Draft Ordinance

Map of affected area on N. Drummond

RECCOMENDED MOTION:

Motion to waive the first reading and adopt Ordinance #___ amending Ch. 6.05 entitled Traffic Code-Parking Limitations to include a two hour parking limit and loading zone on N. Drummond Street.

AGENDA ITEM: #

DATE: [EnterDate]

N Drummond St - Parking Regulations



COMMON COUNCIL
CITY OF WAUPUN, WISCONSIN

ORDINANCE NUMBER 19-_____

AN ORDINANCE TO AMEND CHAPTER SIX OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN
ENTITLED "TRAFFIC CODE"

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

SECTION 1: Section 6.05 (3) (a) 2. of the Waupun Municipal Code entitled "TWO HOUR LIMIT" is amended to read:

2. On S. Drummond St. from E. Main St. to E. Brown St.

SECTION 2: Section 6.05 (3) (a) of the Waupun Municipal Code entitled "TWO HOUR LIMIT" is amended to add the following subsection:

4. On the east side of N. Drummond St. starting 29 feet north of the intersection of E. Main St continuing north to the to the intersection of E. Franklin St.

SECTION 3: Section 6.05 (3) (e) 8. of the Waupun Municipal Code entitled "NO PARKING" is amended to read:

8. At the intersection of E. Main St. and Drummond St.
The west 29 feet and the east 86 feet on the north side of E. Main St.
The west 21 feet and the east 31 feet on the south side of E. Main St.
The north 28 feet on the west side of N. Drummond St.
The north 29 feet on the east side of N. Drummond St.
The south 18 feet on the west side of S. Drummond St.
The south 22 feet on the east side of S. Drummond St.

SECTION 4: Section 6.05 (3) (e) 50. Of the Waupun Municipal Code entitled "NO PARKING" is amended to read:

50. The west side of N. Drummond St. from the south curbline of E. Franklin St. southerly 173 feet.

SECTION 5: Section 6.05(3)(e) 89. Of the Waupun Municipal Code entitled "NO PARKING" is amended to delete the following:

89. The east side of N. Drummond St. commencing at its intersection with E. Main St. and continuing north for 97 feet.

SECTION 6: Section 6.05 (3) of the Waupun Municipal Code entitled "RESTRICTED PARKING AT ANY TIME" is amended to add the following subsection:

- (cc) N. Drummond St. Loading Zone. On the west side of N. Drummond St. starting 29' north of the intersection of Main St. and going north 152' shall be designated as a loading zone to be used as such by persons only while in the process of loading or unloading materials, supplies or persons from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporary or otherwise, in this space other than for the above purposes.

SECTION 7: This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

Enacted this _____ day of _____, 2019

Julie J. Nickel,
Mayor

ATTEST:

Angela J. Hull
City Clerk

6.05 - PARKING LIMITATIONS.

(1) OFF-STREET PARKING.

- (a) When signs are erected in any off-street municipal parking lot giving notice thereof, no person shall park a vehicle in such lot for longer than 12 hours in any day, excepting on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas when parking shall be restricted.
- (b) This ordinance shall not alter the existing winter parking restrictions identified in Section 6.05(5) of the Waupun Municipal Code, and no person shall park any vehicle in any off-street parking municipal lot between 2:00 a.m. and 6:00 a.m. on any day during December, January, February and March, except for areas designated in the Waupun Municipal Code as "Overnight Off-Street Parking Areas".

(2) RESTRICTED PARKING. When signs are erected in any block giving notice thereof, no person shall park a vehicle for longer than the period hereinafter specified at any time between 8:00 a.m. and 6:00 p.m., except Sundays and the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas, or between 8:00 a.m. and 9:00 p.m. on Fridays upon the following streets or portions of streets, except when parking meters shall be erected on any portion thereof:

(a) Two Hour Parking Limits.

- 1. E. Main St. from Watertown St. to the railroad tracks of the railroad tracks.
- 2. Carrington St., S. Madison St., S. Mill St. and the west side of S. Forest St. between E. Main St. and E. Jefferson St.
- 3. Fond du Lac St., N. Madison St. and N. Mill St. Between E. Main St. and E. Franklin St., except as otherwise provided in this Municipal Code.
- 4. The north side of E. Franklin St. from Fond du Lac St. to Drummond St., except for the east 215 feet (front of 450 E. Franklin St.) and the west 150 feet (front of post office) of that portion of E. Franklin St. lying between the intersection of E. Franklin St. and N. Madison St. and E. Franklin St. and Fond du Lac St.
- 5. The south side of E. Jefferson St. from Carrington St. to Drummond St.
- 6. The south side of Olmstead St.
- 7. The east 98 feet of the south side of that portion of E. Franklin St. lying between N. Drummond St. and the railroad tracks.
- 8. The north 239.25 feet of the east side of that portion of S. Madison St. lying south of the intersection with E. Lincoln St.
- 9. The north side of that portion of E. Spring St. lying between N. Madison St. and Home Ave.
- 10. The east side of S. Drummond St. from its intersection with Olmstead St. to its intersection with Lincoln St.

(b) Three Hour Parking Limit.

- 1. The east side of S. Madison St. extending from the north curbline of E. Lincoln St. and continuing north to a point 68 feet south of the south curbline of E. Jefferson St.
- 2. The west side of S. West St. between W. Brown St. and Fox Lake Rd., except for the north 250 feet thereof.
- 3. The north side of E. Brown St. between Carrington St. and Watertown St. between the hours of 6:00 a.m. and 6:00 p.m.
- 4. The east side of Division St. between Grandview Ave. and a point that is 343 feet north of the north curbline of Grandview Ave. between the hours of 7:00 a.m. and 7:00 p.m.
- 5. The west side of S. Division St., beginning 235 feet north of the curbline of Grandview Ave., and continuing northerly for a distance of 140 feet, between the hours of 7:00 a.m. and 7:00 p.m.

6. The north side of W. Lincoln St. commencing at the east curbline of Rens Way and continuing east to a point due north of the west curbline of Pattee Dr.

(c) Fifteen Minute Limit.

1. The west 150 feet of the north side of that portion of E. Franklin St. (front of post office) lying between the intersection of E. Franklin St. and N. Madison St. and E. Franklin St. and Fond du Lac St.
2. On the east of North Madison St. commencing 138 feet north of the north curbline of East Main St. and continuing north for a distance of 19 feet.
3. That portion of the east side of S. Madison St. lying between the 2 driveways to the off-street parking lot of the Pella Lutheran Church, which is part of Secs. 90, 91, and 92.

(d) Thirty Minute Limit. The east side of S. Madison St. extending from the south curbline of E. Jefferson St. and continuing south for 68 feet.

(3) RESTRICTED PARKING AT ANY TIME.

(a) Two-Hour Limit. When signs are erected in any block giving notice thereof, no person shall park a vehicle for longer than 2 hours at any time upon the following streets or portions of streets:

1. On the south side of E. Jefferson St. from S. Drummond St. to S. Forest St.
2. ~~On S. Drummond St. and N. Drummond St. from E. Franklin St. to E. Brown St.~~ On S. Drummond St. from E. Main St. to E. Brown St.
3. On Shaler Dr. between E. Main St. and E. Jefferson St.
4. On the east side of N. Drummond St. starting 29 feet north of the intersection of E. Main St. continuing north to the intersection of E. Franklin St.

(b) Three-Hour Limit. S. Grove St. between the hours of 7:30 a.m. and 4:30 p.m. during school days on the east and west sides of S. Grove St. commencing at the south curbline of Sawyer St. to the north curbline of Argonne St.

(c) Handicapped Parking Zones. The following areas shall be signed for handicap parking and no person shall park or leave any vehicle standing in these areas unless a vehicle occupant is authorized by State law to utilize such parking areas:

1. On the east side of N. Madison St. commencing 39 feet north of the north curb line of E. Main St., going north for 21 feet.
2. On the west side of Carrington St. commencing 39 feet south of the south curb line of E. Main St., going south for 20 feet.
3. Four stalls as designated by signs in the parking lot located south of the 300 Block of E. Main St. (between S. Mill St., S. Madison St., E. Main St. and E. Jefferson St.). Part of Lots 1, 2, 3, 4, 5 and 6, Block 10, Plat of East Waupun.
4. On the east side of Cochrane St. commencing 232 feet south of the south curbline of E. Lincoln St. going south for 57 feet.
5. On the west side of Pine St. commencing 224 feet north of the north curbline of Tulip Ln. going north for 20 feet. (Cr. #16-03)
6. Four stalls as designated by signs in the off-street parking area on W. Lincoln St. between Rens Way and Pattee Dr.

(d) Senior Center Van Parking Stall.

1. One stall as designated by sign in the parking lot located south of the 300 Block of E. Main Street (between S. Mill St., S. Madison St., E. Main St. and E. Jefferson St.). Part of Lots 1, 2, 3, 4, 5 and 6, Block 10, Plat of East Waupun.

(e) No Parking. When signs are erected in any block giving notice thereof, no person shall park a vehicle at any time upon the following streets or portions of streets:

1. On the east side of Carrington St. between E. Jefferson St. and E. Brown St.
2. On the east side of N. Madison St. commencing 138 feet north of the north curblineline of E. Main St. and commencing north for a distance of 19 feet.
3. On the south side of Brown St. from Carrington St. to Walker St.
4. On either side of E. Jefferson St. from the railroad tracks to Drummond St.
5. On the north side of E. Jefferson St. from Drummond St. to Young St.
6. On the south side of E. Franklin St. between N. Watertown St. and N. Drummond St.
7. On the east side of N. Forest St. between Main St. and Franklin St.
8. At the intersection of E. Main St. and Drummond St.

The west 29 feet and the east 86 feet on the north side of E. Main St.

The west 21 feet and the east 31 feet on the south side of E. Main St.

The north 28 feet on the west side of N. Drummond St.

~~The north 97 feet on the east side of N. Drummond St.~~

The north 29 feet on the east side of N. Drummond St.

The south 18 feet on the west side of S. Drummond St.

The south 22 feet on the east side of S. Drummond St.

9. At the intersection of E. Main St. and Forest St.

The west 28 feet and the east 41 feet on the north side of E. Main St.

The west 39 feet and the east 31 feet on the south side of E. Main St.

The north 32 feet on the west side of N. Forest St.

The north 26 feet on the east side of N. Forest St.

The south 32 feet on the west side of S. Forest St.

10. At the intersection of E. Main St. and Mill St.

The west 30 feet and the east 41 feet on the north side of E. Main St.

The west 40 feet and the east 29 feet on the south side of E. Main St.

The north 29 feet on the west side of N. Mill St.

The north 142 feet on the east side of N. Mill St.

The south 34 feet on the west side of S. Mill St.

The south 32 feet on the east side of S. Mill St.

11. At the intersection of E. Main St. and Madison St.

The west 26 feet and the east 28 feet on the north side of E. Main St.

The west 37 feet and the east 30 feet on the south side of E. Main St.

- The north 47 feet on the west side of N. Madison St.
- The north 40 feet on the east side of N. Madison St.
- The south 47 feet on the west side of S. Madison St.
- The south 58 feet on the east side of S. Madison St.
12. At the intersection on E. Main St. and Fond du Lac St./Carrington St.
- The west 29 feet and the east 46 feet on the north side of E. Main St.
- The west 42 feet and the east 107 feet on the south side of E. Main St.
- The north 64 feet on the west side of Fond du Lac St.
- The north 42 feet on the east side of Fond du Lac St.
- The south 27 feet on the west side of Carrington St.
- The south 48 feet on the east side of Carrington St.
13. At the intersection of E. Main St. and Watertown St.
- The west 58 feet and the east 154 feet on the north side of E. Main St.
- The west 86 feet and the east 128 feet on the south side of E. Main St.
- The north 74 feet on the west side of N. Watertown St.
- The north 62 feet on the east side of N. Watertown St.
- The south 87 feet on the west side of S. Watertown St.
- The south 72 feet on the east side of S. Watertown St.
14. At the intersection of S. Madison St. and E. Jefferson St.
- The south 47 feet and the north 58 feet on the west side of S. Madison St.
- The south 24 feet on the east side of S. Madison St.
15. The south 142 feet of the east side of N. Mill St., being that portion of the east side of N. Mill St. between the center line of E. Main St. and the alley running in a general east-west direction through Block 15 of the Plat of East Waupun.
16. On the east side of Walker St. from the intersection of W. Brown St. and Walker St., extending south a distance of 175 feet.
17. Upon any street or alley whereon official no parking signs have been erected at or under the direction of the Chief of Police.
18. The east side of S. Mill St. between E. Main St. and E. Jefferson St.; the west side of S. Mill St. between E. Main St. and E. Jefferson St.; and the west side of S. Mill St. between E. Jefferson St. and E. Brown St.
19. On the east side of Carrington St. between E. Brown St. and E. Lincoln St.
20. On the east side of Zimmerman St. between W. Franklin St. and W. Main St.
21. On the east side of N. Mill St. from E. Main St. and E. Franklin St.
22. The north side of W. Main St, between Brandon St. and River St.

23. The west side of Brandon St. commencing at the north curblin of Main St. and continuing north 160 feet.
24. All of the east and west sides of Beaver Dam St. lying between Jefferson St. and Main St.
25. The south 108 feet and the north 62 feet of that portion of the west side of S. Madison St. lying between E. Lincoln St. and Olmstead St.
26. The south 87 feet of that portion of the west side of S. Madison St. lying between Olmstead St. and the Wisconsin State Prison.
27. The entire east side of that portion of S. Drummond St. lying between E. Jefferson St. and E. Brown St.
28. The northwest 55 feet of the northeast side of N. Grove St. and the northwest 211 feet of the southwest side of N. Grove St., measured from the point of intersection of N. Grove St. with the southeast boundary line of Fond du Lac St.
29. The east side of S. Forest St. between E. Main St. and E. Jefferson St.
30. The south side of that portion of E. Lincoln St. lying between the railroad tracks and S. Watertown St., and the north side of that portion of E. Lincoln St. lying between S. Madison St. and Carrington St. and the east 50 feet of the north side of that portion of E. Lincoln St. lying between S. Madison St. and S. Drummond St.
31. The east side of Beaver Dam St. from the south curblin of W. Brown St. extending south a distance of 43 feet.
32. The east 61 feet of the south side of that portion of Olmstead St. lying between S. Madison St. and S. Drummond St.
33. The north side of Olmstead St.
34. The east 48 feet of the west 348 feet of that portion of the south side of W. Main St. lying between the railroad tracks and the intersection with State St.
35. That portion of the south side of E. Main St. lying between Shaler Dr. and the STH 151 overpass.
36. On that portion of the west side of S. Division St. between the driveway at 316 S. Division St. and the driveway at 318 S. Division St.
37. The south side of Wilcox St. between Carrington St. and S. Grove St.
38. The west 30 feet of the north side of E. Brown St. between S. Mill St. and S. Forest St.
39. The north 96 feet of the east side of Fond du Lac St. lying between E. Main St. and E. Franklin St.
40. Reserved.
41. Reserved.
42. The 120 feet of the north side of W. Jefferson St. being immediately east of the intersection of W. Jefferson St. and Beaver Dam St.
43. The west side of S. Division St. between W. Jefferson St. and W. Brown St.
44. The north side of W. Jefferson St. from the railroad crossing to S. State St.
45. The east side of S. Forest St. from the corner of S. Forest and E. Jefferson St. South to the corner of S. Forest and E. Brown St. However, this prohibition shall not apply to vehicles temporarily lining up for a funeral procession.
46. The west side of S. Drummond St. from the intersection of the west curblin of S. Drummond St. and the south curblin of E. Jefferson St., thence south 78 feet.
47. The west side of S. Drummond St. from the intersection of the west curblin of S. Drummond St. and the south curblin of E. Brown St., thence 61 feet south to the north edge of the first driveway thereon.

48. Along the north side of W. Main St., starting 138 feet west of the west curb line of River St. going west for 792 feet.
49. On the south side of W. Jefferson St. from the east curbline of S. State St. easterly 37 feet.
50. The west side of N. Drummond St. from the south curbline of Franklin St. southerly ~~137~~ 173 feet.
51. The south side of E. Main St. from the right-of-way of the railroad tracks easterly 148 feet.
52. The north side of E. Main St. from the right-of-way of the railroad tracks easterly 202 feet.
53. The east side of S. Drummond St. between E. Main St. and E. Jefferson St.
54. The west side of Fond du Lac St. from a point 23 feet from the intersection of the south curbline of the alley, thence in a northeasterly direction to the intersection of the alley.
55. The south side of W. Main St. between Johnson St. and Fox Lake Rd.
56. The east side of S. Drummond St. from its intersection with E. Brown St. to a point 47 feet south of such intersection.
57. The west side of N. State St. a distance of 162 feet from the alley to W. Franklin St.
58. Reserved.
59. The east side of Morse St. from E. Lincoln St. to Park Ave.
60. The east side of S. Mill St., commencing at the curbline of E. Brown St. and 40 feet north from that point.
61. The west side of S. Madison St. from its intersection with E. Lincoln St. to a point 104 feet south of the south curbline of E. Lincoln St. and from its intersection with Park Ave. to a point 28 feet north of the north curbline of Park Ave.
62. The west side of S. Drummond St., commencing on the north side of the truck entrance of Waupun Correctional Institution Central Receiving, and continuing north for 20 feet.
63. The west side of Drummond St., commencing on the south side of the truck entrance of Waupun Correctional Institution Central Receiving, and continuing south for 20 feet.
64. The east side of S. Madison St., commencing at the south side of the Pella Lutheran Church exit and continuing south for 26 feet.
65. On both sides of Shaler Dr., from E. Main St. through E. Jefferson St.
66. On both sides of Gateway Dr., from its intersection with E. Main St. and continuing northerly through its intersection with Kelly Ave.
67. The circular turnaround on Robin Rd.
68. The south side of W. Jefferson St. commencing at the west curbline of S. Division St. and continuing west for 198 feet.
69. The north side of W. Brown St. commencing at the west curbline of S. Division St. and continuing west for 280 feet.
70. The west side of Elm Ave. commencing at the south curbline of Visser Ave. and continuing south to the north curbline of Grandview Ave.
71. The west side of Fox Lake Rd. commencing at the south curb line of W. Main St. and continuing south for 182 feet.
72. The west side of River St. commencing at the south curbline of Pioneer Ave. and continuing south for 119 feet.
73. The north side of E. Lincoln St. commencing at the east curbline of S. Grove St. and continuing east to the west curbline of Shaler Dr.
74. The north side of Main St. from the east curbline of Pluim Dr. to the west curbline of Shaler Dr.

75. The south side of Main St. from a point due south of the west curblineline of Pluim Dr. to the west curblineline of Shaler Dr.
76. The east side of S. Madison St. from the north curblineline of E. Lincoln St. extending north a distance of 47 feet.
77. The west side of S. Madison St. from the north curblineline of E. Jefferson St. extending north a distance of 58 feet.
78. The west side of N. Madison St. from the north curblineline of E. Franklin St. extending north a distance of 40 feet.
79. The east side of N. Madison St. from the north curblineline of E. Franklin St. extending north a distance of 38 feet.
80. The west side of Beaver Dam St. from the north curblineline of W. Brown St. extending north a distance of 50 feet.
81. The west side of Beaver Dam St. from the south curblineline of W. Brown St. extending south a distance of 35 feet.
82. The east side of Beaver Dam St. from the north curblineline of W. Brown St. extending north a distance of 61 feet.
83. The east side of Brandon St. commencing at the north curblineline of Main St. and continuing north to a point which is 72 feet north of the north end of the Rock River Bridge.
84. Reserved.
85. The east side of Elm Ave. commencing at the north curblineline of Grandview Ave. and extending north to the south curblineline of McKinley Ave.
86. The fire lane lying south of the Waupun Community Center and located immediately adjacent to Spring St., except for designated parking stalls.
87. On the west side of S. Madison St. commencing at the south curblineline of Park Ave. and continuing south for 20 feet.
88. The south side of W. Lincoln St. commencing at the east curb line of Beaver Dam St. and continuing east to the intersection of W. Lincoln St. with Waubun Ave.
89. ~~The east side of N. Drummond St. commencing at its intersection with E. Main St. and continuing north for 97 feet.~~
90. The south side of Wilcox St. commencing at the west curb line of Welch St. extended south and continuing west for 165 feet.
91. The south side of N. Watertown St. commencing at the easterly curb line of Fond du Lac St. extending in a southeasterly direction to a point due west of the north curb line of Park St. Also the north side of N. Watertown St. commencing at the easterly curb line of Fond du Lac St. extending in a southeasterly direction to the north curb line of Park St.
92. The north side of Mayfair St. commencing 245 feet east of the curblineline of S. Watertown St. going east along property line of 600 Mayfair St. for 185 feet.
93. The north side of W. Jefferson St. extending from the west curblineline of Liberty St. and continuing west for 397 feet.
94. The west side of Rens Way commencing at the intersection of Pleasant Ave. going north for 30 feet.
95. The north and south sides of Pleasant Ave. commencing at the intersection of Rens Way going west for 29 feet.
96. The west side of Rens Way commencing at the intersection of Pleasant Ave. going south for 30 feet.

97. The south side of W. Main St. from the west curb line of Fox Lake Rd. going west for 350 feet.
98. The south side of E. Main St. from the west curbline of Shaler Dr. going west for 210 feet.
99. On the south side of Jackson St. from the East curbline of N. Madison St. to the West curbline of Fond du Lac St. (Cr. #16-04)
100. The east side of Beaver Dam St. from the south curbline of W. Jefferson St. extending south a distance of 61 feet. (Cr. #16-08)
101. The south side of W. Jefferson Street from the west curbline of Beaver Dam St. extending east for a distance of 30 feet. (Cr. #16-08)
102. The south side of W. Main St, between Beaver Dam St. and Elm Ave.
103. The north side of W. Main St, from the east curb line of Brandon St. going east for 402 feet.
104. The south side of W. Main St., from the east curb line of Beaver Dam St. going east for 309 feet.
105. The south side of W. Main St. between S. West St. to County Park Rd.
106. The north side of W. Main St. between N. West St. to County Park Rd.
107. The east side of Fox Lake Rd. commencing at the south curb line of W. Main St. going south for 230 feet.
108. The south side of E. Main St. from the west curb line of Johnson St. to the east curb line of Fox Lake Rd.
109. On the south side of W. Main St. commencing 304 feet west of the west curb line of Hillyer St. going west for 50 feet.
110. On the south side of W. Main St. commencing 350 feet east of the east curb line of Bly St. going east for 49 feet.
111. On the north side of W. Main St. commencing 394 feet west of the west curb line of N. Division St. going west for 99 feet.
112. On the north side of W. Main St. commencing 266 feet east of Zimmerman St. going east for 115 feet.
113. At the intersection of W. Main St. and S. State St.
The west 17 feet on the south side of W. Main St.
The west 19 feet on the north side of W. Main St.
114. At the intersection of W. Main St. and N. Division St.
The west 48 feet on the north side of W. Main St.
The east 48 feet on the north side of W. Main St
The north 22 feet on the east side of N. Division St.
The north 24 feet on the west side of N. Division St.
115. At the intersection of W. Main St. and Bly St.
The east 45 feet on the south side of W. Main St.
The west 50 feet on the south side of W. Main St.
The south 50 feet on the east side of Bly St.
The south 50 feet on the west side of Bly St.
116. At the intersection of W. Main St. and Hillyer St.
The east 49 feet on the south side of W. Main St.

The west 51 feet on the south side of W. Main St.

The south 49 feet on the east side of Hillyer St.

The south 49 feet on the west side of Hillyer St.

117. At the intersection of W. Main St. and Zimmerman St.

The east 59 feet on the north side of W. Main St.

The west 57 feet on the north side of W. Main St.

The north 33 feet on the west side of Zimmerman St.

118. At the intersection of W. Main St. and Elm Ave.

The south 50 feet on the east side of Elm Ave.

The south 50 feet on the west side of Elm Ave.

The west 57 feet on the south side of W. Main St.

119. At the intersection of W. Main St. and River St.

The north 23 feet on the east side of River St.

The north 50 feet on the west side of River St.

The west 54 feet on the north side of W. Main St.

120. At the intersection of W. Main St. and Johnson St.

The east 118 feet on the south side of W. Main St.

The south 36 feet on the east side of Johnson St.

The south 44 feet on the west side of Johnson St.

121. At the intersection of W. Main St. and West St.

The east 48 feet on the south side of W. Main St.

The east 92 feet on the north side of W. Main St.

The south 32 feet on the east side of S. West St.

The north 50 feet on the east side of N. West St.

- (f) Street Storage. No person shall, without permit, park or store any motor home, mobile home, manufactured home, camper trailer or any motor vehicle having 2 or less axles, on any street in excess of 24 hours. No person shall, without permit, park or store any semi-tractor trailer or motor vehicle having more than 2 axles on any street in excess of 2 hours. This section shall not apply to the following:

1. Vehicles owned or operated by the City of Waupun.
2. Commercial vehicles while directly engaged in activities for which such vehicles are necessary, including without limitation, loading and unloading goods, digging, hauling and trimming.
3. The Board of Public Works may authorize, by resolution or otherwise, the issuance of complimentary parking permits to motor vehicle owners or operators visiting the City for the purpose of a convention, conference, tournament or other function determined to be primarily for a public, charitable, religious, philanthropic, educational or other nonprofit purpose.

- (g) Street Cleaning and Repair. Upon direction by an officer, the owner or operator of any parked vehicle shall immediately move the same from any street or alley for the purpose of permitting such street or alley to be repaired or cleaned or for the removal of snow.
- (h) Wisconsin State Penitentiary Official Parking Zone. That portion of the west side of S. Madison St. extending from a point 96 feet north of the main S. Madison St. entrance to a point 96 feet south of the main S. Madison St. entrance is designated as a restricted parking area for those persons having official business at the Wisconsin State Penitentiary. The warden, or his duly authorized agent, shall determine the persons who may utilize this restricted parking area while on official business, and no other person shall park a motor vehicle or bicycle in the restricted parking area without the authorization of the warden or his designated agent.
- (i) Waupun Memorial Hospital Official Parking Zone. That portion of the east side of Elm Ave. extending from the south edge of the driveway leading to the Elm Ave. Clinic, southerly for 150 feet is designated as a restricted parking area for those doctors and physicians having official business at the Waupun Memorial Hospital. The Administrator of the Waupun Memorial Hospital, or his authorized agent, shall determine who may utilize this restricted parking area while on official business, and no other person shall park a motor vehicle or bicycle in the restricted parking area without the authorization of the Administrator or his designated agent.
- (j) Hospital Zone. When signs are erected giving notice, no person shall park a vehicle from Monday through Friday of any week on the west side of Beaver Dam St. commencing at the south curblin of W. Jefferson St. extended south to the north curblin of W. Brown St.
- (k) Hospital Parking. That portion of the north side of W. Brown St. extending from the curblin of Beaver Dam St. continuing west 215 feet to the east side of the driveway is designated as clinic patient parking from 7:00 a.m. to 5:00 p.m. Monday through Friday, excluding Holidays. The administrator of the Waupun Memorial Hospital, or his or her authorized agent, shall determine who may utilize this restricted parking area while on official business, and no other person shall park a motor vehicle or bicycle in the restricted parking area without the authorization of the Administrator or his or her designated agent. Signs shall be placed giving adequate notice of these restrictions.
- (l) Restricted Parking. There shall be no parking on the west side of that portion of N. Grove St. lying between E. Franklin St. and Chapman Dr. between the hours of 6:00 p.m. and 10:00 p.m. during the months of May through August.
- (m) Mill St. Loading Zone. The east side of N. Mill St. 30 feet south of the public alley to a point 110 feet south of the southerly line of the alley shall be designated as a "Loading Zone," and no parking for purpose other than for the loading or unloading of supplies shall be permitted.
- (n) Christian Home Loading Zone. An area of not more than 30 feet along the north side of Grandview Ave., extending 15 feet easterly and 15 feet westerly from the centerline of the sidewalk leading from the Christian Home for the Aged to Grandview Ave., shall be designated as a "Loading Zone" and no parking shall be permitted in such area except for the sole purpose of permitting persons residing at or visiting the Christian Home for the Aged to exit from or enter into motor vehicles.
- (o) Waupun Correctional Institution Parking Zones. The following parking zones are established:
 - 1. A loading zone is established on the west side of S. Madison St., commencing 275 feet south from the south curblin of E. Brown St. and continuing south for a distance of 40 feet; this area shall be signed as a "Loading Zone" and no person shall park or leave any vehicle standing in this area unless the vehicle is being used to transport goods to or from the Waupun Correctional Institution.
 - 2. A handicap parking zone is established on the west side of S. Madison St., commencing 315 feet south from the south curblin of E. Brown St. and continuing south for a distance of 82 feet; this area shall be signed for handicap parking and no person shall park or leave any vehicle standing in this area unless a vehicle occupant is authorized by State law to utilize such parking area.
 - 3. No person shall park any vehicle for longer than 10 minutes on the west side of S. Madison St., commencing 767 feet south from the south curblin of E. Brown St. and continuing south for a distance of 86 feet.

- (p) School Bus Loading Zones. The following street areas shall each be designated as a school bus loading zone, and no person may stop or leave any vehicle standing, whether temporarily or otherwise, between the hours of 7:30 a.m. and 4:30 p.m. during school days, except for school buses receiving and discharging passengers:
1. E. Spring St. along the south curbline beginning at a point 450 feet east of the east curbline of North Madison Street for a distance of 435 feet east.
- (q) North Madison Street Parking Lot Loading Zone. One parking space situated on the west side of the buildings fronting N. Madison St. on the 100 block of N Madison St. shall be designated as a "Loading Zone," to be used as such only while actually in the process of loading or unloading material or supplies from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporarily or otherwise, in this space between the hours of 7:30 a.m. and 6:00 p.m., Monday through Saturday. Such parking space commences 74 feet north of the north right-of-way line of the alley running in an easterly and westerly direction through that block. Such parking space is also 94 feet south of the south curbline of E. Franklin St.
- (r) Restricted Parking Space, S. Drummond St. Loading Zone. Between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, there shall be no parking permitted along the east side of S. Drummond St., commencing with the intersection of the south line of the prison alley and S. Drummond St. southerly for a distance of 57 feet.
- (s) Pella Lutheran Church Loading Zone. That portion of the east side of S. Madison St., being 84 feet in length, and lying between the 2 driveways leading to the off-street parking lot of the Pella Lutheran Church shall be designated as a "Loading Zone," to be used as such only while actually in the process of unloading or loading materials, supplies or persons from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporary or otherwise, in this space other than for the above purposes.
- (t) National Rivet Loading Zone. That portion of the west side of S. Drummond St. lying between a point 150 feet south of the south curbline of E. Main St. and E. Jefferson St. shall be designated as a loading zone to be used as such by persons only while actually in the process of loading or unloading materials, supplies or persons from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporary or otherwise, in this space other than for the above purposes.
- (u) 221 E. Jefferson St. Loading Zone. One 30-foot parking space situated on the south side of E. Jefferson St. in front of the building known as 221 E. Jefferson St. shall be designated as a loading zone to be used as such by persons only while actually in the process of unloading or loading materials, supplies or persons to and from a motor vehicle. No person may stop or leave any vehicle standing, whether temporarily or otherwise, in this space other than for the above purpose. In addition to the above 30 foot parking space, one 40-foot parking space, situated on the west side of S. Mill St., extending from the corner of E. Jefferson St. south 40 feet shall also be designated as a loading zone to be used as described in the sentences immediately preceding.
- (v) Parking in City Parks. Parking within City parks shall not be permitted without prior approval of the Director of Public Works.
- (w) Restricted Parking Space, N. Forest St. Between the hours of 7:00 a.m. and 4:00 p.m., Monday through Friday, there shall be no parking permitted along the east side of N. Forest St. commencing at the north curbline of Jackson St. and thence north 100 feet.
- (x) Day Care Loading Zone. The north 68 feet of the east side of Walker St. and shall be designated as a loading zone to be used as such by persons only while actually in the process of loading or unloading materials, supplies or persons from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporary or otherwise, in this space other than for the above purposes.
- (y) Restricted Parking, S. Madison St. No person shall park or leave any vehicle standing, whether temporarily or otherwise, on the west side of S. Madison St. from the north curbline of Olmstead St. and continuing north 85 feet.
- (z) E. Lincoln St. Restrictions. No person may stop or leave any vehicle standing, whether temporarily or otherwise, between the hours of 7:30 a.m. and 4:30 p.m. during school days on the south side of E. Lincoln St. commencing at the east curbline of S. Grove St. and continuing east to the west curbline of Shaler Dr.

- (aa) There shall be no parking on the east side of Elm Ave. commencing 147 feet south of the south curblane of E. Main St. going south for 95 feet between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday.
 - (ab) There shall be no parking on the south side of E. Spring St. commencing 885 feet east of the east curblane of N. Madison St. going east for a distance of 470 feet between the hours of 7:30 a.m. and 4:30 p.m. during school days.
 - (bb) Medema Field Loading Zone. One stall as designated by a sign in the off-street parking area on W. Lincoln St. between Rens Way and Pattee Dr. shall be designated as a "Loading Zone" and no parking for purpose other than for the loading or unloading of supplies shall be permitted.
 - (cc) N. Drummond St. Loading Zone. On the west side of N. Drummond St. starting 29 feet north of the intersection of Main St. and going north 152 feet shall be designated as a loading zone to be used as such by persons only while in the process of loading or unloading materials, supplies or persons from or to a motor vehicle. No person may stop or leave any vehicle standing, whether temporary or otherwise, in this space other than for the above purposes.
- (4) Parking shall be permitted at all times on the north side of W. Lincoln St. from west curblane of Beaver Dam St. to a point directly north of the east curblane of Pattee Dr. This ordinance is enacted in accordance with the authority granted under § 346.52(2), Wis. Stats.
- (5) WINTER PARKING.
- (a) No person shall park any vehicle on any street or alley in the City of Waupun between 2:00 a.m. and 6:00 a.m. on any day when there has been an accumulated snowfall of 2 inches or more, or between 2:00 a.m. and 6:00 a.m. on the day thereafter, as such snowfall is measured at the Waupun Safety Building.
 - (b) The restrictions set forth in subsection (a) above shall not apply to Physicians or Emergency Medical Technicians on emergency calls.
 - (c) No person shall park any vehicle in any City parking lot between 2:00 a.m. and 6:00 a.m. of any day during December, January, February and March, except the following areas designated as "Overnight Off-Street Parking Areas":
 - 1. The northerly 20 feet of that parking area lying north of The House of Hunan Restaurant being a part of the south half of Lot 4, Block 15 of the Plat of East Waupun to the City.
 - 2. The southerly 60 feet of the east 20 feet of that parking area lying north of Judsons Bowling Alley, being a part of Lot 1, Block 14 of the Plat of East Waupun to the City.
 - 3. The southerly parking area lying south of the east-west alley running through the 400 block of E. Main St. between Carrington St. and S. Madison St. being a part of the north half of Lot 7, Block 11 of the Plat of East Waupun to the City and being 56 feet in depth and 61 feet in width.
 - 4. The northeast tier and west center tier of parking stalls in the municipal parking lot boarded by S. Mill St. and S. Madison St.
 - (d) With regard to each of the winter time, overnight, off-street parking areas listed in paragraph (c) above, the following parking limitations shall apply:
 - 1. No vehicle shall remain in any such parking space for longer than a 12-hour period.
 - 2. No vehicle shall remain in any parking space between 8:00 a.m. and 11:00 a.m. on any day in which snow has accumulated on the off-street parking areas during the months of November, December, January, February and March in any year.
 - (e) The Director of Public Works or, in his absence, any member of the Police Department, may authorize immediate and summary removal of any vehicle parked in violation of these sections and the costs of removal and subsequent storage shall be paid by the owner of the vehicle removed before the vehicle is restored and released to the owner.

(6) SPECIAL PRIVILEGE PARKING PERMIT.

- (a) May be Issued. Special privilege parking permits may be issued by the Police Department upon application and payment of the permit fee as required herein.
 - (b) Parking Privilege. Such permit shall entitle the permittee to park any motor vehicle, upon which a special privilege parking permit is displayed in accordance with paragraph (e) herein, in any space in any off-street parking facility maintained by the City, without complying with time restrictions otherwise imposed, except that holders of these permits shall conform with the wintertime overnight parking restrictions set forth in paragraph (4)(b). In addition, in no event shall any vehicle be kept in any one parking spot for any longer than a 24-hour period. Vehicles must be moved at least once every 24 hours even when a special privilege parking permit is displayed.
 - (c) Application. The application shall contain the name and address of the applicant.
 - (d) Permit. In addition to the information required in paragraph (c) herein, the permit shall contain the month of issuance. All permits shall expire at midnight on the last day of the month of issue. The color of the permit shall alternate each month. All permits shall be numbered consecutively.
 - (e) Permits to be Displayed. Permits shall be placed in the lower right-hand corner of the windshield or in such other conspicuous place as the Police Department may designate while the motor vehicle is in parked position.
 - (f) Permit Fees. The special privileges fee shall be \$15.00 per month or \$150.00 per year. However, each business located in the downtown area, which is open for business at least 40 hours per week on a regular basis, shall be entitled to receive 2 parking permits free of charge. Businesses located in the downtown area shall be defined as those located on Main St. between Carrington St. and the railroad right-of-way and those located on the part of Carrington, Fond du Lac, Madison, Mill, Forest and Drummond Sts. south of Franklin St. and north of Jefferson St. The permit shall be used by persons engaged in the operation of the business at the times that the permits are used.
 - (g) Revocation, Penalty. The permit of any person who shall violate any of the terms of this section shall be automatically revoked and may not be reinstated without approval of the City Council and the holder thereof shall be subject to the penalties as provided herein.
- (7) RESTRICTED PARKING DURING CERTAIN HOURS. When signs are erected in any block giving notice thereof, no person shall park a vehicle on the east 362 feet of that portion of the south side of E. Main St. lying west of Young St. between 6:00 a.m. and 6:00 p.m.
- (8) PUBLIC LIBRARY PARKING LOT.
- (a) Except as provided in subsection (b) below, no person shall park any motor vehicle or trailer in the public parking lot located adjacent to and immediately south and west of the Public Library, unless such person is using the Public Library at all times during which such vehicle or trailer is parked.
 - (b) No person shall park a vehicle for longer than 12 hours in the western most row, the 4 west stalls of the north row, and the 4 west stalls of the south row, all in the parking lot area located adjacent to and immediately west of the Public Library.
 - (c) Persons violating this subsection shall be subject to the penalties provided in §§ 6.15 and 6.16 of this chapter.
- (9) RESTRICTED PARKING DURING CERTAIN HOURS. No person shall park any vehicle between the hours of 10:00 p.m. and 6:00 a.m. on the north side of E. Jefferson St. from the west curblin of Shaler Dr. westerly 338 feet.
- (10) SOUTH MILL STREET MUNICIPAL LOT RESTRICTED PARKING. When signs are erected giving notice, no person shall at any time park a vehicle for longer than 3 hours on the S. Mill St. municipal parking lot and adjacent alley.
- (11) CITY HALL LOT RESTRICTED PARKING. No person shall park any motor vehicle or trailer in the municipal parking lot located adjacent to and immediately south of the Waupun City Hall, unless such person is using the City Hall at all times during which such vehicle or trailer is parked. This restriction shall not apply to any vehicle or trailer which is owned or operated by the City of Waupun.
- (12) RESERVED.

- (13) DRUMMOND/FRANKLIN MUNICIPAL LOT. No person shall at any time park a vehicle for longer than 12 hours in the municipal parking lot located adjacent to N. Drummond St. and E. Franklin St.
- (14) CENTRAL WISCONSIN CHRISTIAN SCHOOLS PARKING. The north side of Pleasant Ave. commencing 278 feet west of the intersection of Pleasant Ave. and S. West St. for a distance of 230 feet shall be designated as no parking from 7:30 a.m. to 3:00 p.m. on school days.
- (Ord. No. 15-03, § 1, 6-9-2015; Ord. No. 15-04, § 1, 6-9-2015; Ord. No. 15-06, § 1, 7-14-2015; Ord. No. 15-07, § 1, 8-11-2015; Ord. No. 17-03, §§ 1—3, 3-14-2017; Ord. No. 17-12, § 1, 12-12-2017; Ord. No. 17-13, §§ 1, 2, 12-12-2017; Ord. No. 18-07, §§ 1, 2, 10-24-2018)

AGENDA SUMMARY SHEET

MEETING DATE: 06/25/2019

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

TITLE: Future Meetings & Gatherings Involving the
Common Council
Payment of the Bills
Licenses & Permits

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

ISSUE SUMMARY:

The Consent Agenda consist of future meetings of the Council, listing of the expenses, and the license and permit applications received.

Future Meetings of the Body of the Common Council

Tuesday, July 09, 2019	Common Council	6:00pm	Council Chambers-City Hall
Tuesday, July 30, 2019	Committee of the Whole	5:30pm	Council Chambers-City Hall
Tuesday, August 13, 2019	Common Council	6:00pm	Council Chambers-City Hall
Tuesday, August 27, 2019	Committee of the Whole	5:30pm	Council Chambers-City Hall
Tuesday, September 10, 2019	Common Council	6:00pm	Council Chambers-City Hall
Tuesday, September 24, 2019	Committee of the Whole	5:30pm	Council Chambers-City Hall
Tuesday, October 08, 2019	Common Council	6:00pm	Council Chambers-City Hall
Tuesday, October 29, 2019	Committee of the Whole	5:30pm	Council Chambers-City Hall
Tuesday, November 12, 2019	Common Council	6:00pm	Council Chambers-City Hall
Tuesday, November 26, 2019	Committee of the Whole	5:30pm	Council Chambers-City Hall
Tuesday, December 10, 2019	Common Council	6:00pm	Council Chambers-City Hall
December–TBD due to holiday	Committee of the Whole	5:30pm	Council Chambers-City Hall

STAFF RECOMENDATION:

Approve the Consent Agenda

ATTACHMENTS:

Expense Listing

Listing of License and Permit Applications Received

RECOMENDED MOTION:

Motion to approve the Consent Agenda. (Roll Call)

Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
06/20/2019	97916	ADVANCED DISPOSAL	42,337.12
06/20/2019	97917	AIRGAS USA, LLC	1,718.11
06/20/2019	97918	ALLIANT ENERGY/WP&L	1,449.19
06/20/2019	97919	ALLIED 100	169.00
06/20/2019	97920	BALLWEG IMPLEMENT	20.36
06/20/2019	97921	BEACON ATHLETICS	655.00
06/20/2019	97922	BEAVER DAM COMMUNITY HOSPITAL	68.00
06/20/2019	97923	AIR ONE EQUIPMENT INC	226.00
06/20/2019	97924	BOOGIE AND THE YO-YO'Z	7,000.00
06/20/2019	97925	BOULTER, BRIAN	650.00
06/20/2019	97926	BROOKS SHOE & REPAIR	150.00
06/20/2019	97927	BROWN CAB SERVICE INC	8,495.39
06/20/2019	97928	CAPITAL NEWSPAPERS	193.83
06/20/2019	97929	CAREW CONCRETE & SUPPLY INC	594.00
06/20/2019	97930	CHARTER COMMUNICATIONS	1,600.29
06/20/2019	97931	COUNTY MATERIALS CORP.	1,620.00
06/20/2019	97932	CRONIN, CAROL	40.00
06/20/2019	97933	FERGUSON WATERWORKS #1476	900.00
06/20/2019	97934	EHLERS AND ASSOCIATES INC	3,300.00
06/20/2019	97935	MARTENS ACE HARDWARE	1,125.44
06/20/2019	97936	FIRE SAFETY USA INC	490.00
06/20/2019	97937	FLYWAY SIGNS & GRAPHICS	582.50
06/20/2019	97938	GOODYEAR COMMERCIAL TIRE & SE	2,333.45
06/20/2019	97939	GREMMER & ASSOCIATES INC	22,833.10
06/20/2019	97940	GUNDERSON, INC.	180.47
06/20/2019	97941	H & R SAFETY SOLUTIONS LLC	252.15
06/20/2019	97942	HAMMES FIRE & SAFETY	113.00
06/20/2019	97943	HARV'S PAINTING	1,350.00
06/20/2019	97944	HAUSER & ASSOCIATES	6,000.00
06/20/2019	97945	HOLIDAY WHOLESALE	654.64
06/20/2019	97946	JOHN FABICK TRACTOR CO	15.46
06/20/2019	97947	KATHY'S KUSTOM EMBROIDERY	16.00
06/20/2019	97948	LUECK, FRED	20.00
06/20/2019	97949	LUX, ANTHONY	200.00
06/20/2019	97950	MARCO TECHNOLOGIES LLC	47.07
06/20/2019	97951	MENARDS - BEAVER DAM	43.37
06/20/2019	97952	MODERN RENTALS, INC.	9,015.01
06/20/2019	97953	O'DONOVAN, BRIAN	22.81
06/20/2019	97954	OSHKOSH OFFICE SYSTEMS	150.07
06/20/2019	97955	OSHKOSH RHYTHM INSTITUTE	500.00
06/20/2019	97956	PTASCHINSKI CONSTRUCTION INC	636,405.82
06/20/2019	97957	PETTY CASH-CITY HALL	3.79
06/20/2019	97958	PFALZGRAF, JOSEPH	84.38
06/20/2019	97959	PIGGLY WIGGLY DISCOUNT FOODS	116.21
06/20/2019	97960	PIT-STOP PORTABLES	2,325.00
06/20/2019	97961	PITNEY BOWES INC	118.99
06/20/2019	97962	PITNEY BOWES	159.60
06/20/2019	97963	PREMIER GOLF & UTILITY	3,255.00
06/20/2019	97964	PURCHASE POWER	1,005.00
06/20/2019	97965	RAVEN, RICHARD	1,000.00

Check Issue Date	Check Number	Payee	Amount
06/20/2019	97966	RECORD ENTERTAINMENT	262.50
06/20/2019	97967	RENNERTS	10.66
06/20/2019	97968	RHODES, TARA	40.00
06/20/2019	97969	ROAD TRIP	4,800.00
06/20/2019	97970	SAN-A-CARE, INC	513.14
06/20/2019	97971	SERVICE MOTOR COMPANY	899.84
06/20/2019	97972	SEVEN UP BOTTLING CO.-WATERTO	812.00
06/20/2019	97973	SHRED-IT	113.65
06/20/2019	97974	SIMS, NICHOLAS	250.00
06/20/2019	97975	SIRCHIE FINGER PRINT-YOUNGSVIL	68.50
06/20/2019	97976	STICKS AND STONES	250.00
06/20/2019	97977	STOBB PLUMBING & HEATING, INC.	397.00
06/20/2019	97978	SUMMIT AUTOMOTIVE	2,026.64
06/20/2019	97979	SURE FIRE, INC.	288.59
06/20/2019	97980	THURMER, MIKE	40.00
06/20/2019	97981	TRACTOR SUPPLY CREDIT PLAN	9.99
06/20/2019	97982	VON BRIESEN & ROPER, S.C.	55.00
06/20/2019	97983	WALMART COMMUNITY/GEMB	111.83
06/20/2019	97984	WAUPUN UTILITIES	32,436.58
06/20/2019	97985	WI DEPARTMENT OF TRANSPORTATI	337.11
06/20/2019	97986	WI STATE LABORATORY	47.68
06/20/2019	97987	YMCA OF DODGE COUNTY	9,069.01
06/20/2019	97988	ZARNOTH BRUSH WORKS, INC.	304.40
06/20/2019	97989	ZERO WASTE USA	176.79
06/20/2019	97990	VIKING, BOB	500.00
06/20/2019	97991	INSIGHT FS	78.00
06/20/2019	97992	ROSETTI, JIM	600.00
06/20/2019	97993	SALAMONE SUPPLIES	526.53
06/20/2019	97994	BETT, JOHN	40.00
06/20/2019	97995	WARRIOR FABRICATION & REPAIR	740.00
Grand Totals:			817,410.06

Report Criteria:

Report type: Summary

Report Criteria:

[Report], Invoice Date = 06/20/2019

Invoice	Description	Invoice Date	Total Cost	GL Account
615 ADVANCED DISPOSAL				
E10001344754	Recycle	06/20/2019	8,749.28	420-70-5436-3-38
E10001344754	Residential Trash	06/20/2019	33,587.84	425-70-5476-3-38
Total 615 ADVANCED DISPOSAL:			42,337.12	
987 AIRGAS USA, LLC				
9961990181	Chemicals - Pool	06/20/2019	515.57	100-20-5523-3-40
9089359211	Chemicals - Pool	06/20/2019	468.91	100-20-5523-3-40
9961990180	Gas cylinders/hazmat handling	06/20/2019	623.46	100-70-5411-3-36
9089510697	Gas cylinders/hazmat handling	06/20/2019	110.17	100-70-5411-3-36
Total 987 AIRGAS USA, LLC:			1,718.11	
1174 ALLIANT ENERGY/WP&L				
3425110000-MAY19	MUSEUM monthly fuel charges	06/20/2019	15.65	100-20-5512-3-32
7255200000-MAY19	Senior Center monthly heat	06/20/2019	28.87	100-20-5513-3-32
5374620000-MAY19	Aquatic Center	06/20/2019	1,404.67	100-20-5523-3-32
Total 1174 ALLIANT ENERGY/WP&L:			1,449.19	
1175 ALLIED 100				
1057580	AED battery	06/20/2019	169.00	100-40-5211-3-36
Total 1175 ALLIED 100:			169.00	
4015 BALLWEG IMPLEMENT				
P65331	ball bearing	06/20/2019	20.36	100-70-5411-3-36
Total 4015 BALLWEG IMPLEMENT:			20.36	
5010 BEACON ATHLETICS				
0506956-IN	replacement bases	06/20/2019	518.00	100-20-5525-3-36
0507178-IN	paint for foul lines	06/20/2019	137.00	100-20-5525-3-36
Total 5010 BEACON ATHLETICS:			655.00	
5013 BEAVER DAM COMMUNITY HOSPITAL				
MQB89713	CPR Cards	06/20/2019	68.00	100-40-5212-3-38
Total 5013 BEAVER DAM COMMUNITY HOSPITAL:			68.00	
5070 AIR ONE EQUIPMENT INC				
144652	testing gas for 4 gas meters - city share	06/20/2019	226.00	100-50-5232-3-36
Total 5070 AIR ONE EQUIPMENT INC:			226.00	
5770 BOOGIE AND THE YO-YO'Z				
6-20-19	Celebrate Waupun 2019	06/20/2019	7,000.00	450-70-5440-3-41
Total 5770 BOOGIE AND THE YO-YO'Z:			7,000.00	
5869 BOULTER, BRIAN				
6-20-19	Celebrate Waupun 2019	06/20/2019	650.00	450-70-5440-3-41

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 5369 BOULTER, BRIAN:			650.00	
6162 BROOKS SHOE & REPAIR				
29776	boot allowance - Schaver	06/20/2019	150.00	100-70-5412-3-38
Total 6162 BROOKS SHOE & REPAIR:			150.00	
6252 BROWN CAB SERVICE INC				
1732	May monthly taxi service 2019	06/20/2019	8,495.39	501-10-5154-3-38
Total 6252 BROWN CAB SERVICE INC:			8,495.39	
7058 CAPITAL NEWSPAPERS				
1642653	Notice - liquor license	06/20/2019	193.83	100-10-5110-3-35
Total 7058 CAPITAL NEWSPAPERS:			193.83	
7065 CAREW CONCRETE & SUPPLY INC				
1132247	Brandon & Taylor St - concrete	06/20/2019	445.50	100-70-5433-3-36
1132719	franklin & Brandon St - concrete - Storm sewer repair	06/20/2019	148.50	700-10-5192-3-36
Total 7065 CAREW CONCRETE & SUPPLY INC:			594.00	
10048 CHARTER COMMUNICATIONS				
64276-JUNE19	city hall - voice	06/20/2019	119.97	100-10-5197-3-31
13430-JUNE19	city hall - tv, internet, voice	06/20/2019	369.64	100-10-5197-3-31
16011-JUNE19	senior center tv, internet, voice	06/20/2019	39.99	100-20-5513-3-31
16011-JUNE19	senior center tv, internet, voice	06/20/2019	161.41	100-20-5513-3-38
54053-JUNE19	aquatic center - internet	06/20/2019	100.23	100-20-5523-3-38
41336-JUNE19	PD-voice	06/20/2019	169.53	100-40-5211-3-31
18615-JUNE19	PD - tv, internet, voice	06/20/2019	329.08	100-40-5211-3-38
41336-JUNE19	FD-voice	06/20/2019	23.12	100-50-5231-3-31
15199-JUNE19	garage - tv, internet, voice	06/20/2019	287.32	100-70-5412-3-38
Total 10048 CHARTER COMMUNICATIONS:			1,600.29	
10600 COUNTY MATERIALS CORP.				
3251921-00	Storm Sewer parts	06/20/2019	1,620.00	700-10-5192-3-36
Total 10600 COUNTY MATERIALS CORP.:			1,620.00	
10715 CRONIN, CAROL				
6-20-19	Perdiem- Police & Fire Commission	06/20/2019	40.00	100-10-5210-3-38
Total 10715 CRONIN, CAROL:			40.00	
11013 FERGUSON WATERWORKS #1476				
0275124	parts - storm sewer repair - Brandon St	06/20/2019	220.00	700-10-5192-3-36
0274349	parts - storm sewer repair - Brandon St	06/20/2019	680.00	700-10-5192-3-36
Total 11013 FERGUSON WATERWORKS #1476:			900.00	
12437 EHLERS AND ASSOCIATES INC				
80343	Continuing disclosure fee 2019	06/20/2019	3,300.00	100-10-5153-3-38
Total 12437 EHLERS AND ASSOCIATES INC:			3,300.00	

Invoice	Description	Invoice Date	Total Cost	GL Account
12700 MARTENS ACE HARDWARE				
MAY2019	screw eye	06/20/2019	5.97	100-20-5513-3-38
MAY2019	nozzle/rubber hose washer/fasteners	06/20/2019	23.30	100-20-5523-3-36
MAY2019	paint brush/multi-mix container	06/20/2019	22.34	100-20-5523-3-36
MAY2019	polish/cloths	06/20/2019	12.17	100-20-5523-3-36
MAY2019	mini roller/paint tray/zinnsser roll a tex sand	06/20/2019	11.07	100-20-5523-3-36
MAY2019	brush/spray - pool walls	06/20/2019	41.97	100-20-5523-3-36
MAY2019	parts/washer	06/20/2019	3.99	100-20-5523-3-36
MAY2019	tap carded - prep for paint - pool	06/20/2019	9.99	100-20-5523-3-36
MAY2019	caulk	06/20/2019	11.98	100-20-5523-3-36
MAY2019	fasteners	06/20/2019	.37	100-20-5523-3-36
MAY2019	wax paste	06/20/2019	29.98	100-20-5523-3-36
MAY2019	hand soap/microfiber cloth/glass cleaner/floor squeegee	06/20/2019	59.93	100-20-5523-3-36
MAY2019	pool concession stand cleaning supplies	06/20/2019	47.14	100-20-5523-3-39
MAY2019	muratic acid	06/20/2019	7.99	100-20-5523-3-40
MAY2019	caulk	06/20/2019	19.98	100-20-5525-3-36
MAY2019	battery	06/20/2019	10.99	100-40-5211-3-38
MAY2019	gorilla tape	06/20/2019	6.59	100-50-5232-3-38
MAY2019	adjustable ballcock	06/20/2019	8.99	100-70-5410-3-36
MAY2019	gloves/caulk/caulkgun piston	06/20/2019	150.93	100-70-5410-3-36
MAY2019	grass seed - old school site	06/20/2019	119.97	100-70-5410-3-36
MAY2019	cement roof wet/dry	06/20/2019	43.89	100-70-5410-3-36
MAY2019	antifreeze/plug	06/20/2019	13.96	100-70-5411-3-36
MAY2019	tank sprayer	06/20/2019	34.99	100-70-5411-3-36
MAY2019	sanding pad/thread seal tape	06/20/2019	22.73	100-70-5411-3-36
MAY2019	cutting head auto	06/20/2019	139.96	100-70-5411-3-36
MAY2019	tube	06/20/2019	15.99	100-70-5411-3-36
MAY2019	oil/screws/spraypaint	06/20/2019	75.94	100-70-5412-3-36
MAY2019	pickup tool/grease gun lever/rain gauge	06/20/2019	56.56	100-70-5412-3-36
MAY2019	supplies for mural	06/20/2019	32.99	405-70-5436-3-38
MAY2019	cable ties - Celebrate Waupun	06/20/2019	27.98	450-70-5440-3-38
MAY2019	cement roof wet/dry/lumber crayon/carpenter pencil	06/20/2019	54.81	700-10-5192-3-36
Total 12700 MARTENS ACE HARDWARE:			1,125.44	
13011 FIRE SAFETY USA INC				
123091	smoke for training tower	06/20/2019	250.00	100-50-5232-3-38
123297	turnout gear	06/20/2019	240.00	410-50-5231-4-00
Total 13011 FIRE SAFETY USA INC:			490.00	
13450 FLYWAY SIGNS & GRAPHICS				
8008	mural installation	06/20/2019	582.50	405-70-5436-3-38
Total 13450 FLYWAY SIGNS & GRAPHICS:			582.50	
14641 GOODYEAR COMMERCIAL TIRE & SER				
132-1174278	tires - DPW	06/20/2019	2,333.45	100-70-5411-3-36
Total 14641 GOODYEAR COMMERCIAL TIRE & SER:			2,333.45	
14791 GREMMER & ASSOCIATES INC				
1-1	Madison Eng Dsgn Ph 2-Water/Sewer	06/20/2019	128.00	100-13850
3/3	Madison St Construction - Water/Sewer	06/20/2019	14,416.50	100-13850
1-1	Madison Eng Dsgn Ph 2-Street	06/20/2019	703.34	400-70-5420-8-00
3/3	Madison St Construction - Street	06/20/2019	398.00	400-70-5436-8-00
3/3	Madison St - Vehicle - Street	06/20/2019	58.00	400-70-5436-8-00
1-1	Madison Eng Dsgn Ph 2-Storm	06/20/2019	400.26	700-10-5192-8-00

Invoice	Description	Invoice Date	Total Cost	GL Account
3/3	Madison St Construction - Storm	06/20/2019	6,729.00	700-10-5192-8-00
Total 14791 GREMMER & ASSOCIATES INC:			22,833.10	
15075 GUNDERSON, INC.				
745943	Library Rugs	06/20/2019	61.18	100-70-5410-3-36
747731	Garage supplies	06/20/2019	42.84	100-70-5411-3-36
750285	Garage supplies	06/20/2019	26.29	100-70-5411-3-36
747732	Uniform/charges	06/20/2019	20.06	100-70-5412-3-38
750286	Uniform/charges	06/20/2019	30.10	100-70-5412-3-38
Total 15075 GUNDERSON, INC.:			180.47	
15297 H & R SAFETY SOLUTIONS LLC				
3939	first aid - Senior Center	06/20/2019	5.90	100-70-5410-3-36
3942	first aid - Garage	06/20/2019	6.75	100-70-5410-3-36
3941	gloves, safety supplies	06/20/2019	239.50	100-70-5410-3-36
Total 15297 H & R SAFETY SOLUTIONS LLC:			252.15	
15452 HAMMES FIRE & SAFETY				
34514	service call/recharge/o-ring/cert collar	06/20/2019	54.00	100-40-5212-3-38
34512	refill fire extinguisher	06/20/2019	59.00	100-50-5232-3-36
Total 15452 HAMMES FIRE & SAFETY:			113.00	
15635 HARV'S PAINTING				
6-20-19	Harris Mill Park Gazebo - paint	06/20/2019	1,350.00	100-70-5410-3-36
Total 15635 HARV'S PAINTING :			1,350.00	
15655 HAUSER & ASSOCIATES				
6-20-19	Celebrate Waupun 2019	06/20/2019	6,000.00	450-70-5440-3-41
Total 15655 HAUSER & ASSOCIATES:			6,000.00	
15920 HOLIDAY WHOLESALE				
9026566	Aquatic Center Concession Stand	06/20/2019	634.72	100-20-5523-3-39
9035500	Aquatic Center Concession Stand	06/20/2019	78.40	100-20-5523-3-39
9030532	Aquatic Center Concession Stand - Credit	06/20/2019	58.48	100-20-5523-3-39
Total 15920 HOLIDAY WHOLESALE:			654.64	
16663 JOHN FABICK TRACTOR CO				
C188720	gaskets/seal o-ring/ring	06/20/2019	15.46	100-70-5411-3-36
Total 16663 JOHN FABICK TRACTOR CO:			15.46	
16910 KATHY'S KUSTOM EMBROIDERY				
7080	embroidery - PD	06/20/2019	16.00	100-40-5211-3-38
Total 16910 KATHY'S KUSTOM EMBROIDERY:			16.00	
17900 LUECK, FRED				
6-20-19	Plan Commission Minutes - June 2019	06/20/2019	20.00	100-80-5632-1-10
Total 17900 LUECK, FRED:			20.00	

Invoice	Description	Invoice Date	Total Cost	GL Account
17903 LUX, ANTHONY				
6-20-19 Celebrate Waupun 2019		06/20/2019	200.00	450-70-5440-3-41
Total 17903 LUX, ANTHONY:			200.00	
18459 MARCO TECHNOLOGIES LLC				
INV6423887 Konica/A7PY011X001		06/20/2019	47.07	100-40-5211-3-38
Total 18459 MARCO TECHNOLOGIES LLC:			47.07	
18961 MENARDS - BEAVER DAM				
56516 light bulbs		06/20/2019	17.71	100-20-5513-3-38
56430 supplies for forms around storm inlets		06/20/2019	25.66	700-10-5192-3-36
Total 18961 MENARDS - BEAVER DAM:			43.37	
19295 MODERN RENTALS, INC.				
6-20-19 Celebrate Waupun 2019		06/20/2019	9,015.01	450-70-5440-3-38
Total 19295 MODERN RENTALS, INC.:			9,015.01	
20750 O'DONOVAN, BRIAN				
6-20-19 Reimburse meals - training		06/20/2019	22.81	100-40-5215-3-37
Total 20750 O'DONOVAN, BRIAN:			22.81	
20900 OSHKOSH OFFICE SYSTEMS				
AR39137 copy machine MPC 3500 - fire dept		06/20/2019	150.07	100-50-5251-3-30
Total 20900 OSHKOSH OFFICE SYSTEMS:			150.07	
20902 OSHKOSH RHYTHM INSTITUTE				
6-20-19 Celebrate Waupun 2019 Kidz Zone		06/20/2019	500.00	450-70-5440-3-41
Total 20902 OSHKOSH RHYTHM INSTITUTE:			500.00	
20996 PTASCHINSKI CONSTRUCTION INC				
3 Madison St Constr-Pmt 3		06/20/2019	50,567.02	400-70-5436-8-00
3 Madison St Constr-Pmt 3		06/20/2019	585,838.80	700-10-5192-8-00
Total 20996 PTASCHINSKI CONSTRUCTION INC:			636,405.82	
21450 PETTY CASH-CITY HALL				
6-20-19 retirement card		06/20/2019	3.79	100-10-5110-3-38
Total 21450 PETTY CASH-CITY HALL:			3.79	
21557 PFALZGRAF, JOSEPH				
6-20-19 clothing allowance		06/20/2019	84.38	100-12634
Total 21557 PFALZGRAF, JOSEPH:			84.38	
21665 PIGGLY WIGGLY DISCOUNT FOODS				
1385 retirement party - Dykstra		06/20/2019	36.43	100-10-5110-3-38
0369 retirement party - Dykstra		06/20/2019	4.76	100-10-5110-3-38
3214 retirement party - Dykstra		06/20/2019	29.39	100-10-5110-3-38
3250 retirement party - Dykstra		06/20/2019	31.99	100-10-5110-3-38
1438 retirement party - Dykstra		06/20/2019	.89	100-10-5110-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
6032	senior center purchase	06/20/2019	12.75	100-20-5513-3-38
Total 21665 PIGGLY WIGGLY DISCOUNT FOODS:			116.21	
21790 PIT-STOP PORTABLES				
6-20-19	Celebrate Waupun 2019	06/20/2019	2,325.00	450-70-5440-3-38
Total 21790 PIT-STOP PORTABLES:			2,325.00	
21801 PITNEY BOWES INC				
1013247899	Ink Cartridge	06/20/2019	118.99	100-10-5141-3-36
Total 21801 PITNEY BOWES INC:			118.99	
21805 PITNEY BOWES				
3308931016	lease for mail machine - PD	06/20/2019	159.60	100-40-5211-3-33
Total 21805 PITNEY BOWES :			159.60	
22115 PREMIER GOLF & UTILITY				
6-20-19	Celebrate Waupun 2019 golf cart rental	06/20/2019	3,255.00	450-70-5440-3-38
Total 22115 PREMIER GOLF & UTILITY:			3,255.00	
22324 PURCHASE POWER				
6-20-19	Postage refill fee	06/20/2019	5.00	100-10-5141-3-33
6-20-19	Postage refill fee	06/20/2019	1,000.00	100-16210
Total 22324 PURCHASE POWER:			1,005.00	
22656 RAVEN, RICHARD				
6-20-19	CELEBRATE WAUPUN 2019	06/20/2019	1,000.00	450-70-5440-3-41
Total 22656 RAVEN, RICHARD:			1,000.00	
22668 RECORD ENTERTAINMENT				
6-20-19	Celebrate Waupun 2019 - Kidz Zone	06/20/2019	262.50	450-70-5440-3-41
Total 22668 RECORD ENTERTAINMENT:			262.50	
22750 RENNERTS				
40872	generator switch	06/20/2019	10.66	100-50-5232-3-36
Total 22750 RENNERTS:			10.66	
22940 RHODES, TARA				
6-20-19	Police & Fire Comm per diem	06/20/2019	40.00	100-10-5210-3-38
Total 22940 RHODES, TARA:			40.00	
23031 ROAD TRIP				
6-20-19	Celebrate Waupun 2019	06/20/2019	4,800.00	450-70-5440-3-41
Total 23031 ROAD TRIP:			4,800.00	
23224 SAN-A-CARE, INC				
492447	Cleaning supplies	06/20/2019	290.72	100-70-5410-3-36
492447-1	Cleaning supplies	06/20/2019	222.42	100-70-5410-3-36

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 23224 SAN-A-CARE, INC:			513.14	
23550 SERVICE MOTOR COMPANY				
P07384	bearing/knife/key/ring/shaft/coupling	06/20/2019	899.84	100-70-5411-3-36
Total 23550 SERVICE MOTOR COMPANY:			899.84	
23573 SEVEN UP BOTTLING CO.-WATERTOW				
409044	aquatic center - concessions	06/20/2019	812.00	100-20-5523-3-39
Total 23573 SEVEN UP BOTTLING CO.-WATERTOW:			812.00	
23612 SHRED-IT				
8127406351	destruction of records	06/20/2019	113.65	100-40-5211-3-38
Total 23612 SHRED-IT:			113.65	
23620 SIMS, NICHOLAS				
6-20-19	Celebrate Waupun 2019	06/20/2019	250.00	450-70-5440-3-41
Total 23620 SIMS, NICHOLAS:			250.00	
23681 SIRCHIE FINGER PRINT-YOUNGSVIL				
0403642-IN	drug testing supplies	06/20/2019	68.50	100-40-5213-3-38
Total 23681 SIRCHIE FINGER PRINT-YOUNGSVIL:			68.50	
24350 STICKS AND STONES				
10860	103 Gateway Dr - mowing & bagging	06/20/2019	250.00	100-70-5613-3-38
Total 24350 STICKS AND STONES:			250.00	
24400 STOBBS PLUMBING & HEATING, INC.				
10258	service - museum	06/20/2019	127.50	100-70-5410-3-36
10257	parts - air conditioning - city garage	06/20/2019	269.50	100-70-5412-3-36
Total 24400 STOBBS PLUMBING & HEATING, INC.:			397.00	
24530 SUMMIT AUTOMOTIVE				
6057390/2	2016 Ford-replace water pump-engine mount-fixed front e	06/20/2019	1,524.33	100-40-5212-3-36
6057804/1	2016 Ford-rear suspension-multipoint inspection-front sus	06/20/2019	502.31	100-40-5212-3-36
Total 24530 SUMMIT AUTOMOTIVE:			2,026.64	
24650 SURE FIRE, INC.				
SD16903	SERVICE CALL AT safety building - refrigerant/trip charge	06/20/2019	288.59	100-70-5410-3-36
Total 24650 SURE FIRE, INC.:			288.59	
25027 THURMER, MIKE				
6-20-19	Police & Fire Commission per diem	06/20/2019	40.00	100-10-5210-3-38
Total 25027 THURMER, MIKE:			40.00	
25249 TRACTOR SUPPLY CREDIT PLAN				
100014673	CNL Wheel Spinner	06/20/2019	9.99	100-70-5411-3-36

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 25249 TRACTOR SUPPLY CREDIT PLAN:			9.99	
26465 VON BRIESEN & ROPER, S.C.				
11838	Personnel	06/20/2019	55.00	100-10-5143-3-38
Total 26465 VON BRIESEN & ROPER, S.C.:			55.00	
26540 WALMART COMMUNITY/GEMB				
6-20-19	supplies - senior center	06/20/2019	52.22	100-20-5513-3-30
6-20-19	supplies - senior center	06/20/2019	34.46	100-20-5513-3-38
6-20-19	Senior center supplies	06/20/2019	25.15	100-20-5513-3-38
Total 26540 WALMART COMMUNITY/GEMB:			111.83	
27450 WAUPUN UTILITIES				
4686	Finance Director - Shared labor & benefits	06/20/2019	2,429.76	100-10-5153-1-10
4686	Finance Director - Shared labor & benefits	06/20/2019	403.49	100-10-5153-2-20
4686	Finance Director - Shared labor & benefits	06/20/2019	159.15	100-10-5153-2-22
4686	Finance Director - Shared labor & benefits	06/20/2019	185.88	100-10-5153-2-23
4686	Finance Director - Shared labor & benefits	06/20/2019	14.60	100-10-5153-2-29
MAY2019	Monthly utility charges	06/20/2019	90.91	100-20-5512-3-32
MAY2019	Monthly utility charges	06/20/2019	372.74	100-20-5513-3-32
MAY2019	Monthly utility charges	06/20/2019	6,184.64	100-20-5523-3-32
MAY2019	Monthly utility charges	06/20/2019	3,851.39	100-20-5525-3-32
MAY2019	Monthly utility charges	06/20/2019	961.64	100-40-5211-3-32
MAY2019	Monthly utility charges	06/20/2019	540.92	100-50-5231-3-32
MAY2019	Monthly utility charges	06/20/2019	16.00	100-50-5251-3-32
MAY2019	Monthly utility charges	06/20/2019	2,255.71	100-70-5410-3-32
MAY2019	Monthly utility charges	06/20/2019	1,046.31	100-70-5412-3-32
MAY2019	Monthly utility charges	06/20/2019	211.81	100-70-5441-3-32
MAY2019	Monthly utility charges	06/20/2019	11,377.40	100-70-5442-3-32
MAY2019	Monthly utility charges	06/20/2019	2,285.09	210-60-5511-3-32
MAY2019	Monthly utility charges	06/20/2019	49.14	700-10-5192-3-32
Total 27450 WAUPUN UTILITIES:			32,436.58	
28963 WI DEPARTMENT OF TRANSPORTATION				
395-0000132984	C Waupun, Fox Lake Street	06/20/2019	268.04	100-70-5420-3-38
395-0000133062	Madison Ph 2 Dsgn Review - Street	06/20/2019	44.02	400-70-5420-8-00
395-0000133062	Madison Ph 2 Dsgn Review - SW	06/20/2019	25.05	700-10-5192-8-00
Total 28963 WI DEPARTMENT OF TRANSPORTATION:			337.11	
29641 WI STATE LABORATORY				
594091	Witness fee/mileage	06/20/2019	47.68	100-40-5213-3-38
Total 29641 WI STATE LABORATORY:			47.68	
29893 YMCA OF DODGE COUNTY				
6330-1	Manage/Lifeguard/Admin/Concessions	06/20/2019	8,553.43	100-20-5523-1-10
6330-1	Social Security Taxes	06/20/2019	515.58	100-20-5523-2-23
Total 29893 YMCA OF DODGE COUNTY:			9,069.01	
29900 ZARNOTH BRUSH WORKS, INC.				
0175682-IN	disposable gutter brooms	06/20/2019	304.40	100-70-5411-3-36

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 29900 ZARNOTH BRUSH WORKS, INC.:			304.40	
29940 ZERO WASTE USA				
282652	roll bag case of 2000 - dog park	06/20/2019	176.79	100-70-5410-3-36
Total 29940 ZERO WASTE USA:			176.79	
300026 VIKING, BOB				
6-20-19	2019 Kids Zone	06/20/2019	500.00	450-70-5440-3-41
Total 300026 VIKING, BOB:			500.00	
300032 INSIGHT FS				
200015709	bullzeze	06/20/2019	78.00	100-70-5613-3-38
Total 300032 INSIGHT FS:			78.00	
300033 ROSETTI, JIM				
6-20-19	Celebrate Waupun 2019	06/20/2019	600.00	450-70-5440-3-41
Total 300033 ROSETTI, JIM:			600.00	
300193 SALAMONE SUPPLIES				
136170-1	Building & Parks Supplies	06/20/2019	192.78	100-70-5410-3-36
136170	Building & Parks Supplies	06/20/2019	333.75	100-70-5410-3-36
Total 300193 SALAMONE SUPPLIES:			526.53	
300205 BETT, JOHN				
6-20-19	Per Diem - Police & Fire Commission	06/20/2019	40.00	100-10-5210-3-38
Total 300205 BETT, JOHN:			40.00	
300208 WARRIOR FABRICATION & REPAIR				
724	9/11 Exhibit banners	06/20/2019	740.00	450-70-5440-3-40
Total 300208 WARRIOR FABRICATION & REPAIR:			740.00	
Grand Totals:			817,410.06	

Report GL Period Summary

GL Period	Amount
06/19	817,410.06
Grand Totals:	817,410.06

Vendor number hash: 3905540
Vendor number hash - split: 4975662
Total number of invoices: 117
Total number of transactions: 177

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	817,410.06	.00	817,410.06
Grand Totals:	817,410.06	.00	817,410.06

Report Criteria:

[Report].Invoice Date = 06/20/2019

**City of Waupun
Operator Licenses**

Temporary Operator License 2018-2019

Maylee	D	Kok	W615 Friesland Rd	Randolph, WI 53956
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Operator License 2018-2019

Sarah	M	Bubolz	145 Fond du Lac St	Waupun, WI 53963
Amy	R	Berndt	218 W Church St	Oakfield, WI 53065
Laura	M	Coburn	63 E Cotton St	Fond du Lac, WI 54935
Molly	J	Dewitz	154 Olmstead St	Waupun, WI 53963
Kayla	L	Grams	115 Fischer Ave	Beaver Dam, WI 53916
Shania		Martinez	307 W Jefferson St	Waupun, WI 53963
Melissa	A	Moser	W7768 Hemlock Rd	Beaver Dam, WI 53916
David	M	Roe	525 W Bowen St	Brandon, WI 53919
Kaylee	R	Solano	110 S Division St Apt 102	Waupun, WI 53963
Faith	T	Weed	322 E Main St	Brandon, WI 53919

Operator License 2019-2020

Sarah	M	Bubolz	145 Fond du Lac St	Waupun, WI 53963
Autumn	C	Andrle	730 W Main St	Waupun, WI 53963
Scott	R	Aylesworth	490 Neevel Ave	Waupun, WI 53963
Amy	R	Berndt	218 W Church St	Oakfield, WI 53065
Blake	L	Buchholz	N3128 Savage Rd	Waupun, WI 53963
Laura	M	Coburn	63 E Cotton	Fond du Lac, WI 54935
Mary	A	Cross	319 S Division St	Waupun, WI 53963
Donald	V	DeMotts	W13674 Marshview Rd	Waupun, WI 53963
Scott	H	DeMotts	920 Newton Ave	Waupun, WI 53963
Molly	J	Dewitz	154 Olmstead St	Waupun, WI 53963
Alyssa	K	Dillard	909 W Lincoln St	Waupun, WI 53963
Alissa	G	Ehlert	827 Mayfair St Apt 11	Waupun, WI 53963
Teresa	J	Garcia	433 1/2 E Main St	Waupun, WI 53963
Cheyenne	E	Geisthardt	252 Boyd St	Fond du Lac, WI 54935
Doris	I	Georg	719 W Lincoln St Apt 2	Waupun, WI 53963
Kayla	L	Grams	115 Fischer Ave	Beaver Dam, WI 53916
Richard	R	Guenther Jr	N4518 Oak Grove Rd	Brandon, WI 53919
Jordyn	A	Haddy	712 Beekman St	Waupun, WI 53963
Susan	J	Haefemeyer	916 Rock Ave	Waupun, WI 53963
Shyler	N	Harmsen	N2990 Savage Rd	Waupun, WI 53963
Carissa	M	Harmsen	W12356 Cty Rd E	Waupun, WI 53963
Aime	J	Hatgerink	W7339 Walnut Rd	Beaver Dam, WI 53916
Dale	A	Hawkinson Jr	811 Visser Ave	Waupun, WI 53963
Amanda	R	Henker	989 W Main St	Waupun, WI 53963
Amber	L	Johnston	700 Park St	Waupun, WI 53963
William J	J	Kuslits Jr	28 Chapman Pl	Waupun, WI 53963

Matthew	J	Laper	299 S Division St	Waupun, WI 53963
Wanda	J	Larson	W10025 Church Rd	Waupun, WI 53963
Christine	L	Levey	429 Neevel Ave	Waupun, WI 53963
Shania		Martinez	307 W Jefferson St	Waupun, WI 53963
Melissa	A	Moser	W7768 Hemlock Rd	Beaver Dam, WI 53916
Paige	C	Navis	501 Autumn Ave	Waupun, WI 53963
Jesse	A	Parenteau	N10578 Buckhorn Rd	Fox Lake, WI 53933
Selena	C	Parramore	352 Carrington St	Waupun, WI 53963
Claire	M	Petersen	429 Edgewood Dr	Waupun, WI 53963
Heather	D	Quickle	540 E Franklin St	Waupun, WI 53963
Nicholas	L	Rahn	606 Grace St	Waupun, WI 53963
Sarah	C	Roddy	W8377 Lake Emily Rd	Waupun, WI 53963
David	M	Roe	525 W Bowen St	Brandon, WI 53919
Kristine	A	Salkowski	636 S Madison St	Waupun, WI 53963
Morgan	C	Schelter	161 Harmsen Ave	Waupun, WI 53963
Jennifer	L	Schramm	609 Cochrane St	Waupun, WI 53963
Kaylee	R	Solano	110 S Division St Apt 102	Waupun, WI 53963
Angela	M	Staniec	915 Rock Ave	Waupun, WI 53963
Tieraney	R	Swangstu	924 Rock Ave	Waupun, WI 53963
Wanda	J	Van Buren	W7153 Oakwood Rd	Waupun, WI 53963
Scott	A	Van Galen	448 E Spring St	Waupun, WI 53963
Alyssa	M	VanBuren	719 W Brown St	Waupun, WI 53963
Kent	D	VandeKolk	719 Maple View Dr	Waupun, WI 53963
Deborah	A	VandeZande	159 Harmsen Ave	Waupun, WI 53963
Cheyenne	L	VanGrinsven	905 E Main St	Waupun, WI 53963
Elizabeth	A	Waskow	516 Maxon St	Waupun, WI 53963
Faith	T	Weed	322 E Main St	Brandon, WI 53919
Carla	M	Wilson	5265 British Ln	Oshkosh, WI 54901



AGENDA SUMMARY SHEET

MEETING DATE: 6/25/19

TITLE: Agreement for Ambulance Services - Lifestar

AGENDA SECTION: Action

PRESENTER: Schlieve/DeMaa

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Safe, healthy and sustainable community	As budgeted in 2019	

Chief DeMaa will provide an overview of the new metrics-based performance management plan for EMS services in the community. Extensive work has occurred over the last 18 months to develop standards in cooperation with Waupun Memorial Hospital, Lifestar and the City of Waupun Emergency Management. That work informed the development of a 3-year service contract agreement with Lifestar which is submitted for your review and approval. City staff is beginning discussions with the full ambulance service area to develop intergovernmental service agreements.

STAFF RECOMENDATION: Recommend approval of a 3-year contract with Lifestar as proposed

ATTACHMENTS:

Lifestar Contract

RECOMENDED MOTION:

Motion to approve the Lifestar contract to run January 1, 2019 through December 31, 2021 as presented.

AGREEMENT (DRAFT)

for

EMERGENCY AMBULANCE SERVICE

by and between

THE CITY OF WAUPUN

and

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

January 1, 2019 to December 31, 2021

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INTRODUCTION AND RECITALS

THIS AGREEMENT is entered into this ____ day of _____, 2019, by and between the CITY OF WAUPUN in the State of Wisconsin and LIFESTAR EMERGENCY MEDICAL SERVICES, L.L.C., a limited liability company, (Contractor).

WITNESSETH:

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

WHEREAS, in Fond du Lac County the City of Waupun is considered the hub of the ambulance district for the City of Waupun, and the towns of Alto, Brandon, Metomen, Oakfield, Springvale, and Waupun, and receives county funds to support district EMS operations within that territory, and

WHEREAS, pursuant to the Wisconsin Statutes, the City of Waupun may contract with an ambulance provider through a process for the provision of such services as more specifically hereinafter set forth; and

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

WHEREAS, the City of Waupun has set forth a process in light of satisfactory performance of the Contractor for the past five (5) years; and

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

WHEREAS, The City of Waupun has complied with all the Wisconsin Statutes and regulations governing the designation for an exclusive provider of emergency ambulance services in the defined service territory; and

NOW, THEREFORE, THE PARTIES HERETO AGREE as follows:

SECTION 1: CONTRACT ADMINISTRATION

The City of Waupun's Emergency Management Director shall serve as the Contract Administrator, and shall represent the City of Waupun in all matters pertaining to this Agreement and shall administer this Agreement on behalf of the City of Waupun.

The Contract Administrator or her/his designee may:

- A. Audit and inspect the Contractor's operational and patient care records, except as limited by Health Insurance Portability and Accountability Act (HIPAA) rules and regulations.

- B. Monitor the Contractor's Emergency Medical Service (EMS) delivery for compliance with standard of care as defined through law, medical protocols, and policies.
- C. Provide technical guidance, as the Contract Administrator deems appropriate.

SECTION 2: TERM OF AGREEMENT

- A. Term. The term of this Agreement shall commence at 12:01 a.m. on _____, 2019 and shall terminate at 12:00 p.m. on December 31, 2022. The period starting at 12:01 a.m. on January 1, 2019 shall be known as the "Service Period".
- B. Automatic Renewal. This Agreement shall automatically renew for additional one (1) year periods on the same terms unless written notice is delivered by one party to the other on or before July 1st immediately prior to the end of the then-current Agreement term.

SECTION 3: COMPENSATION OF CONTRACTOR

- A. The City of Waupun shall pay Contractor the sum of \$66,000 in equal installments of \$5,500 per month due and payable on the fifth (5th) day of each month beginning January 1, 2019. The City of Waupun intends to meet with surrounding townships and formulate a cooperative intergovernmental agreement in 2019 relative to EMS services and reserves the right to transfer responsibility for this contract to the entity designated as the agent for that group.
- B. Contractor is hereby authorized to charge and collect user fees for services originating within the Contract Service Area as initially established and as adjusted from time to time according to the provisions of this Agreement. Upon commencement of this Agreement, Contractor may employ and revise from time to time without approval from the City of Waupun, a schedule of user fees charges as attached and as may be amended by up to five percent (5%) once during the term of this Agreement.

SECTION 4: CONTRACT RESPONSE AREA

4.1 DESCRIPTION

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

4.2 COVERED TRANSPORTS

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

- A. Made in response to 9-1-1 Public Service Answering Point (PSAP) requests.

- B. Made in response to request for emergency ambulance service made directly to the ambulance service from a private telephone call without going through an authorized 9-1-1 PSAP.
- C. Any other request for service requiring an emergency ground ambulance response, as defined by the City of Waupun Fire/EMS Dispatch policies, procedures, protocols, and standards.

SECTION 5: NOTICES

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

To City: BJ DeMaa, Director of Emergency Management
City of Waupun
201 East Main Street
Waupun, WI 53963

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

SECTION 6: CONTRACTOR OBLIGATIONS AND PERFORMAMNCE STANDARDS

6.1 SUMMARY OF OBLIGATIONS

During the term of this Agreement, the Contractor shall:

- A. Provide prehospital emergency medical care and transport services in response to emergency medical calls within the Contract Reponses Area, twenty-four (24) hours each day, seven (7) days a week, without regard to the patient's financial status.
 - 1. The first response ambulance shall be staffed by at least one Emergency Medical Technician (EMT)-Paramedic and by one EMT-Basic. The backup response ambulance shall be staffed by at least one EMT-~~Paramedic~~ Advanced and one EMT-Basic.
 - 2. Ambulance response times must meet the response-time standards set forth herein, and every ambulance unit provided by the Contractor for emergency response must, at all times, except as authorized by this Agreement, be equipped and staffed to operate at the Advanced Life Support (paramedic) level on first ambulance responses, including immediate and urgent services. Clinical performance must be consistent with approved medical standards and protocols. The conduct and appearance of the Contractor's personnel must be professional and courteous at all times. Patient transportation and disposition will be according to the Contractor's Policies and Procedures.

Services and care delivered must be evaluated by the Contractor's internal quality control program in order to improve and maintain effective clinical performance, to detect and correct performance deficiencies and to continuously upgrade the performance and reliability of Contractor's services. Clinical and response-time performance must be extremely reliable, with equipment failure and human error held to a minimum through constant attention to performance and reliability, and mere demonstration of effort, even diligent and well-intentioned effort, shall not substitute for performance results. If the contractor fails to perform to the standard of this Agreement, Contractor may be found to be in major breach of this Agreement and promptly replaced in order to protect the public health and safety.

- B. Provide all ambulances, as well as other vehicles and equipment that are necessary for the provision of services required under this Agreement.
- C. Furnish supplies and replacements for use by the Contractor's personnel.
- D. Establish a recruitment, hiring and retention system consistent with ensuring a quality workforce of clinically competent employees that are appropriately certified, licensed and/or accredited.
- E. Comply with all training requirements established by the State of Wisconsin.
- F. Comply with ~~City of Waupun~~ Fond du Lac County Fire/EMS Dispatch policies, procedures, protocols and standards.
- G. Maintain neat, clean, and professional appearance of all personnel, facilities, and equipment.
- H. Submit, in a timely manner, reports which are supported by documentation or other verifiable information, as required by the City of Waupun. Report metrics as outlined in 6.2.1 (G), Performance Reports.
- I. Respond to the City of Waupun's inquiries about service and/or complaints within ~~one (1) business day~~ seventy-two (72) hours of notification.
- J. A Lifestar representative will attend monthly, or as needed, meetings between the City of Waupun and Waupun Memorial Hospital to ensure ongoing service quality.

6.2 OPERATIONS

6.2.1 Response Time

- A. Response Time Performance. Contractor's response times are a key measurement of performance. This measurement is the determining factor which drives the placement and redeployment of Contractor's resources throughout the Contract Response Area.
 - 1. Each incident will be counted as a single response regardless of the number of units that respond.

2. The Contractor shall use its best efforts to minimize variations or fluctuations in response time performance.
- B. Response Time Standards. Standards shall be based on the zone where the destination of an ambulance is located. Map of Zones is attached hereto as Exhibit B.
1. Zone A (green): Response time for first response ambulance for all destinations within Zone A shall be no more than six (6) minutes. Response time for backup ambulance shall be no more than eight (8) minutes.
 2. Zone B (yellow): Response time for first response ambulance for all destinations within Zone B shall be no more than fourteen (14) minutes. Response time for backup ambulance shall be no more than seventeen (17) minutes.
 3. Zone C (red): Response time for first response ambulance for all destinations within Zone A shall be no more than twenty (20) minutes. Response time for backup ambulance shall be no more than twenty-four (24) minutes.

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

- C. Response Time Exemptions. Failure to comply with response time standards may, on a case-by-case basis, be excused based upon consideration of the following factors:
1. Multiple units to the same scene.
 2. Severe inclement weather conditions which impair visibility or create other unsafe driving conditions.
 3. Call reduced from Code-3 (emergent) to Code-1 or 2 (non-emergent) response by on-scene responders or by the dispatcher in accordance with Contractor's Policies and Procedures.
 4. Wrong address provided by the requesting party or non-contractor dispatcher.
 5. Delay caused by unreported road construction.
 6. Material change in dispatch location after the initial dispatch is recorded as dispatched.
 7. Mutual Aid and paramedic-intercept requests.

Exception shall be granted at the discretion of the City of Waupun upon written notice to Contractor. Contractor shall file a report for each response time exception with the Contract Administrator within 48 hours of occurrence as outlined in 6.2.1 (G).

- D. Response Time Calculations. Response times shall be calculated from the hour, minute and second the call is received by the Contractor on its pagers to the hour,

minute and second the Contractor arrives on scene with a fully equipped and staffed Advanced Life Support (ALS) unit.

- E. Applicable Calls. Response time standards shall apply to all emergency ambulance requests
- F. Quality Control. Contractor shall establish and maintain a system to identify response time performance problems in order to identify underlying causes and to mitigate them. The posting plan, ambulance schedules, and the number of hours deployed will be reviewed and adjusted as needed.
- G. Performance Reports
 - 1. Within fourteen (14) business days following the end of each month, the Contractor shall provide a monthly report that includes the following metrics:
 - a. Number of pre-hospital calls and call type.
 - b. Average run response times by zone.
 - c. Longest response time by zone.
 - d. Number of instances where no ambulance was physically available within the response area.
 - e. Percentage of pre-hospital calls that met the response time standard in the past month (maintain 90% average).
 - f. Number of requests for transfer, minus the number of STEMI transfers, and the number of each type fulfilled. If not fulfilled, an explanation of inability to fulfill any transfers should be included. This is a direct report to Waupun Memorial Hospital.
 - g. STEMI transfer requests versus the number fulfilled. This is a direct report to Waupun Memorial Hospital.
 - h. Average response time to the hospital for STEMI transfers. This is a direct report to Waupun Memorial Hospital.
 - i. Standby requests shall be reported monthly by the Contractor to the Contract Administrator and monitored for proper utilization and impact on response times.
 - j. Any instance where an ALS ambulance was unable to respond along with an explanation of the circumstances surrounding the inability to respond. In this case any known resolution should be included in explanation.
 - k. Any call that failed to properly report times necessary to determine response time, on-scene time, and transport time.
 - 2. Contractor shall identify causes of performance failures and shall document efforts to eliminate these problems. Within 48 hours of an occurrence where standards are not met, the Contractor shall submit a written notification to the Contract Administrator identifying:
 - a. Nature of emergency situation and explanation of why standard as defined in 6.2.1 (G) was not met.
 - 3. Within seven (7) business days of occurrence, the Contractor shall notify the Contract Administrator of any major regulatory actions or sanctions against the Contractor, including suspension or revocation of any operating license or permit, any sanctions under Medicare or Medicaid programs, revocation of a

business permit, or any sanctions by other third-party payers, whether public, private, or non-profit.

4. Within twenty-one (21) days following the end of the year, the Contractor shall provide an annual report that includes the following metrics:
 - a. Number of pre-hospital calls and call type.
 - b. Average run response times by zone.
 - c. Number of instances where no ambulance was physically available within the response area.
 - d. Any instance where an ALS ambulance was unable to respond.
 - e. Percentage of pre-hospital calls that met the response time standards.
 - f. Number of requests for transfer, isolating number of STEMI transfers, and the number of each type fulfilled. If not fulfilled, an explanation of inability to fulfill any transfers should be included. This is a direct report to Waupun Memorial Hospital.
 - g. STEMI transfer requests versus the number fulfilled. This is a direct report to Waupun Memorial Hospital.
 - h. Average response time to the hospital for STEMI transfers. This is a direct report to Waupun Memorial Hospital.
 - i. An outline of all community standby activities.
 - j. An outline of community education and/or training participated in.

H. Air Ambulance/Air Rescue Services. The City of Waupun reserves the right to allow helicopter air ambulance or helicopter air rescue services to operate in the Contract Response Area for the purpose of providing air ambulance/air rescue transportation services for both immediate and schedule responses. This includes flights and transportation within the Contract Response Area. Prehospital utilization of such services is based upon Contract's Policies and Procedures.

I. Standbys. When requested by a public safety agency, the Contractor shall furnish standby coverage at emergency incidents within the Contract Response Area at the request of the on-scene Incident Commander (IC), if in the opinion of the IC, the situation poses significant potential danger to the personnel of the requesting agency or to the general public.

J. Special events:

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

6.2.2 Dispatch Requirements

Contractor shall ensure that all communications with its ambulance units is conducted in a manner consistent with ~~City of Waupun~~ Fond du Lac County Fire/EMS Dispatch policies, procedures, protocols, and standards.

6.2.3 Equipment and Supplies

- A. Ambulances. Ambulances shall meet or exceed the current Federal KKK Standards at the time of the vehicles' original manufacture, except where such standards conflict with State of Wisconsin standards, in which case the State of Wisconsin standards shall prevail. All such ambulances shall meet or exceed the equipment standards of the State of Wisconsin. Contractor shall maintain, and provide to the Contract Administrator, a complete listing of all ambulances (including reserve ambulances) to be used in the performance of the Contract, including their license and vehicle identification numbers, and the name and address of the lienholder, if any. Changes in the lienholder, as well as the transfer of ownership, purchase, or sale of ambulance used under this Agreement shall be reported to the Contract Administrator.
- B. Ambulance Equipment and Supplies. Each ambulance shall, at all times, maintain an equipment and supply inventory sufficient to meet federal, state, and local requirements for ALS level ambulances. Contractor shall be responsible for stocking all expendable supplies including medications. All medical equipment shall be in good repair and safe working order at all times. Contractor shall have sufficient medical equipment and expendable supplies so that there is sufficient backup to accommodate replacement during repair and for times of excessive demand in the system. Contractor shall work with Waupun Memorial Hospital to ensure that compatible equipment and supplies are being used where possible it is fiscally responsible to do upon mutual agreement.
- C. Radio Communications. Contractor shall ensure that each ambulance is equipped with appropriate emergency communication and alerting devices. Every ambulance shall include the ability to communicate at all times and in all locations with City of Waupun receiving facilities, fire agencies, and public safety agencies. Contractor shall ensure that each ambulance unit utilized in the performance of services under this Agreement is equipped with emergency alerting devices capable of being used to notify ambulance personnel of response need and radio communications equipment compatible with communications equipment sufficient to meet or exceeds the requirements of City of Waupun Fire/EMS Dispatch policies, procedures, protocols, and standards. Contractor shall have access to an internal radio communications system including a portable communications link between Contractor's ambulance crews and its dispatch center. Contractor shall ensure that each ambulance unit utilized in the performance of services under this Agreement is equipped with emergency alerting devices capable of being used to notify ambulance personnel of response need and radio communications equipment sufficient to meet or exceed the requirements of City of Waupun Fire/EMS Dispatch policies, procedures, protocols and standards.
- D. Vehicle Maintenance Program. Contractor's vehicle maintenance program shall be designed and conducted so as to achieve the highest standards of reliability appropriate to a modern emergency service. The Contractor, or its designee, shall maintain all ambulances. Vehicles shall be kept in excellent working condition at all times. Any ambulance with any deficiency that compromises, or may compromise,

its performance shall be immediately removed from service. The Contractor shall submit a vehicle maintenance program and locations of maintenance services in writing to the Contract Administrator. Records of vehicle maintenance shall be submitted to the Contract Administrator within five (5) business days of request. Interior and exterior appearance of vehicles shall be excellent.

6.2.4 Disaster Preparedness

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

4. The municipality shall assist the Contractor in seeking reimbursement for its costs for any disaster relief monies. Such assistance shall be limited to processing claims for reimbursement equal to 100% of the direct cost of the services, or the allowable standby charge provided for herein, whichever is greater. The municipality shall have no financial responsibility for these costs or charges other than to provide assistance in processing the claim(s) for payment.
- E. At the scene of an accident, disaster, or similar incident, the Contractor's personnel shall perform as part of the Incident Command System (ICS) structure.

6.2.5 System Committee Participation

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

6.2.6 Community Education/Prevention

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

6.2.7 EMS Training Programs

Contractor shall make a good faith effort to participate in a minimum of four (4) training programs alongside City of Waupun Police and Fire Departments. These may include, but not be limited to, joint training exercises, providing of instructors for training courses, evaluator for EMT and first responder testing, and similar activities.

6.2.8 Other Community Service Programs

- A. Contractor shall participate in other community service programs, as described in its proposal, such as providing free or discounted ambulance standbys at youth sporting events and community events.

- B. As part of the Annual Report, Contract shall provide The City of Waupun with a report outlining all community standby activities over the preceding twelve (12) month period.

6.3 PERSONNEL

6.3.1 Clinical Staffing Standards

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

- A. Ambulance Staffing. The first response ambulance shall be staffed by at least one EMT-Paramedic and by one EMT-Basic personnel. The backup response ambulance shall be staffed by at least one EMT-~~Paramedic~~ Advanced and by one EMT-Basic personnel. Staffing for the first response and backup response ambulance shall be located at the ambulance facility on a 24/7 basis. When the 3rd-~~due~~ ambulance is in service in Waupun, that staffing shall also be located at the ambulance facility in Waupun. Contractor shall issue to all ambulance staff and field interns a photo identification card. Contractor shall ensure that all on-duty ambulance personnel have in their possession a valid Contractor photo identification.
- B. Additional Certifications. All paramedic ambulance personnel shall be currently certified in:
1. Advanced Cardiac Life Support (ACLS); and
 2. ~~Pediatric Advanced Life Support (PALS) or Pediatric Education for Prehospital Personnel (PEPP)~~
- C. In-Service Training, Continuing Education and Driver Training. Contractor shall have a program for ensuring personnel are prepared to respond to emergency requests through in-service training and continuing education.
- D. Management and Supervision. Contractor shall provide the management personnel necessary to administer and oversee all aspects of emergency ambulance service. There shall be one (1) shift supervisor on duty or on call at all times. The shift supervisor will supervise Contractor personnel, ambulance deployment and operations and will be available as a resource to subcontractors in the provision of their deployment and performance.
- E. Orientation of New Personnel. Contractor shall ensure that field Personnel are properly oriented before being assigned to respond to emergency medical request. The orientation shall include, at a minimum, an EMS System overview; Contractors Policies and Procedures including patient designation, trauma triage and patient

treatment protocols; radio communications with and between the ambulance, base hospital, receiving facilities, and dispatch center; map reading skills, including key landmarks, routes to hospitals and other major receiving facilities; emergency response areas within the Contract Response Area and in surrounding areas; and ambulance equipment utilization and maintenance, in addition to the contractors policies and procedures. Contractor shall be responsible for ensuring that this standard is met.

- F. Preparation for Mass-Casualty Response. Contractor shall ensure that all ambulance personnel /supervisory staff are trained and prepared to assume their respective roles and responsibilities under the Fond du Lac County MABAS agreement. Contractor shall ensure that its Personnel are trained as follows:
1. Hazardous materials first responder awareness training for all field employees.
 2. Hazardous materials first responder operations training for field supervisors, alternative field supervisors, and field training officers.
 3. NIMS training for all field employees.
 4. Hazardous materials basic awareness weapons of mass destruction program for all field employees.
 5. ICS 100 and ICS 700 for all field employees.
 6. ICS 700 training for shift supervisors, alternates, and field training officers.

6.3.2 Compensation and Working Conditions for Ambulance Personnel.

- A. Work Schedules and Conditions. Contractor shall utilize reasonable work schedules and shift assignments to provide reasonable working conditions for ambulance personnel. Contractor shall ensure that ambulance personnel working extended shifts, part-time jobs, and/or voluntary or mandatory overtime are not fatigued to an extent that might impair their judgement or motor skills.
- B. Compensation/Fringe Benefits. The City of Waupun expects Contractor to provide reasonable compensation and benefits in order to attract and retain experienced and highly qualified personnel. The City of Waupun encourages Contractor to establish creative programs that result in successful recruitment and retention of personnel. Contractor shall demonstrate, initially and throughout the terms of this Agreement, that the compensation program provides the incentive to attract and retain skilled and motivated employees.
- C. New Employee Recruitment and Screening Process. The Contractor shall operate a comprehensive program of personnel recruitment and screening designed to attract and select field personnel.
- D. Critical Incident Stress Management. The nature of work in emergency medical services may produce stress in prehospital care personnel. Contractor should provide a Critical Incident Stress Management program (CISM) and an Employee Assistance Program (EAP) for its employees.

6.3.3 Safety and Infection Control.

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

6.4 INQUIRIES AND COMPLAINTS

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

6.5 DATA AND REPORTING

- A. Upon request, Contractor will submit required data elements in an electronic format mutually acceptable to the City of Waupun and the Contractor except as limited by HIPAA rules and regulations.
- B. Use and Reporting Responsibilities:
 - 1. The information submitted shall contain all EMS responses and patient records. These patient records shall contain a unique identifier for each patient (e.g., Patient Care Report (PCR) number), prehospital personnel for the responses, patient name, address, insurance types (e.g. private insurance, Medicare, Medicaid, Self-Pay), patient history and physical findings, treatment rendered and disposition.
 - 2. Contractor shall maintain current records related to EMT licensing, accreditation, certification, and continuing education. Upon request, Contractor shall provide the City of Waupun with a list of EMTs currently employed by the Contractor. Information shall include, but not limited to, name and EMT certification number.
- C. Contractor shall complete, maintain, and provide to the City of Waupun on a monthly basis reporting as outlined in 6.2.1 (G).

D. Contractor shall complete, maintain, and upon request, make available to the City of Waupun within five (5) business days of request, copies of:

1. Personnel records (including current licensure and certification), subject to employee privacy rights.
2. Equipment and vehicle maintenance reports.

E. Audits and Inspections:

1. Contractor shall retain and make available for inspection by the City of Waupun during the term of this Agreement and for at least a three-year period from expiration of this Agreement all documents and records required and described herein.
2. At any time during normal business hours, and as often as may reasonably be deemed necessary, the City of Waupun's representative, including Contractor's Medical Director, may observe the Contractor's operations. Additionally, the Contractor shall make available for the City of Waupun examination and audit, records of personnel (with the exception of confidential personnel records), daily logs, conditions of employment, and other data related to all matters covered by the contract.
3. The City of Waupun's representatives may, at any time, and without notification, directly observe and inspect the Contractor's operation and ride as a "third person" on any of the Contractor's ambulance units; provided, however, that in exercising this right to inspection and observation, such representatives shall conduct themselves in a professional and courteous manner, shall not interfere in any way with the Contractor's employees in the performance of their duties, and shall, at all times, be respectful of the Contractor's employer/employee relationship.
4. The City of Waupun's right to observe and inspect the Contractor's business office operations or records shall be restricted to normal business hours, except as provided above.

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

1. Patient's privacy and confidentiality shall be protected in compliance with Health Insurance Portability and Accountability Act of 1996 (HIPAA) and other applicable laws related to privacy. Employees shall not disclose patient medical information to any person not providing medical care to the patient or related to EMS operations.
2. During the term of this Agreement, each party may receive from the other party, or may receive or create on behalf of the other party, certain confidential health or medical information (Protected Health information "PHI", as further defined below). This PHI is subject to protection under state and/or federal law, including the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 (HIPAA) and regulations promulgated thereunder by the U.S. Department of Health and Human Services (HIPAA Regulations). Each party represents that it has in place policies and procedures that will adequately safeguard and PHI it receives or creates, and each party specifically agrees to safeguard and protect the confidentiality of PHI consistent with applicable law. Without limited the generality of the foregoing, each party agrees that it

shall have in place all policies and procedures required to comply with HIPAA and the HIPAA Regulations prior to the date on which such compliance is required. Contractor shall require subcontractors to abide by the requirements of this section. For purposes of this section, Protected Health Information means any information, whether oral or recorded in any form or medium: (a) that related to the past, present, or future physical or mental health or condition of an individual; the provision of health care to any individual; or the past, present or future payment for the provision of health care to an individual, and (b) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual. This section shall be interpreted in a manner consistent with HIPAA, the HIPAA Regulations and other state or federal laws applicable to PHI.

6.6 SUBCONTRACTS

6.6.1 Relationships and Accountability

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

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

6.6.2 General Subcontracting Provisions

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

- A. Contractor has legal responsibility for performance for all terms of this Agreement including those subcontracted.
- B. Nothing in this Agreement, or in any subcontract, shall preclude the City of Waupun from monitoring the EMS activity of any subcontractor.
- C. There shall be a section in each subcontract requiring prior approval from the City of Waupun before any subcontract may be modified.

- D. The Contractor shall assure that the subcontractors cooperate fully with the City of Waupun.
- E. In the event discrepancies or disputes arise between this Agreement and the subcontracts, the terms of this Agreement shall prevail in all cases.

6.6.3 Performance Criteria

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

6.7 INSURANCE REQUIREMENTS

The EMT/ Paramedic/ Ambulance Service shall not commence work until proof of insurance required has been provided to the applicable department before the contract or purchase order is considered for approval by the City of Waupun.

It is hereby agreed and understood that the insurance required by the City of Waupun is primary coverage and that any insurance or self-insurance maintained by the City of Waupun, its officers, council members, agents, employees or authorized volunteers will not contribute to a loss. All insurance shall be in full force prior to commencing work and remain in force until the work is completed and the length of time that is specified, if any, in the contract or listed below whichever is longer.

A. Insurance Requirements for EMT/ Paramedic/ Ambulance Service:

1. Commercial General Liability coverage at least as broad as Insurance Services Office Commercial General Liability Form, including coverage for Products Liability, Completed Operations, and Contractual Liability with the following minimum limits and coverage:
 1. Each Occurrence limit \$1,000,000
 2. Personal and Advertising Injury limit \$1,000,000
 3. General aggregate limit (other than Products-Completed Operations \$2,000,000
 4. Products-Completed Operations aggregate \$2,000,000
 5. Damage to premises rented to you \$50,000
 6. Medical Expense limit – any one person \$5,000
 7. Watercraft Liability, (Protection & Indemnity coverage) “if” the work includes the use of, or operation of any watercraft, then Watercraft Liability insurance must be in force with a limit of \$1,000,000 per occurrence for Bodily Injury and Property Damage.
 8. Products – Completed Operations coverage must be carried for two (2) years after acceptance of completed work.

2. Automobile Liability coverage at least as broad as Insurance Services Office Business Automobile Form, with minimum limits of \$1,000,000 combines single limit per accident for Bodily Injury and Property Damage, provided on a Symbol #1 – “Any Auto” basis.

1. Must include coverage for loading and unloading.

3. Workers’ Compensation as required by the State of Wisconsin, and Employers Liability insurance with sufficient limits to meet underlying Umbrella Liability insurance requirements. If applicable for the work coverage must include Maritime (Jones Act) or Longshore & Harbor Workers Compensation Act coverage.

4. Umbrella Liability providing coverage at least as broad as the underlying Commercial General Liability, Watercraft Liability (if required), Automobile Liability and Employers Liability, with a minimum limit of \$2,000,000 each occurrence and \$2,000,000 aggregate, and a maximum self-insured retention of \$10,000. The umbrella must be primary and non-contributory to any insurance or self-insurance carried by the City of Waupun.

5. Medical Professional Liability (Medical Malpractice)

1. Limits

- a. Each professional incident or claim \$1,000,000
 - b. Aggregate limit (per policy year) \$3,000,000

2. Prefer “occurrence” coverage. If coverage is “claims made” then an extended reporting period of coverage for at least two (2) years after work has been completed must be purchased.

3. Must include “defense” coverage

4. Must include coverage for employees, temporary staff, independent contractors and volunteers, if any.

5. Must include coverage for loading and unloading

6. EMT/ Paramedic/ Ambulance Service Equipment or Property – The EMT/ Paramedic/ Ambulance Service is responsible for loss and coverage for these exposures. The City of Waupun will not assume responsibility for loss, including loss of use, for damage to property, materials, tools, equipment, and items of a similar nature which are being used in the work being performed. This includes but not limited to property owned, leased, rented, borrowed, or otherwise in the care, custody or control of the EMT/ Paramedic/ Ambulance Service.

7. Also, see requirements under section C.

B. Insurance Requirements for all Subservice Providers:

1. This insurance shall be as broad and with the same limits and coverages (including waivers of subrogation) as those required per MET/ Paramedic/ Ambulance Service Provider requirements.

C. Applicable to Service Provider & Subservice Providers:

1. Primary and Non-contributory requirement – all insurance must be primary and non-contributory to any insurance or self-insurance carried by the City of Waupun.

2. Acceptability of Insurers – insurance is to be placed with insurers who have an A.M. Best rating of no less than A- and a Financial Size Category of no less than Class VII, and who are authorized as an admitted insurance company in the State of Wisconsin.
3. Additional Insured Requirements – the following must be named as **additional insureds** on all Liability Policies for liability arising out of service work – **the City of Waupun, and its officers, council members, agents, employees and authorized volunteers. This does not apply to Workers Compensation Policies.**
4. Waivers of Subrogation in favor of the City of Waupun must be endorsed onto the service provider's Worker's Compensation, Commercial General Liability, Automobile Liability, Umbrella Liability coverage, and Property/Equipment coverages.
5. Deductibles and Self-Insured Retentions – any deductible or self-insured retention must be declared to the City of Waupun.
6. Evidences of Insurance – prior to execution of the agreement, the EMT/ Paramedic/ Ambulance Service shall file with the City of Waupun a certificate of insurance (Acord Form or equivalent for all coverages) signed by the insurer's representative evidencing the coverage required by this agreement.

6.8 PERFORMANCE SECURITY

The City of Waupun, via the Contract Administrator and the City of Waupun Clerk, shall hold and maintain throughout the term of this Agreement, performance security in the amount of \$50,000 cash, performance bond, letter of credit or any other surety acceptable to the City Clerk. Said surety will be returned to the Contractor within thirty (30) days following the end of the Agreement period.

6.9 FISCAL REQUIREMENTS

6.9.1 General Provisions

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

6.9.2 Billing and Collections

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

6.10 QUALITY CONTROL

- A. Quality Control Program. The Contractor shall establish a comprehensive emergency medical services system Quality Control (QC) Program. The program shall be an organized, coordinated, multi-disciplinary approach to the assessment of prehospital emergency medical response and patient care for the purpose of improving patient care service and outcome. The program should include methods to measure performance, identify areas for improvements, and how such improvements can be implemented and then evaluated. The program shall describe customer service practices, including how customer satisfaction is determined and how customer inquiries/complaints are handled. Desirable features for the QC program shall include, but not limited to, involvement of a broad base of field care providers, use of cross-functional teams to study and correct problems, reliance on data, use of measurement tools, use of clinical indicators, and ties to continuing education. In addition, Contractor shall:
1. Review the QC program annually for appropriateness to the Contractor's operation and revise as needed.
 2. Develop, in cooperation with appropriate personnel/agencies, a performance improvement action plan when the QC program identifies a need for improvement. If the area identified as needing improvement includes system clinical issues, collaboration is required with Contractor's Medical Director.
 3. In the Annual Report, submit information to the City of Waupun to show compliance with the approved plan and area for improvement.

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

- B. Medical Director. Contractor shall retain a Medical Director who shall be a board-certified emergency physician in the State of Wisconsin and who shall monitor the activities of Contractor's training department, to include continuing education programs and the preceptor program and shall advise Contractor regarding field operations and prehospital medical care. Contractor's Medical Director shall cooperate with Fond du Lac County Health Department/Officer and the Waupun Memorial Hospital medical staff.
- C. Patient Preference Policy. It is the City of Waupun's understanding that in the subject of patient hospital choice is to transport a patient to the hospital of their choice. There are times when transporting to the hospital of the patient's choice is not possible. Such circumstances are, but not limited to:
1. The patient is unstable and transport to the nearest hospital is necessary to stabilize the patient.
 2. The patient is combative and making the transport hazardous for the EMS crew.
 3. When only one ambulance is covered the 9-1-1 territory and the length of time to transport to a more distance hospital will keep the ambulance from the coverage area.
 4. Road conditions are hazardous.
 5. There are other circumstances when going to the hospital of further distance may be advisable. In the event of these circumstances, the patient will be consulted to obtain

permission to transport to a more appropriate hospital. Such circumstances are, but not limited to:

- (a) Traumatized patients that would be served going to a Level 1 Trauma Center.
 - (b) A patient with a diagnosed St-Elevation Myocardial Infarction (STEMI) that will most likely need a cardiac catheterization procedure only available at cardiac centers.
 - (c) A stroke patient if policy dictates.
6. Decision by medical doctor at receiving facility.

SECTION 7: CONTRACTOR DEFAULT AND TERMINATION OF CONTRACT

If contractor is in default under any term or condition of this Agreement, the City of Waupun may give Contractor written notice of said default and require Contractor to correct or cure the default within fifteen (15) days of receipt of such notice. In the event Contractor fails to correct or cure the default within said period, the City of Waupun may, at its election, terminate this Agreement upon written notice of termination delivered to Contractor.

SECTION 8: MISCELLANEOUS

8.1 INDEMNIFICATION FOR DAMAGES, TAXES AND CONTRIBUTIONS

Contractor shall exonerate, indemnify, defend, and hold harmless the City of Waupun from and against:

- A. Any and all claims, demands, losses, damages, defense costs, or liability of any kind or nature which the City of Waupun may sustain or incur or which may be imposed upon it for injury to or death of persons, or damages to property as a result of, arising out of, or in any manner connected to Contractor's performance under the terms of this Agreement, excepting any liability arising out of the sole negligence of the City of Waupun. Such indemnification includes any damage to the person(s), or property(ies) of Contractor and third persons.
- B. Any and all federal, state and local taxes, charges, fees, or contributions required to be paid with respect to Contractor and Contractor's officers, employees and agents engaged in the performance of this Agreement (including, without limitation, unemployment insurance, and social security and payroll tax withholding).

8.2 EQUAL EMPLOYMENT OPPORTUNITY

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

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

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

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

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

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

8.3 INDEPENDENT CONTRACTOR STATUS

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

8.4 NON-ASSIGNMENT AND NON-DELEGATION

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

8.5 ENTIRE AGREEMENT

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

8.6 BINDING ON SUCCESSORS

This Agreement ensure that the benefit of, and is binding on, the parties and their respective heirs, personal representatives, successor and assigns.

8.7 CAPTIONS

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

8.8 CONTROLLING LAW

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

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

CITY OF WAUPUN

By: _____
Julie Nickel, Mayor

By: _____
Angie Hull, Clerk

LIFESTAR EMERGENCY MEDICAL SERVICES, L.L.C.

By: _____
Michael Krueger, President

EXHIBIT A: Description of Contract Response Area
Territory Description for Lifestar EMS – Fond du Lac County

EXHIBIT A: Description of Contract Response Area (cont.)

Territory Description for Lifestar EMS – Dodge County

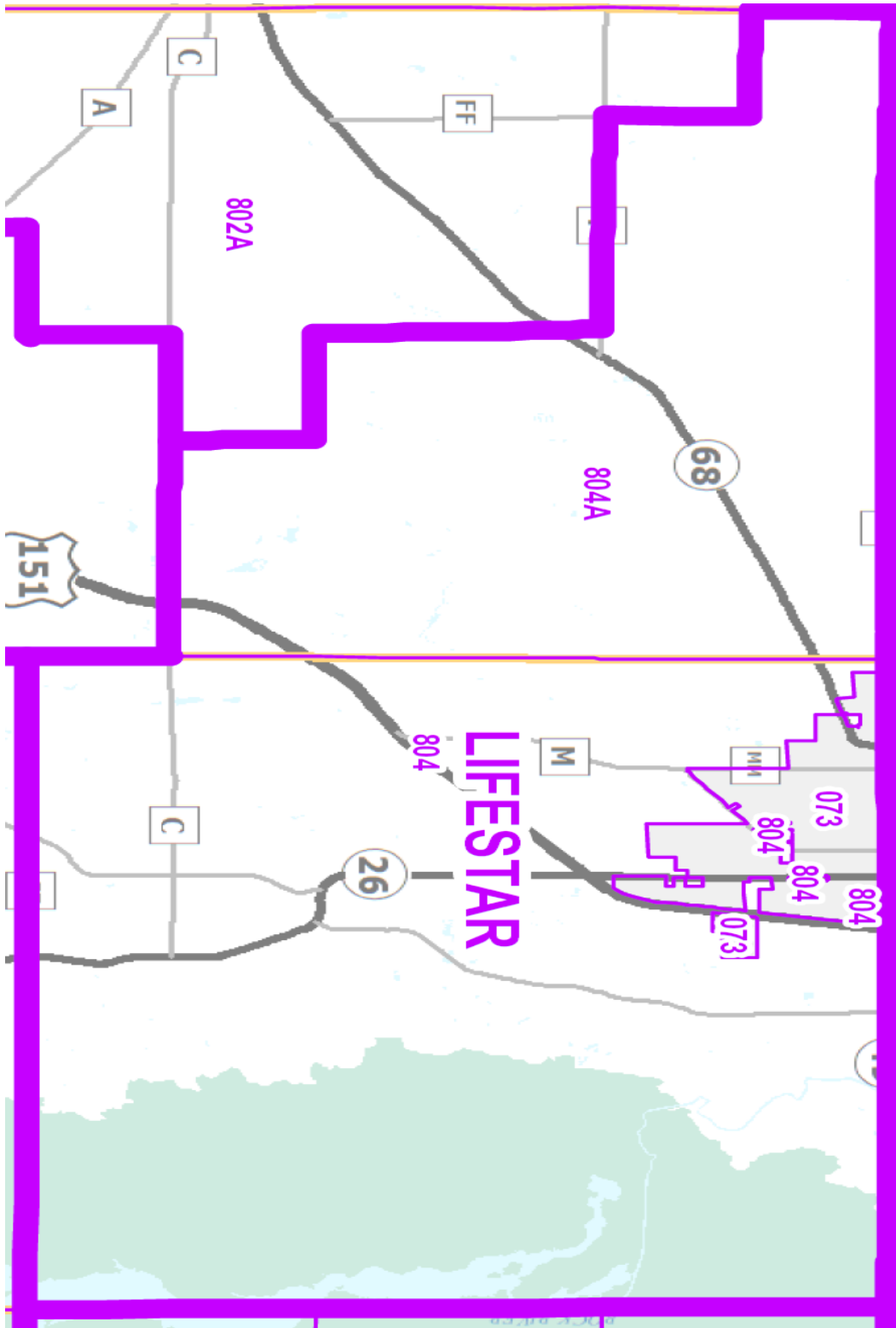


EXHIBIT B: Map of Zones

Waupun Area EMS District

EXHIBIT C: User Fee Charge Schedule

**Lifestar Emergency Medical Services, LLC.
2019 Rates (effective 4/1/19)**

Paratransit Base Rate: \$26.00 (includes first 5 miles)

Paratransit Base (discharge) \$32.00 (includes first 5 miles)

Paratransit Mileage \$3.00/mile

Paratransit Oxygen \$5.00

Paratransit Wait Time \$35.00/hour

BLS Ambulance Base \$650.00

ALS Ambulance Base (EMT-P) \$875.00

ALS Ambulance Base (Level 2) \$975.00

Critical Care Base \$1600.00

Ambulance Mileage \$16.00/mile

Ambulance Wait Time \$100.00/hour

Lift Assist/No Transport \$200.00

Supplies Itemized



AGENDA SUMMARY SHEET

MEETING DATE: June 25, 2019

TITLE: Approval of Sidewalk Placement on Town of Chester Properties

AGENDA SECTION: Consideration-Action

PRESENTER: Jeff Daane, Public Works Director

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	\$ 0.00
Follow Street Plan		

ISSUE SUMMARY: With the construction of S. Madison Street planned for 2021 we are looking at adding sidewalk on a couple properties between Doty St. and Libby St. This would make a connection from the current sidewalk that ends at the South property line of 701 S. Madison St. to the sidewalk that runs in front of the Utilities building at 817 S. Madison St. The properties that would get sidewalk added are in the township. The stretch that we are looking at adding is about 375'. This would make it safer for pedestrians walking along this section of Madison St.

STAFF RECCOMENDATION: Add the section of sidewalk that runs along S. Madison St. from the S. lot line of 701 S. Madison St. to the Intersection of Libby St and S. Madison St. This will make a connection to the current sidewalk south of Libby St.

ATTACHMENTS:

Map of proposed placement of sidewalk

RECCOMENDED MOTION: As part of the S. Madison St. Construction add sidewalk to the properties that are in the town of Chester from the S. Property line of 701 S. Madison St. to the intersection of Libby St. and S. Madison St.

S Madison St. Proposed Sidewalk



Madison Street (Libby St - Doty St); City of Waupun
Preliminary Budget Estimate

ITEM	ITEM DESCRIPTION	UNIT	% QUANTITY	UNIT PRICE	TOTAL
500	SIDEWALK EXTENSION				
500.01	Removing Concrete Sidewalk/Driveways	SY	115	\$9.00	\$ 1,035
500.02	Removing Curb & Gutter	LF	12	\$3.00	\$ 36
500.03	Excavation Common	CY	85	\$12.00	\$ 1,020
500.04	Base Aggregate Dense 3/4"	TON	55	\$17.50	\$ 963
500.05	Base Aggregate Dense 1 1/4"	TON	40	\$11.00	\$ 440
500.06	Concrete Driveway 6"	SY	105	\$45.00	\$ 4,725
500.07	Concrete Curb and Gutter Type D	LF	12	\$22.00	\$ 264
500.08	Concrete Sidewalk 4"	SF	1,570	\$4.50	\$ 7,065
500.09	Concrete Sidewalk 6"	SF	90	\$5.00	\$ 450
500.10	Detectable Warning Field	SF	19.0	\$30.00	\$ 570
500.11	Concrete Steps	SF	15	\$70.00	\$ 1,050
500.12	Topsoil	SY	340	\$3.50	\$ 1,190
500.13	Erosion Mat	SY	340	\$2.00	\$ 680
500.14	Fertilizer	CWT	0.2	\$100.00	\$ 20
500.15	Seeding	LB	6	\$20.00	\$ 120
SUBTOTAL SIDEWALK EXTENSION					\$ 19,600



AGENDA SUMMARY SHEET

MEETING DATE: 6/25/19

TITLE: Budget Workshop 1

AGENDA SECTION: Discussion

PRESENTER: Department Heads

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Priority setting for 2020	Inform 2020 Budget Development	

The purpose of this workshop is to provide clarity for all, related to 2020 budget planning.

STAFF RECOMENDATION: Informational Only

ATTACHMENTS:

2020 Budget Timeline
Preliminary Budget Priority Worksheet

RECOMENDED MOTION:

N/A

AGENDA ITEM: #

DATE: [EnterDate]

CITY OF WAUPUN
CALENDAR FOR ADOPTION OF 2020 BUDGET

DATE	MAJOR STEPS IN BUDGET PREPARATION
June	Finance Director issues capital budget forms for capital budget needs with instructions.
June 25	Committee of the Whole Overview of 2020 Budget Process & Review of Major Initiatives
June-July	Department Heads work with committees/boards/commissions to establish budget priorities where appropriate
July	Finance Director issues budget forms for compiling the details of department operating budgets.
July 31	Deadline for departments to submit five-year equipment and capital budget requests.
August 9	Deadline for departments to submit initial operating budget.
August 27	Committee of the Whole Budget Prioritization and Planning Session. Department Heads Present Goals / Discussion on New Initiatives.
Aug-Sept	Department heads meet with committees to approve budget submittals.
Aug-Sept	Department heads meet with Finance Director to go over budget submittals and requests.
September	Administrator and Finance Director review department budget submittals.
September 24	Committee of the Whole workshop on budget. City Administrator and Finance Director present proposed 2020 budget.
October 29	Budget review session. Council approves publishing the public hearing notice.
November 12	Public hearing on 2020 budget.
November 12	Adoption of the 2020 budget.

2020 Budget Workshop

Preliminary Department Priorities – Workshop 1

June 25, 2019

Strategic Priorities:

Where We've Been...	Where We're Headed...
<ul style="list-style-type: none"> • Attractive, engaged, inclusive and welcoming community • Reliable, well-maintained infrastructure and reliable/affordable transit alternatives • Recreational, cultural, and educational opportunities to strengthen quality of place • Safe, healthy, and sustainable community • Economic vitality • Excellence in government 	<ul style="list-style-type: none"> • Quality of Place • Well-Maintained Infrastructure • Safe, Healthy and Sustainable Community • Economic Vitality • High Performance Government

Following are a list of issues that are impacting one of the above priority areas. Please note that we're very early in the budgeting process and that we will be further prioritizing these issues as time progresses. We are working to clarify our priorities at this point. Because an issue appears on the list, it does not mean that it will automatically appear in our proposed 2020 budget. Department heads will be gathering additional information and working with committees to finalize their budget inclusions and will consider any feedback that you have.

Please consider the following questions and be prepared to offer feedback related to:

1. Are the priorities as identified aligned with needs of the community?
2. Do you see other issues that you feel should be addressed at the department/committee level?
3. What additional information do you need on any of the issues outlined?

DEPARTMENT/PRIORITY	KEY ISSUES/DETAIL	STRATEGIES BEING CONSIDERED
ADMINISTRATION High Performance	<ol style="list-style-type: none"> 1. Compensation Plan: Deploy an implementation plan to address recommendations and decisions resulting from compensation study. 2. Technology Enhancements/Efficiency: Deploy technology to increase transparency; enhance service delivery; and improve operational capacity. 	<ol style="list-style-type: none"> 1. Job descriptions/organizational design, total compensation plan; succession 2. Consolidate to one physical server for City Hall and Utilities; Review/evaluate phone and internet

2020 Budget Workshop

Preliminary Department Priorities – Workshop 1

June 25, 2019

	<p>3. Process Improvement: Evaluate processes to streamline operations and reduce administrative burdens where appropriate.</p> <p>4. Performance Management: Deploy a consistent performance management system that supports the creation of a high performance government organization.</p> <p>5. Intergovernmental Agreements: Work is necessary with our surrounding townships/communities to develop cooperative agreements related to service delivery, boundaries/land use, etc.</p>	<p>services for cost savings; Accounting software upgrade; Deploy Neogov solutions to support talent management needs; evaluate timekeeping tools</p> <p>3. Develop process improvement teams that identify and eliminate waste in processes.</p> <p>4. Design and deploy tool, train supervisors, staff training, etc.</p> <p>5. Ambulance service agreement; facility use agreements</p>
<p>PUBLIC WORKS</p> <p>Reliable and well-maintained Infrastructure</p> <p>Quality of Place</p> <p>Economic Vitality</p>	<p>1. Infrastructure: Manage to the street maintenance plan; sidewalk replacement program.</p> <p>2. Water Quality: Implement a strategy to address water quality plan and mandates.</p> <p>3. Energy Efficiency: Devise an energy efficiency plan and identify possible funding sources to support more efficient energy utilization/cost savings across our facilities.</p> <p>4. Facilities Master Plan: Develop a strategic perspective on facility improvements to ensure that we are effectively spending limited</p>	<p>1. Seal coating, preparation for S. Madison Street construction; sidewalk replacement; sump lines Edgewood; solar speed signs</p> <p>2. Verify plan requirements; seek trading options; pond installation; Clagget pond assessment</p> <p>3. Develop energy plan and funding options</p> <p>4. Evaluate maintenance alternative</p>

2020 Budget Workshop

Preliminary Department Priorities – Workshop 1

June 25, 2019

	<p>dollars to meet long-term facility maintenance needs.</p> <p>5. Sustainability:</p>	<p>practices to optimize; safety upgrades; Shaler Park flood mitigation; ADA; tennis courts</p> <p>5. Crush concrete pile</p>
<p>FIRE</p> <p>Safe, welcoming community</p> <p>High Performance</p>	<p>1. Sustainability: Continue to work on the fire district consolidation with a focus on concluding current conversations with the townships and examining regional opportunities to ensure sustainability of the city's fire and emergency response services in the future.</p> <p>2. Safety and Operating Efficiency: Equipping staff with proper equipment to ensure safety and operational effectiveness is essential. Historically, we have sought grants to fund replacement of mission-critical equipment such as turnout gear, self-contained breathing apparatus (SCBA) and hoses. While a good deal of time goes into sourcing grants, we have experienced low rewards for our efforts and we have failed to replace equipment that has exceeded its lifecycle.</p> <p>3. Technology Enhancements to Reduce Administrative Burden: As call volume increases and technology improves, we have an opportunity to reduce administrative burden through software enhancements to streamline reporting requirements.</p> <p>4. Staffing: We are beginning to notice gaps in staffing in two areas: 1) daytime response levels of firefighters (currently 8.7 responders/industry standard is 18); and, 2) fire inspectors (currently at 5 but anticipating that this will reduce to 2).</p>	<p>1. Regional consolidation study</p> <p>2. Equipment replacement plan (decrease dependence on limited grant funding)</p> <p>3. Shift administrative duties to new part-time police admin; Image trend upgrade</p> <p>4. Research and develop a plan to address staffing needs; Regional consolidation study</p>
POLICE	<p>1. Technology to Increase Efficiency: Cell phones with data plans are</p>	<p>1. Cell bright technology shared with</p>

2020 Budget Workshop

Preliminary Department Priorities – Workshop 1

June 25, 2019

<p>Safe, welcoming community</p> <p>High Performance</p>	<p>changing the way investigations are conducted; The City of Ripon is willing to collaborate with our community to acquire new technology to aid investigations.</p> <p>2. Community Wellness: Mental health needs within the community are increasing staff time per case.</p> <p>3. Staffing: Work on succession plans is ongoing in preparation for future retirements; flexing an extra officer to the schools, and to different dayparts is helping to build community relations and provide coverage during peak times.</p> <p>4. Collaboration/Cross-Training: Working with Fond du Lac County on a number of training initiatives to enhance public safety.</p>	<p>Ripon and Waupun (kept in Waupun)</p> <p>2. Potential to impact overtime costs; Community education/outreach should be a focus.</p> <p>3. Potential impact to staffing budget.</p> <p>4. Staff time must be dedicated to additional training/preparation.</p>
<p>LIBRARY</p> <p>Quality of Place</p>	<p>1. Tier 1 Library Standards: Work to meet the minimum services that should be available to all residents of the state per statutory requirements.</p>	<p>1. Develop scope of work and work plan</p>
<p>RECREATION</p> <p>Quality of Place</p> <p>Safe, Healthy</p>	<p>1. Programming: The Rec Board has received a request to restore the \$12,000 youth grant program (being evaluated by Rec board); we have encountered higher costs related to senior programming and this will influence the number of programs offered through the Senior Center.</p> <p>2. Outdoor Rec Plan: Advance the work identified within the outdoor rec plan to enhance quality of place.</p>	<p>1. Evaluate programming alternatives and potential to restore youth grant program.</p> <p>2. Source grant funds as they become available to advance plan.</p>
<p>ECONOMIC DEVELOPMENT</p> <p>High Performance</p>	<p>1. Industrial Park Readiness: Compile the resources needed to effectively market and diversify our industrial park (goals of job creation and capital investment</p> <p>2. Quality of Place: Focus efforts/resources on those things that make</p>	<p>1. Diversification study, land and site studies, gold-shovel ready, marketing plans, etc.</p> <p>2. Streetscape continued investment,</p>

2020 Budget Workshop

Preliminary Department Priorities – Workshop 1

June 25, 2019

<p>Quality of Place</p> <p>Economic Vitality</p>	<p>the community attractive to support workforce/talent attraction and economic growth.</p> <p>3. Workforce/Talent: Invest resources into collaboration with Envision Greater Fond du Lac's talent-led economic development strategy.</p> <p>4. Revolving Loan Fund: Research and consider establishing a gap financing tool within the city (county resources are being eliminated and we have no gap financing alternatives currently.)</p>	<p>wayfaring, landscaping, update CDA/BID plans, etc.</p> <p>3. Investment, partnerships, programming</p> <p>4. Identifying funding sources, design program and administrative guidelines</p>
<p>COMMUNITY DEVELOPMENT</p> <p>Quality of Place</p> <p>Economic Vitality</p>	<p>1. Public Facilities: Implement a Public Facility Plan based on 2019 work plan.</p> <p>2. Housing Plan: Implement plan in response to findings of housing study completed in 2019.</p>	<p>1. Pursue CDBG Public Facilities plan and deploy additional strategies to finalize funding for proposed project.</p> <p>2. Zoning code review, code compliance solutions, infrastructure planning and incentives, etc.</p>
<p>Capital Improvement Plan</p> <p>Economic Vitality</p> <p>High Performance</p>	<p>1. Update of 5-year CIP:</p>	<p>1. Refine year 1 and incorporate into budget request; refine 5 year outlook</p>

AGENDA SUMMARY SHEET

MEETING DATE:	6/25/19	TITLE:	Discuss future of 520 McKinley Street with Waupun Historical Society
AGENDA SECTION:	Action		
PRESENTER:	Kathy Schlieve		

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
N/A	N/A	

The Historical Society is working with Signature Homes and is planning to construct 4 duplex condo units on the green space along the north edge of 520 McKinley Street (see attached). There is not complete sanitary sewer, making it difficult to serve units marked A & B. Additionally, water service runs along the north side of Grace Street. Our best estimate to extend the service is \$125,000. The Historical Society has asked for TID assistance but the property does not reside in the TID. While we could potentially use TID 6 increment to pay for the improvement, we cannot capture the increment from the improvements on the property to pay for the project.

Secondarily, we received the attached scope of work document and cost estimates from the Historical Society. This document outlines costs to make the needed improvements on the building, which are necessary to maintain that building as a museum. The Historical Society's proposed use includes a banquet hall/gathering space and storage area. The purpose of this meeting is to discuss the future of 520 McKinley Street.

STAFF RECOMENDATION: Informational Only

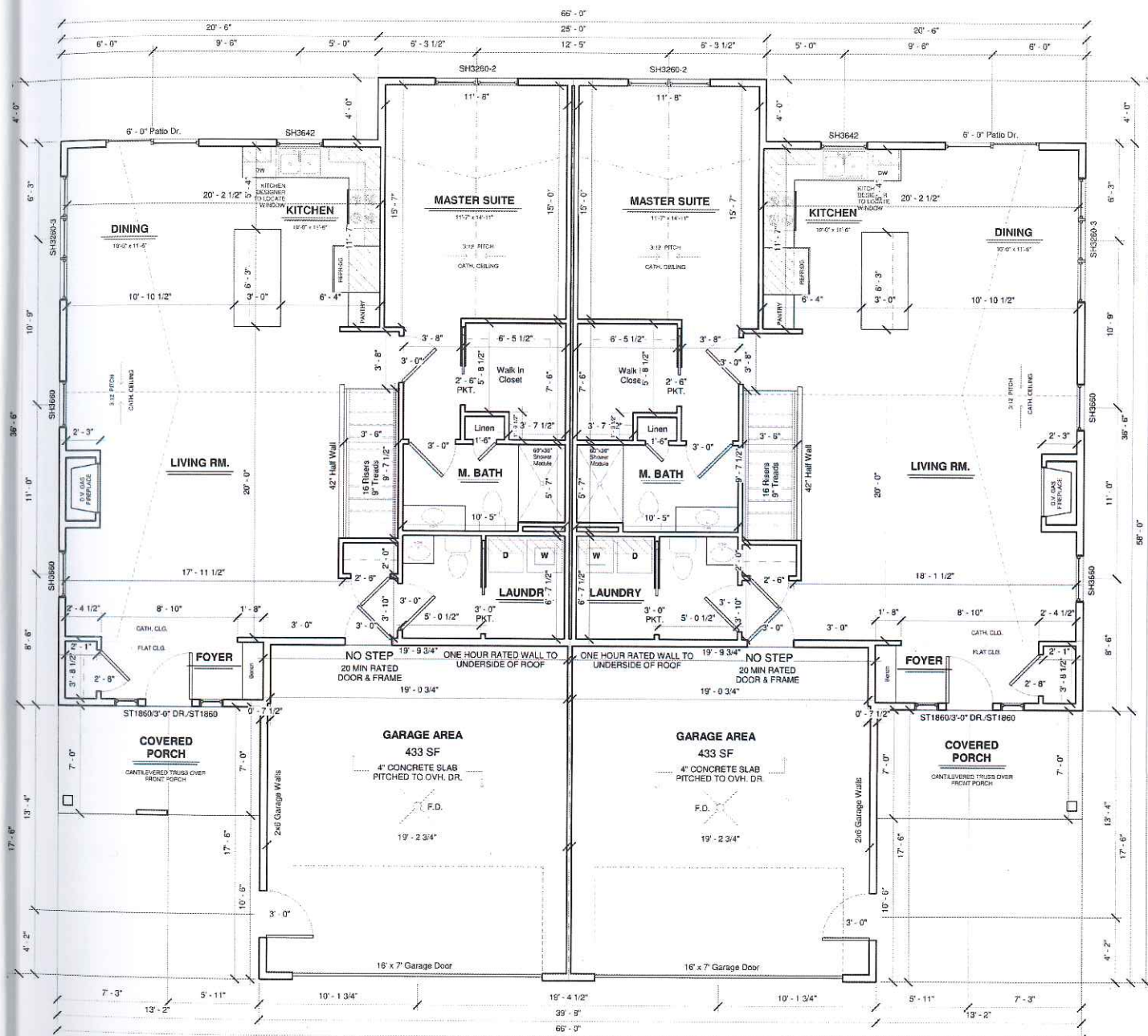
ATTACHMENTS:

Draft Concept for Condo Development
 Documents Outlining Cost to Bring Museum to Code Compliance

RECOMENDED MOTION:

N/A

Proposed Layout - Main Floor



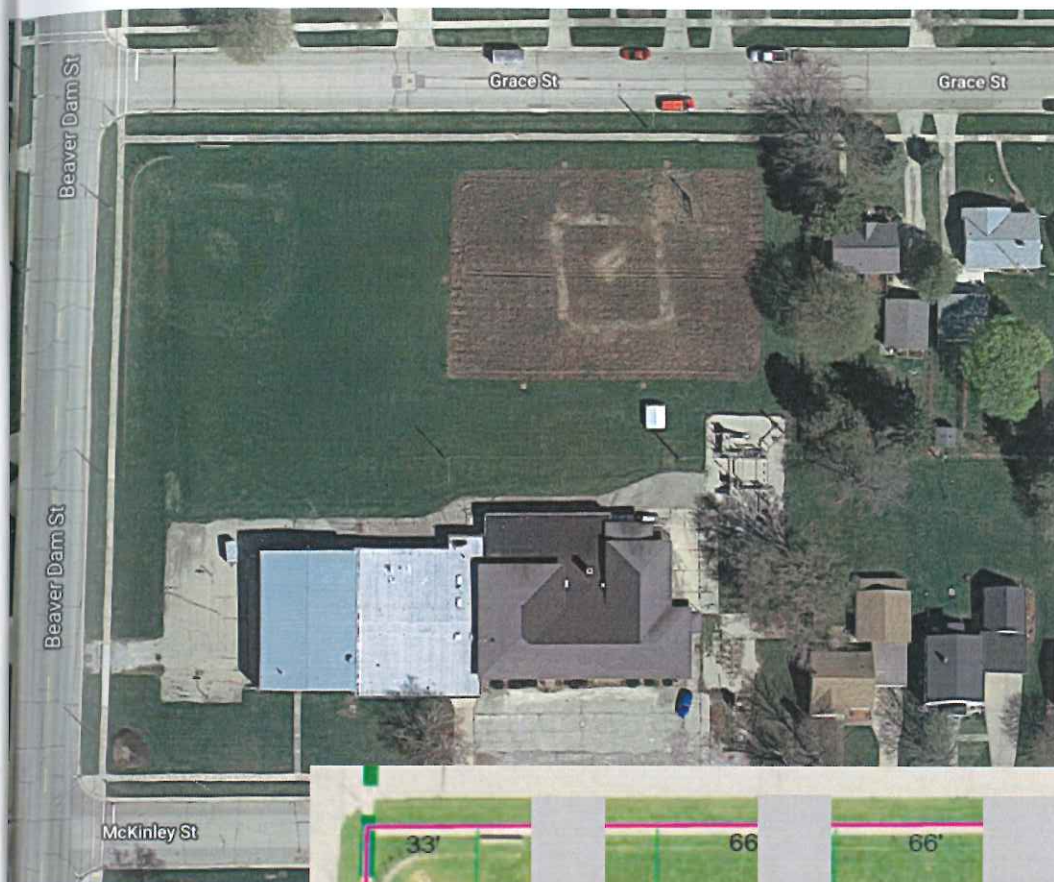
1,175 sqft

1,175 sqft

Signature Homes
by
Adashun Jones

Adashun Jones

REAL ESTATE



Signature
by *Homes*
Adashun Jones

Adashun Jones

REAL ESTATE



Morph Designs, LLC
W10953 Dead End Road
Waupun, WI 53963

January 2, 2013
Waupun Historical Society
22 S. Madison Street
Waupun, WI 53963
920-324-7931

Re: Change of use at the old Christian Elementary School at the corner of Beaver Dam, McKinley, and Grace Streets.

Code determination:

- Codes used – 2009 International Existing Building Code (IEBC), 2009 International Building Code (IBC), 2009 International Energy Conservation Code (IECC), A117.1-2003 ICC/ANSI
- Existing gymnasium area is 3573 sqft + 693 sqft of a closed mezzanine.
- Existing school portion is approx. 13,500 sqft + 2860 sqft of basement.
- We are changing occupancy type from an Educational Building (E) to an Assembly – Museum/Community Center (A-3) and a Banquet Hall (A-2). Per IEBC 912.4, we are not changing the “Means of Egress Hazard Category”. Per IEBC 912.8, only 1 accessible building entrance is required, so the main front doors will be the accessible entrance.
- Original building was built in 1948 (east end), in the 60’s, the west end + the Gymnasium was built. In the 80’s, the final addition was built, on the north side of the original building (Currently the Library and enclosed stairwell). The existing school portion was considered a Type 5B, Exterior Masonry Unprotected construction. The Gymnasium was considered a Type 6, Metal Frame Unprotected construction. The original building is higher than the 60’s & 80’s additions. Most of the interior walls are constructed of masonry. However, due to the high possibility that some interior walls (80’s addition) and the exterior entry are constructed using wood studs, we need to consider this complete building as a Type VB, Wood Frame.

Issues we have:

- Since we are doing a change-of-use, we need to follow requirement of IEBC Chapter 9, and requirements of an Alteration-Level 2, IEBC Chapter 7, under 50% modified, or Alteration-Level 3, IEBC Chapter 8),over 50% modified.
- Building areas are larger than maximums allowed per table IBC 503.
- Existing toilet rooms are not code complaint.
- Some existing doors into classrooms are not ADA compliant (need 32” clear, between door and door stop, when door is at 90 degree position). Also need 18” clear on latch side, when pulling door open and 12” clear on latch side, when pushing door opening (only if door has latch and closer, 0” if only latch).
- Need a ramp from existing school portion/new Museum into the existing gym/new banquet facility. This ramp is not planned to be used for exiting.
- Panic hardware required for all Assembly exterior doors, including interior spaces service areas having load of 50 or more.
- Parking spaces.
- See other notes listed on Floor Plan sheet A1.0.

Conclusions / Available Options:

Museum / Community Center:

- In converting the existing School into a Museum / Community Center, the IBC states any Assembly space over 12,000 sqft needs to be sprinklered. This area is currently 13,584, so we would need to sprinkler this portion of the facility. This determination is based on classifying the building as a Type VB construction type.
Another determination is based per IBC 903.2.11.1. The basement does not have enough adequately sized openings to satisfy this section, so therefore the basement would need to be sprinklered. Minimum opening size needs to be 30", and maximum spacing is 50'-0" oc.
- New toilet facilities would need to be built. Occupant load is ___ people, so ___ toilets and ___ sinks for each gender would have to be built. The existing middle toilet rooms are proposed to be converted into ADA accessible.
- All Exit doors will have to be provided with panic bars.
- The existing interior 32" doors, in the 60's addition, would need to be converted to a 34" door (provided it has 32" clear opening). Any additional doors not meeting these requirements would need to be changed.
- At each exit door, the exterior landings will have to be same height as the floor level. The exit doors from the East end of the hallway would have to be provided with a landing. The landing and steps at the North exit would have to be redone.
- At the NE door, from the open stairway, the existing exit doors are only 32" wide. These doors would need to be replaced with (1) 36" door and a sidelight (or fill-in the remainder of the opening). There would have to be a new exterior landing at the exterior of this door as well. The exterior landing would have to be same height as the floor level.
- Parking area. Current City of Waupun Ordinance 16.14 states that Community Centers / public assembly shall have 1 stall per 5 seats. Stalls shall be 10' x 20'. Possible occupant load is max. 300 people, so assuming you would need 60 stalls. This needs to be confirmed with the local building inspector, as we do not have "seats". It is unknown if the city will allow the Historical Society to combine the two parking areas together, to equal the total amount needed. Parking area would probably have to be increased, unless a variance is approved by the City.
- If any rooms are to have over 50 occupants, then 2 means of egress will be required from this room.
- See other comments listed on Floor Plan sheet A1.0.
-

Multi-Purpose / Banquet Hall:

- In converting the existing Gymnasium into a Banquet Hall / Multi-Purpose room, and staying under the fire sprinkler requirements, we are only allowed 100 occupants. We would also have to provide a 3-hr firewall between the Gym and the existing school portion. There is currently a 12" block wall, extending to the ridge of the adjacent school. This existing block wall could be converted into a 3-hr rated, but the existing door, and the new door for the ramp, would have to be 3-hr rated. We would also need to extend the firewall to 30" above the highest point of the school roof, and then an additional 15' higher of a 1-hr rated wall. This may not be possible.
However, this occupant load, of 100 people, will not work, due to the occupant load determined by space, and by the load requested by the Historical Society. Best option is to provide a sprinkler system for this area. Then you could have a max. occupant load of 300, due to the restrictions of toilet facilities.
- A ramp, 24' long, rising up 36", at a 1:8 slope, would have to be built between the Museum and the Banquet Hall. This needs to be done to provide ADA access between the two areas, as these areas could be occupied at the same time. However, if the ramp is to be used as exiting, then it will need to be 36' long, at a 1:12 slope.
- New toilet facilities would need to be built. Occupant load, based on space, is 183 people, so min. of 2 toilets and 2 sinks for each gender would have to be built. However, this quantity of fixtures allows for a max. load of 300. The existing locker room and storage room is proposed to be converted.
- All Exit doors will have to be provided with panic bars.
- At each exit door, the exterior landings will have to be same height as the floor level. The existing double door, facing west, would need to be provided with an exterior landing. The existing door, in the North-West corner, would need to be provided with an exterior landing, and a ramp / new sidewalk, connecting to the existing sidewalk on the west side of the Banquet/Multi-Purpose Rm. The existing door, in the North-East corner, would need to be provided with an exterior landing only.

- No food prep would be done here, so existing kitchen is adequate. All food will be catered in. If not, Kitchen will need to be redone into a commercial kitchen. A new grease trap would have to be installed.
- Discussion was made in regards to providing new OH door in west wall. This was placed in plans, and it will not be an issue. This door is planned to be used for bringing in large exhibits, to be displayed, in the Multi-Purpose room
- Parking area. Current City of Waupun Ordinance 16.14 states that Restaurants shall have 1 stall per 150 sqft. Stalls shall be 10' x 20'. Area is 3573, so you would need 24 stalls. Currently do not have enough existing asphalt area for this quantity. It is unknown if the city will allow the Historical Society to combine the two parking areas together, to equal the total amount needed. Parking area would probably have to be increased, unless a variance is approved by the City.
- See other comments listed on Floor Plan sheet A1.0.
-

Overall Building Issues:

- Since we are doing a change-of-use, we need to follow requirement of IEBC Chapter 9. This means the existing Electrical and Mechanical (HVAC) systems will need to be looked at. This evaluation is not part of this letter and is not provided, per contract, by Morph Designs, LLC. However, EXIT signage and emergency lighting will need to be updated per current codes. Existing interior EXIT lights locations and types needs to be verified. Interior emergency lighting fixtures and exterior means of egress illumination will need to be installed. All need to be provided with emergency power backup for a minimum of 90 minutes.
- Per IEBC 808, the entire building is exempt from having to comply with the energy requirements as defined by the IECC.
- As noted above, the entire building, including the main level, basement, and Gym mezzanine needs to be covered by a sprinkler system as defined by NPFA 13. This design is not part of this letter, and is not provided, per contract, by Morph Designs, LLC. A new sprinkler room will need to be created where the new main water line comes into the basement. Another determination in having this complete building sprinklered, is that insurance rates might be lower, and since it is planned to have traveling exhibits showcased here, the exhibit owners might be less concerned, knowing that this facility has a sprinkler system to protect their items.
- If both the Banquet/Multi-Purposed Room and the Museum/Community Center are to be always open and available to the public at the same time, only 1 set of ADA toilet rooms may be required, in lieu of 2.

**Waupun Historical Society
Old Christian Elementary School Renovation
Budget Estimate Only
Date 5-10-2019**

Exterior Concrete and Asphalt

Remove/Replace Concrete & Asphalt

Ramp (1)	\$14,924.70	
Stoops (5)	\$37,311.75	
New Asphalt	\$218,634.67	
Handrail	\$1,493.10	
Gravel Fill Budget	\$18,655.87	
		\$291,020.09

Exterior Wall Renovations

Remove/Replace Doors & Windows

Windows (6)	\$14,460.32	
Doors (7)	\$34,824.30	
Add Panics (10)	\$7,462.35	
Overhead Door (1)	\$13,680.97	
		\$70,427.94

Asbestos Abatement Allowance

Removal

Tile Floors & Mastic	\$59,076.93
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Replace

VCT Tile & Base	\$84,927.01	
		\$144,003.94

Fire Protection

New System

Add Sprinkler System	\$115,438.82	
Add 6" Water Main	\$18,655.88	
Add Valve Room	\$9,949.80	
		\$144,044.50

Interior Doors

To meet ADA Requirements

Remove & Replace (33)	\$135,566.03	
Relocate Electrical Switches	\$8,208.59	
Emergency Lighting	\$13,059.11	
Ceiling Repairs	\$5,348.02	
		\$162,181.74

Restroom Renovations

To meet ADA Requirements

Lower Level

Men's & Women's (1) Each	No Change
--------------------------	-----------

Banquet Hall

Men's & Women's (1) Each	\$74,623.50
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Museum/Community Center

Men's & Women's (2) Each	\$64,673.70
--------------------------	-------------

\$139,297.20

Subtotal

\$950,975.41

Design Fee 5%

\$47,548.77

Butget Estimated Total

\$998,524.18

Items not included in the Report

Images supplied by Miles Girouard

Architectural or Engineering Fees not included

Update Acoustical Ceilings

Masonry Repairs - Tuck Pointing & Caulking issues. Several stone sills are broken.

Soffit Repairs - Soffits are missing in a number of locations and fascia is in bad shape.

Stone Board Repairs - Remove/Replace around several windows.

Electrical Upgrade - Need to add GFC Outlets.

Lighting Upgrade - Switch out to energy efficient light fixtures.

HVAC Upgrade - System needs to be upgraded, both the Boiler & Gas Fired Units.

Roof Repairs - A thorough inspection is recommended.

Down Spouts - Water is pooling by the foundation.