



A G E N D A
CITY OF WAUPUN SPECIAL COUNCIL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, October 31, 2023 at 4:30 PM

VIRTUAL AND TELECONFERENCE ACCESS AVAILABLE

Virtual

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

Teleconference Access: 1 312 626 6799

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

CALL TO ORDER

ROLL CALL

CLOSED SESSION

The Waupun Common Council will adjourn in closed session under Section 19.85 (1) (c) (e) of the WI Statutes for (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

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

1. Negotiating Investing Public Funds in Waupun Industrial Park in TID 9
2. Developer's Agreement for Redevelopment of 514 E Main Street, Waupun
3. Update-Mitchell vs. City of Waupun, et al.
4. Wage and Schedule Concessions to the 2023-2026 WI Professional Police Association Union Contract for City of Waupun Police Officers

RECONVENE TO OPEN SESSION *(reconvene in open session under Section 19.85(2) of the WI Statutes)*

ACTION FROM CLOSED SESSION

There will be a slight recess to allow those attending to be seated - Meeting to resume at 5:00pm

CALL TO ORDER

ROLL CALL

CONSENT AGENDA

5. Future Meetings & Gatherings, License and Permit Applications, Expenses

ORDINANCES-RESOLUTIONS

6. Ordinance to amend Ch.6.05 entitled Traffic Code- Remove 2 hr. Parking on E. Jefferson Street, Waupun
7. Ordinance to Remove Fees from the Municipal Code and Create a Fee Schedule
8. Resolution Adopting Fee Schedule
9. Resolution Authorizing Application for a Community Development Investment Grant through WEDC - 514 E Main Street, Waupun

DISCUSSION FOR POSSIBLE FUTURE AGENDA

[10.](#) BID Operating Plan and 2024 Assessment Rate

[11.](#) Youth Sports Grant Design

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: 10/31/2023

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

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

FUTURE MEETINGS

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

LICENSE/PERMIT APPLICATIONS

Operator: N/A

Taxi Cab License: Brown Cab Services Inc, Justin Running – 101 Fond Du Lac Street, Waupun

Taxi Cab Driver License: Kristian Donovan, Donna Donovan, William Donovan, Joseph Donovan, Barbara Brautigam, Joseph Fuchs, Alexandria Kompsi

Temporary Class B: Horicon Marsh Ducks Unlimited Sportsman's Night Out-220 Grandview Ave, Waupun November 14, 2023

EXPENSES

Attached

RECOMENDED MOTION:

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

Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
10/30/2023	164	CINTAS CORPORATION NO 2	729.25
10/30/2023	165	KWIK TRIP STORES	6,472.42
10/30/2023	166	WELLS FARGO PAYMENT REMITT	3,801.55
10/27/2023	167	CREXENDO	456.38
10/27/2023	168	WELLS FARGO PAYMENT REMITT	676.95
10/23/2023	106701	WAUPUN UTILITIES	27,534.15
10/26/2023	106702	AMAZON CAPITAL SERVICES	1,560.37
10/26/2023	106703	ALLIANT ENERGY/WP&L	183.86
10/26/2023	106704	AT&T MOBILITY	278.02
10/26/2023	106705	BALLWEG IMPLEMENT	686.12
10/26/2023	106706	BEER, MIKE	178.54
10/26/2023	106707	BENTZ AUTOMOTIVE INC	639.90
10/26/2023	106708	BOND TRUST SERVICES CORPORATI	503,806.25
10/26/2023	106709	BROWN CAB SERVICE INC	11,407.14
10/26/2023	106710	CAPITAL AUTOBODY LLC	509.99
10/26/2023	106711	CAPITAL NEWSPAPERS	362.04
10/26/2023	106712	CENTRAL CABLE CONTRACTORS INC	512.50
10/26/2023	106713	CHARTER COMMUNICATIONS	1,026.43
10/26/2023	106714	CHARTER COMMUNICATIONS	269.80
10/26/2023	106715	CITY OF BEAVER DAM	860.00
10/26/2023	106716	SSM HEALTH LABORATORIES	160.00
10/26/2023	106717	FERGUSON WATERWORKS #1476	1,372.90
10/26/2023	106718	DLTechCO	179.97
10/26/2023	106719	DODGE COUNTY TREASURER (LICEN	205.00
10/26/2023	106720	DUMKE, GRAHAM	113.91
10/26/2023	106721	GAPPA SECURITY SOLUTIONS LLC	565.00
10/26/2023	106722	GLOBAL ENVIRONMENTAL PRODUCT	2,349.83
10/26/2023	106723	GOODYEAR COMMERCIAL TIRE & SE	687.20
10/26/2023	106724	GORDON FLESCH CO INC	232.66
10/26/2023	106725	H & R SAFETY SOLUTIONS LLC	55.50
10/26/2023	106726	HALRON LUBRICANTS INC	2,025.56
10/26/2023	106727	HERITAGE RIDGE TRAVEL PLAZA	804.98
10/26/2023	106728	HOMAN AUTO -GATEWAY	195.90
10/26/2023	106729	INTERNET CORPORATION LISTING	75.00
10/26/2023	106730	IPROMOTEU	456.28
10/26/2023	106731	JEFFERSON FIRE & SAFETY INC	205.92
10/26/2023	106732	JOHN FABICK TRACTOR CO	222.23
10/26/2023	106733	J.P. COOKE CO	66.81
10/26/2023	106734	KIMBALL MIDWEST	1,305.79
10/26/2023	106735	LANGE ENTERPRISES	868.15
10/26/2023	106736	LIFESTAR EMERGENCY MEDICAL	2,920.00
10/26/2023	106737	MSA PROFESSIONAL SERVICES INC	16,497.37
10/26/2023	106738	MARCO TECHNOLOGIES LLC	160.91
10/26/2023	106739	MENARDS - BEAVER DAM	1,960.87
10/26/2023	106740	BUREAU VERITAS NAT'L ELEVATOR IN	160.00
10/26/2023	106741	NAVIS, MIKE	147.61
10/26/2023	106742	O'REILLY AUTOMOTIVE INC	51.69
10/26/2023	106743	PETTY CASH-POLICE DEPT	48.93
10/26/2023	106744	PIGGLY WIGGLY DISCOUNT FOODS	136.66
10/26/2023	106745	PIT-STOP PORTABLES	191.43

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Amount
10/26/2023	106746	PURCHASE POWER	500.00
10/26/2023	106747	R BAUMAN & ASSOCIATES SC	495.00
10/26/2023	106748	SCHWAAB INC	50.19
10/26/2023	106749	SECURITY LUEBKE ROOFING COMME	104,809.29
10/26/2023	106750	SERWE IMPLEMENT	2,200.00
10/26/2023	106751	SHERWIN WILLIAMS	83.07
10/26/2023	106752	SHRED-IT	72.88
10/26/2023	106753	SIRCHIE ACQUISITION COMPANY LLC	126.00
10/26/2023	106754	STOBB PLUMBING & HEATING INC	768.15
10/26/2023	106755	SULLIVAN, TED	317.08
10/26/2023	106756	TRUCK EQUIPMENT INC	1,077.04
10/26/2023	106757	TRU CLEANERS LLC	390.00
10/26/2023	106758	VERTICAL CONSULTANTS LLC	869.00
10/26/2023	106759	VON BRIESEN & ROPER, S.C.	650.00
10/26/2023	106760	VOSSEKUIL, BOBBIE	25.97
10/26/2023	106761	WALMART COMMUNITY/CAPITAL ONE	110.42
10/26/2023	106762	WAUPUN UTILITIES	1,074.81
10/26/2023	106763	WI DEPT OF FINANCIAL INST	20.00
10/26/2023	106764	WI DEPART OF JUSTICE	384.00
10/26/2023	106765	WI DEPT OF REVENUE	964.95
10/26/2023	106766	WONDRA CONSTRUCTION	218,955.08
10/26/2023	106767	INSIGHT FS	1,406.11
10/26/2023	106768	EP-DIRECT	158.62
10/26/2023	106769	TRANSCENDENT TECHNOLOGIES	855.00
10/26/2023	106770	R&R WASH MATERIALS INC	15,889.13
Grand Totals:			948,627.51

Report Criteria:

Report type: Summary

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
ALLIANT ENERGY/WP&L						
ALLIANT ENERGY/WP&L	CITY HALL MONTHLY FUEL CHARGES - SEPT 2023	10/26/2023	1780510000-S	100-70-5410-3-32	54.82	54.82
ALLIANT ENERGY/WP&L	MUSEUM MONTHLY FUEL CHARGE - SEPT 2023	10/26/2023	3425110000-S	100-20-5512-3-32	13.75	13.75
ALLIANT ENERGY/WP&L	AQUATIC CENTER - SEPT 2023	10/26/2023	5374620000-S	100-20-5523-3-32	49.62	49.62
ALLIANT ENERGY/WP&L	FIRE DEPT - MONTHLY FUEL CHARGES - SEPT 2023	10/26/2023	5946940000-S	100-50-5231-3-32	51.92	51.92
ALLIANT ENERGY/WP&L	SENIOR CENTER - SEPT 2023	10/26/2023	7255200000-S	100-20-5513-3-32	13.75	13.75
Total ALLIANT ENERGY/WP&L:						183.86
AMAZON CAPITAL SERVICES						
AMAZON CAPITAL SERVICES	SOLUTION	10/26/2023	14RT-Y1KR-1	100-10-5141-3-36	31.86	31.86
AMAZON CAPITAL SERVICES	INSTALL HYDRAULIC COOLER TO TRUCK #7-03	10/26/2023	16H4-HJGX-1	100-70-5411-3-36	388.80	388.80
AMAZON CAPITAL SERVICES	HALLOWEEN ON MAIN SUPPLIES	10/26/2023	1CVP-3KGH-	100-20-5513-3-38	95.21	95.21
AMAZON CAPITAL SERVICES	PET WASTE BAGS	10/26/2023	1MGK-TRMT-	100-20-5525-3-36	49.57	49.57
AMAZON CAPITAL SERVICES	PET WASTE BAGS	10/26/2023	1RHD-TC1X-3	100-20-5525-3-36	89.99	89.99
AMAZON CAPITAL SERVICES	HALLOWEEN ON MAIN SUPPLIES	10/26/2023	1F1L-3YNM-V	100-10-5141-3-38	89.76	89.76
AMAZON CAPITAL SERVICES	NEW FUEL GAUGE #155-96	10/26/2023	1QHJ-CG4T-6	700-10-5193-3-36	13.59	13.59
AMAZON CAPITAL SERVICES	REPLACEMENT FEET FOR GENERATOR	10/26/2023	1C6H-FTC6-9	100-70-5411-3-36	18.99	18.99
AMAZON CAPITAL SERVICES	REPLACE FEET ON LADDERS AT CITY GARAGE	10/26/2023	1QMQ-3CG1-	100-70-5412-3-36	108.00	108.00
AMAZON CAPITAL SERVICES	CANOPY LIGHT FOR SHOWER ROOM AT COMM C	10/26/2023	1VN9-4L9M-1	100-70-5410-3-36	313.31	313.31
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	10/26/2023	1KY6-FPP9-3	100-40-5211-3-30	293.04	293.04
AMAZON CAPITAL SERVICES	POSTCARDS - MAILING TO ALD DIST 3	10/26/2023	1XRY-TVGW-	100-10-5142-3-38	46.26	46.26
AMAZON CAPITAL SERVICES	PHONE CASE - FOREMAN	10/26/2023	1YC6-HHLG-3	100-70-5420-3-31	21.99	21.99
Total AMAZON CAPITAL SERVICES:						1,560.37
AT&T MOBILITY						
AT&T MOBILITY	FIRSTNET MOBILE AIRCARDS - AUG 24-SEPT 23 2023 FIRE ADM	10/26/2023	AUG23-SEPT	100-50-5231-3-31	278.02	278.02
Total AT&T MOBILITY:						278.02
BALLWEG IMPLEMENT						
BALLWEG IMPLEMENT	TIRE #159-15	10/26/2023	P74828	100-70-5411-3-36	232.30	232.30
BALLWEG IMPLEMENT	REPLACE 2 DECK SPINDLES	10/26/2023	P71344	100-70-5411-3-36	453.82	453.82
Total BALLWEG IMPLEMENT:						686.12
BEER, MIKE						
BEER, MIKE	CLOTHING ALLOWANCE	10/26/2023	10-16-23	100-12634	135.02	135.02
BEER, MIKE	REIMBURSE FOR CANDY FOR FIRE PREVENTION PRESENTATION	10/26/2023	10-16-23/2	100-50-5233-3-38	43.52	43.52
Total BEER, MIKE:						178.54
BENTZ AUTOMOTIVE INC						
BENTZ AUTOMOTIVE INC	BATTERIES FOR 593	10/26/2023	27704	100-50-5232-3-36	639.90	639.90

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total BENTZ AUTOMOTIVE INC:						639.90
BOND TRUST SERVICES CORPORATION						
BOND TRUST SERVICES CORPORATI	GENERAL OBLIGATION REFUNDING BONDS SERIES 2016A	10/26/2023	83119	300-10-5914-6-00	344,562.50	344,562.50
BOND TRUST SERVICES CORPORATI	GENERAL OBLIGATION PROMISSORY NOTES SERIES 2017A	10/26/2023	83120	300-10-5913-6-00	103,068.75	103,068.75
BOND TRUST SERVICES CORPORATI	GENERAL OBLIGATION PROMISSORY NOTES INTEREST SERIES 2023A	10/26/2023	83121	300-10-5933-6-00	55,775.00	55,775.00
BOND TRUST SERVICES CORPORATI	PAYING AGENT FEE 2023A	10/26/2023	83210	300-10-5943-6-00	400.00	400.00
Total BOND TRUST SERVICES CORPORATION:						503,806.25
BROWN CAB SERVICE INC						
BROWN CAB SERVICE INC	SEPT 2023 TAXI SERVICES	10/26/2023	4091	501-10-5154-3-38	11,407.14	11,407.14
Total BROWN CAB SERVICE INC:						11,407.14
BUREAU VERITAS NAT'L ELEVATOR INSPECTION						
BUREAU VERITAS NAT'L ELEVATOR I	SAFETY BUILDING-ROUTINE INSPECTION	10/26/2023	23028008	100-70-5410-3-36	80.00	80.00
BUREAU VERITAS NAT'L ELEVATOR I	CITY HALL-ROUTINE INSPECTION	10/26/2023	23028105	100-70-5410-3-36	80.00	80.00
Total BUREAU VERITAS NAT'L ELEVATOR INSPECTION:						160.00
CAPITAL AUTOBODY LLC						
CAPITAL AUTOBODY LLC	REPLACE BOTH RUSTED OUT FRONT FENDER BRACKETS #11-01	10/26/2023	10032	100-70-5411-3-36	509.99	509.99
Total CAPITAL AUTOBODY LLC:						509.99
CAPITAL NEWSPAPERS						
CAPITAL NEWSPAPERS	2023 ASPHALT PAVING - WILCOX ST - BID NOTICE	10/26/2023	174192	100-70-5420-3-35	85.63	85.63
CAPITAL NEWSPAPERS	PLAN COMMISSION PUBLIC HEARING	10/26/2023	175269	100-10-5110-3-35	276.41	276.41
Total CAPITAL NEWSPAPERS:						362.04
CENTRAL CABLE CONTRACTORS INC						
CENTRAL CABLE CONTRACTORS IN	EQUIPMENT RENTAL	10/26/2023	9936	100-70-5411-3-38	512.50	512.50
Total CENTRAL CABLE CONTRACTORS INC:						512.50
CHARTER COMMUNICATIONS						
CHARTER COMMUNICATIONS	ACCT# 171153401 - PD - INTERNET - SERVS 10-1-23 TO 10-31-23	10/26/2023	171153401100	100-40-5211-3-38	490.00	490.00
CHARTER COMMUNICATIONS	AQUATIC CENTER	10/26/2023	171154201-O	100-20-5523-3-38	114.97	114.97
CHARTER COMMUNICATIONS	ACCT# 171154501 - PD - VOICE, TV - SERVS 10-1-23 TO 10-31-23	10/26/2023	171154501	100-40-5211-3-38	66.74	66.74
CHARTER COMMUNICATIONS	GARAGE - TV, INTERNET	10/26/2023	171154001-O	100-70-5412-3-38	204.74	204.74
CHARTER COMMUNICATIONS	CITY HALL - INTERNET	10/26/2023	171156301-O	100-10-5197-3-31	149.98	149.98
CHARTER COMMUNICATIONS	SENIOR CENTER - TV, INTERNET	10/26/2023	16011-OCT23	100-20-5513-3-38	169.81	169.81
CHARTER COMMUNICATIONS	MUSEUM - INTERNET - BILLED/PD BY HISTORICAL SOCIETY	10/26/2023	84621-OCT23	100-13850	99.99	99.99
Total CHARTER COMMUNICATIONS:						1,296.23
CINTAS CORPORATION NO 2						
CINTAS CORPORATION NO 2	GARAGE SHOP GLOVES - OCT 2023	10/30/2023	1904332977	100-70-5411-3-38	132.30	132.30
CINTAS CORPORATION NO 2	SAFETY BUILDING RUGS - SEPT 2023	10/30/2023	4168545497	100-70-5410-3-38	88.27	88.27

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
CINTAS CORPORATION NO 2	SENIOR CENTER RUGS - SEPT 2023	10/30/2023	4168545576	100-70-5410-3-38	53.16	53.16
CINTAS CORPORATION NO 2	LIBRARY RUGS - SEPT 2023	10/30/2023	4168545594	100-70-5410-3-38	104.30	104.30
CINTAS CORPORATION NO 2	CITY HALL RUGS - SEPT 2023	10/30/2023	4168545662	100-70-5410-3-38	116.27	116.27
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - SEPT 2023	10/30/2023	4168545811	100-70-5411-3-38	84.07	84.07
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - SEPT 2023	10/30/2023	4169251234	100-70-5411-3-38	50.96	50.96
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - OCT 2023	10/30/2023	4169964908	100-70-5411-3-38	49.96	49.96
CINTAS CORPORATION NO 2	GARAGE SHOP TOWELS/UNIFORMS - OCT 2023	10/30/2023	4170666328	100-70-5411-3-38	49.96	49.96
Total CINTAS CORPORATION NO 2:						729.25
CITY OF BEAVER DAM						
CITY OF BEAVER DAM	EMS CALL - 9-28-23	10/26/2023	21541	100-10-5255-3-38	860.00	860.00
Total CITY OF BEAVER DAM:						860.00
CREXENDO						
CREXENDO	SENIOR CENTER PHONE CHARGES - OCT 2023	10/27/2023	OCT2023	100-20-5513-3-31	456.38	456.38
Total CREXENDO:						456.38
DLTechCO						
DLTechCO	SCREEN PROTECTOR/PHONE CASE - KAMINSKI	10/26/2023	10-16-23	100-20-5513-3-31	95.98	95.98
DLTechCO	CASE - DAANE	10/26/2023	1054	100-70-5420-3-31	83.99	83.99
Total DLTechCO:						179.97
DODGE COUNTY TREASURER (LICENSES)						
DODGE COUNTY TREASURER (LICEN	2023 DOG LICENSES SOLD (FEB 10-OCT 20, 2023) TAG # SOLD 8196-8256	10/26/2023	10-25-23	100-44-4422-0-00	205.00	205.00
Total DODGE COUNTY TREASURER (LICENSES):						205.00
DUMKE, GRAHAM						
DUMKE, GRAHAM	CLOTHING ALLOWANCE - DUMKE	10/26/2023	10182023	100-12634	113.91	113.91
Total DUMKE, GRAHAM:						113.91
EP-DIRECT						
EP-DIRECT	NEW COMMUNITY CENTER FLYERS	10/26/2023	297639	100-20-5513-3-38	158.62	158.62
Total EP-DIRECT:						158.62
FERGUSON WATERWORKS #1476						
FERGUSON WATERWORKS #1476	SUPPLIES FOR STORM SEWER REPAIRS	10/26/2023	0400912	700-10-5192-3-36	1,259.40	1,259.40
FERGUSON WATERWORKS #1476	SUPPLIES FOR STORM SEWER REPAIRS	10/26/2023	0400912-1	700-10-5192-3-36	113.50	113.50
Total FERGUSON WATERWORKS #1476:						1,372.90
GAPPA SECURITY SOLUTIONS LLC						
GAPPA SECURITY SOLUTIONS LLC	REPLACEMENT DOOR CLOSER	10/26/2023	28266	100-70-5411-3-36	565.00	565.00
Total GAPPA SECURITY SOLUTIONS LLC:						565.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
GLOBAL ENVIRONMENTAL PRODUCTS						
GLOBAL ENVIRONMENTAL PRODUCT	DIG HEAD UNIT - STREET SWEEPER - REPLACE SENSOR	10/26/2023	679766	700-10-5192-3-36	2,349.83	2,349.83
Total GLOBAL ENVIRONMENTAL PRODUCTS:						2,349.83
GOODYEAR COMMERCIAL TIRE & SER						
GOODYEAR COMMERCIAL TIRE & SE	TIRES - FD - 581	10/26/2023	132-1198967	100-50-5231-3-36	687.20	687.20
Total GOODYEAR COMMERCIAL TIRE & SER:						687.20
GORDON FLESCH CO INC						
GORDON FLESCH CO INC	RICOH IMC4500 - CITY HALL COLOR COPIER - 9/13/23 - 10/11/23	10/26/2023	IN14406219	100-10-5141-3-36	232.66	232.66
Total GORDON FLESCH CO INC:						232.66
H & R SAFETY SOLUTIONS LLC						
H & R SAFETY SOLUTIONS LLC	NEW HARD HATS	10/26/2023	8182	100-70-5412-3-38	55.50	55.50
Total H & R SAFETY SOLUTIONS LLC:						55.50
HALRON LUBRICANTS INC						
HALRON LUBRICANTS INC	GREASE FOR EQUIPMENT	10/26/2023	1447159-00	100-70-5411-3-36	90.48	90.48
HALRON LUBRICANTS INC	CREDIT - RETURN OIL DRUMS	10/26/2023	1448519-00	100-70-5411-3-36	20.00-	20.00-
HALRON LUBRICANTS INC	BULK OIL - SPIRAX SHELL	10/26/2023	1447846-00	100-70-5411-3-36	1,916.80	1,916.80
HALRON LUBRICANTS INC	BULK OIL - 15W40	10/26/2023	1447849-00	100-70-5411-3-36	805.20	805.20
HALRON LUBRICANTS INC	PICKED UP EXTRA BARRELS OF WRONG OIL	10/26/2023	1447978-00	100-70-5411-3-36	766.92-	766.92-
Total HALRON LUBRICANTS INC:						2,025.56
HERITAGE RIDGE TRAVEL PLAZA						
HERITAGE RIDGE TRAVEL PLAZA	FD - FUEL	10/26/2023	23669	100-50-5232-3-38	99.70	99.70
HERITAGE RIDGE TRAVEL PLAZA	FD - FUEL	10/26/2023	23682	100-50-5232-3-38	77.20	77.20
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - SWEEPER - 12-18	10/26/2023	23698	700-10-5191-3-38	129.85	129.85
HERITAGE RIDGE TRAVEL PLAZA	FD - FUEL	10/26/2023	23748	100-50-5232-3-38	50.64	50.64
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - 12-18 SWEEPER	10/26/2023	23492	700-10-5191-3-38	128.69	128.69
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - 5-09	10/26/2023	23684	100-70-5411-3-38	177.59	177.59
HERITAGE RIDGE TRAVEL PLAZA	DPW FUEL - SWEEPER - 12-18	10/26/2023	28515	700-10-5191-3-38	141.31	141.31
Total HERITAGE RIDGE TRAVEL PLAZA:						804.98
HOMAN AUTO -GATEWAY						
HOMAN AUTO -GATEWAY	SERVICE #34-09	10/26/2023	1021609	100-70-5411-3-36	195.90	195.90
Total HOMAN AUTO -GATEWAY:						195.90
INSIGHT FS						
INSIGHT FS	WILSON & SHALER GRASS SEED TID 9	10/26/2023	220012082	419-70-5435-8-00	510.00	510.00
INSIGHT FS	EROSION CONTROL MATTING - ROSEWOOD DR	10/26/2023	220012120	700-10-5192-3-36	420.33	420.33
INSIGHT FS	EROSION MATTING - ROSEWOOD DR	10/26/2023	220012121	700-10-5192-3-36	412.34	412.34
INSIGHT FS	EROSION CONTROL - ROSEWOOD DR	10/26/2023	220012131	700-10-5192-3-36	63.44	63.44
Total INSIGHT FS:						1,406.11

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
INTERNET CORPORATION LISTING						
INTERNET CORPORATION LISTING	DOMAIN CITY OF WAUPUN.ORG 11-01-23/11-01-24	10/26/2023	11/01/23-11/01	100-10-5197-3-38	75.00	75.00
Total INTERNET CORPORATION LISTING:						75.00
IPROMOTEU						
IPROMOTEU	3/4" ECONOMY SOFT ENAMEL LAPEL PIN	10/26/2023	2176312PZZ	100-40-5214-3-38	456.28	456.28
Total IPROMOTEU:						456.28
J.P. COOKE CO						
J.P. COOKE CO	2024 CAT LICENSES	10/26/2023	803754	100-10-5141-3-38	66.81	66.81
Total J.P. COOKE CO:						66.81
JEFFERSON FIRE & SAFETY INC						
JEFFERSON FIRE & SAFETY INC	BUCKLE STRAP	10/26/2023	IN307425	100-50-5230-3-38	205.92	205.92
Total JEFFERSON FIRE & SAFETY INC:						205.92
JOHN FABICK TRACTOR CO						
JOHN FABICK TRACTOR CO	FREIGHT	10/26/2023	PIMK0286614	100-70-5411-3-36	14.95	14.95
JOHN FABICK TRACTOR CO	VEE BELT SET - REPLACE FAN BELTS	10/26/2023	PIMK0286913	100-70-5411-3-36	115.79	115.79
JOHN FABICK TRACTOR CO	BOWL AS FUEL #105-08	10/26/2023	PIMK0288081	100-70-5411-3-36	72.76	72.76
JOHN FABICK TRACTOR CO	FILTERS #103-10	10/26/2023	PIMK0288082	100-70-5411-3-36	18.73	18.73
Total JOHN FABICK TRACTOR CO:						222.23
KIMBALL MIDWEST						
KIMBALL MIDWEST	SHOP SUPPLIES	10/26/2023	101516169	100-70-5411-3-36	1,305.79	1,305.79
Total KIMBALL MIDWEST:						1,305.79
KWIK TRIP STORES						
KWIK TRIP STORES	DPW MONTHLY FUEL PURCHASES - SEPT 2023	10/30/2023	DPW-SEPT23	100-70-5411-3-38	3,251.89	3,251.89
KWIK TRIP STORES	FIRE DEPT MONTHLY FUEL - SEPT 2023 - AMBULANCE	10/30/2023	FD-SEPT23	100-50-5230-3-38	427.13	427.13
KWIK TRIP STORES	POLICE DEPT MONTHLY FUEL - SEPT 2023	10/30/2023	PD-SEPT23	100-40-5212-3-38	2,793.40	2,793.40
Total KWIK TRIP STORES:						6,472.42
LANGE ENTERPRISES						
LANGE ENTERPRISES	STREET SIGN POST PARTS	10/26/2023	85286	100-70-5441-3-36	868.15	868.15
Total LANGE ENTERPRISES:						868.15
LIFESTAR EMERGENCY MEDICAL						
LIFESTAR EMERGENCY MEDICAL	ACLS SERVICE- SEPT 2023	10/26/2023	21-0210	100-10-5255-3-38	2,920.00	2,920.00
Total LIFESTAR EMERGENCY MEDICAL:						2,920.00
MARCO TECHNOLOGIES LLC						
MARCO TECHNOLOGIES LLC	KONICA MINOLTA C3001 COPIER - CONTRACT 10-1-23 TO 11-1-23, COLOR COPY OVERAGE 2-1-22 TO 2-1-23	10/26/2023	512853243	100-40-5211-3-38	160.91	160.91

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total MARCO TECHNOLOGIES LLC:						160.91
MENARDS - BEAVER DAM						
MENARDS - BEAVER DAM	BUILDING SUPPLIES - NEW DUGOUTS AT MCCUNE PARK	10/26/2023	42917	400-20-5525-8-00	1,876.87	1,876.87
MENARDS - BEAVER DAM	NEW SENIOR CENTER POOL STICK CABINET	10/26/2023	42918	100-20-5513-3-38	84.00	84.00
Total MENARDS - BEAVER DAM:						1,960.87
MSA PROFESSIONAL SERVICES INC						
MSA PROFESSIONAL SERVICES INC	BAYBERRY LANE CONTRACT B	10/26/2023	R00212132.0-	419-70-5435-8-00	2,190.12	2,190.12
MSA PROFESSIONAL SERVICES INC	GATEWAY DRIVE WETLAND SERVICES	10/26/2023	R00212056.0-	700-10-5192-3-38	2,791.93	2,791.93
MSA PROFESSIONAL SERVICES INC	WILSON & SHALER DRIVE EXTENSION PROJECT	10/26/2023	R00212130.0-	419-70-5436-8-00	11,515.32	11,515.32
Total MSA PROFESSIONAL SERVICES INC:						16,497.37
NAVIS, MIKE						
NAVIS, MIKE	CLOTHING ALLOWANCE - NAVIS	10/26/2023	112-4195469-1	100-12634	36.91	36.91
NAVIS, MIKE	CLOTHING ALLOWANCE - NAVIS	10/26/2023	112-7231730-2	100-12634	110.70	110.70
Total NAVIS, MIKE:						147.61
O'REILLY AUTOMOTIVE INC						
O'REILLY AUTOMOTIVE INC	REPLACE CIRCUIT BREAKER FOR BED #52-23	10/26/2023	2391-118411	100-70-5411-3-36	11.38	11.38
O'REILLY AUTOMOTIVE INC	SHOP SUPPLIES	10/26/2023	2391-119066	100-70-5411-3-36	23.98	23.98
O'REILLY AUTOMOTIVE INC	REPAIRS #157-18 & #52-23	10/26/2023	2391-119123	100-70-5411-3-36	16.33	16.33
Total O'REILLY AUTOMOTIVE INC:						51.69
PETTY CASH-POLICE DEPT						
PETTY CASH-POLICE DEPT	OFFICE SUPPLIES - CARDS	10/26/2023	09292023	100-40-5211-3-30	28.35	28.35
PETTY CASH-POLICE DEPT	OFFICE SUPPLIES - PAPER PLATES	10/26/2023	10102023	100-40-5211-3-30	12.44	12.44
PETTY CASH-POLICE DEPT	POSTATE - CERTIFIED MAIL TO NICMIC	10/26/2023	10172023	100-40-5213-3-38	8.14	8.14
Total PETTY CASH-POLICE DEPT:						48.93
PIGGLY WIGGLY DISCOUNT FOODS						
PIGGLY WIGGLY DISCOUNT FOODS	WATER FOR REHAB - FD	10/26/2023	4685	100-50-5232-3-38	13.38	13.38
PIGGLY WIGGLY DISCOUNT FOODS	SUPPLIES - GARAGE	10/26/2023	6280	100-70-5412-3-38	61.74	61.74
PIGGLY WIGGLY DISCOUNT FOODS	LEX MEETING - PD	10/26/2023	2257	100-40-5211-3-30	61.54	61.54
Total PIGGLY WIGGLY DISCOUNT FOODS:						136.66
PIT-STOP PORTABLES						
PIT-STOP PORTABLES	PINE STREET PARK PORT A POTTY 10/14/23 - 10/17/23	10/26/2023	A-150066	100-20-5525-3-38	23.93	23.93
PIT-STOP PORTABLES	PINE STREET PARK PORT A POTTY 9/16/23 - 10/13/23	10/26/2023	A-149610	100-20-5525-3-38	167.50	167.50
Total PIT-STOP PORTABLES:						191.43
PURCHASE POWER						
PURCHASE POWER	POSTAGE REFILL	10/26/2023	10-10-23	100-16210	500.00	500.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total PURCHASE POWER:						500.00
R BAUMAN & ASSOCIATES SC						
R BAUMAN & ASSOCIATES SC	PSYCH EVAL PRE-EMPLOYMENT - EMR	10/26/2023	1704	100-50-5230-3-38	495.00	495.00
Total R BAUMAN & ASSOCIATES SC:						495.00
R&R WASH MATERIALS INC						
R&R WASH MATERIALS INC	BAYBERRY LANE EXTENSION CONTRACT B	10/26/2023	212132-4	419-70-5435-8-00	15,889.13	15,889.13
Total R&R WASH MATERIALS INC:						15,889.13
SCHWAAB INC						
SCHWAAB INC	STAMPS	10/26/2023	4348774	100-10-5141-3-30	50.19	50.19
Total SCHWAAB INC:						50.19
SECURITY LUEBKE ROOFING COMMERCIAL						
SECURITY LUEBKE ROOFING COMM	SAFETY BUILDING ROOF - ARPA EXPENSE - REMAINING BALANCE - ROOFING MATERIALS	10/26/2023	1779-1b	400-40-5211-8-00	104,809.29	104,809.29
Total SECURITY LUEBKE ROOFING COMMERCIAL:						104,809.29
SERWE IMPLEMENT						
SERWE IMPLEMENT	CUTTER SHAFT BALANCING #163-08	10/26/2023	10474	100-70-5411-3-36	2,200.00	2,200.00
Total SERWE IMPLEMENT:						2,200.00
SHERWIN WILLIAMS						
SHERWIN WILLIAMS	SCHLIEVE FIELD BATHROOMS	10/26/2023	1577-2	100-20-5525-3-36	83.07	83.07
Total SHERWIN WILLIAMS:						83.07
SHRED-IT						
SHRED-IT	DESTRUCTION OF RECORDS - SEPT 2023	10/26/2023	8004877965	100-40-5211-3-38	72.88	72.88
Total SHRED-IT:						72.88
SIRCHIE ACQUISITION COMPANY LLC						
SIRCHIE ACQUISITION COMPANY LL	DRUG TESTING EQUIPMENT - TEST 05 DUQUENOIS LEVINE/10, TEST 10-OPIATE REAGENT-MECKE'S	10/26/2023	0615744-IN	100-40-5213-3-38	126.00	126.00
Total SIRCHIE ACQUISITION COMPANY LLC:						126.00
SSM HEALTH LABORATORIES						
SSM HEALTH LABORATORIES	BLOOD DRAWS - SEPT 2023	10/26/2023	4600096	100-40-5213-3-38	160.00	160.00
Total SSM HEALTH LABORATORIES:						160.00
STOBB PLUMBING & HEATING INC						
STOBB PLUMBING & HEATING INC	SAFETY BUILDING WATER LEAK	10/26/2023	14981	100-70-5410-3-36	709.00	709.00
STOBB PLUMBING & HEATING INC	DELTA STEM/DELTA SPRINGS - REPAIR LEAKING SHOWER IN COMM C LOCKER ROOMS	10/26/2023	15026	100-70-5410-3-36	59.15	59.15

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total STOBBS PLUMBING & HEATING INC:						768.15
SULLIVAN, TED						
SULLIVAN, TED	REIMBURSE MEAL - CART TRAINING	10/26/2023	10102023	100-40-5211-3-37	31.28	31.28
SULLIVAN, TED	CLOTHING ALLOWANCE - SULLIVAN	10/26/2023	4640-16-3521	100-12634	285.80	285.80
Total SULLIVAN, TED:						317.08
TRANSCENDENT TECHNOLOGIES						
TRANSCENDENT TECHNOLOGIES	FDL CTY TAX SYSTEM ANNUAL MAINT	10/26/2023	M6680	100-10-5141-3-38	855.00	855.00
Total TRANSCENDENT TECHNOLOGIES:						855.00
TRU CLEANERS LLC						
TRU CLEANERS LLC	WAUPUN FIRE SAFETY HOUSE - STEAMCLEAN & SANITIZE CARPET	10/26/2023	CW100523	100-50-5233-3-36	390.00	390.00
Total TRU CLEANERS LLC:						390.00
TRUCK EQUIPMENT INC						
TRUCK EQUIPMENT INC	REPLACE BRAKES #3-08	10/26/2023	1070294-00	100-70-5411-3-36	810.00	810.00
TRUCK EQUIPMENT INC	CREDIT ON BRAKE PARTS CORE EXCHANGE	10/26/2023	1070621-00	100-70-5411-3-36	240.00	240.00
TRUCK EQUIPMENT INC	REPLACE SHOCKS #3-08	10/26/2023	1070656-00	100-70-5411-3-36	149.60	149.60
TRUCK EQUIPMENT INC	REPLACE REAR SHOCKS #3-08	10/26/2023	1070656-01	100-70-5411-3-36	357.44	357.44
Total TRUCK EQUIPMENT INC:						1,077.04
VERTICAL CONSULTANTS LLC						
VERTICAL CONSULTANTS LLC	CONSULTING SERVICES - US CELL/CELL SITE LEASE	10/26/2023	16812	404-10-5711-3-38	869.00	869.00
Total VERTICAL CONSULTANTS LLC:						869.00
VON BRIESEN & ROPER, S.C.						
VON BRIESEN & ROPER, S.C.	005504-00002 GENERAL - PD RECORDS REQUEST	10/26/2023	440072	100-10-5194-3-38	390.00	390.00
VON BRIESEN & ROPER, S.C.	5504-00033 PERSONNEL-SEPT 2023	10/26/2023	440073	100-10-5143-3-38	260.00	260.00
Total VON BRIESEN & ROPER, S.C.:						650.00
VOSSEKUIL, BOBBIE						
VOSSEKUIL, BOBBIE	TESTING SOLUTION FOR BLOOD GLUCOSE METERS	10/26/2023	10-16-23	100-50-5230-3-38	25.97	25.97
Total VOSSEKUIL, BOBBIE:						25.97
WALMART COMMUNITY/CAPITAL ONE						
WALMART COMMUNITY/CAPITAL ONE	SENIOR EXPO SUPPLIES 2023	10/26/2023	10-13-23	100-20-5513-3-38	110.42	110.42
Total WALMART COMMUNITY/CAPITAL ONE:						110.42
WAUPUN UTILITIES						
WAUPUN UTILITIES	MONTHLY UTILITY CHARGES	10/23/2023	SEPT2023	100-50-5251-3-32	27,534.15	27,534.15
WAUPUN UTILITIES	STORMWATER BILLING & COLLECTION FEES - SEPTEMBER 2023	10/26/2023	5965	700-10-5192-3-38	875.25	875.25
WAUPUN UTILITIES	WPPI IT TICKET #198219	10/26/2023	5966	100-10-5197-3-38	137.25	137.25
WAUPUN UTILITIES	VERIZON CHARGES - DPW I-PADS -					

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
	OCTOBER 2023	10/26/2023	5969	100-70-5420-3-31	62.31	62.31
Total WAUPUN UTILITIES:						28,608.96
WELLS FARGO PAYMENT REMITT						
WELLS FARGO PAYMENT REMITT	SPECTRUM BILL - LIBRARY - 9/4/23-10/3/23	10/27/2023	BRET-SEPT23	210-60-5511-3-31	676.95	676.95
WELLS FARGO PAYMENT REMITT	WELLS FARGO CASH BACK CREDIT	10/30/2023	ANGIE-AUG2	400-48-4813-0-00	450.24	450.24
WELLS FARGO PAYMENT REMITT	ADOBE - AROBAT PRO	10/30/2023	BJ-AUG23/SE	100-50-5231-3-38	208.50	208.50
WELLS FARGO PAYMENT REMITT	CROSS COMPANY - SHOP TOOL - FLOW METER	10/30/2023	JEFF-AUG23/	100-70-5411-3-38	1,732.91	1,732.91
WELLS FARGO PAYMENT REMITT	WELLS FARGO CASH BACK CREDIT	10/30/2023	JEREMY-SEP	400-48-4813-0-00	7.29	7.29
WELLS FARGO PAYMENT REMITT	MAIN STREET BISTRO - DESIGN WI PROJECT	10/30/2023	KATHY-AUG2	100-80-5670-3-38	963.30	963.30
WELLS FARGO PAYMENT REMITT	DOLLAR TREE - MOVIE & CRAFT CLUB	10/30/2023	RACHEL-AUG	100-20-5513-3-38	41.25	41.25
WELLS FARGO PAYMENT REMITT	DOT - DMV - REGISTRATION FEES	10/30/2023	SCOTT-SEPT	100-40-5211-3-33	398.06	398.06
Total WELLS FARGO PAYMENT REMITT:						4,478.50
WI DEPART OF JUSTICE						
WI DEPART OF JUSTICE	TIME SYSTEM-QUARTERLY BILLING	10/26/2023	455TIME-0000	100-40-5212-3-38	384.00	384.00
Total WI DEPART OF JUSTICE:						384.00
WI DEPT OF FINANCIAL INST						
WI DEPT OF FINANCIAL INST	NOTARY - STEINBACH	10/26/2023	TRISTA - 2023	100-70-5420-3-38	20.00	20.00
Total WI DEPT OF FINANCIAL INST:						20.00
WI DEPT OF REVENUE						
WI DEPT OF REVENUE	MANUFACTURING PROPERTY ASSESSMENT - FDL	10/26/2023	10-25-23	100-30-5152-3-38	62.70	62.70
WI DEPT OF REVENUE	MANUFACTURING PEOPERTY ASSESSMENT - DODGE	10/26/2023	10-25-23/1	100-30-5152-3-38	902.25	902.25
Total WI DEPT OF REVENUE:						964.95
WONDRA CONSTRUCTION						
WONDRA CONSTRUCTION	WILSON DR & SHALER DR EXTENSION PMT 5	10/26/2023	212130-5	419-70-5435-8-00	218,955.08	218,955.08
Total WONDRA CONSTRUCTION:						218,955.08
Grand Totals:						948,627.51

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-10-5110-3-35	276.41	.00	276.41
100-10-5141-3-30	50.19	.00	50.19
100-10-5141-3-31	28.00	.00	28.00
100-10-5141-3-36	264.52	.00	264.52
100-10-5141-3-38	1,510.57	.00	1,510.57
100-10-5142-3-38	46.26	.00	46.26
100-10-5143-3-38	260.00	.00	260.00
100-10-5194-3-38	390.00	.00	390.00

GL Account	Debit	Credit	Proof
100-10-5197-3-31	486.39	.00	486.39
100-10-5197-3-38	401.55	.00	401.55
100-10-5255-3-38	6,360.00	2,580.00-	3,780.00
100-10-5534-3-38	17.94	.00	17.94
100-12634	682.34	.00	682.34
100-13850	99.99	.00	99.99
100-16210	500.00	.00	500.00
100-20-5512-3-32	171.20	.00	171.20
100-20-5513-3-31	120.02	.00	120.02
100-20-5513-3-32	275.54	.00	275.54
100-20-5513-3-38	659.31	.00	659.31
100-20-5523-3-32	2,071.73	.00	2,071.73
100-20-5523-3-36	567.02	.00	567.02
100-20-5523-3-38	114.97	.00	114.97
100-20-5525-3-32	3,372.92	.00	3,372.92
100-20-5525-3-36	222.63	.00	222.63
100-20-5525-3-38	191.43	.00	191.43
100-21100	3,606.92	68,519.94-	64,913.02-
100-30-5152-3-38	964.95	.00	964.95
100-40-5211-3-30	474.37	.00	474.37
100-40-5211-3-32	1,087.32	.00	1,087.32
100-40-5211-3-33	3.06	.00	3.06
100-40-5211-3-37	31.28	.00	31.28
100-40-5211-3-38	790.53	.00	790.53
100-40-5212-3-38	3,177.40	.00	3,177.40
100-40-5213-3-38	294.14	.00	294.14
100-40-5214-3-38	802.28	.00	802.28
100-44-4422-0-00	205.00	.00	205.00
100-50-5230-3-31	41.71	.00	41.71
100-50-5230-3-38	826.75	.00	826.75
100-50-5231-3-31	208.51	.00	208.51
100-50-5231-3-32	636.56	.00	636.56
100-50-5231-3-36	687.20	.00	687.20
100-50-5231-3-38	31.64	.00	31.64
100-50-5232-3-36	639.90	.00	639.90
100-50-5232-3-38	639.54	.00	639.54
100-50-5233-3-36	390.00	.00	390.00
100-50-5233-3-38	43.52	.00	43.52
100-50-5234-3-38	79.93	.00	79.93
100-50-5251-3-31	27.80	.00	27.80
100-50-5251-3-32	16.00	.00	16.00
100-50-5251-3-38	25.58	.00	25.58
100-70-5410-3-32	6,135.25	.00	6,135.25
100-70-5410-3-36	1,601.41	.00	1,601.41
100-70-5410-3-38	362.00	.00	362.00
100-70-5411-3-36	10,274.03	1,026.92-	9,247.11
100-70-5411-3-38	4,413.11	.00	4,413.11
100-70-5412-3-31	95.93	.00	95.93
100-70-5412-3-32	964.85	.00	964.85
100-70-5412-3-36	108.00	.00	108.00
100-70-5412-3-38	321.98	.00	321.98
100-70-5420-3-31	140.29	.00	140.29
100-70-5420-3-35	85.63	.00	85.63
100-70-5420-3-38	20.00	.00	20.00
100-70-5441-3-32	237.66	.00	237.66
100-70-5441-3-38	868.15	.00	868.15
100-70-5442-3-32	10,808.77	.00	10,808.77
100-80-5670-3-37	135.00	.00	135.00

GL Account	Debit	Credit	Proof
100-80-5670-3-38	681.98	.00	681.98
210-21100	.00	2,583.15-	2,583.15-
210-60-5511-3-31	281.95	.00	281.95
210-60-5511-3-32	1,906.20	.00	1,906.20
210-60-5511-3-37	395.00	.00	395.00
220-20-5550-3-38	958.37	.00	958.37
220-21100	.00	958.37-	958.37-
300-10-5913-6-00	75,000.00	.00	75,000.00
300-10-5914-6-00	320,000.00	.00	320,000.00
300-10-5923-6-00	28,068.75	.00	28,068.75
300-10-5924-6-00	24,562.50	.00	24,562.50
300-10-5933-6-00	55,775.00	.00	55,775.00
300-10-5943-6-00	400.00	.00	400.00
300-21100	.00	503,806.25-	503,806.25-
400-20-5525-8-00	918.50	.00	918.50
400-21100	132.39	105,727.79-	105,595.40-
400-40-5211-8-00	104,809.29	.00	104,809.29
400-48-4813-0-00	.00	132.39-	132.39-
404-10-5711-3-38	869.00	.00	869.00
404-21100	.00	869.00-	869.00-
419-21100	.00	249,059.65-	249,059.65-
419-70-5435-8-00	237,544.33	.00	237,544.33
419-70-5436-8-00	11,515.32	.00	11,515.32
501-10-5154-3-38	11,407.14	.00	11,407.14
501-21100	.00	11,407.14-	11,407.14-
700-10-5191-3-38	793.38	.00	793.38
700-10-5192-3-32	34.01	.00	34.01
700-10-5192-3-36	4,618.84	.00	4,618.84
700-10-5192-3-38	3,932.09	.00	3,932.09
700-10-5193-3-36	57.21	.00	57.21
700-21100	.00	9,435.53-	9,435.53-
Grand Totals:	<u>956,106.13</u>	<u>956,106.13-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

GL Account	Debit	Credit	Proof
------------	-------	--------	-------

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"



AGENDA SUMMARY SHEET

MEETING DATE: 10/31/23

TITLE: Ordinance to amend Ch.6.05 entitled Traffic Code- Remove 2 hr. Parking on E. Jefferson Street, Waupun

AGENDA SECTION: ORDINANCES-RESOLUTIONS

PRESENTER: Jeff Daane, Public Works Director

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

ISSUE SUMMARY

At the Board of Public Works meeting on September 12, 2023, the Board heard of a request for the city to evaluate and consider the removal of the 2-hour parking restriction on the section of E. Jefferson Street between S. Madison Street and Carrington Street.

I, Public Works Daane, informed the Board that I did evaluate the area of request and recommend the removal of the 2-hour parking restriction on the eastern portion of the south side of E. Jefferson Street between S. Madison Street and Carrington Streets, with the exception of spaces designated as 2-hour parking along FVSBank, approximately 100 feet from intersection.

The Board of Public Works made a unanimous recommendation to the Council for consideration of approval and adoption.

STAFF RECOMMENDATION:

Adopt the ordinance as recommended by the Board of Public Works

ATTACHMENTS:

Proposed Ordinance Language

Proposed Ordinance Language - Redlined

MOTION FOR CONSIDERATION:

Motion to accept the first reading and recommend Common Council adoption of the Ordinance amending Ch.6.05 entitled Traffic Code to remove the 2-hour parking restriction on the eastern portion of the south side of E. Jefferson Street between S. Madison Street and Carrington Streets, with the exception of spaces designated as 2-hour parking along FVSBank, approximately 100 feet from intersection.

6.05 PARKING LIMITATIONS.

(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.

5. The south side of E. Jefferson St. from ~~Carrington St.~~ Madison 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.
11. The north side of W. Main St. beginning 27 feet west of the west curbline of Commercial St. and continuing westerly for a distance of 64 feet.
12. The south side of E. Jefferson St. beginning 38 feet east of the east curbline of S. Madison St. and continuing easterly for a distance of 100 feet.

Formatted: Font color: Red, Strikethrough

Formatted: Font color: Red

Formatted: Font color: Red

COMMON COUNCIL

CITY OF WAUPUN, WISCONSIN

ORDINANCE # ____

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

THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:

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

1.24 ANNEXATIONS

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

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

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

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

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

3.11 ROOM TAX

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

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

6.05 PARKING LIMITATIONS

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

6.10 BICYCLES

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

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

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

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

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

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

6.15 (3)(a-e) PENALTIES.

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

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

same offense within one year shall have an additional ~~\$5.00 forfeiture added~~ **fee as established annually by the Common Council on the Fee Schedule.**

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

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

7.03 SIDEWALK CONSTRUCTION AND REPAIR.

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

7.05 STREETS AND SIDEWALKS EXCAVATIONS AND OPENINGS

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

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

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

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

7.07 SNOW AND ICE REMOVAL

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

7.12 SUMP PUMP DISCHARGE

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

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

8.025(9)(c) REGULATIONS OF CHICKENS

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

8.05(3)(a) PENALTIES.

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

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

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

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

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

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

~~10.03 SALE AND DISTRIBUTION OF MILK AND MILK PRODUCTS~~

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

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

~~(3) LICENSE REQUIRED.~~

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

- ~~(b) An application for license shall state the name and address of the person applying for such license, and also the names and addresses of all persons processing the milk or milk products handled by such licensee.~~
- ~~(c) The license shall be granted by the City upon application to the City Clerk and approved by the City Health Officer, and a fee of \$25.00 shall be charged therefor.~~
- ~~(d) The license shall be valid from January 1 to December 31 of each year and those licensed in the interim shall pay the full fee for the remainder of the year in which they are licensed.~~
- ~~(e) All milk samples required by the Health Officer shall be provided free of charge by the licensee, and the cost thereof to be an additional license fee necessary as a reasonable cost of regulation.~~
- ~~(4) The City Health Officer, as provided in the 1965 Grade "A" Pasteurized Milk Ordinance of the U.S. Public Health Service, and any official designated by him or the local Board of Health, shall enforce this section and for such purpose may enter any premises in which the milk of any licensee or license applicant is handled or produced.~~
- ~~(4a) Any Grade "A" milk and milk products in the City shall not be sold, stored or distributed unless they are maintained at a liquid temperature of 45°F. or less.~~
- ~~(5) Vendor's License.~~
- ~~(a) No person operating any store, delicatessen, booth, stand, restaurant, hospital, grocery, supermarket, soda fountain, ice cream parlor, "drive in" service or road side stand, milk vending machine, factory stands or vendors, or public, parochial, or private schools, shall sell, offer for sale, or distribute or give in any way or have in their possession with intent to sell, or to distribute or give in any way, any milk, cream, skim milk or buttermilk, or other milk products, whether to be consumed on the premises as a beverage or consumed in any other manner or form or combination or to be removed from the premises without first having obtained a vendor's license, to be known and hereby defined as a secondary (retail) vendor's license.~~
- ~~(b) Such license must show name, residence and exact location of the place of business where such applicant proposed to sell or distribute such milk and milk products and the name or distributor from whom such milk, cream or other milk products are obtained for sale.~~
- ~~(c) Upon inspection of the premises by the Health Officer and notification to the City Clerk in writing that such premises are equipped to handle such milk, cream or milk products in a clean and sanitary way in compliance with all the provisions of this section and that such applicant is a proper person to handle milk, cream or other milk products, the City Clerk, upon receipt of \$10.00, shall issue an annual license in the name of the applicant and the location of the place of business and further such license shall expire on June 30 following the date of issue, unless otherwise revoked as provided herein. Such license shall not be transferable and the fee for any partial year or initial or interim license shall be the same of \$10.00.~~
- ~~(d) If the Health Officer finds that any licensee hereunder shall fail to keep his refrigeration equipment in proper sanitary condition or that such refrigeration and storage equipment does not keep and maintain such milk, cream or milk products at storage temperatures of not above 40°F., or such licensee shall be found to have or dispense milk, cream or milk products in such condition as not proper or reasonably fit for human consumption as provided in this section, the Health Officer may revoke the license of such licensee, either until such licensee complies with the requirements of this section or indefinitely if there is a continuing failure to so comply therewith. Unreasonable failure to comply with the requirements of this section shall subject the licensee to a forfeiture as provided in §10.15 of this chapter.~~

10.11 CONTROL OF NOXIOUS WEEDS AND RANK GROWTH.

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

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

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

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

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

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

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

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

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

(2) LICENSES.

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

(b) Separate License Required for Each Place of Sale- A separate license shall be required for each stand, place, room or enclosure or for each suite of rooms or enclosures which are in direct connection or communication where intoxicating liquor **or** fermented malt beverages ~~or soda water beverages~~ are kept, sold or offered for sale and no

license shall be issued to any person to possess, sell or offer for sale any intoxicating liquor **or** fermented malt beverage ~~or soda water beverage~~ in any dwelling house, flat or residential apartment.

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

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

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

1. ~~Class "B" license may be issued at any time for \$100.00 per year or 3/4 of such amount for~~ a 6-month period ~~in a calendar year, for which 50% of the fee shall be paid.~~ **The fee will be established annually by the Common Council on the Fee Schedule.** Class "B" fermented malt beverage retailer's licenses for brewers shall be issued pursuant to § 125.31(1)(a), Wis. Stats.

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

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

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

(e) Beverage Operator's License.

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

2. *Provisional.*

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

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

b. Restrictions.

- i. No provisional operator's license may be issued to a person who has been denied an operator's license by the City Council.
 - ii. The provisional operator's license shall expire 60 days after its issuance or when a regular operator's license is issued whichever is sooner.
 - iii. The City Clerk may revoke the provisional operator's license if it is discovered that the applicant made a false statement on the application.
- c. *Fee.* The provisional operator's license fee shall be ~~\$10.00~~ **established annually by the Common Council on the Fee Schedule.**
- (f) Retail Class "A" Liquor License. ~~\$150.00 per year.~~ **The fee will be established annually by the Common Council on the Fee Schedule.**
- (g) Retail Class "B" Liquor License. ~~\$250.00 per year, except that if the total number of such licenses issued in any year does not exceed 10, the fee shall be \$250.00 per year.~~ **The fee will be established annually by the Common Council on the Fee Schedule.** Such license shall permit its holder to sell, deal and traffic in intoxicating liquors to be consumed on the premises and in the original package or container in quantities of not more than 4 liters to be consumed off the premises, except that wine may be sold in the original package or otherwise in any quantity to be consumed off the premises. The City elects to come under § 125.51(3)(b), Wis. Stats.
- (h) Club License. A combination Class "B" fermented malt beverage retailer's license and Class "B" retailer's intoxicating liquor license may be issued to bona fide clubs as defined in § 125.02(4), Wis. Stats., for a ~~\$25.00 per year~~ fee **as established annually by the Common Council on the Fee Schedule.**
- (i) Part-Time or Semi-Annual Liquor Licenses. Part-time or semi-annual liquor licenses shall be issued pursuant to § 125.51(9), Wis. Stats.
- ~~(j) Soda Water Beverage License. \$5.00 per year, which shall entitle the holder thereof to manufacture, distribute, vend, sell, offer or keep for sale at wholesale or retail soda water beverages not to be consumed upon the premises, only in original packages or containers.~~
- (k) "Class C" Wine License. (Am. #10-15) ~~\$100.00 per year.~~ **The fee will be established annually by the Common Council on the Fee Schedule** which authorizes only the retail sale of wine by the glass or in its opened original container for consumption on the premises where sold.

11.02 PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS.

11.02 (5)(a) INVESTIGATION FEE.

- (a) Every applicant for a license under this section as a peddler, solicitor or transient merchant shall, at the time of the filing of such application with the City Clerk pay to the Clerk for the City an investigation fee ~~of \$50.00~~ **as established annually by the Common Council on the Fee Schedule.** The monies so paid shall be retained by the City whether a license is issued to the applicant or not.
- (b) Every applicant for a license under this section as a peddler, solicitor or transient merchant, to whom the City has issued such a license within the 12 months immediately preceding the date of the present application, shall pay to the

City through the office of the Clerk an investigation fee of ~~\$30.00~~ as established annually by the Common Council on the Fee Schedule.

11.02 (7) FEES AND BOND.

(7) FEES AND BOND.

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

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

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

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

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

(8) ANNUAL FEE.

- (a) Any applicant for a license under this section may apply to the City Council for an annual license. The annual fee shall be ~~\$200.00 and shall be assessed on a calendar year basis,~~ **established annually by the Common Council on the Fee Schedule** ~~excepting, that if the license is issued on or after July 1, the amount of such annual fee for the remainder of the year shall be \$100.00.~~ The annual fee as herein set forth shall include the investigation fee.
- (b) The surety bond, or acceptable alternative, as described in subsection (7)(b) above shall be required by the City Council of any applicant for an annual license, and such bond shall be in the amount prescribed **annually** by the City **Council on the Fee Schedule**, ~~but shall not exceed the sum of \$1,000.00.~~ The surety bond shall be held by the City Clerk under the same conditions as set forth in subsection (7)(b)1. above.

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

11.03 AUCTION SALES

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

11.04 PUBLIC AMUSEMENTS

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

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

11.06 TAXI CABS

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

11.08 JUNK DEALERS

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

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

11.09 DOG AND CAT LICENSES.

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

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

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

11.10 PARADE REGULATIONS

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

11.13 TOBACCO PRODUCTS

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

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

16.01 GENERAL

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

16.03 RESIDENTIAL DISTRICT REQUIREMENTS.

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

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

16.07 PCD PLANNED COMMUNITY DEVELOPMENT REQUIREMENTS

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

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

16.12 CONDITIONAL USES

16.12(2) Application for conditional use permits shall be submitted to the Zoning Administrator. A fee ~~of \$150.00~~ **as established annually by the Common Council on the Fee Schedule** shall be paid at the time of submittal. Such forms shall be provided by the Zoning Administrator and shall be accompanied by a plan showing the location, size and shape of the land involved and of any proposed structures, and the existing and proposed use of each structure and lot. (Am. #06-04)

16.13 HOME OCCUPATIONS

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

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

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

16.16 BOARD OF APPEALS.

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

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

16.17 SITE PLAN REVIEW

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

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

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

17.01 GENERAL

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

reserved by the subdivider in the locations and dimensions indicated on said plan or map and as set forth in this Ordinance.

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

17.01(13)(b) ENFORCEMENT AND PENALTIES.

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

17.07 DESIGN STANDARDS

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

17.10 FEES.

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

(1) PRELIMINARY PLAT REVIEW FEES.

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

- ~~(b) — Engineering (Improvement Review, Inspections, Review) : Actual cost.~~
- ~~(c) — Administration (Clerk, Legal) : 1% City loan.~~
- (2) FINAL PLAT REVIEW ~~FEES.~~
 - ~~(a) — Department Review : \$150.00 + \$5.00 per lot.~~
 - ~~(b) — Engineering (Improvement Review, Inspections, Review) : Actual cost.~~
 - ~~(c) — Administration (Clerk, Legal) : 1% City loan.~~
- (3) LETTER OF INTENT REVIEW. ~~FEE. A fee of \$10.00 shall be paid at the time of first submission for approval of any letter of intent.~~
- (4) CERTIFIED SURVEY MAP REVIEW. ~~FEE. A fee of \$100.00 + \$15.00 per lot shall be paid at the time of first submission for approval of any Certified Survey Map to defray the cost of review.~~
- (5) CONDOMINIUM PLAT ~~FEE. \$250.00 + \$15.00 per lot/unit.~~
- (6) REPLAT REVIEW. ~~FEES. A subdivider shall pay a fee amounting to:~~
 - ~~(a) — Department Review : \$250.00 + \$15.00 per lot.~~
 - ~~(b) — Engineering (Improvement Review, Inspections, Review) : Actual cost.~~
 - ~~(c) — Administration (Clerk, Legal) : 1% City loan.~~
- (7) IMPROVEMENT REVIEW ~~FEE. The subdivider shall pay a fee amounting to one percent of the total cost of any required public improvements to defray the costs of review~~
- (8) INSPECTION ~~FEE. The subdivider shall pay for any inspections required of any City employee.~~

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

18.04 PENALTY PROVISIONS.

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

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

- (3) SCHEDULE OF DEPOSITS.
 - (a) Cash deposits are established for use with citations issued under this section as follows:
 - 2. For all other violations of this Municipal Code by adults, ~~a \$100.00~~ **a fee as established annually by the Common Council on the Fee Schedule** deposit shall be used.
 - 3. For all other violations of this Municipal Code by minors, ~~a \$50.00~~ **a fee as established annually by the Common Council on the Fee Schedule** deposit shall be used.

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

Enacted this _____ day of _____, 2023.

Rohn W. Bishop

Mayor

ATTEST:

Angela J. Hull

City Clerk/Treasurer



**City of Waupun Fee Schedule
2024**

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

	DESCRIPTION	ADDITIONAL INFORMATION	2023 RATE	2024 RATE	MUNICIPAL CODE CHAPTER
1					
2	GENERAL GOVERNMENT				
3	Annexations		\$150.00	\$250.00	1.24(3)
4	Materials and Supplies	shall not exceed	\$500.00	\$500.00	3.03(5)(a)(4)
5	Repair of Equipment	shall not exceed	\$500.00	\$250.00	3.03(5)(a)(5)
6	Room Tax		7.50%	8.00%	3.11(1)
7	LICENSES/PERMITS				
8	Dogs/Cats - Neutered or Spayed	Annually April 1 - March 31	\$2.00	\$5.00	11.09(1)
9	Dogs/Cats - Non - Neutered or Spayed	Annually April 1 - March 32	\$5.00	\$10.00	11.09(1)
10	Late Fee for Dog/Cat Licenses		\$5.00	\$7.00	11.09(3)
11	LIQUOR LICENSES	State Fee Law			
12	Class "A" Beer	no max / no min	\$75.00	\$100.00	11.01(3)(a)
13	"Class A" Liquor	\$500 max / \$50 min	\$150.00	\$200.00	11.01(3)(f)
14	Class "B" Beer	\$100 max/ no min	\$100.00	\$100.00	11.01(3)(b)(1)
15	"Class B" Liquor	\$500 max / \$50 min	\$250.00	\$300.00	11.01(3)(g)
16	"Class C" Wine	\$100 max / no min	\$100.00	\$100.00	11.01(3)(k)
17	Picnic License		\$10.00	\$10.00	11.01(3)(b)(2)
18	Wholesalers Fermented Malt Beverage		\$25.00	\$25.00	11.01(3)(c)
19	Special Wholesaler's License		\$25.00	\$25.00	11.01(3)(d)
20	Club License		\$25.00	\$25.00	11.01(3)(h)
21	Operators License		\$20.00	\$35.00	11.01(3)(e)(1)
22	Operators Provisional		\$10.00	\$15.00	11.01(3)(e)(2)(c)
23	SODA				
24	Soda Water		\$5.00	eliminate	11.01(3)(j)
25	CIGARETTE				
26	Cigarette		\$50.00	\$100.00	11.13
27	MILK				
28	Milk - Sale and Distribution		\$25.00	eliminate	10.03(3)(e)
29	Milk Vendor's License		\$10.00	eliminate	10.03(5)(e)
30	PARKING				
31	Parking Permit	month	\$15.00	\$15	6.05(6)(f)
32	Parking Permit	annual	\$150.00	\$150.00	6.05(6)(f)

33	Time-Restricted Parking Violation		\$10.00	\$15.00	6.15(83)(a)
34	Other Parking Violations		\$20.00	\$25.00	6.15(3)(b)
35	School Zone Violations		\$30.00	\$35.00	6.15(3)(c)
36	Second Violations	same offense within same year	\$5.00	\$10.00	6.15(3)(d)
37	Third and Subsequent Violations	same offense within same year	\$5.00	\$10.00	6.15(3)(d)
38	Additional Forfeitures for Parking Violations	not paid within 48 hours	\$5.00	\$10.00	6.15(3)(e)
39	Additional Forfeitures for Parking Violations	not paid within 10 days	\$10.00	\$15.00	6.15(3)(e)
40	PUBLIC WORKS				
41	Sidewalks Noncompliance	per parcel plus replacement cost	\$25.00	\$25.00	7.03(7)
42	Street and Sidewalk Excavation Permit Application		\$15.00	\$50.00	7.05(1)(b)
43	Excavation or Street/Public Way Opening Bond		\$10,000.00	\$10,000.00	7.05(2)(a)
44	Excavation Work Insurance	Public Liability	\$100,000 per occasion	\$100,000 per occasion	7.05(3)
45	Excavation Work Insurance	Public Liability	\$300,000 one accident	\$300,000 one accident	7.05(3)
46	Excavation Work Insurance	Public Liability	\$50,000 property damage	\$50,000 property damage	7.05(3)
47	Waste Container	annual	\$0.00		
48	Recycling Container	annual	\$0.00		
49	Weed Cutting Charges	per occasion	\$100 + actual cost	\$100 + actual cost	10.11(5)(b)
50	Snow Removal Charges	per occasion	\$100 + actual cost	\$100 + actual cost	7.07(3)(c)
51	Sump Pump Discharge	fine	\$100.00	\$100.00	7.12(7)
52	Moving Buildings		\$1,000.00		13.06
53	PROTECTIVE SERVICES				
54	BIKE				
55	Bike License	per bike owner	\$3.00		6.10(2)
56	Lost Bike License		\$0.25	0.50	6.10(15)
57	PEDDLER				
58	Peddler/Solicitors/Transient Merchant Initial Investigation		\$50.00	\$50.00	11.02(5)(a)
59	Peddler/Solicitors/Transient Merchant	if received 1st license within 12 month	\$30.00	\$40.00	11.02(5)(b)
60	Peddler/Solicitors/Transient Merchant longer than 2 days	per day over 2 days	\$20.00	\$20.00	11.02(7)(a)
61	Peddler/Direct Seller Solicitors/Transient Merchant Bond	per day/max \$1,000	\$100.00	\$100.00	11.02(7)(b)
62	Peddler/Solicitors/Transient Merchant Annual	12 months	\$200.00	\$200.00	11.02(8)(a)
63	Peddler/Solicitors/Transient Merchant 6 month	6 months	\$100.00	\$100.00	11.02(8)(a)

64	Surety Bond		\$1,000.00	\$1,000.00	11.02(8)(b)
65	AUCTION				11.03
66	Auction Sales	annual	\$10.00		11.03(4)
67	Auction Sales Bond		\$500.00	\$500.00	11.03(4)
68	Auction Fees on Sales	of sales	20%		11.03(5)
69	PUBLIC AMUSEMENTS				11.04
70	Circus, street carnival, menagerie or sideshow	day	\$25.00	\$25.00	11.04(5)
71	Dance hall, skating rink, play or theatrical performance, motion picture show	annual or fractional part	\$75.00	\$75.00	11.04(5)
72	Play or Theatrical performance	day	\$10.00	\$10.00	11.04(5)
73	Billiard or Pool Room	per table annual or fractional part	\$15.00	eliminate	11.04(5)
74	Bowling Alley — one alley	annual or fractional part	\$15.00	eliminate	11.04(5)
75	Bowling Alley — each additional alley	annual or fractional part	\$5.00	eliminate	11.04(5)
76	All other amusements, amusement devices, juke boxes and music boxes	per unit annual or fractional part	\$15.00	eliminate	11.04(5)
77	PARADE				
78	Parade Permit		\$10.00	\$10.00	11.10(3)(c)
79	TAXI				11.06
80	Taxi Cab License - 1st vehicle	annual or fractional part	\$20.00	\$20.00	11.06(4)
81	Taxi Cab License - each additional vehicle	annual or fractional part	\$20.00	\$20.00	11.06(4)
82	JUNK DEALER				
83	Junk Dealer Application		\$15.00		11.08(2)
84	Junk Dealer License	annual	\$50.00		11.08(5)
85	Junk Dealer License	daily	\$10.00		11.08(5)
86	PARK & RECREATION		resident/non-resident	resident/non-resident	
87	Dodge Park Shelter		\$65/\$90	\$65/\$90	
88	Harris Mill Park Shelter		\$65/\$90	\$65/\$90	
89	McCune Park Concession Stand	requires \$50 security deposit	\$100/\$115	\$100/\$115	
90	McCune Park Shelter		\$65/\$90	\$65/\$90	
91	West End Park Shelter		\$65/\$90	\$65/\$90	
92	Wilcox Park Shelter		\$65/\$90	\$65/\$90	
93	ZONING				
94	Zoning Code Amendment		\$150.00	\$250.00	16.01(11)(b)(ix)
95	Special Assessment Letters		\$10.00	\$25.00	
96	Annual Mobile Home Court	50 spaces	\$100.00	\$100.00	16.03(6)(e)(ii)(b)
97	Mobile Home Court License Transfer		\$10.00	\$20.00	16.03(6)(e)(ii)(b)
98	Mobile Home Surety Bond		\$2,000.00	\$2,000.00	16.03(6)(e)(ii)(b)

99	Planned Community Development	Department Review	\$250 + \$15 per lot	\$2,000.00	16.07(6)(g)(i)
100	Planned Community Development	Engineering	Actual Cost	Actual Cost	16.07(6)(g)(ii)
101	Planned Community Development	Administration	1% City Loan	1% City Loan	16.07(6)(g)(iii)
102	Conditional Use		\$150.00	\$250.00	16.12(2)-16.13(5)
103	Home Occupation License Application		\$25.00	\$50.00	16.13(4)
104	Home Occupation License Annual License		\$25.00	\$25.00	16.13(6)
105	Board of Appeals	Violation Filing Fee	\$50.00	\$50.00	16.16(1)(a)
106	Variance		\$150.00	\$200.00	16.16(1)(b)
107	Site Plan Review - Consult/Engineering		Actual Cost	Actual Cost	16.17(7)(a)
108	Site Plan Review - Department Review		\$100.00	\$100.00	16.17(7)(b)
109	Dedication and Reservation of Lands	Single Lot	5% of total plan area or \$200.00	5% of total plan area or \$200.01	17.01(9)(d)
110	Dedication and Reservation of Lands	Multi-Family	\$200.00 per unit	\$200.00 per unit	17.01(9)(d)
111	Public Sites and Open Spaces	Per Residential Lot	\$100.00 per lot	\$100.00 per lot	17.07(8)
112	Public Sites and Open Spaces	Multiple Residential Units	\$100.00 unit	\$100.00 unit	17.07(8)
113	Preliminary Plat Review	Department Review	\$250.00 + \$15.00 per lot	\$250.00 + \$15.00 per lot	17.10(1)
114	Preliminary Plat Review	Engineering	Actual Cost	Actual Cost	17.10(1)
115	Preliminary Plat Review	Administration	1% City Loan	1% City Loan	17.10(1)
116	Final Plat Review	Department Review	\$150.00 + \$5.00 per lot	\$150.00 + \$5.00 per lot	17.10(2)
117	Final Plat Review	Engineering	Actual Cost	Actual Cost	17.10(2)
118	Final Plat Review	Administration	1% City Loan	1% City Loan	17.10(2)
119	Letter of Intent Review		\$100.00	\$100.00	17.10(3)
120	Certified Survey Map		\$100.00 + \$15.00 per lot	\$100.00 + \$15.00 per lot	17.10(4)
121	Condominium Plat		\$250.00 + \$15.00 per lot	\$250.00 + \$15.00 per lot	17.10(5)
122	Replat Review	Department Review	\$250.00 + \$15.00 per lot	\$250.00 + \$15.00 per lot	17.10(6)
123	Replat Review	Engineering	Actual Cost	Actual Cost	17.10(6)
124	Replat Review	Administration	1% City Loan	1% City Loan	17.10(6)
125	Improvement Review		1% of total cost of any required public improvements to defray the costs of review	1% of total cost of any required public improvements to defray the costs of review	17.10(7)
126	Inspection		Actual Cost	Actual Cost	17.10(8)
127	PENALTIES				
128	Penalty for Chapter 6 violation	First Offense	\$3.00	\$3.00	6.10(4)(a)(3)(a-c)
129	Penalty for Chapter 6 violation	Second Offense	\$5.00	\$5.00	6.10(4)(a)(3)(a-c)
130	Penalty for Chapter 6 violation	Third Offense	\$10.00	\$10.00	6.10(4)(a)(3)(a-c)
131	Penalty for Chapter 6 violation	Third Offense	\$10.00	\$10.00	6.10(4)(a)(3)(a-c)
132	Penalty for Chapter 8 violation - Chickens	First Violation	\$250.00	\$250.00	8.025(9)(c)
133	Penalty for Chapter 8 violation - Chickens	Subsequent Violation	\$500.00	\$500.00	8.025(9)(c)

134	Penalty for Chapter 8 violation	First Offense	\$200.00-\$300.00	\$200.00-\$300.00	8.05(3)(a)
135	Penalty for Chapter 8 violation	Second Offense	\$300.00-\$500.00	\$300.00-\$500.01	8.05(3)(a)
136	Penalty for Chapter 8 violation - Controlled Substances	First Offense	not less than \$200 + costs of prosecution	not less than \$200 + costs of prosecution	8.09(5)(a)
137	Penalty for Chapter 8 violation - Controlled Substances	Second Offense	not less than \$300 + costs of prosecution	not less than \$300 + costs of prosecution	8.09(5)(b)
138	Penalty for Chapter 10 violation - Recycling	First Violation	\$50.00	\$50.00	10.15(11)(a)
139	Penalty for Chapter 10 violation - Recycling	Second Violation	\$200.00	\$200.00	10.15(11)(a)
140	Penalty for Chapter 10 violation - Recycling	Third and Subsequent Violations	not more than \$2,000.00	not more than \$2,000.00	10.15(11)(a)
141	Penalty for Chapter 10 violation - Solid Waste	First Violation	\$50.00	\$50.00	10.17(4)(c)
142	Penalty for Chapter 10 violation - Solid Waste	Second Violation	\$200.00	\$200.00	10.17(4)(c)
143	Penalty for Chapter 10 violation - Solid Waste	Third and Subsequent Violations	not more than \$2,000.00	not more than \$2,000.00	10.17(4)(c)
144	Penalty for Chapter 11 violation		\$25.00-\$100.00	\$25.00-\$100.01	11.02(7)(13)
145	Penalty for Chapter 17 violation		\$200.00-\$1,000.00	\$200.00-\$1,000.01	17.01(13)(b)
146	Penalty for Chapter 18 violation		\$100 + cost of prosecution	\$100 + cost of prosecution	18.04(1)
147	Penalty for Chapter 18 violation	Cash Deposits- Adults	\$100.00	\$100.00	18.08(3)(a)(2)
148	Penalty for Chapter 18 violation	Cash Deposits - minor	\$50.00	\$50.00	18.08(3)(a)(3)

City of Waupun Fee Schedule

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

	RIPON	BEAVER DAM	MAYVILLE	COLUMBUS	PORTAGE (2021)	WAUPUN 2022 Rate		State Fee Law
LICENSES/PERMITS								
Dog/Cats - Neutered or Spayed	\$15.00	\$7.00	\$13.00	\$15.00	\$10.00	\$2.00		
Dog/Cats - Non -Neutered or Spayed	\$20.00	\$19.00	\$23.00	\$30.00	\$15.00	\$5.00		
Late Fee for Dog Licenses			\$10.00	\$5.00	\$5.00	\$5.00		
LIQUOR LICENSES								
Class "A" Beer	\$100.00		\$200.00	\$100.00	\$50.00	\$75.00	fractional part	no max/no min
"Class A" Liquor	\$200.00		\$475.00	\$500.00	\$500.00	\$150.00	annual	\$500 max/\$50 min
Class "B" Beer	\$100.00		\$100.00	\$100.00	\$100.00	\$100.00	3/4 of amount for 6 months	\$100 max/no min
"Class B" Liquor	\$500.00		\$475.00	\$500.00	\$500.00	\$250.00	annual	\$500 max/\$50 min
"Class C" Wine	\$100.00		\$100.00	\$100.00	\$100.00	\$100.00	annual	\$100 max/no min
Provisional License			\$15.00			\$10.00		
Picnic License	\$10.00		\$10.00	\$10.00	\$10.00	\$10.00	for each picnic or gathering	
Wholesalers Fermented Malt Beverage			\$25.00	\$25.00	\$25.00	\$25.00	fractional part	
Special Wholesaler's License						\$25.00	fractional part	
Club License						\$25.00	annual	
Operators License	\$40.00		\$45.00	\$50.00	\$40.00	\$20.00	fractional part	
Operators Provisional	\$15.00		\$15.00		\$15.00	\$10.00		
SODA								
Soda Water						\$5.00	annual	
CIGARETTE								
Cigarette	\$100.00		\$100.00	\$100.00	\$100.00	\$50.00	annual	
MILK								
Milk - Sale and Distribution						\$25.00	annual	
Milk Vendor's License						\$10.00	annual	
PARKING								
Parking Permit						\$15.00	month	
Parking Permit			\$100.00			\$150.00	annual	
PUBLIC WORKS								
Sidewalks Noncompliance						\$25.00	per parcel plus replacement cost	
Street and Sidewalk Excavation Permit Application			\$60.00	\$200.00	\$150.00	\$15.00		
Waste Container						\$0.00	annual	
Recycling Container						\$0.00	annual	
Weed Cutting Charges			\$115 pr hour	\$50.00		\$100 + actual cost	per occasion	
Snow Removal Charges			\$115 pr hour	\$50.00		\$100 + actual cost	per occasion	
Sump Pump Discharge						\$100.00	fine	
Moving Buildings						\$1,000.00		
PROTECTIVE SERVICES								
BIKE								
Bike License						\$3.00	per bike owner	
Lost Bike License						\$0.25		
PEDDLER								
Peddler/Solicitors/Transient Merchants				\$60.00		\$30.00		
Peddler/Solicitors/Transient Merchant Initial Investigation						\$50.00		
Peddler/Solicitors/Transient Merchant longer than 2 days						\$20.00	per day over 2 days	
Peddler/Direct Seller Solicitors/Transient Merchant Bond						\$100.00	per day/max \$1,000	
Peddler/Solicitors/Transient Merchant Annual			\$110.00			\$200.00	12 months	
Peddler/Solicitors/Transient Merchant 6 month						\$100.00	6 months	
Penalty for Chapter 11 violation						\$25.00/\$100.00	min/max	
AUCTION								
Auction Sales						\$10.00	annual	
Auction Sales Bond						\$500.00		

Auction Fees on Sales						20%	of sales
PUBLIC AMUSEMENTS							
Circus, street carnival, menagerie or sideshow			\$25.00		\$30+actual staff cost	\$25.00	day
Dance hall, skating rink, play or theatrical performance, motion picture	\$10.00					\$75.00	annual or fractional part
*Play or Theatrical performance	\$25.00					\$10.00	day
Billard or Pool Room						\$15.00	per table annual or fractional part
Bowling Alley - one alley	\$5.00					\$15.00	annual or fractional part
Bowling Alley - each additional alley						\$5.00	annual or fractional part
All other amusements, amusement devices, juke boxes and music boxes						\$15.00	per unit annual or fractional part
PARADE							
Parade Permit	no fee charged					\$10.00	
TAXI							
Taxi Cab License - 1st vehicle	\$10.00		\$10.00		\$30.00	\$20.00	annual or fractional part
Taxi Cab License - each additional vehicle	\$5.00					\$20.00	annual or fractional part
JUNK DEALER							
Junk Dealer Application						\$15.00	
Junk Dealer License			\$100.00		\$50.00	\$50.00	annual
Junk Dealer License					\$10.00	\$10.00	daily
BUILDING							
Building Permit							
Electrical Permit						\$1.00	min
Per Outlet						\$0.05	
Fixtures						\$0.05	fixtures hung by contractor
Contractors Fixtures						\$1.00	first 20
Contractors Fixtures						\$0.05	any one fixture over 20
Motor Installation - up to 5 horsepower						\$1.00	
Motor Installation - up to 5 - 24 horsepower						\$0.10	each over 5 horsepower
Motor Installation - up to 25 - 49 horsepower						\$3.00	first 25 horsepower
Motor Installation - up to 25 - 49 horsepower						\$0.05	each over 25 horsepower
Motor Installation - up to 50 or more horsepower						\$4.25	first 50 horsepower
Motor Installation - up to 50 or more horsepower						\$0.03	each over 50 horsepower
Motor Installation - more than 15 fractional horsepower						\$0.10	
Rectifiers and Transformers						\$0.10	per kilowatt or fraction
Generators						\$0.05	per kilowatt
Arc Search Lights						\$0.25	each
Stage Lights						\$0.05	each
Stage pickets, spot lights						\$2.00	each
Temporary Work on New Buildings						\$2.00	
Electrical Heating Devices						\$1.00	per outlet of 2,000 watts or over
X-ray machines						\$1.00	each
Electrical Signs						\$0.05	per sq ft of surface min \$1.00 per sign
Billboards - first 100 sq ft						\$3.00	
Billboards - over 100 sq ft						\$5.00	
Neon border lighting						\$0.05	per linear foot
Reinspection						\$1.00	each inspection
Overhauling Existing Installation						50%	regular fee
PLUMBING							
Sewer, Lateral or Water Ditch, New or Replacement						\$15.00	
Fixtures, New or Replacement Charge per fixture						\$3.00	
Sanitary Sewer and Water						\$15.00	min fee \$15
Storm Sewer						\$15.00	min fee \$15
Ditch						\$15.00	per ditch
Bar Wastes						\$3.00	min fee \$15
Bathtubs						\$3.00	min fee \$15
Dishwashers						\$3.00	min fee \$15
Drinking Fountains						\$3.00	min fee \$15
Hot water Heaters						\$3.00	min fee \$15
Laundry Tubs						\$3.00	min fee \$15

Lavatories						\$3.00	min fee \$15
Showers						\$3.00	min fee \$15
Sinks						\$3.00	min fee \$15
Urinals						\$3.00	min fee \$15
Water Closets						\$3.00	min fee \$15
Auto-washer						\$3.00	min fee \$15
ZONING							
Amendment to Zoning Ordinance	\$200.00			\$500.00	\$250+consultant fee	\$150.00	
Mobile Home Court License			\$25each space			\$100.00	50 spaces or fraction of
Mobile Home Court License Transfer						\$10.00	
Mobile Home Surety Bond						\$2,000.00	
Planned Community Development Department Review				\$250.00		\$250.00 + \$15	per lot
Planned Community Development Engineering				\$1,250.00		Actual Cost	
Planned Community Development Engineering Admin						1%	city loan
Conditional Use	\$150.00		\$200.00	\$400.00	\$200 +recording fee	\$150.00	
Home Occupation Application	\$25.00					\$25.00	
Home Occupation Conditional Use Permit						\$150.00	
Home Occupation Permits						\$25.00	annually until sold
Board of Appeals Filing Fee						\$50.00	Appeals Process
Variance	\$175.00		\$200.00	\$250.00	\$200+recording fee	\$150.00	
Site Plan Review/Application Consultant Engineer Review					\$100.00	Actual Cost	
Site Plan Review by Department						\$100.00	
Annexation Fee			\$250.00	\$250.00		\$150.00	
SUBDIVISION							
Subdivision Dedication and Reservation of Land						\$200.00	per residential lot
Subdivision Dedication and Reservation of Land						\$200.00	per unit if multifamily
Public Sites and Open Spaces in lieu of land					\$600 dwelling unit	\$100.00	per residential lot
Public Sites and Open Spaces in lieu of land						\$100.00	per unit for multi unit
Preliminary Plat Review - Department Review				\$500+\$25 lot	\$250+\$10 lot	\$250 + \$15	\$15 per lot
Preliminary Plat Review - Engineering						Actual Cost	
Preliminary Plat Review - Administration Cost						1%	city loan
Final Plat Review - Department Review				\$250+\$10 lot	\$100+\$5 lot	\$150 + \$5	\$5 per lot
Final Plat Review - Engineering						Actual Cost	
Final Plat Review - Administration Cost						1%	city loan
Letter of Intent Review						\$10.00	first submission
Certified Survey Map Review						\$100.00 + \$15	\$15 per lot
Condominium Plat						\$250.00 + \$15	\$15 per lot/unit
Replat Review Fees - Department Review						\$250.00 + \$15	\$15 per lot
Replat Review Fees - Engineering Review						Actual Cost	
Replat Review Fees - Administration						1%	city loan
Improvement Review						1%	total cost any improvements
Inspection Fee						Actual cost	
PARK & RECREATION							
						Resident	Non-Resident
Park Fee						\$50.00	\$75.00
McCune Park with Concession Stand						\$85.00	\$100.00
McCune Park Security Deposit						\$50.00	\$50.00
Additional Cleaning Fee						\$15.00	\$15.00
PENALTIES							
Penalty for Chapter 11 violation						\$25.00/\$100.00	min/max
Penalty for Chapter 10 violation 1st Violation						\$50.00	
Penalty for Chapter 10 violation 2nd Violation						\$200.00	
Penalty for Chapter 10 violation 3rd Violation						\$2,000.00	max
Penalty for Chapter 13 violation						\$200/\$1,000	min/max



AGENDA SUMMARY SHEET

MEETING DATE: 10/31/23

TITLE: Resolution Authorizing Application for a Community Development Investment Grant through WEDC - 514 E Main Street, Waupun

AGENDA SECTION: ORDINANCES-RESOLUTIONS

PRESENTER: Kathy Schlieve, Administrator

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Economic Vitality	Assessed Value Increase Estimated at \$100,000	

ISSUE SUMMARY

Staff is working on a redevelopment project for 514 E Main St and is recommending that a Community Development Investment (CDI) grant be sourced through WI Economic Development Corporation (WEDC) to support the project. The City is allowed to submit one CDI application annually. The CDI application process is highly competitive and time is of the essence. As part of the application, we are required to pass the attached resolution of support to be included with our application submission.

STAFF RECCOMENDATION:

Motion to adopt the resolution of support for a CDI application to redevelop 514 E Main St as presented.

ATTACHMENTS:

Resolution

RECCOMENDED MOTION:

Motion to adopt Resolution 10-31-23-01 Authorizing Application for a Community Development Investment Grant through WEDC to redevelop 514 E Main Street, Waupun

COMMON COUNCIL
CITY OF WAUPUN, WISCONSIN

RESOLUTION NO. 10-31-23-01

A RESOLUTION AUTHORIZING APPLICATION FOR A COMMUNITY DEVELOPMENT INVESTMENT GRANT
THROUGH WEDC TO REDEVELOP 514 E MAIN ST., WAUPUN

WHEREAS, the City of Waupun is aware of funding opportunities available through the Community Development Investment (CDI) Grant Program administered by the Wisconsin Economic Development Corporation (WEDC); and

WHEREAS, the CDI Grant Program's primary focus is to provide incentives for catalytic downtown redevelopment projects in communities across Wisconsin; and,

WHEREAS, a vacant property located at 514 E Main Street property is located in Waupun's Historic Downtown District and a proposed redevelopment of this property has the potential to serve as a catalyst for other redevelopment in the Main Street corridor and surrounding areas; and

WHEREAS, such redevelopment is consistent with the City's TID 3 Project Plan to eliminate blight, the City's 2040 Comprehensive Plan, the City's Streetscaping Plan, and the City's Economic Development plan, all calling for reinvestment in the City's downtown commercial core; and,

WHEREAS, the City of Waupun recognizes the sizable private investment required to redevelop this major downtown property, and that the CDI grant reimburses expenses incurred but requires a 3:1 match; and,

NOW, THEREFORE BE IT RESOLVED that the Common Council of the City of Waupun authorizes the submission of an application to the WEDC CDI Grant program to support the redevelopment project of 514 E Main Street.

Adopted this 31st day of October 2023.

Rohn W Bishop, Mayor, City of Waupun

ATTEST:

Angela Hull, Clerk, City of Waupun



AGENDA SUMMARY SHEET

MEETING DATE: 10/31/2023

TITLE: BID Operating Plan and 2024 Assessment Rate

AGENDA SECTION: DISCUSSION FOR POSSIBLE
FUTURE AGENDA

PRESENTER: Kathy Schlieve, City Administrator

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Economic Vitality	Discussion Only	

ISSUE SUMMARY

The BID Board approved the 2024 operating plan as included in this packet. They are recommending an adjustment to the assessment rate, which has been set at \$1.50 since creation in 1988. The new rate the board has proposed is \$1.85 per \$1,000 of assessed value. Letters are being sent to all BID property owners/businesses to explain the adjustment. A copy of the letter is included in your packet. Under State Statute and per the operating plan, your approval is all that is required to make the assessment rate change.

RECOMMENDATION:

Informational only; formal action will be taken at the November 14, 2023 budget hearing

ATTACHMENTS:

DRAFT 2024 BID Operating Plan Document

MOTIONS FOR CONSIDERATION:

N/A



WAUPUN
CITY OF SCULPTURE

[DOCUMENT TITLE]

Approved by BID Board October 17, 2023

NOVEMBER X, 2023
ADOPTED BY WAUPUN COMMON COUNCIL

THE WAUPUN BUSINESS IMPROVEMENT DISTRICT 2024 OPERATING PLAN

INTRODUCTION

In 1984, the Wisconsin legislature created Sec. 66.1109 of the Statutes enabling cities to establish Business Improvement Districts (BID) upon the petition of at least one property owner within the proposed district. The purpose of the law is “to allow businesses within those proposed district to develop, manage, and promote the districts and to establish an assessment method to fund these activities”. Upon petition from property owners within the Waupun Business Improvement District (hereafter “BID”), the City’s Common Council created the BID and adopted its initial operating plan in 1988.

Section 66.1109(3)(b), Wis. Stats., requires that a BID Board “shall annually consider and make changes to the operating plan. The board shall then submit the operating plan to the local legislative body for approval”. The Board of the Waupun BID submits this BID operating plan in fulfillment of the statutory requirement.

This plan proposes a continuation and expansion of the activities described in the initial 1988 BID operating plan. Therefore, it incorporates by reference the earlier plans as adopted by the City’s Common Council. In the interest of brevity, this plan emphasizes the elements, which are required by Sec. 66.1109, Wis. Stats. and the proposed changes for 2024. This plan does not repeat the background information that is contained in the initial operating plan.

DISTRICT BOUNDARIES

A calculation of the BID assessment and the original 1988 map of the district is provided in Appendix A and Appendix B.

2023 OPERATING PLAN

The goals, objectives, and strategies of the 2024 Operating Plan as provided in Appendix C. Estimated revenues and expenditures can be seen in Appendix D.

PROMOTION OF ORDERLY DEVELOPMENT OF THE CITY

Under §66.1109(1)(f)(4), the Operating Plan must specify how the BID promotes the orderly development of the municipality, including its relationship to any municipal master plan.

The Waupun Business Improvement District was created through private sector initiative to further city goals. The creation of the BID is consistent with the City’s plans and promotes the orderly development of the City in general and the business district in particular. This proposal is consistent with the City’s Comprehensive Plan and all other City Ordinances and Plans.

METHOD OF ASSESSMENT

A. Assessment Rate and Method

As of December 31, 2022, the properties in the district have estimated total BID assessable value of \$13,315,200. This plan proposes to assess the taxable property in the district at a rate of \$1.85 per \$1,000 of assessed value for the purposes of the BID. Appendix A shows the projected BID assessment for property included in the district.

The principle behind the assessment methodology is that each property owner should contribute to the BID in proportion to the benefit derived from the BID. After consideration of the assessment methods, it was determined that the assessed value of a property was the characteristic most directly related to the potential benefit provided by the BID. Therefore, a uniform rate applied on the assessed value of each property was selected as the basic assessment method for the Waupun BID

Information on specific assessed values, budget amounts, and assessment amounts are based on 2023 conditions. Greater detail about subsequent years' activities will be provided in the required annual plan updates. Approval by the City's Common Council of such operating plan updates shall be conclusive evidence of compliance with this operating plan and the BID law.

In later years, the BID operating plan will continue to apply the assessment formula, as adjusted, to raise funds to meet the next annual budget. The method of assessing shall not be materially altered, except with the consent of the City of Waupun.

B. Excluded and Exempt Property

Wisconsin law specifies certain properties, which are exempt from the assessment, and allows the municipality to determine whether businesses operating specifically for manufacturing purposes are exempt.

- Wisconsin Statutes § 66.1109(1)(f) 1m: This section details what must be included in a Standard Operating Plan. "Whether real property used exclusively for manufacturing purposes will be specially assessed." Property used exclusively for manufacturing purposes will not be assessed.
- Wisconsin Statutes §66.1109(5)(a): "Property used exclusively for residential purposes will not be assessed."
- Wisconsin Statutes § 66.1109(5)(a): "Real property that is exempted from general property taxes under §70.11 will not be assessed." Owners of property that is exempt from the special assessment may not receive the direct financial benefits of the Business Improvement District, such as in the case of a façade improvement grant or any other grant.

Owners of property that is exempt from the special assessment may not receive the direct financial benefits of the BID, such as in the case of the Façade Improvement Program.

CITY ROLE IN DISTRICT OPERATION

The City of Waupun is committed to helping private property owners in the district promote its development. To this end, the City has played a significant role in the creation of the BID and in the implementation of its operating plan. In particular, the City will continue to:

- Provide funding to the BID for administration and promotion of the Façade Improvement Grant program, business and development recruitment, and other initiatives. This is updated on an annual basis and is reviewed each budget year.
- Monitor and, when appropriate, apply for outside funds, which could be used in support

of the district.

- Collect and disperse BID assessments to the district.
- Receive annual audits, as required per Sec. 66.1109(3)(c) of the BID law.
- Encourage partners to support the activities of the district.

BOARD MEMBERS AND STAFF

The Mayor shall appoint the members of the BID Board subject to confirmation by the Common Council. Upon confirmation, board members serve a 3-year term expiring April 30th.

The Board is comprised of six (6) representatives from the BID District and four (4) representatives at-large. The current BID Board and staff are comprised as follows:

REPRESENTATIVE FROM BID DISTRICT		4/30/2025	Tyler Schulz
REPRESENTATIVE FROM BID DISTRICT		4/30/2025	Rich Matravers
REPRESENTATIVE FROM BID DISTRICT			Vacant
REPRESENTATIVE FROM BID DISTRICT		4/30/2026	Gary DeJager
REPRESENTATIVE FROM BID DISTRICT		4/30/2026	Krista Bishop
REPRESENTATIVE FROM BID DISTRICT		4/30/2024	Mitch Greenfield
REPRESENTATIVE AT-LARGE		4/30/2025	Craig Much
REPRESENTATIVE AT-LARGE		4/30/2026	Jodi Mallas
REPRESENTATIVE AT-LARGE		4/30/2024	Kate Bresser
REPRESENTATIVE AT-LARGE	Vice Chairperson	4/30/2024	Teresa Ruch

MAYOR	Ex Officio
CITY ADMINISTRATOR/DIRECTOR OF ECONOMIC DEVELOPMENT	

Responsibilities of the Board include implementation of this operating plan and preparing annual reports of the District. The Board will also annually consider and make changes to the operating plan and submit the operating plan to the Common Council for approval. The Board will conduct its business consistent with the open meeting law and keep minutes as a matter of public record.

FUTURE YEARS' OPERATING PLANS

It is anticipated that the BID will continue to revise and develop the operating plan annually in response to changing development needs and opportunities in the district, in accordance with the purpose and goals in this operating plan.

Section 66.1109(3)(a) of the BID law requires the BID Board and the City to annually review and make changes as appropriate in the operating plan. Therefore, while this document outlines in general terms the complete development project, it focuses upon 2023 activities. Information on specific assessed values, budget amounts, and assessment amounts are based on 2021 conditions. Greater detail about subsequent years' activities will be provided in the required annual plan updates. Approval by the City Common council of such operating plan updates shall be conclusive evidence of compliance with this operating plan and the BID law.

In later years, the BID operation plan will continue to apply the assessment formula, as adjusted, to raise funds to meet the next annual budget. The method of assessing shall not be materially altered, except with the consent of the City of Waupun.

AMENDMENT, SEVERABILITY, AND EXPANSION

The BID has been created under the authority of Section 66.1109 of the Statutes of the State of Wisconsin. Should any court find any portion of the statute invalid or unconstitutional, its

decision will not be invalidate or terminate the BID and this BID operating plan shall be amended to conform to the law without need of re-establishment.

Should the legislature amend the statue to narrow or broaden the process of a BID to exclude or include as assessable properties of a certain class or classes of properties, as and when it conducts its annual review and approval of the operating plan and without necessity to undertake any other act. This is specifically authorized under Se. 66.1109(3)(b)

Appendix A – Calculation of 2024 Assessed Values

Appendix B – 1988 Original BID Map

Appendix C – 2024 Operating Plan Goals, Objectives, and Strategies

Appendix D – 2024 Budget

Appendix A – Calculation of 2024 Assessed Values

	Dodge	Fond du Lac	Total
2023 Assessed Value (Commercial Properties)	\$ 5,431,700	\$ 7,883,500	\$ 13,315,200
divided by 1,000	5,432	7,884	
Assessment Rate	\$ 1.85	\$ 1.85	
2023 BID Assessment for 2024 BID Budget	\$ 10,048.65	\$ 14,584.48	\$ 24,633.12
2022 BID Assessment for 2023 BID Budget	\$ 7,811.25	\$ 11,721.00	\$ 19,532.25
Increase/(Decrease) in BID Budget	\$ 2,237.40	\$ 2,863.48	\$ 5,100.87
Increase in assessed value	224,200.00	69,500.00	293,700.00

Appendix B – 1988 Original BID District Map

City of Waupun Bid District



Legend
 Bid District

Appendix C – 2024 Operating Plan Goals, Objectives, and Strategies

INITIATIVE		TIMEFRAME	LEAD	TEAM	BUDGET	MATCHING FUNDS*	MEASURABLES
Objective 1: Be a voice for the Downtown Waupun community (Organization)					\$ 133	\$ 12,250	
Strategy 1: Communicate and solicit feedback from BID members							
1.1.1	Review and update of Operational Plan and Budget	Fall 2024	City	BID Board			Updated Plan
1.1.2	Participate in networking events that strengthen working relationships/partnerships to promote district	Ongoing	Envision/WBA	BID / CDA			# Events / Attendance
1.1.3	Pursue interest to expand BID boundaries based on business inquiry	Ongoing	City	BID			
1.1.4	Publish and Distribute Annual Report to Members	Dec-24	City	BID Board	\$ 133		Annual Report
Strategy 2: Board Development & Administration							
1.2.1	Recruit, develop, and engage board members	ongoing	City/BID Board	BID Board			Fill expired terms April 2024
1.2.2	Recruit, orient, and train new board members, when applicable	ongoing	City	BID Board			Complete training, as needed
1.2.3	Partner with City for administrative support for monthly meetings and execution of operating plan	Ongoing	City	BID Board		\$ 12,000	
Strategy 3: Strengthen collaboration among various community partner organizations as outlined in Market Analysis Plan							
1.3.1	Form a partnership subcommittee comprised of internal and external partner organizations.	Q1 2024	WBA	BID / CDA / WBA / City / DLWR/ Ignite/ Promotions			
1.3.2	Develop common goals that strengthen collaboration of partner organizations.	Q1 2024	Partnership subcommittee	BID Board			# organization participating
1.3.3	Maintain Connect Community status in WEDC's Main Street Program	Summer 2024	City			\$ 250	Signed WEDC Contract for 2024/2025
Objective 2: Establish a consistent marketing presence for Downtown Waupun (Promotion)					\$ 5,500	\$ 15,000	
Strategy 1: Contribute to an annual marketing and communication plan to promote Waupun Business							
2.1.1	Create an annual marketing plan / calendar of events in collaboration	Ongoing	Partnership Subcommittee				
2.1.2	Create a variety of media/social marketing content featuring Waupun businesses	Ongoing	DLWR / Media Expert	DLWR / Media			Implementation
2.1.3	Secure independent contractor to regularly contribute to Discover Downtown Waupun Website / Social Channels / etc.	Ongoing	City	Social Media Expert	\$ 5,500	\$ 15,000	# of regular impressions / traffic
Objective 3: Improve the aesthetic/visual appeal of Downtown Waupun (Design)					\$ 15,000	\$ 130,000	
Strategy 1: Support façade improvements in the District							
3.1.1	Façade Improvement Grant (50% matching grant, capped at \$2,000)	Ongoing	City	BID Board	\$ 12,000		# inquiries and applications
3.1.2	Continue to educate property owners on various financial assistance programs to encourage property redevelopment.	Ongoing	City / WBA	Envision Greater Fond du Lac			Usage of programs
Strategy 2: Assist with maintaining a downtown environment that is clean, safe, comfortable and welcoming							
3.2.1	Partner with city departments to manage safety, parking, snow removal, and planter program	Ongoing	City	Police, Building Inspector, DPW		\$ 15,000	Complete as issues arise
Strategy 3: Support the implementation of elements from the Streetscaping Plan, including amenities that are visually consistent and cohesive in design with the rest of the downtown district.							
3.3.1	Support the Downtown Design Guidelines and the CDA to bring design consistency to the district	Ongoing	City	BID Board and CDA			Current city ordinances to support
3.3.2	Seasonal Planting Program	May/November	City	City; Farm and Home, Modern Mercantile; WAHS Horticulture Students	\$ 3,000		Beautiful planters
3.3.3	Work cooperatively to implement Downtown Streetscaping & Redevelopment Plan	Ongoing	City	BID Board and CDA		\$ 115,000	Completion of Food Truck Alley
Objective 4: Attract, retain, and facilitate development of a unique mix of sustainable businesses in coordination with the City and CDA (Economic Vitality)					\$ 4,000	\$ 5,000	
Strategy 1: Work to retain downtown businesses							
4.1.1	Maintain a business retention program to identify business retention and expansion opportunities.	Ongoing	City	Envision / Waupun Business Alliance / City Staff			Meetings and follow thru reporting
4.1.2	Provide educational opportunities to support the growth of downtown businesses	Ongoing	City	Envision/Waupun Business Alliance/Ignite			Meetings and follow thru reporting
4.1.3	Host business training classes in Waupun to support business success.	Ongoing	City	Envision / Waupun Business Alliance			Participation Rates
Strategy 2: Work to attract new downtown businesses							
4.2.1	Leverage market analysis report to improve overall business mix in Waupun	Ongoing	City	City Staff / Envision/ IGNITE			
4.2.2	Follow up on leads of businesses looking to open, expand or relocate	Ongoing	City	City Staff / Envision			Number of contacts
4.2.3	Provide entrepreneurial startup business coaching through the Ignite network.	Ongoing	City/IGNITE	Envision/IGNITE		\$ 5,000	# new business touches / starts
4.2.4	Develop and implement a pop-up grant program	Ongoing	City	City Staff / Envision	\$ 4,000		
Strategy 3: Identify interest from abutting businesses and expand BID Boundary where possible							
4.3.1	Survey abutting business property owners to determine level of interest	Ongoing	City	City Staff / BID Board			Number of contacts
4.3.2	Hold public hearing as required to modify boundary for 2025	Ongoing	City	City Staff / BID Board			Updated boundary map
TOTAL PROPOSED EXPENDITURES					\$ 24,633	\$ 162,250	

*Matching funds are derived from city of Waupun budgetary support and in-kind contributions from partner organizations supporting goals of BID.

Appendix D – 2024 Budget

INCOME:				
2024 Assessment @\$1.85/\$1,000				\$ 24,533.12
		TOTAL INCOME:		\$ 24,533.12
EXPENSES:				
Design				\$ 12,000.00
Economic Vitality				\$ 6,533.12
Organization				\$ 1,000.00
Promotions				\$ 5,000.00
		TOTAL EXPENSE:		\$ 24,533.12



October 26, 2023

RE: 2024 Business Improvement District Operating Plan

Dear Waupun Business Improvement District Member,

In 1988, downtown Waupun business owners banded together to form a business improvement district (BID), agreeing to pay a special assessment to contribute to the goals of the central business district. The BID board comprised of local business owners has been working ever since to influence investment and set priorities in the downtown that help strengthen and contribute to ongoing revitalization and economic vitality of the central business district.

Since its creation, the BID has annually invested in a façade-improvement grant program, district marketing, planter and beautification efforts, and business recruitment programs to make downtown Waupun a destination. The BID Board works closely with city staff and the Community Development Authority (CDA) to manage implementation of the Board's various programs. Over the past five years, the BID has invested nearly \$74,000 in the downtown revitalization and helped 36 businesses by funding improvements, providing technical assistance and supporting business startups in the district. This work is matched each year by public and private investment. Without a doubt, there is a lot of positive change and momentum in our central business district and the BID board is a proud contributor.

In evaluating our annual work plan for 2024, the BID Board is recommending an increase of the assessment rate that was set in 1988 at \$1.50 per \$1,000 assessed value to \$1.85 per \$1,000 assessed value for 2024 (taxes paid in 2023). This year, the BID Board exhausted program funds and had to turn applicants away. Increasing the assessment rate will provide an added \$5,000 within the budget to expand the façade improvement grant, support business attraction efforts through popup programming, and support consistent marketing of the



WAUPUN
CITY OF SCULPTURE

Waupun Business Improvement District
City of Waupun, 201 E Main St, Waupun, WI 53963

district. The BID Board is unanimously recommending this change to the Waupun Common Council who has final authority over the decision. The Council will consider the assessment rate change at their November 14, 2023 meeting that includes a public hearing on the city's 2024 budget.

This letter is being sent for informational purposes along with a copy of the 2024 BID operating plan. If you have questions or concerns, I invite you to reach out to City Administrator, Kathy Schlieve by calling 920.324.7912 or via email at kathy@cityofwaupun.org. Also, we currently have a vacant board seat. If you are interested in filling that vacancy to contribute to the great work the BID is doing to support our businesses, please reach out to Kathy to learn more. Thanks for your ongoing investment in Waupun. Together we are building a destination!

Sincerely,

A handwritten signature in blue ink that reads "Krista Bishop". The signature is fluid and cursive, with the first name "Krista" and last name "Bishop" clearly legible.

Krista Bishop
Chairperson, Waupun BID Board



AGENDA SUMMARY SHEET

MEETING DATE: 10/31/2023

TITLE: Youth Sports Grant Design

AGENDA SECTION: DISCUSSION FOR POSSIBLE
FUTURE AGENDA

PRESENTER: Kathy Schlieve, Administrator

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Quality of Life	Discussion Only	

ISSUE SUMMARY

In September the Council allocated \$75,000 of funds to support a youth sports grant program. The attached document is carried over from the August COW and outlines a competitive grant program that qualifying organizations could apply to receive funds. Discussion is needed to determine eligibility criteria that include the following points:

1. Define eligible organizations
2. Define eligible expenditures
3. Define matching requirements
4. Define maximum award amounts (# of years that program is expected to be offered)

RECOMMENDATION:

Align program to support approved capital improvements of athletic facilities

ATTACHMENTS:

DRAFT Youth Sports Program Outline

<u>MOTIONS FOR CONSIDERATION:</u>
--

N/A

CITY OF WAUPUN
YOUTH SPORTS GRANT PROGRAM

The City of Waupun invests heavily in youth sports assets to foster a strong quality of life for residents. The City partners with nonprofit youth sports organizations to provide recreation programming for area youth by providing access to these facilities and permits ongoing fundraising activities with profits directly benefiting these groups. The various nonprofit athletic groups using city-owned facilities have identified capital improvements at facilities needed to maintain and to expand programming. It is the City's desire to continue to invest in and support facility improvements for resident enjoyment. As such, the City is allocating \$75,000 to create a Youth Sports Grant Program. This is a reimbursement-based grant with a maximum award of \$5,000. Dependent on the number of quality of applications, the council may elect to reduce the total grant award to support more community organizations. A minimum of a 50% fund match must be provided by the requesting organization. The City of Waupun will utilize the Common Council Committee of the Whole (COW) to review and award grants within this program. Organizations receiving funds will be required to sign award agreements and verify use of funds prior to receiving payment. Preference will be given to organizations who demonstrate financial need and are able to outline a sustainability plan that covers long-term maintenance of related improvements. Projects outlined in approved grants must be complete by November 1, 2024, with all invoices and reporting data submitted no later than December 30, 2024.

PURPOSE:

The purpose of the Youth Sports Grant Program is to work collaboratively with youth sports nonprofit organizations to make improvements to athletic facilities used to operate programs within the City of Waupun.

ELIGIBLE ORGANIZATIONS:

Organizations must be a youth sports organization operating as a 501c3 nonprofit within the City of Waupun that provides access to sports programming for all area youth, regardless of skill or ability. Funds will not be allocated to groups that restrict access to programming (i.e., competitive / travel teams where youth must try out for a select number of positions based on skill or ability.)

ELIGIBLE EXPENDITURES:

Funds must be used to support facility improvements approved by the City of Waupun Director of Public Works in accordance with the City's long-range facility and/or recreation plans and must meet ADA accessibility standards. Funded organization must demonstrate ability to finance the balance of the proposed project not funded through a grant award. Financial, performance and compliance reporting will be required.

APPLICATION NARRATIVE:

1. Describe the proposed capital improvement project that you are seeking to complete if your request is funded.

2. Describe the need for your project; how it fits with the City's long-range facility and/or recreation plans, public support for the project, etc. Explain what will happen if your request is not funded?
3. Describe measurable impacts your program has achieved to date, including information relative to whom your program serves, including total number of youth served, of that group number of youth served who live within the City of Waupun, demographics of families served, economic impact to the City, etc.
4. Provide information on the project budget, including funds already collected or committed to the proposed project and plans to address any gaps in financing through fundraising or other methods.
5. What are the expected long-term costs to maintain your proposed project? Describe your plan to support long-term maintenance of proposed improvements. If you are relying on city funding to support this need, be specific in terms of your request for support beyond a possible grant award.
6. Describe the timeline for your proposed project, including projected start dates, construction timelines, and completion deadlines.
7. If your grant request is not fully funded, describe adjustments you are prepared to make to the proposed project to address the need. What implications will those adjustments have to your program?

SUPPORTING DOCUMENTATION:

Attach the following as documentation in support of your application:

- Completed application including budget documents signed by an authorized member of your nonprofit.
- A copy of your organization's income statement for period ending June 30, 2023.
- Cost estimates for your proposed project.
- Evidence of ability to fund the non-grant funded portion of the proposed project and/or a plan to finance the portion of your project requiring private funding.

First round of applications are due X__, 2024. First round of review of applications will be X____, 2024. Applications accepted on a rolling basis thereafter until all program funds are awarded by the Waupun Common Council Committee of the Whole.