

**CITY OF EDGERTON
FINANCE COMMITTEE MEETING
EDGERTON CITY HALL, COUNCIL CHAMBERS
12 ALBION STREET**

Monday, August 1, 2022, at 6:30 p.m.

NOTICE: The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at www.cityofedgerton.com. Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to order; Roll call
2. Confirmation of appropriate meeting notice posted on Friday, July 29, 2022.
3. Consider approval of minutes from the July 18, 2022 Finance meeting.
4. Consider approval of bills and payroll vouchers.
5. Consider license applications
 - a. Consider premise description amendment for Campbell Boys LLC's Class "C" wine license.
6. Consider Event Packet for Central Lutheran Church Outdoor Worship.
7. Consider Event Packet for Edgerton Community Band Concert.
8. Consider Façade Grant for 117 Swift St.
9. Consider Façade Grant for 6 W Fulton St.
10. Finance Directors Report
11. Adjourn.

Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: (608) 884-3341.

Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision-making responsibility. The only action to be taken at this meeting will be action by the Finance Committee.

**JULY 18, 2022 FINANCE COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

Candy Davis called the meeting to order at 6:30 p.m.

Present: Sarah Braun, Candy Davis and Tim Shaw

Others Present: City Administrator Ramona Flanigan, City Clerk Wendy Loveland, Police Chief Robert Kowalski, Municipal Services Director Howard Moser, Mayor Christopher Lund, Alderperson Jim Burdick and Casey Langan, Bill Morgan and a few citizens.

Loveland confirmed the meeting agendas were properly posted on Friday, July 15, 2022 at the Post Office, Edgerton Library, City website, and City Hall.

MINUTES: A Sarah Braun/Tim Shaw motion to approve the minutes from the July 5, 2022 Finance meeting passed on a 3/0 roll call vote.

CHANGE ORDER #1 FOR JB JOHNSON BROS FOR THE E FULTON ST RETAINING WALL PROJECT: A Candy Davis/Tim Shaw motion to approve change order #1 for JB Johnson Bros for the E Fulton St retaining wall project for an increase of \$8,184.50 passed on a 3/0 roll call vote.

FINAL PAY REQUEST FOR JB JOHNSON BROS FOR THE E FULTON ST RETAINING WALL PROJECT: A Candy Davis/Sarah Braun motion to approve the final pay request for JB Johnson Bros for the E Fulton St retaining wall project in the amount of \$167,354.50 passed on a 3/0 roll call vote.

PAY REQUEST #1 FOR KS ENERGY FOR THE 2022 PRIVATE LEAD LATERAL REPLACEMENT PROJECT: A Candy Davis/Sarah Braun motion to approve pay request #1 for KS Energy for the 2022 private side lead lateral replacement project in the amount of \$177,237.45 passed on a 3/0 roll call vote.

BILLS AND PAYROLL: A Candy Davis/Tim Shaw motion to approve the bills and payroll in the amount of \$590,801.27 passed on a 3/0 roll call vote.

CONTRACT WITH SLIPSTREAM FOR ENERGY PLANNING: A Candy Davis/Sarah Braun motion to approve the contract with Slipstream for Energy Planning passed on a 3/0 roll call vote.

CONTRACT WITH ACCURATE APPRAISAL FOR ASSESSMENT SERVICES: The Committee instructed staff to negotiate a contract with the city's current vendor, Accurate Appraisal. Accurate presented the following options for consideration:

Option A: This is the city's current process in which the only properties that are inspected are those that have sold, have pulled a building permit, are new, or have had some other activity that caused the inspector to flag a parcel for inspection. This option could be a three-year or a five-year option.

Option B: This option would include the inspection of the interior and the exterior of all properties. Due to recent statute changes however, the homeowner is not required to allow the assessor to inspect. This would mean that many properties would not get inspected.

Option C: This would include the exterior inspection only of all properties.

A Tim Shaw/Candy Davis motion to approve a five-year, option A contract with Accurate Appraisal passed on a 3/0 roll call vote.

2022 BUDGET AMENDMENT FOR FIRE DEPARTMENT: The amendment is to rectify the discrepancy in the Fire District Budget that related to the CPI+2% exemption. Staff discussed the discrepancy with financial advisors and it was recommended a budget amendment transferring \$9,628 of the General Fund fund balance to the debt service would be the best option. This would prevent the city from having to pay any penalty fees. The General Fund would be repaid in 2023.

A Sarah Braun/Tim Shaw motion to approve a budget amendment to transfer \$9,628 of the General Fund fund balance to the Debt Service Fund for the Fire Department budget discrepancy passed on a 3/0 roll call vote.

QUOTES FOR 5 ALBION ST SURVEY: The city intends to divide 5 Albion St to allow the back half to be sold and the front half to be used for parking for the 210 W Fulton St project. Staff obtained 2 quotes and the low quote was from Cedar Corp.

A Candy Davis/Tim Shaw motion to approve the quote from Cedar Corp for the 5 Albion St survey in the amount of \$3,000 passed on a 3/0 roll call vote.

Being no other business before the Committee, a Sarah Braun/Tim Shaw motion to adjourn passed, all voted in favor.

Wendy Loveland
City Clerk

Adopted August 1, 2022

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.Input Date = 07/29/2022
Invoice Detail.Voided = No

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10013100								
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	186.44	.00		
Total 10013100:					186.44	.00		
10021532								
13 ch	AFLAC	112755	AFLAC MONTHLY PREMIUM	07/29/2022	262.79	.00		
Total 10021532:					262.79	.00		
10021560								
2816 c	THE LIFEGUARD STORE INC	000735265	GUARD CLOTHING	07/29/2022	79.50	.00		
Total 10021560:					79.50	.00		
10023160								
3494 c	EDGERTON TOBACCO HERITA	JULY 2022	TOBACCO DAYS PARK DEPOSIT REFUND	07/29/2022	350.00	.00		
5079 c	DIAZ, ADELA	JULY 2022	CANCELLED SHELTER RENTAL	07/29/2022	100.00	.00		
Total 10023160:					450.00	.00		
10044210								
5452 c	HERNANDEZ, PEDRO	JULY 2022	DOG LICENSE LATE FEE REFUND	07/29/2022	5.00	.00		
Total 10044210:					5.00	.00		
10044310								
758 ch	WESTPHAL & CO INC	JULY 2022	ELECTRICAL PERMIT OVERPAYMENT- 313 Q	07/29/2022	12.00	.00		
Total 10044310:					12.00	.00		
10051200330								
4783 c	POPE, DALE	JULY 2022	WI JUDICIAL CONFERENCE - MEALS/LODGI	07/29/2022	237.97	.00		
Total 10051200330:					237.97	.00		
10051200332								
4783 c	POPE, DALE	JULY 2022	MILEAGE REIMBURSEMENT 242 @ .625- CO	07/29/2022	151.25	.00		
Total 10051200332:					151.25	.00		
10051410153								
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	52.95	.00		
Total 10051410153:					52.95	.00		
10051430153								
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	58.87	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10051430153:					58.87	.00		
10051510153								
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	70.64	.00		
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	51.51	.00		
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	31.41	.00		
Total 10051510153:					153.56	.00		
10051600210								
596 ch	ROBINSON'S MARKETING DIV I	28385	CLEANING THROUGH 7/15/22-CITY HALL	07/29/2022	70.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	28415	CLEANING THROUGH 7/22/22-CITY HALL	07/29/2022	70.00	.00		
Total 10051600210:					140.00	.00		
10051600340								
557 ch	PHOENIX CONSULTING INC	2072605	REMOVED SOFTWARE FROM OLD WORKST	07/29/2022	402.50	.00		
934 ch	STAPLES CREDIT PLAN	7361150823	FLOOR MAT, KEYBOARD WRIST REST, PAPE	07/29/2022	74.07	.00		
Total 10051600340:					476.57	.00		
10052100153								
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	117.74	.00		
Total 10052100153:					117.74	.00		
10052100310								
2433 c	AMAZON.COM LLC	111-3688573-7	FLASH DRIVES- PD	07/29/2022	31.90	.00		
Total 10052100310:					31.90	.00		
10052100311								
716 ch	US POSTAL SERVICE	036803	POSTAGE- POLICE DEPT	07/29/2022	8.70	.00		
Total 10052100311:					8.70	.00		
10052100340								
3988 c	JONAS OFFICE PRODUCTS LTD	386371-0	POST ITS, ENVELOPES, NOTEBOOKS- POLI	07/29/2022	78.27	.00		
Total 10052100340:					78.27	.00		
10052120153								
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	824.22	.00		
Total 10052120153:					824.22	.00		
10052120225								
130 ch	US CELLULAR	0518576836	POLICE CELL PHONES	07/29/2022	137.67	.00		
Total 10052120225:					137.67	.00		
10052120380								
5184 c	BUMPER TO BUMPER EDGERT	625-349475	HEADLIGHT - PD	07/29/2022	9.99	.00		
Total 10052120380:					9.99	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10052150210								
596 ch	ROBINSON'S MARKETING DIV I	28385	CLEANING THROUGH 7/16/22-POLICE STATI	07/29/2022	119.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	28415	CLEANING THROUGH 7/23/22-POLICE STATI	07/29/2022	119.00	.00		
Total 10052150210:					238.00	.00		
10052400210								
2584 c	GENERAL ENGINEERING COMP	JUNE 2022	JUNE 2022 BUILDING INSPECTIONS	07/29/2022	1,876.48	.00		
Total 10052400210:					1,876.48	.00		
10053100153								
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	58.87	.00		
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	7.85	.00		
Total 10053100153:					66.72	.00		
10053100330								
5051 c	INTERNATIONAL SOCIETY OF A	1140443	ARBORIST & MUNICIPAL SPECIALIST RECE	07/29/2022	185.00	.00		
Total 10053100330:					185.00	.00		
10053230153								
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	196.30	.00		
Total 10053230153:					196.30	.00		
10053230340								
1009 c	FARM & FLEET CO	027667	M18 CHARGERS	07/29/2022	136.10	.00		
3392 c	JAY'S BIG ROLLS INC	673607	TOWELS-GARAGE	07/29/2022	179.00	.00		
Total 10053230340:					315.10	.00		
10053240340								
488 ch	MILLER-BRADFORD & RISBER	W10866	BACKHOE REPAIR	07/29/2022	1,570.45	.00		
5456 c	CGM SALES	2961	DECK SPINDLES	07/29/2022	500.00	.00		
Total 10053240340:					2,070.45	.00		
10053310380								
5184 c	BUMPER TO BUMPER EDGERT	625-349103	MOTOR OIL, FILTER	07/29/2022	46.67	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-349298	OIL FILTER	07/29/2022	6.59	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-349518	ANTIFREEZE	07/29/2022	47.98	.00		
Total 10053310380:					101.24	.00		
10053310385								
923 ch	KWIK TRIP	JULY 2022	FUEL FOR WORK TRUCK - DPW	07/29/2022	88.01	.00		
Total 10053310385:					88.01	.00		
10053420221								
21 ch	ALLIANT ENERGY	JUL 22 833074	JUL 22 833074 ELECTRIC CHARGES	07/29/2022	4,479.43	.00		
Total 10053420221:					4,479.43	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10054910340								
2027 c	KB SHARPENING SERVICE INC	117919	TRIMMER BLADE SHARPENING	07/29/2022	20.00	.00		
4229 c	DVORAK LANDSCAPE SUPPLY,	64552	STRAW BLANKETS	07/29/2022	149.00	.00		
Total 10054910340:					169.00	.00		
10055110153								
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	260.02	.00		
Total 10055110153:					260.02	.00		
10055200340								
565 ch	MID-STATE EQUIPMENT	I23055	RENTAL OF BRANCH CUTTER	07/29/2022	217.36	.00		
3161 c	MENARDS	S093253	QUICK LINKS - PARKS	07/29/2022	79.43	.00		
Total 10055200340:					296.79	.00		
10055200380								
4701 c	CW MOWERS	069452	MOWER PART	07/29/2022	28.97	.00		
Total 10055200380:					28.97	.00		
10055415340								
4946 c	PIEPER POWER	839008	CONCESSION STAND- REPLACE GFCI	07/29/2022	255.60	.00		
Total 10055415340:					255.60	.00		
10055415345								
326 ch	HOLIDAY WHOLESALE INC	1125759	CONCESSIONS - RTP	07/29/2022	617.55	.00		
326 ch	HOLIDAY WHOLESALE INC	1133351	CONCESSIONS - RTP	07/29/2022	801.78	.00		
326 ch	HOLIDAY WHOLESALE INC	1140841	CONCESSIONS - RTP	07/29/2022	614.60	.00		
Total 10055415345:					2,033.93	.00		
10055420340								
243 ch	ELKHORN CHEMICAL&PACKAG	643765	SOAP, BATH TISSUE, DISINFECT SANITIZER	07/29/2022	103.96	.00		
243 ch	ELKHORN CHEMICAL&PACKAG	643765-1	SANITIZER	07/29/2022	73.29	.00		
243 ch	ELKHORN CHEMICAL&PACKAG	644916	BATH TISSUE, DISP SOAP, TOWEL ROLL, GL	07/29/2022	265.43	.00		
297 ch	GOHLKE, ANN	JULY 2022	REIMBURSE - BEE STING SWABS, INDEX CA	07/29/2022	89.98	.00		
5088 c	ZEROFOX, LLC	0028	CAMERA INSTALL - POOL	07/29/2022	500.00	.00		
5453 c	TEACHERS PAY TEACHERS	195750217	LIFESKILLS GAME	07/29/2022	1.59	.00		
5454 c	GUN DOG SUPPLY	4028464	PART FOR SPRAY WASHER- POOL	07/29/2022	20.90	.00		
Total 10055420340:					1,055.15	.00		
10055420345								
170 ch	COUNTRY QUALITY DAIRY INC	296983	ICE CREAM - POOL	07/29/2022	183.43	.00		
326 ch	HOLIDAY WHOLESALE INC	1125758	CONCESSION FOOD - POOL	07/29/2022	2,359.88	.00		
326 ch	HOLIDAY WHOLESALE INC	1127697	CONCESSION FOOD - POOL	07/29/2022	775.00	.00		
326 ch	HOLIDAY WHOLESALE INC	1130610	CONCESSION FOOD - POOL	07/29/2022	136.80	.00		
326 ch	HOLIDAY WHOLESALE INC	1133360	CONCESSION FOOD - POOL	07/29/2022	1,310.60	.00		
326 ch	HOLIDAY WHOLESALE INC	1138261	SLUSH MACHINE RENTAL - POOL	07/29/2022	250.00	.00		
326 ch	HOLIDAY WHOLESALE INC	1140829	CONCESSION FOOD - POOL	07/29/2022	966.74	.00		
326 ch	HOLIDAY WHOLESALE INC	1148350	CONCESSIONS - POOL	07/29/2022	611.96	.00		
Total 10055420345:					6,594.41	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10055420820								
2634 c	ANCHOR INDUSTRIES INC	SO-703587-2	FUNBRELLA FOR POOL	07/29/2022	3,638.35	.00		
Total 10055420820:					3,638.35	.00		
10056300153								
2887 c	DELTA DENTAL OF WISCONSIN	1800570	AUGUST 2022 DENTAL INSURANCE	07/29/2022	29.44	.00		
Total 10056300153:					29.44	.00		
20653630340								
5083 c	BUCKLIN TREE SERVICE, LLC	97575	TUB GRINDING - COMPOST/BRUSH PILE	07/29/2022	8,146.52	.00		
5090 c	BROWN OIL COMPANY, INC	31396	FUEL FOR GRINDER AT COMPOST PILE	07/29/2022	801.96	.00		
Total 20653630340:					8,948.48	.00		
40657125820								
5229 c	CAMPBELL BOYS	JULY 2022	FACADE GRANT 115 HENRY ST - 2ND FLOO	07/29/2022	10,000.00	.00		
Total 40657125820:					10,000.00	.00		
60380840340								
934 ch	STAPLES CREDIT PLAN	7361150823	FLOOR MAT, KEYBOARD WRIST REST, PAPE	07/29/2022	7.78	.00		
Total 60380840340:					7.78	.00		
Grand Totals:					46,410.04	.00		

Grand Total General Fund Vouchers: \$46,410.04
Total Payroll Check Dates 07/29/2022: \$107,853.83
GRAND TOTAL OF GENERAL FUND: \$154,263.87

Finance Committee Members Signatures of Approval:

TIMOTHY SHAW

CANDY DAVIS

SARAH BRAUN

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
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Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Input Date = 07/29/2022

Invoice Detail.Voided = No

Renewal Alcohol Beverage License Application

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: July 1 2022 ending: June 30 2023
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the: ☐ Town of }
☐ Village of }
☐ City of }

County of Rock Aldermanic Dist. No. _____ (if required by ordinance)

CHECK ONE ☐ Individual ☐ Partnership ☒ Limited Liability Company
☐ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name)

Home Address

Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Campbell Boys LLC
Address of Corporation/Limited Liability Company (if different from licensed premises) 115 N. Hwy 87 Edgerton WI
All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title

Name (Inc. Middle Name)

Home Address

Post Office & Zip Code

President/Member Dustin R Campbell 115 N Hwy 87 Edgerton WI 53534

Vice President/Member _____

Secretary/Member _____

Treasurer/Member _____

Agent Dustin Campbell

Directors/Managers _____

C. 1. Trade Name Campbell Boys Business Phone Number 608-884-0177

2. Address of Premises _____ Post Office & Zip Code _____

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Store Rooms, Rest Rooms, Sales Floor, Office, Patio

5. Legal description (omit if street address is given above): _____

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side ☐ Yes ☒ No

b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side ☐ Yes ☒ No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. ☐ Yes ☒ No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. ☒ Yes ☐ No

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

[Signature]
(Owner of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's WI Seller's Permit No.:	FEIN Number:
LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100.00</u>
<input checked="" type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

Approved Date: _____

CITY OF EDGERTON
Special Event Permit Application

Event Name: Central Lutheran Church Outdoor Worship
Event Date(s): August 28, 2022
Start Time of Event: 9am End Time of Event: 12 Noon
Hours Alcohol will be served: _____ Event Website: _____
Requested Location: Central Park Pavilion

☐ New Event ☐ Repeat Event ☐ Parade

Organization Name: Central Lutheran Church Phone # 608-884-9418
Organization Address: 100 W Rollin St Edgerton
Organization Email: centrallutheran01@gmail.com Organization website: ChLEDgerton.org

Event Planner/Contact Person: P. Erik Jelnick
Address, City, State: 100 W. Rollin St. Edgerton
Cell Phone: 608/295-7140 Email: pastorerik@steglobal.net
Name of Contact on-Call during the Event: P. Erik Jelnick Cell Phone: 608/295-7140

What Day will SET UP begin? Aug. 28, 2022 What time will SET UP occur? 9am
What day will CLEAN up occur? Aug 28, 2022 What time will CLEAN UP be complete? 12:00 Noon

Estimated Attendance for this Event: 75 Previous Attendance for this Event: 70
How many event staff will be at this event? 8

Divide Attendance by 3 to determine number of Vehicles: 25 (Use this to develop your parking plan)

Event Details & Summary

This form will help us understand the details of your event, and determine which approvals are needed. Answering the following questions will guide which forms and what supporting materials you will need to submit.

Will your event require street closures?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will alcohol be served or sold?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event include food or retail sales?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event include a park or trail? <i>Central Park</i>	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Will your event include a parade?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event include a run, race or walk?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event use any structures, bleachers or stages?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event use tents or canopies?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Will your event include fireworks?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event include food trucks or vendors with open cooking fires?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event benefit an Edgerton based organization or charity?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
If yes, which one? _____		
Will your event benefit an Edgerton area school?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
If yes, which one? _____		
Will your event include amplified sound?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Will your event require an exemption to any noise Ordinance?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Will your event have an admission charge?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event involve animals?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event require any services from the City of Edgerton?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Where will the dumpsters be located? _____		


Event Summary: Please provide a brief summary of the event. Include details about vendors, food or beer, parade, run or race component, live performances etc. This does not have to include specifics; just explain what a first-time attendee might experience at the event:

*This will be an outdoor worship followed by
a carnival at Central Lutheran.*

This form can be submitted on or after January 1st of the year of your event. Submission of this form and payment of the deposit (if required) will put your event on the events calendar, but does not guarantee approval of your event. A complete application must be submitted NO LATER THAN 30 DAYS before your event. Your event is not approved until all required forms are submitted, all fees paid, and you have received notification of approval for your event. The event packet will be reviewed by the Finance Committee and Common Council. A representative for your organization should be in attendance at the meetings.

I, the undersigned, certify that the statements contained herein and attached hereto are true, accurate and complete to the best of my knowledge and belief. I have reviewed and understand the policies included with this packet.

Applicant Signature:



Date:

7/20/22

Security Agreement

To ensure the public's safety for your event, please answer the following questions to determine if adequate provisions are being made for alcohol sales and security at your event. Events serving alcohol will need to apply for the Temporary Class B License.

Estimated Attendance: 75 Type of Event: Worship Service

*All liquor must be purchased from a licensed Wisconsin Wholesaler.

Wholesaler for this event: _____

1. Describe arrangements for the method and distribution of alcohol. Please include provisions to ensure service only to legal consumers.
2. Identify the licensed operators in charge of selling and distributing alcohol for the event.

TOBACCO USE

City of Edgerton Ordinance prohibits the use of tobacco products within 25 feet of any outdoor seating areas, service lines and/or other outdoor public gatherings.

1. As the event organizers, will the City's ordinance prohibiting the use of tobacco products be enforced during your event? Yes
2. How will your event inform patrons of the prohibition? Announcement
3. If a designated smoking area will be provided, where will it be located and how will you inform attendees on these areas?

City of Edgerton Use Only

Reviewed by: [Signature] Date: 7/29/22

Approved [Signature] Denied _____

Police Department Recommendations: _____

Department of Public Works Services

FACILITY(IES) REQUESTED:

☐ Racetrack Park

☒ Central Park *Pavillion*

☐ Other Location

☐ Entire Park

☐ Ball Diamonds

☐ Shelter Rental

EQUIPMENT REQUESTED:

☐ Picnic Tables

☐ Barricades

☐ Trash Cans

☐ Traffic Cones

☐ Fencing (additional fee)

☐ Posts

☐ Signs

City of Edgerton Use Only

Reviewed by: *H. Moore* Date: *7/29/28*

Approved *X* Denied _____

Public Works Department Recommendations:

Approved Date: _____

CITY OF EDGERTON Special Event Permit Application

Event Name: Edgerton Community Band Concert
Event Date(s): Tuesday, August 16, 2022
Start Time of Event: 6:30 pm End Time of Event: 8:30 pm
Hours Alcohol will be served: n/a Event Website: n/a
Requested Location: Central Park - pickle ball courts, lawn, parking

☒ New Event

☐ Repeat Event

☐ Parade

Organization Name: Edgerton Community Band Phone # (608) 302-5222 - Gary Smith
(715) 418-3121 - Dan Joosten

Organization Address: 501 Fairfield Drive, Edgerton

Organization Email: bandsmith@gmail.com Organization website: none
daniel.joosten@edgerton.k12.wi.us

Event Planner/Contact Person: Gary Smith or Dan Joosten

Address, City, State: 501 Fairfield Drive, Edgerton, WI

Cell Phone: (608) 302-5222 Email: bandsmith@gmail.com or daniel.joosten@edgerton.k12.wi.us

Name of Contact on-Call during the Event: Gary Smith or Dan Joosten Cell Phone (608) 302-5222
(715) 418-3121

What Day will SET UP begin? 8/16/22 What time will SET UP occur? 5:00 pm

What day will CLEAN up occur? 8/16/22 What time will CLEAN UP be complete? 10:00 pm

Estimated Attendance for this Event: 200 Previous Attendance for this Event: none

How many event staff will be at this event? 50

Divide Attendance by 3 to determine number of Vehicles: 83 (Use this to develop your parking plan)

Event Details & Summary

This form will help us understand the details of your event, and determine which approvals are needed. Answering the following questions will guide which forms and what supporting materials you will need to submit.

Will your event require street closures?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will alcohol be served or sold?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event include food or retail sales?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes (maybe food)
Will your event include a park or trail?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Will your event include a parade?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event include a run, race or walk?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event use any structures, bleachers or stages?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Will your event use tents or canopies?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event include fireworks?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event include food trucks or vendors with open cooking fires?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event benefit an Edgerton based organization or charity?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
If yes, which one?	<u>Edgerton Community Band</u>	
Will your event benefit an Edgerton area school?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
If yes, which one?		
Will your event include amplified sound?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes
Will your event require an exemption to any noise Ordinance?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event have an admission charge?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event involve animals?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Will your event require any services from the City of Edgerton?	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes
Where will the dumpsters be located?	<u>none needed</u>	

Security Agreement

To ensure the public's safety for your event, please answer the following questions to determine if adequate provisions are being made for alcohol sales and security at your event. Events serving alcohol will need to apply for the Temporary Class B License.

Estimated Attendance: 250 Type of Event: band concert

*All liquor must be purchased from a licensed Wisconsin Wholesaler.

Wholesaler for this event: none

1. Describe arrangements for the method and distribution of alcohol. Please include provisions to ensure service only to legal consumers.

no alcohol served

2. Identify the licensed operators in charge of selling and distributing alcohol for the event.

have

TOBACCO USE

City of Edgerton Ordinance prohibits the use of tobacco products within 25 feet of any outdoor seating areas, service lines and/or other outdoor public gatherings.

1. As the event organizers, will the City's ordinance prohibiting the use of tobacco products be enforced during your event?

yes

2. How will your event inform patrons of the prohibition?

announcements

3. If a designated smoking area will be provided, where will it be located and how will you inform attendees on these areas?

none

City of Edgerton Use Only

Reviewed by: APKumarish Date: 7/29/20

Approved ☒ Denied ☐

Police Department Recommendations: _____

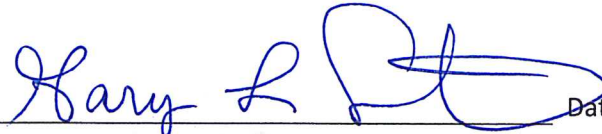
Event Summary: Please provide a brief summary of the event. Include details about vendors, food or beer, parade, run or race component, live performances etc. This does not have to include specifics; just explain what a first-time attendee might experience at the event:

Our community concert band will set up chairs, music stands, instruments, and equipment on the concrete pickle ball courts facing the Menhall Pavillion and grass area. The band will perform a free concert for an audience seated in the grass area. Audience members will be encouraged to bring lawn chairs and blankets. Songs for the concert may be announced using a PA system. Food may be sold as a fundraiser for the organization. Following the concert all chairs, stands, equipment, and garbage will be removed.

This form can be submitted on or after January 1st of the year of your event. Submission of this form and payment of the deposit (if required) will put your event on the events calendar, but does not guarantee approval of your event. A complete application must be submitted NO LATER THAN 30 DAYS before your event. Your event is not approved until all required forms are submitted, all fees paid, and you have received notification of approval for your event. The event packet will be reviewed by the Finance Committee and Common Council. A representative for your organization should be in attendance at the meetings.

I, the undersigned, certify that the statements contained herein and attached hereto are true, accurate and complete to the best of my knowledge and belief. I have reviewed and understand the policies included with this packet.

Applicant Signature:



Date:

7/27/2022

Department of Public Works Services

FACILITY(IES) REQUESTED:

☐ Racetrack Park

☐ Central Park

☐ Other Location

☐ Entire Park

☐ Ball Diamonds

☐ Shelter Rental

EQUIPMENT REQUESTED:

☐ Picnic Tables

☐ Barricades

☐ Trash Cans

☐ Traffic Cones

☐ Fencing (additional fee)

☐ Posts

☐ Signs

City of Edgerton Use Only

Reviewed by: H. Mosen Date: 7/29/22

Approved X Denied

Public Works Department Recommendations:

Memo

To: Common Council
From: Staff
Date: 7/27/2022
Re: August 1, 2022 Meeting

Application for a Façade Grant for 117 Swift Street: The owner of 117 Swift Street is requesting a facade grant to reside the dormer on the east side of the structure and replace the windows in the dormer. The proposal will replace the scalloped siding. Two of the 4 windows are currently covered. The Historic Commission has approved the reinstallation of the two covered windows, the replacement of the middle window, and the covering of the top arched window since the replacement of this arched window is very expensive. The existing trim that makes the arched window opening will remain. The one quote for the project is for \$13,375. The maximum facade grant amount would be \$5,000.

Application for a Facade Grant to replace windows at 6 W Fulton St: The owner of 6 W Fulton Street is requesting funding to replace the second story windows on the front and back of the building. The one quote for the project is for \$16,488. The maximum facade grant amount would be \$5,000.

