

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

Monday, May 2, 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, April 29, 2022.
3. Consider approval of minutes from the April 18, 2022 Finance meeting.
4. Consider approval of bills and payroll vouchers.
5. Consider event packet for the Night Market on Henry St.
6. Consider event packet for Edgerton Library Reading Program.
7. Consider event packet for July 3rd Edgerton Lions Club Fireworks.
8. Consider Temporary Class "B" Beer and Wine liquor License for Lion's Club.
9. Consider event packet for Hero's Hike for Hope Downtown Block Party.
10. Consider purchase of copier for City Hall.
11. Consider quotes for compost/brush pile grinding.
12. Consider addendum to Cedar Corp contract for Ladd Ln Regional Stormwater pond project.
13. Consider addendum to Cedar Corp contract for the Lead Lateral Replacement project.
14. Consider code changes due to recodification.
15. Finance Director's report.
16. 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.

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

Candy Davis called the meeting to order at 6:15 p.m.

Present: Candy Davis, Tim Shaw, and Sarah Braun.

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

Loveland confirmed the meeting agendas were properly posted on Friday, April 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 April 4, 2022 Finance meeting passed, on a 3/0 roll call vote.

BILLS AND PAYROLL: A Candy Davis/Sarah Braun motion to approve the bills and payroll in the amount of \$198,925.97 passed on a 3/0 roll call vote.

SUPERSIZED FAÇADE GRANTS FOR 11 W CANAL ST: Sarah Braun asked why the painting of the exterior was not approved at the RDA level. Jim Kapellen, Chairperson for the RDA stated in the application for the grant the owner stated they were planning to put siding on the building. The RDA felt it would not be a responsible use of funds to approve the grant money for the painting only to be covered up by siding. Sarah stated she had a conversation with the owner and siding was not discussed. She would like the painting project to be approved.

Candy Davis suggested the Finance Committee approve the grants as recommended by RDA without the painting project and then could discuss it further at the Council meeting. (see attached RDA recommendations)

A Candy Davis/Tim Shaw motion to approve façade grants for 11 W Canal St as recommended by the RDA in the amount of \$10,957.50 with work to be completed within 1 year passed on a 2/1 roll call vote. Sarah Braun voted against the motion.

SUPERSIZED ED GRANTS FOR 20 W FULTON ST: A Candy Davis/Sarah Braun motion to approve façade and ED grants for 20 W Fulton St as recommended by the RDA in the amount of \$4,876.26 with work to be completed within 1 year passed on a 3/0 roll call vote.

SUPERSIZED FAÇADE AND ED GRANTS FOR 16 SWIFT ST: A Candy Davis/Tim Shaw motion to approve façade and ED grants for 16 Swift St as recommended by the RDA in the amount of \$18,612.50 with work to be completed within 1 year passed on a 3/0 roll call vote.

SUPERSIZED FAÇADE AND ED GRANTS FOR 14 W FULTON ST: A Candy Davis/Sarah Braun motion to approve façade and ED grants for 14 W Fulton St as recommended by the RDA in the amount of \$38,427.20 with work to be completed within 1 year passed on a 3/0 roll call vote.

SUPERSIZED FAÇADE AND ED GRANTS FOR 21 HENRY ST: A Candy Davis/Tim Shaw motion to approve façade and ED grants for 21 Henry St as recommended by RDA in the amount of \$6,880.50 with work to be completed within 1 year passed on a 3/0 roll call vote.

SUPERSIZED FAÇADE AND ED GRANTS FOR 15 & 25 N MAIN ST: A Candy Davis/Sarah Braun motion to approve façade and ED grants for 15 & 25 N Main St as recommended by RDA in the amount of \$23,120 with work to be completed within 1 year passed on a 3/0 roll call vote.

SUPERSIZED FAÇADE GRANT FOR 210 W FULTON ST: A Candy Davis/Tim Shaw motion to approve a façade grant for 210 W Fulton St as recommended by RDA in the amount of \$0 passed on a 3/0 roll call vote.

SUPERSIZED FAÇADE AND ED GRANTS FOR 110 HENRY ST: A Candy Davis/Sarah Braun motion to approve façade and ED grants for 110 Henry St as recommended by RDA in the amount of \$7,441.50 with work to be completed within 1 year passed on a 3/0 roll call vote.

POLICY REGARDING DISPOSAL OF SURPLUS ITEMS: Currently the Finance Committee declares items surplus and then directs staff to put them up for auction. After the auction is closed, the city has 24 hours to respond to the high bidder. This means the close of the auction needs to coincided with the next regular Finance Committee meeting date. Staff recommends the Finance Committee set a minimum bid for each item when declaring an item surplus. At the close of the auction, staff would then be authorized to accept the highest bid, if over the minimum, without further approval.

A Tim Shaw/Sarah Braun motion to approve the policy for disposal of surplus items passed on a 3/0 roll call vote.

MINIMUM BID FOR EXMARK MOWER AND WELDER: A Candy Davis/Tim Shaw motion to approve a minimum bid for the Exmark mower of \$4,500 and \$1,500 for the welder passed on a 3/0 roll call vote.

PURCHASE OF CEMETERY LAWN MOWER: A Candy Davis/Sarah Braun motion to approve the purchase of a cemetery mower from Burns Full Service LLC, in the amount of \$13,912.69 passed on a 3/0 roll call vote.

ADDENDUM TO CEDAR CORP CONTRACT FOR HENRY ST PROJECT: A Candy Davis/Tim Shaw motion to approve an addendum to the Cedar Corporation contract for the Henry St project passed on a 3/0 roll call vote.

AWARD HENRY ST PROJECT: A Candy Davis/Sarah Braun motion to approve awarding the bid for the Henry St, street and utility improvement project to BKS Excavating, Inc in the amount of \$671,308 passed on a 3/0 roll call vote.

ADOPT AMENDED EVENT PACKET: Staff reviewed the current event packet and suggested some changes be made to address alcohol sales and rental of the entire park. Some administrative

changes were also made to accommodate the changes in dumpster responsibility and fencing around the park if the entire park is being rented.

A Candy Davis/Sarah Braun motion to approve the amendments to the event packet as presented 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 May 2, 2022

Façade and ED Grants April 18, 2022					
Address	Estimated Total Project Cost	Maximum Grant	RD Recommended	Description	Requires Historic Approval
11 W Canal					
	\$8,430.00	\$4,215.00	\$4,215.00	replace 7 windows	*
	\$6,650.00	\$3,325.00	\$3,325.00	Block in garage door, tuck pointing and removal for 4 new/windows/doors	*
	\$6,835.00	\$3,417.50	\$3,417.50	door system	*
	\$4,790.00	\$2,395.00	\$2,395.00	paint exterior	*
Total	\$26,705.00	\$13,352.50	\$13,352.50		
20 W Fulton					
	\$9,752.52	\$4,876.26	\$4,876.26	HVAC	
	\$9,450.00	\$4,725.00	\$0.00	separate electric into 3 services	
	\$19,202.52	\$9,601.26	\$4,876.26		
16 Swift					
	\$87,050.00	\$10,000.00	\$10,000.00	tuck pointing	
	\$7,850.00	\$3,925.00	\$0.00	Interior OH door and interior wall construction	
	\$14,625.00	\$7,312.50	\$7,312.50	windows	*
	\$2,600.00	\$1,300.00	\$1,300.00	rear door	*
	\$15,900.00	\$6,000.00	\$0.00	office?	
	\$1,800.00	\$900.00	\$0.00	wash interior	
	\$11,400.00	\$5,700.00	\$0.00	office?	
	\$9,875.00	\$4,937.50	\$0.00	women's restroom	
	\$6,075.00	\$3,037.50	\$0.00	men's restroom	
	\$8,700.00	\$4,350.00	\$0.00	rear shop (interior)	
	\$165,875.00	\$47,462.50	\$18,612.50		
14 W Fulton					
Apartment					
	\$14,400.00	\$6,000.00	\$0.00	drywall apartment, firewall between floors	
	\$6,800.00	\$3,400.00	\$0.00	second exit apartment	*
	\$8,080.00	\$4,040.00	\$0.00	demo for apartment	
	\$1,800.00	\$900.00	\$0.00	remove stairway	
	\$7,800.00	\$3,900.00	\$0.00	install countertops and sink	
	\$12,000.00	\$6,000.00	\$0.00	kitchen cabinets	
	\$10,500.00	\$5,250.00	\$0.00	frame new bedrooms apartment	
	\$9,800.00	\$4,900.00	\$0.00	frame new bathroom apartment	
	\$10,325.00	\$5,162.50	\$0.00	HVAC apartment	
	\$13,454.69	\$6,000.00	\$0.00	second floor electric	
	\$6,400.00	\$3,200.00	\$0.00	plumbing for apartment	
	\$101,359.69	\$48,752.50			
Second Floor Not Apartment					
	\$9,820.00	\$4,910.00	\$0.00	paint upstairs	
	\$8,280.00	\$4,140.00	\$2,500.00	restore and paint second floor ceiling	
	\$11,523.75	\$5,761.88	\$0.00	refinish second floors	
	\$2,800.00	\$1,400.00	\$1,400.00	close archway	
	\$32,423.75	\$16,211.88	\$3,900.00		
First Floor					
	\$4,800.00	\$2,400.00	\$2,400.00	frame ADA first floor bathroom	
	\$4,374.00	\$2,187.00	\$0.00	refinish stairs (only done if apartment not built)	
	\$2,240.00	\$1,120.00	\$0.00	back room floor replace	
	\$10,400.00	\$5,200.00	\$0.00	laminat flooring in back room	
	\$8,220.00	\$4,110.00	\$0.00	paint main floor	
	\$5,900.00	\$2,950.00	\$2,500.00	restore and paint first floor ceiling	
	\$5,900.00	\$2,950.00	\$2,950.00	plumbing for downstairs bathroom	

	\$6,226.19	\$3,113.10	\$150.00	first floor electric	
	\$11,922.50	\$5,961.25	\$0.00	refinish first floors	
	\$7,560.00	\$3,780.00	\$3,780.00	tuckpoint interior wall	
	\$4,600.00	\$2,300.00	\$0.00	plaster repair	
	\$72,142.69	\$36,071.35	\$11,780.00		
Outside					
	\$8,990.00	\$4,495.00	\$4,495.00	tuck pointing	
	\$627.73	\$313.87	\$313.87	sign	*
	\$5,076.66	\$2,538.33	\$2,538.33	awning	*
	\$500.00	\$250.00	\$250.00	skylight repair	
	\$5,800.00	\$2,900.00	\$2,900.00	replace wood on store front	*
	\$20,223.48	\$10,000.00	\$10,000.00	replace store front windows	*
	\$4,500.00	\$2,250.00	\$2,250.00	roof over basement access	
Total	\$45,717.87	\$22,747.20	\$22,747.20		
Total All Work	\$251,644.00	\$123,782.92	\$38,427.20		
21 Henry St					
	\$5,995.00	\$2,997.50	\$0.00	mural painted on wood where windows were filled in	*
	\$4,472.00	\$2,236.00	\$2,236.00	Awning fabric replacement	*
	\$9,289.00	\$4,644.50	\$4,644.50	First Floor AC	
Total	\$19,756.00	\$9,878.00	\$6,880.50		
15 and 25 N Main					
15 N Main	\$14,400.00	\$7,200.00	\$7,200.00	partial paving of parking lot	
25 N Main	\$19,840.00	\$9,920.00	\$9,920.00	partial paving of parking lot	
25 N Main	\$80,919.00	\$10,000.00	\$0.00	residing	
25 N Main	\$25,000.00	\$6,000.00	\$6,000.00	Remodel restroom, ADA, flooring, lighting	
Total	\$159,915.00	\$33,120.00	\$23,120.00		
210 W Fulton					
	\$3,600.00	\$1,800.00	\$0.00	mural	
110 Henry St					
	\$8,543.00	\$4,271.50	\$4,271.50	front window (currently bricked in) and front service door	*
	\$3,725.00	\$1,862.00	\$0.00	frame and plywood ceiling in workshop	
	\$5,187.00	\$2,593.50	\$0.00	frame room and install flooring	
	\$6,340.00	\$3,170.00	\$3,170.00	replace concrete for new door to replace overhead door on Henry St and for door to event space.	
	\$6,802.00	\$3,401.00	\$0.00	lighting and fans throughout first floor	
	\$13,112.00	\$6,000.00	\$0.00	interior glass doors	
Total	\$43,709.00	\$21,298.00	\$7,441.50		
		Total	\$112,710.46		

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.Input Date = 04/29/2022
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	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	58.87	.00		
Total 10013100:					58.87	.00		
10023160								
5079 c	DIAZ, ADELA	APR 2022	SHELTETR DEPOSIT REFUND	04/29/2022	100.00	.00		
5399 c	NORLAND, JULIE	42322	SHELTER DEPOSIT REFUND	04/29/2022	100.00	.00		
5400 c	HERMAN, LEANNE	102	REFUND FOR SHELTER RENTAL- EVENT CA	04/29/2022	110.00	.00		
Total 10023160:					310.00	.00		
10046720								
5400 c	HERMAN, LEANNE	102	REFUND FOR SHELTER RENTAL- EVENT CA	04/29/2022	211.00	.00		
Total 10046720:					211.00	.00		
10051410153								
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	52.98	.00		
Total 10051410153:					52.98	.00		
10051430153								
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	70.64	.00		
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	58.85	.00		
Total 10051430153:					129.49	.00		
10051440311								
2890 c	PITNEY BOWES PURCHASE PO	APRIL 2022	POSTAGE - ELECTIONS	04/29/2022	268.64	.00		
Total 10051440311:					268.64	.00		
10051440340								
934 ch	STAPLES CREDIT PLAN	7354733139	COFFEE, BATTERIES, PAPER, TAPE, ENVEL	04/29/2022	100.86	.00		
Total 10051440340:					100.86	.00		
10051510153								
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	51.51	.00		
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	62.82	.00		
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	52.98	.00		
Total 10051510153:					167.31	.00		
10051510340								
525 ch	NOTARY BOND RENEWAL SER	APRIL 2022B	NOTARY BOND- MADDIE FRIEND (REISSUE)	04/29/2022	30.00	.00		
Total 10051510340:					30.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10051600210								
568 ch	PROFESSIONAL PEST CONTRO	564043	PEST CONTROL - CITY HALL	04/29/2022	26.20	.00		
596 ch	ROBINSON'S MARKETING DIV I	28084	CLEANING THROUGH 4/15/22-CITY HALL	04/29/2022	70.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	28104	CLEANING THROUGH 4/22/22-CITY HALL	04/29/2022	70.00	.00		
Total 10051600210:					166.20	.00		
10051600311								
2890 c	PITNEY BOWES PURCHASE PO	APRIL 2022	POSTAGE - CITY HALL	04/29/2022	151.41	.00		
Total 10051600311:					151.41	.00		
10051600340								
934 ch	STAPLES CREDIT PLAN	7354733139	COFFEE, BATTERIES, PAPER, TAPE, ENVEL	04/29/2022	74.49	.00		
Total 10051600340:					74.49	.00		
10051930510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	11.58	.00		
Total 10051930510:					11.58	.00		
10052100153								
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	117.74	.00		
Total 10052100153:					117.74	.00		
10052100311								
716 ch	US POSTAL SERVICE	2022	POSTAGE FOR TRANSPORTING BLOOD SA	04/29/2022	4.80	.00		
2890 c	PITNEY BOWES PURCHASE PO	APRIL 2022	POSTAGE - POLICE DEPT	04/29/2022	25.24	.00		
Total 10052100311:					30.04	.00		
10052100510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	6.95	.00		
Total 10052100510:					6.95	.00		
10052120153								
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	863.48	.00		
Total 10052120153:					863.48	.00		
10052120225								
130 ch	US CELLULAR	0501018387	POLICE CELL PHONES	04/29/2022	141.04	.00		
Total 10052120225:					141.04	.00		
10052120340								
5394 c	Evident, Inc.	189294B	DRUG TESTS	04/29/2022	23.25	.00		
Total 10052120340:					23.25	.00		
10052120380								
3404 c	BURNS FULL SERVICE LLC	157078	SQUAD 88- TIRE	04/29/2022	60.00	.00		
4869 c	GRIFFIN AUTO INC JEFFERSON	229855	2020 DODGE DURANGO - ROTATE TIRES, OI	04/29/2022	756.15	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10052120380:					816.15	.00		
10052120510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	20.84	.00		
Total 10052120510:					20.84	.00		
10052150210								
568 ch	PROFESSIONAL PEST CONTRO	564043	PEST CONTROL - POLICE STATION	04/29/2022	21.20	.00		
596 ch	ROBINSON'S MARKETING DIV I	28084	CLEANING THROUGH 4/15/22-POLICE STATI	04/29/2022	119.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	28104	CLEANING THROUGH 4/23/22-POLICE STATI	04/29/2022	119.00	.00		
Total 10052150210:					259.20	.00		
10052400210								
2584 c	GENERAL ENGINEERING COMP	MAR 2022	MAR 2022 BUILDING INSPECTIONS	04/29/2022	892.00	.00		
Total 10052400210:					892.00	.00		
10053100153								
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	15.70	.00		
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	58.87	.00		
Total 10053100153:					74.57	.00		
10053100311								
2890 c	PITNEY BOWES PURCHASE PO	APRIL 2022	POSTAGE - DPW	04/29/2022	25.24	.00		
Total 10053100311:					25.24	.00		
10053100510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	4.63	.00		
Total 10053100510:					4.63	.00		
10053230153								
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	157.04	.00		
Total 10053230153:					157.04	.00		
10053230210								
568 ch	PROFESSIONAL PEST CONTRO	564043	PEST CONTROL - MUNI GARAGE	04/29/2022	21.20	.00		
Total 10053230210:					21.20	.00		
10053230340								
259 ch	FASTENAL COMPANY	WIJAN237244	NUTS & BOLTS	04/29/2022	18.24	.00		
259 ch	FASTENAL COMPANY	WIJAN238323	GLOVES	04/29/2022	118.05	.00		
3977 c	EDWARDSON PLUMBING	6241	SERVICE CALL- GARAGE	04/29/2022	250.00	.00		
Total 10053230340:					386.29	.00		
10053230510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	1.62	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10053230510:					1.62	.00		
10053240510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	1.62	.00		
Total 10053240510:					1.62	.00		
10053310340								
5058 c	COUNTYLINE T'S	4/26/2022	SAFETY GREEN T-SHIRTS/SWEATSHIRTS -	04/29/2022	85.00	.00		
Total 10053310340:					85.00	.00		
10053310380								
5184 c	BUMPER TO BUMPER EDGERT	625-343809	O-RING	04/29/2022	.89	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-344699	LIGHT BULB	04/29/2022	9.39	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-344701	MINI HALOGEN	04/29/2022	8.49	.00		
Total 10053310380:					18.77	.00		
10053310390								
3586 c	MCGUIRE'S LANDSCAPE & GA	3326680	DIRT - SHREDDED	04/29/2022	228.00	.00		
4910 c	LEAVES INSPIRED	753	TREE PURCHASE	04/29/2022	3,882.50	.00		
Total 10053310390:					4,110.50	.00		
10053310510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	1.62	.00		
Total 10053310510:					1.62	.00		
10053318510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	1.62	.00		
Total 10053318510:					1.62	.00		
10053400340								
193 ch	DECKER SUPPLY CO INC	918700	STREET SIGNS	04/29/2022	610.50	.00		
Total 10053400340:					610.50	.00		
10053400510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	1.62	.00		
Total 10053400510:					1.62	.00		
10053420221								
21 ch	ALLIANT ENERGY	APR 22 83307	APR 22 833074 ELECTRIC CHARGES	04/29/2022	4,469.03	.00		
Total 10053420221:					4,469.03	.00		
10053420340								
4946 c	PIEPER POWER	830086	REPAIR LIGHT AND GFCI AT CENTRAL PARK	04/29/2022	1,688.75	.00		
Total 10053420340:					1,688.75	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10054910340								
5058 c	COUNTYLINE T'S	4/26/2022	SAFETY GREEN T-SHIRTS/SWEATSHIRTS -	04/29/2022	84.00	.00		
5184 c	BUMPER TO BUMPER EDGERT	625-344652	OIL FILTER	04/29/2022	21.33	.00		
Total 10054910340:					105.33	.00		
10054910510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	1.62	.00		
Total 10054910510:					1.62	.00		
10054910810								
3404 c	BURNS FULL SERVICE LLC	156545	MOWER - CEMETERY	04/29/2022	13,912.69	.00		
Total 10054910810:					13,912.69	.00		
10055110153								
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	260.02	.00		
Total 10055110153:					260.02	.00		
10055110210								
568 ch	PROFESSIONAL PEST CONTRO	564043	PEST CONTROL - LIBRARY	04/29/2022	25.20	.00		
Total 10055110210:					25.20	.00		
10055110311								
2890 c	PITNEY BOWES PURCHASE PO	APRIL 2022	POSTAGE - LIBRARY	04/29/2022	25.24	.00		
Total 10055110311:					25.24	.00		
10055110340								
3161 c	MENARDS	099207	DOOR CLOSER - LIBRARY	04/29/2022	52.99	.00		
Total 10055110340:					52.99	.00		
10055110510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	9.26	.00		
Total 10055110510:					9.26	.00		
10055140510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	1.62	.00		
Total 10055140510:					1.62	.00		
10055150210								
568 ch	PROFESSIONAL PEST CONTRO	564044	PEST CONTROL - DEPOT	04/29/2022	40.00	.00		
Total 10055150210:					40.00	.00		
10055200210								
568 ch	PROFESSIONAL PEST CONTRO	564152	PEST CONTROL - RACETRACK PARK	04/29/2022	40.00	.00		
Total 10055200210:					40.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10055200340								
2608 c	JACK & DICK'S FEED/GARDEN I	131489	FINE LIME - PARKS	04/29/2022	75.00	.00		
3161 c	MENARDS	099207	PVC, WIRE, SPLICE KIT- PARKS	04/29/2022	113.99	.00		
5058 c	COUNTYLINE T'S	4/26/2022	SAFETY GREEN T-SHIRTS/SWEATSHIRTS -	04/29/2022	84.00	.00		
5159 c	BADGERLAND DISPOSAL	0002408618	W LAWTON ST-PORTA POTTY & WINTERIZA	04/29/2022	55.00	.00		
Total 10055200340:					327.99	.00		
10055200510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	3.24	.00		
Total 10055200510:					3.24	.00		
10055200820								
259 ch	FASTENAL COMPANY	WIJAN237349	BULK CABLE TIES- RTP NETTING	04/29/2022	374.00	.00		
Total 10055200820:					374.00	.00		
10055420210								
568 ch	PROFESSIONAL PEST CONTRO	564043	PEST CONTROL - POOL	04/29/2022	21.20	.00		
Total 10055420210:					21.20	.00		
10055420510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	2.32	.00		
Total 10055420510:					2.32	.00		
10056300153								
2887 c	DELTA DENTAL OF WISCONSIN	1756213	MAY 2022 DENTAL INSURANCE	04/29/2022	29.44	.00		
Total 10056300153:					29.44	.00		
10056300210								
723 ch	VANDEWALLE & ASSOCIATES I	202204040	PLANNING SERVICES- ETJ QUESTION	04/29/2022	82.50	.00		
Total 10056300210:					82.50	.00		
20357180820								
3937 c	HOMETOWN REMODELING	2022-2	403 BLAINE ST - HOME REVIVAL	04/29/2022	57.52	.00		
Total 20357180820:					57.52	.00		
20357190820								
3937 c	HOMETOWN REMODELING	2022-2	403 BLAINE ST - HOME REVIVAL	04/29/2022	10,621.86	.00		
Total 20357190820:					10,621.86	.00		
20653630297								
5159 c	BADGERLAND DISPOSAL	0002432662	APRIL GARBAGE/RECYCLING FEE	04/29/2022	19,318.47	.00		
Total 20653630297:					19,318.47	.00		
20653630510								
2209 c	BAER INSURANCE SERVICES L	6112	INCREASE TRAVELERS CRIME INSURANCE	04/29/2022	1.62	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Vo
Total 20653630510:					1.62	.00		
40057324810								
488 ch	MILLER-BRADFORD & RISBER	E01206	LOADER	04/29/2022	69,750.00	.00		
Total 40057324810:					69,750.00	.00		
40657125820								
5375 c	OLSON, KELLY	APRIL 2022	SUPERSIZED ED GRANT-6 W FULTON ST	04/29/2022	5,229.06	.00		
Total 40657125820:					5,229.06	.00		
40657630820								
723 ch	VANDEWALLE & ASSOCIATES I	202204040	PLANNING SERVICES- TIF	04/29/2022	1,097.50	.00		
Total 40657630820:					1,097.50	.00		
40751910740								
5111 c	CERTIFIED PARTS CORPORATI	2020R	REFUND OF 2020 PROPERTY TAX BILL 405	04/29/2022	5,958.16	.00		
Total 40751910740:					5,958.16	.00		
60380840340								
934 ch	STAPLES CREDIT PLAN	7354733139	COFFEE, BATTERIES, PAPER, TAPE, ENVEL	04/29/2022	7.39	.00		
2890 c	PITNEY BOWES PURCHASE PO	APRIL 2022	POSTAGE - BILL/ACCT	04/29/2022	5.05	.00		
Total 60380840340:					12.44	.00		
60380843740								
4364 c	GREEN-TEK/CPT	APR 2022	CREDIT REFUND 407 N MAIN ST	04/29/2022	1,312.90	.00		
5401 c	HERNANDEZ, DEBBI	APRIL 2022	UTILITY CREDIT REFUND- 713 PEARL ST	04/29/2022	33.02	.00		
Total 60380843740:					1,345.92	.00		
Grand Totals:					145,270.35	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Vo
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Grand Total General Fund Vouchers: \$145,270.35
Total Payroll Check Dates 04/22/2022: \$74,614.49
GRAND TOTAL OF GENERAL FUND: \$219,884.84

Finance Committee Members Signatures of Approval:

TIMOTHY SHAW

CANDY DAVIS

SARAH BRAUN

Report Criteria:

- Detail report.
 - Invoices with totals above \$0 included.
 - Paid and unpaid invoices included.
 - Invoice Detail.Input Date = 04/29/2022
 - Invoice Detail.Voided = No
-

Approved Date: _____

CITY OF EDGERTON Special Event Permit Application

Event Name: Night Market
Event Date(s): May 27th, June 24th, July 22nd, Aug 19th, Sept 2nd.
Start Time of Event: 4pm End Time of Event: 8pm
Hours Alcohol will be served: N/A Event Website: N/A
Requested Location: Part of Henry St + Canal St.

New Event Repeat Event Parade

Organization Name: Campbell Bays LLC, Edge Events. Phone # _____
Organization Address: 115 N Henry St + 20 S Main St Edgerton WI
Organization Email: dusty and brecken@outlook.com Organization website: _____

Event Planner/Contact Person: Dusty Campbell + Sarah Braun
Address, City, State: 115 N Henry St Edgerton WI 53534
Cell Phone: 608-606-3532 Email: dusty and brecken@outlook.com
Name of Contact on-Call during the Event: Dusty Campbell Cell Phone: 608-606-3532

What Day will SET UP begin? Day of Event What time will SET UP occur? 3pm
What day will CLEAN up occur? Day of Event What time will CLEAN UP be complete? 9pm

Estimated Attendance for this Event: 75-100 Previous Attendance for this Event: N/A
How many event staff will be at this event? 3-4

Divide Attendance by 3 to determine number of Vehicles: 30. (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.

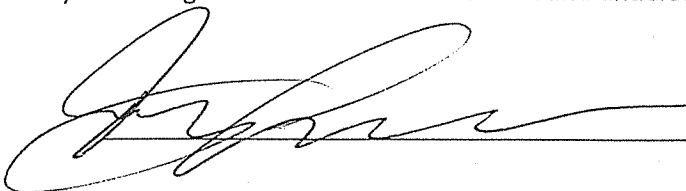
Will your event require street closures?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will alcohol be served or sold?	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Yes
Will your event include food or retail sales?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will your event include a park or trail?	<input checked="" type="checkbox"/>	No	<input 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 type="checkbox"/>	No	<input checked="" 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>Teen Center</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 type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Where will the dumpsters be located? <u>115 N Hwy St.</u>				

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:

Local vendors and organizations will offer goods and services to attendees such as plants, produce, food-crafts, and local tourist information.

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: 4-27-23

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: 75-100 Type of Event: Vendor Market

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

Wholesaler for this event: N/A

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

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

N/A

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?

Signs as needed.

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

City of Edgerton Use Only

Reviewed by: [Signature] Date: 2/28/2022

Approved _____ Denied _____

Police Department Recommendations: [Signature]

Department of Public Works Services

FACILITY(IES) REQUESTED:

- | | | |
|---|--|--|
| <input type="checkbox"/> Racetrack Park | <input type="checkbox"/> Central Park | <input checked="" type="checkbox"/> Other Location |
| <input type="checkbox"/> Entire Park | <input type="checkbox"/> Ball Diamonds | <input type="checkbox"/> Shelter Rental |

EQUIPMENT REQUESTED:

- | | | |
|--|---|-------------------------------------|
| <input type="checkbox"/> Picnic Tables | <input checked="" type="checkbox"/> Barricades | <input type="checkbox"/> Trash Cans |
| <input type="checkbox"/> Traffic Cones | <input type="checkbox"/> Fencing (additional fee) | <input type="checkbox"/> Posts |
| <input checked="" type="checkbox"/> Signs - No Parking (10-15) | | |

City of Edgerton Use Only

Reviewed by: H. Mosek Date: 4/27/22

Approved X Denied _____

Public Works Department Recommendations:



Event Name: Library - Mr Pickles' Concert
Event Date: Thursday, June 30, 2022

Special Event Permit Application

Event Name: Summer Reading Program

Event Date(s): Thursday, June 30, 2022

Advertised Time of Event: 2:00 Event Website: _____

Requested Location: Central Park Gazebo
 New Event Repeat Event Parade

Organization Name: Edgerton Public Library

For Profit Nonprofit (must provide proof of nonprofit standing) Other

Organization Address / City, State: 101 Albion St., Edgerton, WI 53534

Organization Phone: 608-884-4511

Email: almo.kirsten@als.lib.wi.us Website: als.lib.wi.us/EPL

Event Planner/Contact Person: Kirsten Almo, Library Director

Address / City, State: same as above

Cell Phone: _____ Email: _____

Name of Contact On-Call during the Event: Kirsten Almo Cell Phone: 608-279-5364

What day will SET UP begin? 6/30 What time will SET UP occur? 1:00

What day will CLEAN UP occur? 6/30 What time will CLEAN UP be complete? 4:00

Estimated Attendance for this Event: 100 Previous Attendance for this Event: _____

How many event staff will be at the event: 2

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

This form can be submitted one year in advance of your event. Submission of this form and payment of the application processing fee 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 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.

Kirsten Almo

Applicant Signature

4/13/2022

Date

Event Name:

[Redacted]

Event Date:

[Redacted]

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? No Yes
- Will alcohol be served or sold? No Yes
- Will your event include food or retail sales? No Yes
- Will your event include a park or trail? No Yes
- Will your event include a parade? No Yes
- Will your event include a run, race or walk? No Yes
- Will your event use any structures, bleachers or stages? No Yes
- Will your event use tents or canopies? No Yes
- Will your event include fireworks? No Yes
- Will your event include food trucks or vendors with open cooking fires? No Yes
- Will your event benefit a Edgerton based organization or charity? No Yes
- If yes, which one: [Redacted]
- Will your event benefit an Edgerton area school? No Yes
- If yes, which one: [Redacted]
- Will your event require any services from the City of Edgerton? No Yes
- Will your event include amplified sound? No Yes
- Will your event require an exemption to any Noise Ordinance? No Yes

INDIRECTLY!
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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:

Family event - Interactive musical show.

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.

[Signature]
Applicant Signature

-24- 4/13/2022
Date



Event Name: Library - Hula Hoop Show
Event Date: Thursday, July 7, 2022

Special Event Permit Application

Event Name: Summer Reading Program
Event Date(s): Thursday, July 7, 2022
Advertised Time of Event: 2:00 Event Website: _____
Requested Location: Shelter area - Racetrack Park
 New Event Repeat Event Parade

Organization Name: Edgerton Public Library
 For Profit Nonprofit (must provide proof of nonprofit standing) Other
Organization Address / City, State: 101 Albion St., Edgerton, WI 53534
Organization Phone: 608-884-4511
Email: almo.kirsten@als.lib.wi.us Website: als.lib.wi.us/EPL

Event Planner/Contact Person: Kirsten Almo, Library Director
Address / City, State: same as above -
Cell Phone: _____ Email: _____
Name of Contact On-Call during the Event: Kirsten Almo Cell Phone: 608-279-5364

What day will SET UP begin? 7/7 What time will SET UP occur? 1:00
What day will CLEAN UP occur? 7/7 What time will CLEAN UP be complete? 4:00

Estimated Attendance for this Event: 100 Previous Attendance for this Event: _____
How many event staff will be at the event: 2
Divide Attendance by 3 to determine number of vehicles: _____ (Use this to develop your parking plan)

This form can be submitted one year in advance of your event. Submission of this form and payment of the application processing fee 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 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.

Kirsten Almo
Applicant Signature

4/13/2022
Date

Event Name: _____

Event Date: _____

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? No Yes
- Will alcohol be served or sold? No Yes
- Will your event include food or retail sales? No Yes
- Will your event include a park or trail? No Yes
- Will your event include a parade? No Yes
- Will your event include a run, race or walk? No Yes
- Will your event use any structures, bleachers or stages? No Yes
- Will your event use tents or canopies? No Yes
- Will your event include fireworks? No Yes
- Will your event include food trucks or vendors with open cooking fires? No Yes
- Will your event benefit a Edgerton based organization or charity? No Yes
- If yes, which one: _____
- Will your event benefit an Edgerton area school? No Yes
- If yes, which one: _____
- Will your event require any services from the City of Edgerton? No Yes
- Will your event include amplified sound? No Yes
- Will your event require an exemption to any Noise Ordinance? No Yes

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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:

Family event - 1 hour Interactive program.
Participants will watch a hula hoop show
and then learn some tricks themselves.

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.

Kulka Ann
Applicant Signature

4/13/2022
Date



Event Name: Library - Spoon Man Show
Event Date: Thursday, July 21, 2022

Special Event Permit Application

Event Name: Summer Reading Program

Event Date(s): Thursday, July 21, 2022

Advertised Time of Event: 10:30 Event Website:

Requested Location: Central Park Gazebo

New Event Repeat Event Parade

Organization Name: Edgerton Public Library

For Profit Nonprofit (must provide proof of nonprofit standing) Other

Organization Address / City, State: 101 Albion St., Edgerton, WI 53534

Organization Phone: 608-884-4511

Email: almo.kirsten@als.lib.wi.us Website: als.lib.wi.us/EPL

Event Planner/Contact Person: Kirsten Almo, Library Director

Address / City, State: Same as above -

Cell Phone: Email:

Name of Contact On-Call during the Event: Kirsten Almo Cell Phone: 608-279-5361

What day will SET UP begin? 7/21 What time will SET UP occur? 9:30

What day will CLEAN UP occur? 7/21 What time will CLEAN UP be complete? 12:30

Estimated Attendance for this Event: 100 Previous Attendance for this Event:

How many event staff will be at the event: 2

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

This form can be submitted one year in advance of your event. Submission of this form and payment of the application processing fee 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 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.

Applicant Signature

Date

Event Name: _____

Event Date: _____

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? No Yes
- Will alcohol be served or sold? No Yes
- Will your event include food or retail sales? No Yes
- Will your event include a park or trail? No Yes
- Will your event include a parade? No Yes
- Will your event include a run, race or walk? No Yes
- Will your event use any structures, bleachers or stages? No Yes
- Will your event use tents or canopies? No Yes
- Will your event include fireworks? No Yes
- Will your event include food trucks or vendors with open cooking fires? No Yes
- Will your event benefit a Edgerton based organization or charity? No Yes
If yes, which one: _____
- Will your event benefit an Edgerton area school? No Yes
If yes, which one: _____
- Will your event require any services from the City of Edgerton? No Yes
- Will your event include amplified sound? No Yes
- Will your event require an exemption to any Noise Ordinance? No Yes

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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:

*Family event - 1 hour interactive
musical show.*

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.

Karen Ann
Applicant Signature

4/13/2022
Date



Event Name: Library - Nature's Meke
Event Date: Monday, July 25, 2022 Presentato

Special Event Permit Application

Event Name: Summer Reading Program
Event Date(s): Monday, July 25, 2022

Advertised Time of Event: 2:00 Event Website: _____

Requested Location: Shelter area - Racetrack Park

New Event Repeat Event Parade

Organization Name: Edgerton Public Library

For Profit Nonprofit (must provide proof of nonprofit standing) Other

Organization Address / City, State: 101 Albion St., Edgerton, WI 53534

Organization Phone: 608-884-4511

Email: almo.kirsten@als.lib.wi.us Website: als.lib.wi.us/EPL

Event Planner/Contact Person: Kirsten Almo, Library Director

Address / City, State: same as above

Cell Phone: _____ Email: _____

Name of Contact On-Call during the Event: Kirsten Almo Cell Phone: 608-279-5364

What day will SET UP begin? 7/25 What time will SET UP occur? 1:00

What day will CLEAN UP occur? 7/25 What time will CLEAN UP be complete? 4:00

Estimated Attendance for this Event: 100 Previous Attendance for this Event: _____

How many event staff will be at the event: 2

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

This form can be submitted one year in advance of your event. Submission of this form and payment of the application processing fee 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 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.

Kirsten Almo

Applicant Signature

4/13/2022

Date

Event Name:

[Redacted]

Event Date:

[Redacted]

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? No Yes
- Will alcohol be served or sold? No Yes
- Will your event include food or retail sales? No Yes
- Will your event include a park or trail? No Yes
- Will your event include a parade? No Yes
- Will your event include a run, race or walk? No Yes
- Will your event use any structures, bleachers or stages? No Yes
- Will your event use tents or canopies? No Yes
- Will your event include fireworks? No Yes
- Will your event include food trucks or vendors with open cooking fires? No Yes
- Will your event benefit a Edgerton based organization or charity? No Yes
- If yes, which one: [Redacted]
- Will your event benefit an Edgerton area school? No Yes
- If yes, which one: [Redacted]
- Will your event require any services from the City of Edgerton? No Yes
- Will your event include amplified sound? No Yes
- Will your event require an exemption to any Noise Ordinance? No Yes

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SUMMER
READING!

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:

Family program - Interactive nature presentation.

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.

[Signature]
Applicant Signature

4/13/2022
Date

SECURITY AGREEMENT

4 events
Edgerton Public Library

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: 100

Type of Event: FAMILY ENTERTAINMENT

Wholesaler: _____ All liquor must be purchased from a Wisconsin wholesaler.

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

[Empty box with a diagonal slash through it]

- 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?

I will approach individuals as needed

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

Reminder from "stage" at beginning of programs

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

NA

City of Edgerton Use Only

Reviewed by: [Signature]
Police Department Recommendations:

Date: 4/10/22

Approved

Denied

FACILITY & EQUIPMENT NEEDS & COSTS

RACETRACK PARK _____ CENTRAL PARK _____ OTHER LOCATION _____
 ENTIRE PARK _____ BALL DIAMONDS _____ SHELTER RENTAL _____

EQUIPMENT

Picnic Tables ✓ Barricades _____ Striping _____
 Trash Cans ✓ Traffic Cones _____ Fencing _____
 Signs _____ Posts _____ Benches _____

access to:
** electricity*
** bathrooms*

Please provide details to ensure all equipment needed is requested.

City of Edgerton Use Only

Reviewed by: *[Signature]* Date: 4/14/22 Approved Denied

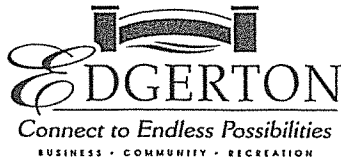
Municipal Services Recommendations: _____

DEPOSIT AMOUNTS FOR CITY FACILITIES

Parking Lots	\$200.00
City Streets	\$200.00 (excluding neighborhood block parties)
Central Park	\$250.00
Racetrack Park	\$350.00

The Common Council has the discretion to charge a rental fee in addition to the deposit. Security deposit must be made at time of reservation application. The City reserves the right to assess the deposit fee to over any cost of clean-up of any area within after the event. Deposits will not be refunded until all keys have been returned to City Hall and an inspection has been completed of the facilities, equipment and grounds. All equipment or supplies must be removed within 24 hours of the event such as tents, trucks, flatbeds, and etc.

Keys must be picked up at the City Hall before 4:00 PM on the day before the reservation facility or Friday (if a weekend reservation). Keys are to be returned on the following day by 8:00 AM in the office or behind the building in the drop box.



Event Name: Edgerton Lions Fireworks
Event Date: 7-3-2022

Special Event Permit Application

Event Name: July 3rd Edgerton Lion Fireworks
Event Date(s): July 3rd 2022

Advertised Time of Event: 4:00 PM 12:00 AM Event Website:

Requested Location: Race Track Park
 New Event Repeat Event Parade

Organization Name: Edgerton Lions Club
 For Profit Nonprofit (must provide proof of nonprofit standing) Other

Organization Address / City, State:

Organization Phone:

Email: edgertonlions@gmail.com Website:

Event Planner/Contact Person: Rodney Rausch

Address / City, State: 11941 Hillside Rd Edgerton WI

Cell Phone: 608-289-5576 Email: _____

Name of Contact On-Call during the Event: Kess Jorstad Cell Phone: 608-220-5447

What day will SET UP begin? 7-2 What time will SET UP occur? 8:00 AM - 7-3

What day will CLEAN UP occur? 7-3 What time will CLEAN UP be complete? 12:00 - 1:00

Estimated Attendance for this Event: 3000+ Previous Attendance for this Event: 3000+

How many event staff will be at the event: 50-60

Divide Attendance by 3 to determine number of vehicles: 1000 (Use this to develop your parking plan)

This form can be submitted one year **in advance of your event**. Submission of this form and payment of the application processing fee 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 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.

Rodney W Rausch
Applicant Signature

7-11-22
Date

Event Name:

Event Date:

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? No Yes
- Will alcohol be served or sold? No Yes
- Will your event include food or retail sales? No Yes
- Will your event include a park or trail? No Yes
- Will your event include a parade? No Yes
- Will your event include a run, race or walk? No Yes
- Will your event use any structures, bleachers or stages? No Yes
- Will your event use tents or canopies? No Yes
- Will your event include fireworks? No Yes
- Will your event include food trucks or vendors with open cooking fires? No Yes
- Will your event benefit a Edgerton based organization or charity?
If yes, which one: Edgerton Lions Club No Yes
- Will your event benefit an Edgerton area school?
If yes, which one: Edgerton High School (school site) No Yes
- Will your event require any services from the City of Edgerton? No Yes
- Will your event include amplified sound? No Yes
- Will your event require an exemption to any Noise Ordinance? No Yes

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:

*Food stands, beer stand, chicken wings, Bell Curves
Fireworks at Dusk*

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.

Rodney W. Busch
Applicant Signature

4-11-22
Date

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: 3000

Type of Event: July 3rd Celebration

Wholesaler: _____

All liquor must be purchased from a Wisconsin wholesaler.

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

Pre sell ticket w/ brackets required

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

Russ Torstad _____

Bonnie Torstad _____

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?

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

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: 7/18/2022 Approved

Denied

Police Department Recommendations:

SEE ATTACHED

FACILITY & EQUIPMENT NEEDS & COSTS

RACETRACK PARK X CENTRAL PARK _____ OTHER LOCATION _____
 ENTIRE PARK _____ BALL DIAMONDS _____ SHELTER RENTAL _____

EQUIPMENT

Picnic Tables X Barricades X Striping X
 Trash Cans X Traffic Cones _____ Fencing _____
 Signs _____ Posts _____ Benches _____

Please provide details to ensure all equipment needed is requested.

*Spray picnic tables in food stand area, extra trash cans
 bathroom cleaned (trash cans emptied, TP and paper
 towels and filled.*

City of Edgerton Use Only

Reviewed by: [Signature] Date: 4/13/22 Approved Denied

Municipal Services Recommendations: _____

DEPOSIT AMOUNTS FOR CITY FACILITIES

Parking Lots \$200.00
 City Streets \$200.00 (excluding neighborhood block parties)
 Central Park \$250.00
 Racetrack Park \$350.00 *paid 4/13/22*

The Common Council has the discretion to charge a rental fee in addition to the deposit. Security deposit must be made at time of reservation application. The City reserves the right to assess the deposit fee to over any cost of clean-up of any area within after the event. Deposits will not be refunded until all keys have been returned to City Hall and an inspection has been completed of the facilities, equipment and grounds. All equipment or supplies must be removed within 24 hours of the event such as tents, trucks, flatbeds, and etc.

Keys must be picked up at the City Hall before 4:00 PM on the day before the reservation facility or Friday (if a weekend reservation). Keys are to be returned on the following day by 8:00 AM in the office or behind the building in the drop box.

**City of Edgerton
SECURITY AGREEMENT**

Event: July 3rd Edgerton Lions Fireworks Celebration

Name of Group Sponsoring Event: Edgerton Lions Club

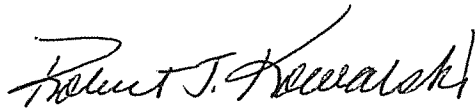
Date of Event: July 3rd, 2022 (no rain date listed)

Police Department recommendations for services including costs:

The application packet for the July 3rd Edgerton Lions Fireworks Celebration indicated there will be beer sold at this event. Event organizers indicated they will be responsible for checking ID's. The Special Events packet also indicated event organizers will issue a visible wristband to those patrons who meet the state requirement to purchase alcohol.

The Police Department concurs with the issuing of a colored wristband for attendees at the event who are eligible to purchase alcohol. The Police will partner with the event organizers to monitor those consuming alcohol and ensure it is not being given to those who are underage.

It is recommended that **2 Officers** be hired for **6 hours** for a total of **12 hours** at a rate of **\$60.03** total cost **\$720.36**



Signature
Robert J. Kowalski
Chief of Police
Edgerton Police Department



Date



Event Name: Heros Hike for Hope
Event Date: Sat 6/25/2022

Special Event Permit Application

Event Name: Heros Hike for Hope - Downtown Blout Party
Event Date(s): Saturday June 25 2022
Advertised Time of Event: 11am - 230 pm Event Website: city 210westfulton street.com
Requested Location: corner of Albion 159 - corner Henry : 51
 New Event Repeat Event Parade

Organization Name: Edgerton Community Outreach, Inc.
 For Profit Nonprofit (must provide proof of nonprofit standing) Other
Organization Address / City, State: 106 S main St Edgerton WY 83534
Organization Phone: 608.884.9593
Email: outreachwilliams@gmail.com Website: edgetmoutreach.org

Event Planner/Contact Person: Sarah Williams
Address / City, State: Same as above
Cell Phone: 608.921.2905 Email: outreachwilliams@gmail.com
Name of Contact On-Call during the Event: Sarah Williams Cell Phone: 608.921.295

What day will SET UP begin? 6/25/22 What time will SET UP occur? 8:30am 7am
What day will CLEAN UP occur? 6/25/22 What time will CLEAN UP be complete? 3pm 4:30pm

Estimated Attendance for this Event: 500+ Previous Attendance for this Event: 15 time / only
How many event staff will be at the event: 15-20+

Divide Attendance by 3 to determine number of vehicles: 166 (Use this to develop your parking plan)
parking will be stayed at Edgerton Outreach, Nelson Young Parking / Central Lutheran

This form can be submitted one year in advance of your event. Submission of this form and payment of the application processing fee 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 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.

[Signature]
Applicant Signature

4/11/2022
Date

Area needed - corner of 51/Fulton to corner of Fulton : Albion - including parking lot in front of the permit

Event Name: _____
 Event Date: _____

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 type="checkbox"/> No | <input checked="" 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 | - free food |
| Will your event include a park or trail? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes | |
| Will your event include a parade? | <input type="checkbox"/> No | <input checked="" type="checkbox"/> Yes | 7 set notes |
| Will your event include a run, race or walk? | <input type="checkbox"/> No | <input checked="" type="checkbox"/> Yes | |
| Will your event use any structures, bleachers or stages? | | No <input checked="" type="checkbox"/> Yes | |
| Will your event use tents or canopies? | <input checked="" type="checkbox"/> No | <input checked="" type="checkbox"/> Yes | |
| Will your event include fireworks? | <input checked="" type="checkbox"/> No | <input type="checkbox"/> Yes | - kettle corn |
| 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 a Edgerton based organization or charity? | | No <input checked="" type="checkbox"/> Yes | |
| If yes, which one: <u>Edgerton Outreach - 210 W Fulton St</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 require any services from the City of Edgerton? | <input checked="" type="checkbox"/> No | <input checked="" type="checkbox"/> Yes | - street closure |
| 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 | Yes <input type="checkbox"/> | - don't believe so |

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:

10 marine hike on behalf to Edgerton - All hikers meet @ Burns Station. These marines/vets parade to event site. Event is celebration for 210 W Fulton / community wide block party. ACO will provide free food, water. Music will be provided by Small Talk. Participants will honor military that attend the event, hear from local/state military officials, updates on 210 W Fulton Street and to enjoy a free block party concert.

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.

Sarah Williams -40- 4/1/18
 Applicant Signature Date

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: 500+

Type of Event: Community Block Party

Wholesaler: N/A

All liquor must be purchased from a Wisconsin wholesaler.

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

no alcohol will be served. EGO is providing volunteers at 2 Brothers and Ban at Exits to ensure no alcohol on streets

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

N/A

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?

signage at entrance of event.

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

N/A

City of Edgerton Use Only

Reviewed by: R. Pawlowski Date: _____

Approved

Denied

Police Department Recommendations:

FACILITY & EQUIPMENT NEEDS & COSTS

RACETRACK PARK _____ CENTRAL PARK _____ OTHER LOCATION ✓ downtown
 ENTIRE PARK _____ BALL DIAMONDS _____ SHELTER RENTAL _____

EQUIPMENT

Picnic Tables X Barricades X Striping _____
 Trash Cans X Traffic Cones _____ Fencing _____
 Signs _____ Posts _____ Benches _____

Please provide details to ensure all equipment needed is requested.

barricades to block streets, picnic tables for participants
 trash cans if not available ELO will provide.

City of Edgerton Use Only

Reviewed by: H. Moser Date: 4/13/22 Approved Denied
 Municipal Services Recommendations: DOTURE TRAFFIC TO W. ROWEN ST.
CLOSE 59 from 8AM - 5PM. PENDING DOT APPROVAL.

DEPOSIT AMOUNTS FOR CITY FACILITIES

Parking Lots	\$200.00
City Streets	\$200.00 (excluding neighborhood block parties)
Central Park	\$250.00
Racetrack Park	\$350.00

The Common Council has the discretion to charge a rental fee in addition to the deposit. Security deposit must be made at time of reservation application. The City reserves the right to assess the deposit fee to over any cost of clean-up of any area within after the event. Deposits will not be refunded until all keys have been returned to City Hall and an inspection has been completed of the facilities, equipment and grounds. All equipment or supplies must be removed within 24 hours of the event such as tents, trucks, flatbeds, and etc.

Keys must be picked up at the City Hall before 4:00 PM on the day before the reservation facility or Friday (if a weekend reservation). Keys are to be returned on the following day by 8:00 AM in the office or behind the building in the drop box.

Memo

To: Common Council
From: Staff
Date: 4/29/2022
Re: May 2, 2022 Meeting

Cedar Contract for West Side Stormwater pond design: The attached contract is for the design of the regional stormwater pond north of Ladd Lane. The land has recently been secured by the developer. The decision regarding the area available for the pond and park should be brought to the appropriate committees for approval soon.

Cedar Contract for Lead Service Lateral Replacement: The Cedar contract is for specification, bidding and wage rate compliance assistance for the WDNR funded private side lateral replacement program as well as a future bid for the replacement of select public side laterals.

Compost/brush grinding: The Fassett Cemetery operating budget includes \$7,000 for the annual grinding of the compost/brush piles that were collected through curbside collection and the resident drop off programs. No grinding was done in 2021. Staff contacted several vendors and received 3 quotes for grinding services. Bucklin's Tree Service, LLC was the lowest responsible bidder at \$575.00 per hour. We have used them in the past and were very pleased with their performance. Staff recommends awarding this work to Bucklin's Tree Service. Staff estimates the cost will be approximately \$6,900.

Recodification: Please recall the city contracted with General Code to review and revise the entire code book – recodification. While the process includes many code changes, those of particular importance or those that have funding implications will be brought to the committee for discussion. The ordinance currently requires anyone allowing public dancing obtain a dance hall permit. In practice, we have only required businesses who have an alcohol license to obtain a dance hall permit. Staff is recommending we eliminate this permit as it is not evenly enforced and is out of date. The reduction in annual revenue would be approximately \$450.

Emergency Operation Plan: The Public Safety Committee reviewed and recommended approval of the updated Emergency Operation Plan. Please note the first 4 pages of the document are not included in the packet as they contain unpublished contact information for various officials.

City Hall Copier: The 2022 budget includes \$7,500 for the purchase of a copier for city hall. The city received 3 quotes for the copier. Staff recommends the city purchase a copier from the low bidder, Gordon Flesch, for \$6,014.

Project No: 4894-0105
Addendum No. 51
Date: 8/31/2021

ADDENDUM TO AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement shall be an addition to, and subject to the conditions contained in that Agreement for Services dated April 5, 2011, between Cedar Corporation (ENGINEER), and the City of Edgerton (OWNER).

WHEREAS the OWNER wishes to engage the ENGINEER to provide various services as described below, in accordance with ENGINEER procedures, standards, and normal billing practices; and

WHEREAS the project to which such services apply is referred to as the PROJECT and described generally as follows: Ladd Lane Regional Stormwater Pond; and

WHEREAS the ENGINEER has agreed to perform such work.

NOW, THEREFORE, and in consideration of the above, the ENGINEER and the OWNER do hereby agree and covenant as follows:

SECTION 1 – SERVICES

The PROJECT includes the following improvements:

Project: Ladd Lane Regional Stormwater Pond

- *Description:* Field survey, modeling, stormwater management plan, agency and developer coordination, design engineering, opinion of construction cost, and construction plans for a new regional stormwater pond in the area northeast of East Ladd Lane. No specification development, bidding services or construction engineering is included with this addendum.

1.1 DESIGN SERVICES

The ENGINEER agrees to provide the following Design Services for the PROJECT.

ENGINEER shall, under this paragraph, prepare computations, designs, drawings, specifications, and other documents for the ultimate purpose of the receiving of bids and/or construction of the PROJECT.

Field Design Survey: Field design surveys as used in this subparagraph are understood to be limited to those necessary to prepare the drawings and specifications for the regional stormwater pond. Property surveys, plats, detailed frontage assessment schedules, descriptions of needed land and easement rights, maps and plans and assistance in negotiating for land and easement rights, shall not be included under the services of this paragraph.

Project No: 4894-0105
Addendum No. 51
Date: 8/31/2021

Cost Estimates: Any opinion of the construction cost prepared by the ENGINEER represents his judgment as a design professional and is supplied for the general guidance of the OWNER. Since the ENGINEER has no control over the cost of labor and material, or over competitive bidding or market conditions, the ENGINEER does not guarantee that bids or actual construction costs to the OWNER will not vary from ENGINEER's opinions of probable cost. If the OWNER desires greater assurance as to construction costs, OWNER shall employ an independent cost estimator.

Approval of Contract Documents: The ENGINEER shall submit sufficient copies of the Contract Documents to the various agencies which have final review authority on the design of the PROJECT and shall make such adjustments to these documents as are required to receive final approval.

The following Design approvals are anticipated:

- WDNR Wetlands and Stormwater Reviews

Construction Permits and Approvals: It is understood that approval of the Contract Documents may not be sufficient to allow construction of the PROJECT. In many cases, the PROJECT requires permits and approvals that relate to the construction and not to the design (e.g., Corps of Engineers, Highway, Planning Agencies, etc.). The ENGINEER shall adopt any design requirements of these permits and approvals into the Contract Documents as a part of the work under this paragraph, however, permit and approval applications, surveys, and reports shall not be included under the services of this paragraph.

The following Construction permit submittals are included under this paragraph:

- WDNR Storm Water Notice of Intent.

Coordination: Coordination of subcontractors, agents or employees of the OWNER in the compilation of data for the PROJECT. It is understood that if subsurface exploration such as borings, soil tests and the like are made to determine amounts of rock excavation or other subsurface conditions, the ENGINEER will furnish coordination of said exploration but the costs incident to such exploration shall be paid for by the OWNER.

1.2 BIDDING AND CONTRACT AWARD

No Services Provided.

1.3 GENERAL PROJECT ADMINISTRATION

No Services Provided.

1.4 RESIDENT ENGINEERING SERVICES

No Services Provided.

Project No: 4894-0105
Addendum No. 51
Date: 8/31/2021

1.5 ADDITIONAL ENGINEERING SERVICES

The ENGINEER shall under this paragraph provide *optional* Additional Professional Services which are often a part of the project, but which have not been included under previous paragraphs. These services shall be provided **AT ADDITIONAL COST** under the method indicated in Section 2.

Examples of these services include, but are not limited to:

- Providing services which are not in accordance with ENGINEER procedures, standards or normal billing practices, assistance to attorneys and appearances before courts or boards on matters of litigation or arbitration, redesign ordered by the OWNER after the original design concept has been reviewed and accepted by the OWNER, laboratory testing, tune up and testing of equipment, plant operation and maintenance manuals, training of operators, final computation of total eligible PROJECT cost including engineering, construction, administration, etc., for purposes of audit on projects involving grants, etc.

The ENGINEER agrees to provide the following Additional Engineering Services for the PROJECT:

- None requested at this time. However, services of the type listed above will be provided under this paragraph **AT ADDITIONAL COST** if authorized in writing by the OWNER.

1.6 OPTIONAL SERVICES

Certified Survey Map (CSM) – Provide field survey, calculations, staking, map drafting, legal description, and recording services.

Soil Borings – Coordinate with geotechnical firm to provide at least three soil borings to identify soil parameters for classification, grain size, infiltration, and groundwater table.

Wetland Delineation – Provide field investigation, soil sampling, GPS survey of boundary, DNR concurrence (if necessary), and full report.

SECTION 2 - COMPENSATION

2.1 HOURLY RATE AND EXPENSES

Whereas the OWNER has elected to compensate the ENGINEER for services under paragraph(s) 1.1, 1.2, 1.3, 1.4, and 1.5 on an “Hourly Rate and Expense” basis, such compensation shall include payment for labor, direct expenses, and other compensation as follows:

Project No: 4894-0105
Addendum No. 51
Date: 8/31/2021

Hourly Rate Schedule: The hourly rates to be used for this item shall be determined by the hourly rate schedule incorporated into this agreement as shown below or attached schedule. The ENGINEER reserves the right to adjust the overhead rate, which is used in determining the above hourly rates, on a yearly basis.

Direct Expenses: Reimbursement of direct expenses incurred in connection with the PROJECT, including but not limited to the following:

- Reimbursable expenses (e.g., long distance telephone, subsistence and lodging, commercial transportation, postage and shipping, expense of purchased services, lease of specialized equipment, etc.).
- Mileage expenses per IRS regulations.
- Fees paid for securing approval of authorities having jurisdiction over the PROJECT.
- Printing and reproduction.
- Equipment costs (e.g., computers, automated survey instruments, CADD equipment, etc.).

The estimated cost follows:

Item 1.1 = \$ 25,690
Item 1.2 to 1.5 = To be determined if requested

Other Compensation: It is understood that when requested by the OWNER, the ENGINEER shall procure the services of independent inspection bureaus, laboratories, soil exploration firms, etc. However, this is for the convenience of the OWNER and the ENGINEER shall provide coordination only of these services at the labor rates determined above.

The estimated cost under Item 1.6 are as follows:

CSM = \$ 3,535
Soil Borings = \$ 3,780*
Wetland Delineation = \$ 3,610

* Geotechnical firm's costs will be billed directly to the City and therefore would not be included in the total cost of this proposal.

Payments are due and payable thirty (30) days from the date of the ENGINEER's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of one percent (1%) per month from invoice date.

Project No: 4894-0105
Addendum No. 51
Date: 8/31/2021

SECTION 3 - TIMETABLE

Estimated Project Schedule:

Project Design September – December, 2021

Schedule could be adjusted to facilitate developer's schedule and could be impacted by when wetland delineation can occur.

The ENGINEER is prepared to work within the above schedule, unless delays occur due to unforeseen circumstances beyond the control of the ENGINEER.

SECTION 4 - SPECIAL CONDITIONS

None.

All other provisions of that Agreement referred to above shall remain in force unless otherwise modified or deleted above.

IN WITNESS WHEREOF the parties hereto set their hands and seals dated this _____ day of September, 2021.

For OWNER:

For ENGINEER:

CITY OF EDGERTON

CEDAR CORPORATION

By: _____

By:  _____

Name: _____

Name: William A. Betzig, P.E.

Title: _____

Title: Sr. Project Manager

By: _____

By:  _____

Name: _____

Name: David K. Sauer, P.E.

Title: _____

Title: Director

2021 Schedule of Hourly Rates

Project No: 4894-0105
Addendum No. 51
Date: 8/31/2021

<u>TITLE</u>	<u>RATE</u>
Principal	\$160.00
Director / Senior Project Manager / Lead Project Manager	\$150.00
Senior Architect / Senior Engineer / Lead Senior Planner	\$150.00
Lead Engineer / Project Manager III	\$140.00
Senior Construction Manager	\$135.00
Project Manager II	\$130.00
Project Engineer III / Architect II	\$125.00
Project Manager I / Landscape Architect	\$120.00
Environmental Specialist IV	\$ 118.00
Project Engineer II / Senior Planner	\$ 115.00
Technician V	\$ 112.00
Environmental Specialist III / Architect I	\$ 110.00
Project Engineer I / Professional Land Surveyor II / Technical Specialist	\$105.00
Technician IV	\$102.00
Construction Manager / Staff Engineer II / Professional Land Surveyor I	\$100.00
Planner II	\$ 95.00
Environmental Specialist II	\$ 93.00
Surveyor / Technician III	\$ 92.00
Staff Engineer I	\$ 90.00
Environmental Specialist I	\$ 88.00
Technician II	\$ 83.00
Planner I	\$ 78.00
Technician I / Administrative Assistant II	\$ 75.00
Administrative Assistant I	\$ 70.00
Intern	\$ 68.00

Reimbursable Expenses (in addition to compensation for professional services if not included in contract):

Vehicle Mileage	\$0.56/mile ¹
GPS/Robotic Survey Equipment	\$30/hour

¹ Mileage reimbursement is subject to adjustment during the calendar year based on the IRS standard mileage rate

Field supplies are charged to the project at cost. Review fees required by approving authorities shall be paid directly by the Owner.

THIS RATE SCHEDULE, APPENDED TO ANY CONTRACT, IS SUBJECT TO ANNUAL ADJUSTMENT.

Project No: 4894-0108
Addn. No: 55
Date: 4/26/22

ADDENDUM TO AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement shall be an addition to, and subject to the conditions contained in that Agreement for Services dated April 5, 2011, between Cedar Corporation (ENGINEER), and City of Edgerton (OWNER).

WHEREAS the OWNER wishes to engage the ENGINEER to provide various services as described below, in accordance with ENGINEER procedures, standards, and normal billing practices, and

WHEREAS the project to which such services apply is referred to as the PROJECT and described generally as follows: 2022 Lead Service Lateral Replacement, and

WHEREAS the ENGINEER has agreed to perform such work.

NOW, THEREFORE, and in consideration of the above, the ENGINEER and the OWNER do hereby agree and covenant as follows:

SECTION 1 - SERVICES

The PROJECT includes the following improvements:

Project: 2022 Lead Service Lateral Replacement

- Description: Coordinate with the OWNER, assist with development of site list, prepare specifications and bidding documents, assist with bidding and analysis, assist with construction administration, observation and documentation.
- Provide for one bidding of private side laterals and a second bidding for public side laterals

1.1 GENERAL PROJECT ADMINISTRATION

The ENGINEER agrees to provide the following General Administrative Services for the PROJECT. OWNER and ENGINEER agree that the ENGINEER shall be obligated to provide only that degree of scrutiny of the Contractor's work as is described in this part. Only if specifically included otherwise in this Agreement shall the ENGINEER provide full-time Resident Engineering Services for the PROJECT.

The performance of General Administrative Services specifically excludes direction or supervision of the Contractor or his employees in the performing of their work in a safe, legal or proper manner and ENGINEER hereby disclaims any responsibility therefore.

ENGINEER will endeavor to guard OWNER against defects and deficiencies in the work. However, it is understood and agreed by and between ENGINEER and OWNER that with respect to defects and deficiencies in the work, ENGINEER'S role under this subsection is advisory only. Accordingly, ENGINEER can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.

ENGINEER shall under this paragraph, assist the OWNER in administering the provisions of the Contract Documents as follows:

- Assistance in interpretation of the drawings and specifications and approval of all changes in the Contract Documents.
- Make decisions regarding the PROJECT as called for in the Contract Documents.
- Assistance in interpretation of the reports of inspection bureaus, laboratories, test borings, and subsurface exploration related to the PROJECT during construction.
- Review of shop drawings and manufacturer's data for general conformance with the Contract Documents.
- Final inspection and processing of final contract payment request. (Final unit quantities where appropriate to the method of compensation shall be furnished to the ENGINEER by the OWNER or OWNER'S Agent performing Resident Engineering duties.)
- Assistance with warranty work required by the Contractor.

1.2 RESIDENT ENGINEERING

The ENGINEER agrees to provide Resident Engineering Services for the PROJECT. These services do not guarantee the Contractor's performance which is covered by the Contractor's bond, but by providing these services, the ENGINEER endeavors to protect the OWNER against defects and deficiencies in the PROJECT work and endeavors to insure compliance with the drawings and specifications within reasonable tolerances generally accepted in the Trade.

- The OWNER has requested the ENGINEER to provide part time Resident Engineering which shall provide for a Resident Project Representative to be at the construction site, when requested, continuously during underground utility installation. Scheduling of on-site observations will endeavor to observe and accept or reject materials and procedures, in general, before they become hidden from view by subsequent construction.

Services to be offered by the ENGINEER are limited to those specified below:

- Observation of completed work for compliance with drawings and specifications.
- Keeping field measurement records.

- Keeping records of the Contractor's activities.
- Negotiation of field changes and change orders for approval by the OWNER and ENGINEER.
- Recommendation for payment of Contractor's progress payment requests.
- Assist with wage rate interviews when requested

1.3 ADDITIONAL ENGINEERING SERVICES

The ENGINEER shall under this paragraph provide optional additional professional services which are often a part of the project, but which have not been included under previous paragraphs. These services shall be provided **AT ADDITIONAL COST** under the method indicated in Section 2.

Examples of these services include, but are not limited to:

Providing services which are not in accordance with ENGINEER procedures, standards or normal billing practices, assistance to attorneys and appearances before courts or boards on matters of litigation or arbitration, redesign ordered by the OWNER after the original design concept has been reviewed and accepted by the OWNER, laboratory testing, tune up and testing of equipment, plant operation and maintenance manuals, training of operators, final computation of total eligible PROJECT cost including engineering, construction, administration, etc., for purposes of audit on projects involving grants, etc.

The ENGINEER agrees to provide the following Additional Engineering Services for the PROJECT:

- None requested at this time. However, services of the type listed above will be provided under this paragraph **AT ADDITIONAL COST** if authorized in writing by the OWNER.

SECTION 2 - COMPENSATION

AN INITIAL PAYMENT OF Zero Dollars (\$0.00) shall be made upon execution of this Agreement and credited to the OWNER's account at final payment.

2.1 PER DIEM

Whereas the OWNER has elected to compensate the ENGINEER for services under paragraphs 1.1, 1.2, and 1.3 on a Per Diem Basis, such compensation shall include payment for labor, direct expenses, and other compensation as follows:

Hourly Rate Schedule: The hourly rates to be used for this item shall be determined by the hourly rate schedule incorporated into this agreement as shown below or attached schedule. The ENGINEER reserves the right to adjust the overhead rate, which is used in determining the above hourly rates, on a yearly basis.

Direct Expenses: Reimbursement of direct expenses incurred in connection with the PROJECT, including but not limited to the following:

- Reimbursable expenses (e.g. long-distance telephone, subsistence and lodging, commercial transportation, postage and shipping, expense of purchased services, lease of specialized equipment, etc.).
- Mileage expenses per IRS regulations.
- Fees paid for securing approval of authorities having jurisdiction over the PROJECT.
- Printing and reproduction.
- Actual reproduction costs and mailing costs for Bidding Documents less the non-refundable purchase amount received for the Bid Documents.
- Equipment costs (e.g., computers, automated survey instruments, CADD equipment, etc.).

Payments are due and payable thirty (30) days from the date of the ENGINEER's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of one percent (1%) per month from invoice date.

The estimated cost follows:

Items 1.1 through 1.2 =	\$ 10,230
Item 1.3 =	To be determined if requested.

Other Compensation: It is understood that when requested by the OWNER, the ENGINEER shall procure the services of independent inspection bureaus, laboratories, soil exploration firms, etc. However, this is for the convenience of the OWNER and the ENGINEER shall provide coordination only of these services at the labor rates determined above.

SECTION 3 - TIMETABLE

Estimated Project Schedule:

Project Construction	Summer 2022
Substantial Completion	Fall 2022
Final Completion	Winter 2022

The ENGINEER is prepared to work within the above schedule, unless delays occur due to unforeseen circumstances beyond the control of the ENGINEER.

SECTION 4 - SPECIAL CONDITIONS

None

All other provisions of that Agreement referred to above shall remain in force unless otherwise modified or deleted above.

IN WITNESS WHEREOF the parties hereto set their hands and seals dated this 2nd day of May, 2022.


For OWNER:

For ENGINEER:

CITY OF EDGERTON

CEDAR CORPORATION

By: _____

By:  _____

Name: _____

Name: William A. Betzig

Title: _____

Title: Sr. Project Manager

By: _____

By:  _____

Name: _____

Name: David K. Sauer

Title: _____

Title: Director

2022 SCHEDULE OF HOURLY RATES

Below is a copy of Cedar Corporation's Fee Structure for 2022. This rate schedule fee structure is adjusted annually in January and included with the March billing of each year.

TITLE	RATE
Principal	\$175.00
Director / Senior Project Manager	\$165.00
Lead Senior Planner / Senior Architect	\$165.00
Lead Project Manager	\$160.00
Senior Engineer	\$155.00
Project Manager III	\$150.00
Senior Construction Manager / Project Manager II	\$140.00
Project Engineer III / Architect II	\$135.00
Project Manager I	\$130.00
Landscape Architect / Scientist/Geologist IV / Architect I	\$125.00
Project Engineer II / Senior Planner / Construction Manager	\$125.00
Technician V	\$120.00
Scientist/Geologist III / Project Engineer I / Technical Specialist	\$115.00
Professional Land Surveyor II / Technician IV	\$110.00
GIS Specialist II / Planner II	\$105.00
Staff Engineer II / Professional Land Surveyor I	\$105.00
Scientist/Geologist II / Technician III	\$100.00
Staff Engineer I / Surveyor	\$ 95.00
Scientist/Geologist I / Technician II	\$ 90.00
GIS Specialist I / Environmental Technician I	\$ 85.00
Planner I / Technician I / Project Assistant II	\$ 85.00
Project Assistant I	\$ 80.00
Admin Assistant / Intern	\$ 75.00

Reimbursable Expenses (in addition to compensation for professional services if not included in contract):

Vehicle Mileage	\$0.58/mile*
GPS/Robotic Survey Equipment	\$35/hour

*Mileage reimbursement is subject to adjustment during the calendar year based on the IRS standard mileage rate

Field supplies are charged to the project at cost. Review fees required by approving authorities shall be paid directly by the Owner.

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