

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

**Monday, June 3, 2024 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](http://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, May 31, 2024.
3. Minutes:
  - a. Consider approval of minutes of May 20, 2024 Finance meeting.
4. Consider approval of bills and payroll vouchers.
5. Consider waiving fees for baseball fields for 4H Club.
6. Consider bids for utility extension to Sherman Rd.
7. Consider Home Revival Program policy amendments.
8. Consider Event Packet for Edgerton Tobacco Dasy Car & Truck Show.
9. Finance Directors Report.
10. 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.



**MAY 20, 2024 FINANCE COMMITTEE MEETING MINUTES  
CITY OF EDGERTON**

Tim Shaw called the meeting to order at 6:30 p.m.

Present: Shawn Prebil, Candy Davis, and Tim Shaw

Others Present: City Administrator Ramona Flanigan, City Clerk Wendy Loveland, Municipal Services Director Howard Moser, Police Chief Bob Kowalski, Library Director Beth Krebs-Smith, Mayor Christopher Lund, Alderpersons Jim Burdick and Michelle Crisanti.

Loveland confirmed the meeting agendas were properly posted on Friday, May 17, 2024 at the City Hall, Library, Post Office and the City's website.

**MINUTES:** A Candy Davis/Shawn Prebil motion to approve the minutes from the May 6, 2024 Finance meeting passed, all voted in favor.

**BILLS AND PAYROLL:** A Tim Shaw/Shawn Prebil motion to approve the bills and payroll in the amount of \$358,758.42 passed on a 3/0 roll call vote.

**TEMPORARY CLASS "B" BEER/WINE LICENSE FOR BROWN PAWS RESCUE FOR THE EDGERTON NIGHT MARKET:** A Candy Davis/Shawn Prebil motion to approve a Temporary Class "B" Beer/Wine license for Brown Paws Rescue for the Edgerton Night Market on May 24, 2024 passed on a 3/0 roll call vote.

**BIDS FOR SOIL HAULING:** A Tim Shaw/Shawn Prebil motion to approve the bid from Churchill Trucking for soil hauling in the amount of \$625/hour passed on a 3/0 roll call vote.

**TRANSFER OF 2023 GENERAL FUND SURPLUS TO CAPITAL PROJECTS FUND:** A Tim Shaw/Candy Davis motion to approve the transfer of the 2023 General Fund Surplus to the Capital Projects Fund in the amount of \$162,169 passed on a 3/0 roll call vote.

**RESOLUTION 15-24:** A Candy Davis/Shawn Prebil motion to approve City of Edgerton Resolution 15-24: Fee Schedule to add fees for sign permits passed on a 3/0 roll call vote.

**COMMERCIAL BROKER FOR BUSINESS PARK LAND:** The City recently received an offer from a commercial real estate broker to market land at the business park. The Committee agreed to solicit proposals for broker services with the understanding the city will not be locked into any agreements if the decision is made to not use a broker.

**REVIVE EDGERTON POLICY:** The Committee discussed the current policies of the Revive Edgerton Program to determine if changes should be made to increase the use of the program. Currently the eligible properties need to have an assessed value of less than the average assessed value of all single-family homes and condominiums in the city. The Committee felt, if that limit was increased to 120% of the average assessed value, more homes would become eligible. It was also suggested the maximum cost of the project, to be eligible for the grant be raised from \$10,000 to \$20,000. The Committee agreed to this change.

Candy Davis suggested the Committee review these changes in 6 months. The new policy will be drafted and presented to the Committee at a future meeting.

Being no other business before the Committee, a Candy Davis/Shawn Prebil motion to adjourn passed, all voted in favor.

Wendy Loveland  
City Clerk  
Adopted June 3, 2024



Report Criteria:

Detail report.  
Invoices with totals above \$0 included.  
Paid and unpaid invoices included.  
Invoice Detail.Input Date = 05/31/2024  
Invoice Detail.Voided = No

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10013100</b>							
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	285.82	.00	
	Total 10013100:				285.82	.00	
<b>10021552</b>							
788 ch	WISCONSIN PROFESSIONAL P	20766/21430	WPPA DUES JUNE 2024	05/31/2024	311.50	.00	
	Total 10021552:				311.50	.00	
<b>10023160</b>							
5675 c	DARNELL, CARRIE	JUNE 2024	RTP SHELTER REFUND- CANCELLATION	05/31/2024	110.00	.00	
	Total 10023160:				110.00	.00	
<b>10024213</b>							
5675 c	DARNELL, CARRIE	JUNE 2024	RTP SHELTER REFUND- CANCELLATION	05/31/2024	4.13	.00	
	Total 10024213:				4.13	.00	
<b>10046720</b>							
5675 c	DARNELL, CARRIE	JUNE 2024	RTP SHELTER REFUND- CANCELLATION	05/31/2024	75.00	.00	
	Total 10046720:				75.00	.00	
<b>10051100340</b>							
28 ch	AMERICAN AWARDS & PROMO	58777	PLAQUE-KIRSTEN ALMO RETIREMENT	05/31/2024	32.95	.00	
	Total 10051100340:				32.95	.00	
<b>10051300210</b>							
2936 c	MURPHY DESMOND LAWYERS	8187792	CITY ATTORNEY RETAINER	05/31/2024	2,318.75	.00	
	Total 10051300210:				2,318.75	.00	
<b>10051310210</b>							
2936 c	MURPHY DESMOND LAWYERS	8187787	SPECIAL LEGAL SERVICES	05/31/2024	564.81	.00	
	Total 10051310210:				564.81	.00	
<b>10051320210</b>							
2936 c	MURPHY DESMOND LAWYERS	8187788	PROSECUTIONS- RETAINER	05/31/2024	695.00	.00	
2936 c	MURPHY DESMOND LAWYERS	8187789	PROSECUTIONS- HOURLY	05/31/2024	220.03	.00	
	Total 10051320210:				915.03	.00	
<b>10051410153</b>							
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	55.12	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10051410153:					55.12	.00	
<b>10051430153</b>							
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	61.25	.00	
Total 10051430153:					61.25	.00	
<b>10051440340</b>							
604 ch	ROCK CO TREASURER	4022024	APRIL ELECTION PROGRAMMING FEE, BAL	05/31/2024	408.62	.00	
Total 10051440340:					408.62	.00	
<b>10051510153</b>							
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	97.99	.00	
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	61.25	.00	
Total 10051510153:					159.24	.00	
<b>10051530210</b>							
3225 c	ACCURATE APPRAISAL LLC	4738	REVIEW, BOARD OF REVIEW AND 10% RETA	05/31/2024	6,100.00	.00	
Total 10051530210:					6,100.00	.00	
<b>10051600210</b>							
568 ch	PROFESSIONAL PEST CONTRO	795755	PEST CONTROL - CITY HALL	05/31/2024	27.00	.00	
568 ch	PROFESSIONAL PEST CONTRO	800967	PEST CONTROL - CITY HALL	05/31/2024	27.00	.00	
Total 10051600210:					54.00	.00	
<b>10051600340</b>							
934 ch	STAPLES CREDIT PLAN	7633554169	ALPHA POCKET FOLDER, PAPER CLIPS, PA	05/31/2024	77.94	.00	
3701 c	GODADDY.COM, LLC	3035662406	EMAIL SECURITY	05/31/2024	2,160.45	.00	
5676 c	MALY ROOFING COMPANY, INC.	21086	REPAIR LEAK CITY HALL ROOF	05/31/2024	259.00	.00	
Total 10051600340:					2,497.39	.00	
<b>10051930510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	1,192.32	.00	
Total 10051930510:					1,192.32	.00	
<b>10051930511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	67.34	.00	
Total 10051930511:					67.34	.00	
<b>10052100153</b>							
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	122.49	.00	
Total 10052100153:					122.49	.00	
<b>10052100510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	1,101.66	.00	
Total 10052100510:					1,101.66	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10052100511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	120.58	.00	
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	16.83	.00	
Total 10052100511:					137.41	.00	
<b>10052120153</b>							
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	735.00	.00	
Total 10052120153:					735.00	.00	
<b>10052120510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	3,304.99	.00	
Total 10052120510:					3,304.99	.00	
<b>10052120511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	2,291.06	.00	
Total 10052120511:					2,291.06	.00	
<b>10052120514</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 AUTO	05/31/2024	1,005.06	.00	
Total 10052120514:					1,005.06	.00	
<b>10052150210</b>							
568 ch	PROFESSIONAL PEST CONTRO	795755	PEST CONTROL - POLICE DEPT	05/31/2024	22.00	.00	
568 ch	PROFESSIONAL PEST CONTRO	800967	PEST CONTROL - POLICE STATION	05/31/2024	22.00	.00	
Total 10052150210:					44.00	.00	
<b>10052160511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	175.08	.00	
Total 10052160511:					175.08	.00	
<b>10053100153</b>							
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	61.26	.00	
Total 10053100153:					61.26	.00	
<b>10053100340</b>							
934 ch	STAPLES CREDIT PLAN	7633554169	LAMINATING FILM	05/31/2024	52.06	.00	
Total 10053100340:					52.06	.00	
<b>10053100510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	257.17	.00	
Total 10053100510:					257.17	.00	
<b>10053100511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	16.83	.00	
Total 10053100511:					16.83	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10053230153</b>							
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	245.10	.00	
Total 10053230153:					245.10	.00	
<b>10053230210</b>							
568 ch	PROFESSIONAL PEST CONTRO	795755	PEST CONTROL MUNI GARAGE	05/31/2024	22.00	.00	
568 ch	PROFESSIONAL PEST CONTRO	800967	PEST CONTROL MUNI GARAGE	05/31/2024	22.00	.00	
Total 10053230210:					44.00	.00	
<b>10053230225</b>							
130 ch	US CELLULAR	0654834750	DPW CELL PHONE	05/31/2024	45.60	.00	
3534 c	CHARTER COMMUNICATIONS	010384051924	DPW GARAGE PHONE & INTERNET	05/31/2024	84.98	.00	
Total 10053230225:					130.58	.00	
<b>10053230510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	257.17	.00	
Total 10053230510:					257.17	.00	
<b>10053230511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	350.16	.00	
Total 10053230511:					350.16	.00	
<b>10053240340</b>							
2858 c	BOBCAT OF JANESVILLE	02-278662	CHIPPER WORK	05/31/2024	853.10	.00	
Total 10053240340:					853.10	.00	
<b>10053240510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	514.33	.00	
Total 10053240510:					514.33	.00	
<b>10053240511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	350.16	.00	
Total 10053240511:					350.16	.00	
<b>10053310340</b>							
259 ch	FASTENAL COMPANY	WIJAN257553	GLOVES	05/31/2024	186.91	.00	
Total 10053310340:					186.91	.00	
<b>10053310380</b>							
5184 c	BUMPER TO BUMPER EDGERT	625-379624	REFRIGERANT	05/31/2024	59.95	.00	
Total 10053310380:					59.95	.00	
<b>10053310390</b>							
4574 c	T.A. TREE CARE	850	TERRACE TREE REMOVAL-105 BROADWAY	05/31/2024	5,800.00	.00	
Total 10053310390:					5,800.00	.00	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10053310510							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	514.33	.00	
	Total 10053310510:				514.33	.00	
10053310511							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	1,050.47	.00	
	Total 10053310511:				1,050.47	.00	
10053310514							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 AUTO	05/31/2024	1,829.20	.00	
	Total 10053310514:				1,829.20	.00	
10053318510							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	514.33	.00	
	Total 10053318510:				514.33	.00	
10053318511							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	175.08	.00	
	Total 10053318511:				175.08	.00	
10053400340							
674 ch	TAPCO	SO747875	ONE TREE STREET SIGN BRACKETS	05/31/2024	582.36	.00	
3482 c	THE SHERWIN-WILLIAMS CO	7653-1	PAINT FOR LINE STRIPER	05/31/2024	1,469.57	.00	
	Total 10053400340:				2,051.93	.00	
10053400510							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	257.17	.00	
	Total 10053400510:				257.17	.00	
10053400511							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	175.08	.00	
	Total 10053400511:				175.08	.00	
10053420221							
21 ch	ALLIANT ENERGY	MAY 24 83307	MAY 24 833074 ELECTRIC CHARGES	05/31/2024	4,887.94	.00	
	Total 10053420221:				4,887.94	.00	
10053430510							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	257.17	.00	
	Total 10053430510:				257.17	.00	
10054910340							
2879 c	TEMPLE ALUMINUM FOUNDRY	0083920-IN	GRAVE MARKERS	05/31/2024	1,134.24	.00	
5184 c	BUMPER TO BUMPER EDGERT	625-380159	OIL FILTERS- FASSETT MOWERS	05/31/2024	9.44	.00	
	Total 10054910340:				1,143.68	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10054910510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	257.17	.00	
Total 10054910510:					257.17	.00	
<b>10054910511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	175.08	.00	
Total 10054910511:					175.08	.00	
<b>10054910514</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 AUTO	05/31/2024	261.31	.00	
Total 10054910514:					261.31	.00	
<b>10054910820</b>							
193 ch	DECKER SUPPLY CO INC	928123	CEMETERY SIGN SUPPLIES	05/31/2024	288.00	.00	
Total 10054910820:					288.00	.00	
<b>10055110153</b>							
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	163.35	.00	
Total 10055110153:					163.35	.00	
<b>10055110210</b>							
568 ch	PROFESSIONAL PEST CONTRO	795755	PEST CONTROL - LIBRARY	05/31/2024	26.00	.00	
568 ch	PROFESSIONAL PEST CONTRO	800967	PEST CONTROL - LIBRARY	05/31/2024	26.00	.00	
Total 10055110210:					52.00	.00	
<b>10055110320</b>							
5508 c	LIBRARY JOURNAL	MAY 2024	PRINT AND DIGITAL SUBSCRIPTION	05/31/2024	179.00	.00	
Total 10055110320:					179.00	.00	
<b>10055110321</b>							
70 ch	BAKER & TAYLOR INC	2038257155	BOOKS	05/31/2024	377.81	.00	
70 ch	BAKER & TAYLOR INC	2038267956	BOOKS	05/31/2024	72.08	.00	
70 ch	BAKER & TAYLOR INC	2038276951	BOOKS	05/31/2024	80.78	.00	
70 ch	BAKER & TAYLOR INC	2038290670	BOOKS	05/31/2024	336.09	.00	
70 ch	BAKER & TAYLOR INC	2038295658	BOOKS	05/31/2024	496.55	.00	
70 ch	BAKER & TAYLOR INC	2038309547	BOOKS	05/31/2024	326.22	.00	
2078 c	TASTE OF HOME BOOKS	01077	EVERDAY COOKING SUBSCRIPTION	05/31/2024	38.98	.00	
2433 c	AMAZON.COM LLC	114-0415004-7	BOOK	05/31/2024	12.99	.00	
2433 c	AMAZON.COM LLC	114-1897090-9	BOOK	05/31/2024	15.72	.00	
2433 c	AMAZON.COM LLC	114-8836711-5	BOOKS	05/31/2024	54.52	.00	
Total 10055110321:					1,811.74	.00	
<b>10055110324</b>							
2433 c	AMAZON.COM LLC	114-1680566-6	BLURAY	05/31/2024	74.81	.00	
2504 c	MIDWEST TAPE LLC	505456807	DVD	05/31/2024	35.23	.00	
2504 c	MIDWEST TAPE LLC	505497351	DVD	05/31/2024	79.45	.00	
2504 c	MIDWEST TAPE LLC	505497352	BLURAY DVD	05/31/2024	14.39	.00	
5519 c	PLAYAWAY PRODUCTS LLC	454144	AUDIO BOOKS	05/31/2024	292.45	.00	
5519 c	PLAYAWAY PRODUCTS LLC	462381	AUDIO BOOK	05/31/2024	24.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
5519 c	PLAYAWAY PRODUCTS LLC	463561	AUDIO BOOKS	05/31/2024	307.45	.00	
Total 10055110324:					828.77	.00	
<b>10055110340</b>							
2433 c	AMAZON.COM LLC	114-0415004-7	LABELS, TRASH BAGS	05/31/2024	25.77	.00	
2433 c	AMAZON.COM LLC	114-0581350-0	THERMAL RECEIPT PAPER	05/31/2024	57.71	.00	
2433 c	AMAZON.COM LLC	114-1897090-9	TRASH CAN, CHECKERS BOARD GAME	05/31/2024	51.44	.00	
2433 c	AMAZON.COM LLC	114-6342413-8	BUTTON MAKING SUPPLIES, LABEL STICKE	05/31/2024	72.67	.00	
2433 c	AMAZON.COM LLC	114-6977525-1	HEARTSTART KIT-PAD	05/31/2024	63.25	.00	
2433 c	AMAZON.COM LLC	114-8548208-9	AED PADS & BATTERY	05/31/2024	268.00	.00	
2433 c	AMAZON.COM LLC	114-8794183-8	DISPLAY HOLDERS	05/31/2024	81.27	.00	
2433 c	AMAZON.COM LLC	114-9065637-3	WATERCOLORS PAINT, PAPER	05/31/2024	43.96	.00	
2433 c	AMAZON.COM LLC	D01-2646110-0	PRIME VIDEO	05/31/2024	2.99	.00	
4096 c	HORIZON DISTRIBUTORS, INC	S3636741.001	GARBAGE BAGS- LIBRARY	05/31/2024	291.90	.00	
Total 10055110340:					958.96	.00	
<b>10055110390</b>							
2433 c	AMAZON.COM LLC	114-2201129-0	ART & CRAFT SUPPLIES	05/31/2024	48.52	.00	
2433 c	AMAZON.COM LLC	114-4184226-3	HEAT TRANSFER VINYL	05/31/2024	85.79	.00	
Total 10055110390:					134.31	.00	
<b>10055110510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	210.41	.00	
Total 10055110510:					210.41	.00	
<b>10055110511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	43.85	.00	
Total 10055110511:					43.85	.00	
<b>10055150210</b>							
568 ch	PROFESSIONAL PEST CONTRO	795737	PEST CONTROL - DEPOT	05/31/2024	42.00	.00	
568 ch	PROFESSIONAL PEST CONTRO	800944	PEST CONTROL - DEPOT	05/31/2024	42.00	.00	
Total 10055150210:					84.00	.00	
<b>10055200210</b>							
568 ch	PROFESSIONAL PEST CONTRO	795766	PEST CONTROL - RACETRACK PARK	05/31/2024	42.00	.00	
568 ch	PROFESSIONAL PEST CONTRO	800977	PEST CONTROL - RACETRACK PARK	05/31/2024	42.00	.00	
Total 10055200210:					84.00	.00	
<b>10055200225</b>							
130 ch	US CELLULAR	0654834750	PARK WIFI	05/31/2024	43.49	.00	
3534 c	CHARTER COMMUNICATIONS	170826801052	CITY POOL INTERENT	05/31/2024	99.99	.00	
Total 10055200225:					143.48	.00	
<b>10055200340</b>							
4528 c	PICKLEBALLCENTRAL.COM	1008439	PICKLEBALL REPLACEMENT NETS CENTRA	05/31/2024	149.97	.00	
Total 10055200340:					149.97	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>10055200510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	1,028.67	.00	
Total 10055200510:					1,028.67	.00	
<b>10055200511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	367.67	.00	
Total 10055200511:					367.67	.00	
<b>10055200514</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 AUTO	05/31/2024	261.31	.00	
Total 10055200514:					261.31	.00	
<b>10055415510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	257.17	.00	
Total 10055415510:					257.17	.00	
<b>10055415511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	105.05	.00	
Total 10055415511:					105.05	.00	
<b>10055420210</b>							
568 ch	PROFESSIONAL PEST CONTRO	795755	PEST CONTROL - POOL	05/31/2024	22.00	.00	
568 ch	PROFESSIONAL PEST CONTRO	800967	PEST CONTROL - POOL	05/31/2024	22.00	.00	
Total 10055420210:					44.00	.00	
<b>10055420340</b>							
297 ch	GOHLKE, ANN	MAY 2024-3	MICROWAVE FOR POOL CONESSIONS- REI	05/31/2024	30.00	.00	
5677 c	IN DEPTH SERVICES, LLC	1499	FLOOR INLET FITTING	05/31/2024	465.00	.00	
Total 10055420340:					495.00	.00	
<b>10055420510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	771.50	.00	
Total 10055420510:					771.50	.00	
<b>10055420511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	367.67	.00	
Total 10055420511:					367.67	.00	
<b>10056300153</b>							
2887 c	DELTA DENTAL OF WISCONSIN	2144461	JUNE 2024 DENTAL INSURANCE	05/31/2024	30.62	.00	
Total 10056300153:					30.62	.00	
<b>20653630390</b>							
3197 c	ROCK CO LAND CONSERVATIO	2024	2024 CLEAN SWEEP PROGRAM	05/31/2024	3,000.00	.00	
Total 20653630390:					3,000.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>20653630510</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 LIABILITY	05/31/2024	257.17	.00	
Total 20653630510:					257.17	.00	
<b>20653630511</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 WORKERS COMP	05/31/2024	210.09	.00	
Total 20653630511:					210.09	.00	
<b>20653630514</b>							
2209 c	BAER INSURANCE SERVICES I	8213	2 OF 4 QTRLY 24-25 AUTO	05/31/2024	261.31	.00	
Total 20653630514:					261.31	.00	
<b>21057320820</b>							
5674 c	UPPER 90 ENERGY, LLC	1500	SOLAR PV PROJECT	05/31/2024	10,784.16	.00	
Total 21057320820:					10,784.16	.00	
<b>40057750820</b>							
4548 c	SWEENEY, CHRISTINE	MAY 2024	FACADE GRANT - 16 W FULTON ST ROOF R	05/31/2024	2,280.00	.00	
Total 40057750820:					2,280.00	.00	
<b>41057121820</b>							
2936 c	MURPHY DESMOND LAWYERS	8187791	CHILD HIGH SCHOOL	05/31/2024	259.00	.00	
Total 41057121820:					259.00	.00	
<b>41057630820</b>							
723 ch	VANDEWALLE & ASSOCIATES I	202405041	TID#10	05/31/2024	337.50	.00	
Total 41057630820:					337.50	.00	
<b>41157630820</b>							
723 ch	VANDEWALLE & ASSOCIATES I	202405041	TID#11	05/31/2024	112.50	.00	
Total 41157630820:					112.50	.00	
<b>41257121820</b>							
2936 c	MURPHY DESMOND LAWYERS	8187790	DENTIST OFFICE ANNEXATION	05/31/2024	388.50	.00	
Total 41257121820:					388.50	.00	
<b>41257630820</b>							
723 ch	VANDEWALLE & ASSOCIATES I	202405042	TID#12	05/31/2024	435.00	.00	
Total 41257630820:					435.00	.00	
Grand Totals:					74,044.47	.00	

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Grand Total General Fund Vouchers: \$74,044.47  
Total Payroll Check Date 5/31/2024: \$90,694.62  
GRAND TOTAL OF GENERAL FUND: \$164,739.09

Finance Committee Members Signatures of Approval:

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TIMOTHY SHAW

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CANDY DAVIS

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SHAWN PREBIL

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Report Criteria:

- Detail report.
  - Invoices with totals above \$0 included.
  - Paid and unpaid invoices included.
  - Invoice Detail.Input Date = 05/31/2024
  - Invoice Detail.Voided = No
-

# Memo

**To:** Common Council  
**From:** Staff  
**Date:** 5/31/2024  
**Re:** June 3, 2024 Meeting

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**Waive field rental fee for 4-H Club:** A 4H club wishes to use 2 softball fields at Racetrack for a youth event. There is no conflict with leagues' schedules. The policy requires a \$300 rental fee and \$500 deposit. The Club is asking for the city to waive the fees, and reduce the deposit to \$100. The 4H club will not use the scoreboard controllers. The City charges other non-profit, regular users \$15/ time the city prepares a field. Should the city reduce the charge to \$15/field and charge a \$100 deposit? If the Council agrees to the request, the Parks Committee will review the policy regarding charges to non-profit users of the fields.

**Revive Edgerton Policy:** Included in your packet are the proposed changes to the Revive Edgerton policy as discussed by the Finance Committee. Changes include an increase in the grant from \$2,500 to \$5,000 and an increase in the eligibility threshold from the average home value, to 120% of the average home value.

Staff also received the updated average home values from the Assessor. The average home value increased from \$252,833 to \$272,244. If the policy is changed to 120% of the average, the 2024-2025 eligibility threshold will be \$326,693. If the threshold were 110%, it would be 299,468.

**Bids for utilities extension to Sherman Road:** The City Engineer's recommendation for the award of the contract to install the utilities to Sherman Road to serve the new dental clinic is in your packet. The award of this contract should be conditioned upon the following: a letter of credit being provided by the developer of the dental clinic; annexation of the parcel; approval of TIF #12; and approval of the development agreement with Davis Family Dental.

**Façade grant for 11 N Henry St:** The owner of 11 Henry Street (C&M Printing) is seeking a grant for stucco repair and painting of the structure. The bid for the work is \$2,830. The RDA recommended the maximum grant amount of \$1,132. Please note that, if the grant were approved, the funding source for this project would be from the limited ED Fund from which each property can only receive one grant per year. A Certificate of Appropriateness has been issued.

**Honorary street naming policy:** Included in your packet is a draft Honorary Street Naming policy. The PW Committee will review and recommend a version of the Policy at their meeting on Monday evening. The following is a list of policy decisions.

- Should the city adopt a policy? If so,
- Are all designations temporary?
- How long should the sign be displayed?
- Fees?
- Proposed criteria?

**Banushi temporary street designation:** The Banushi's have requested an honorary street designation for Ilir Banushi for the date of the Celebration of Life event. The designation of an Honorary Street requires Council approval.

**Urban Area Boundary Resolution:** The DOT updates the Urban Area Boundaries (UAB) for all urban areas after each census. The attached maps are the proposed UAB for Edgerton. The only real significance to the UAB is related to grant programs, either Urban or Rural STP, for which we would apply.

Staff met with officials from the Towns of Albion and Fulton and their input has been considered in the maps. The attached spreadsheet lists the changes in the UAB. The City is required to pass a resolution approving the UAB.

**TIF #12 Resolution:** TIF #12 is a mixed use TIF District. A mixed use TIF district may contain a combination of industrial, commercial, and residential uses, except that lands proposed for newly-platted residential use may not exceed 35% of the area of real property within the district.

The creation of the site is being driven by a request for municipal sewer and water services from the owners of a proposed dental clinic to be located on the southeast corner of Hwy 59 and Sherman Road.

**Development Agreement with Davis Family Dental:** Included in your packet is the Development Agreement between the City and Davis Family Dental for the development of a new dental clinic on the corner of Sherman Road and Hwy 59. Major points of the agreement include: the Developer paying \$60,000 of the cost to extend the utilities and the city paying the remainder of the costs; the Developer building a clinic with a certain minimum value within a certain frame; and the developer guaranteeing a certain, minimum tax payment each year.

**Event rain date policy:** A request for a rain date has been added to the Event Packet form. Does the Council wish to adopt a policy that would allow the event, and any related local permits (such as the temporary liquor license) to be moved to the established rain date without further Council action?



Client	City of Edgerton
Project	Davis Family Dental Utilities Extension
Prepared By	Bill Betzig, P.E.

Project No.	24E-03
Date	5/30/2024

The City of Edgerton (hereinafter referred to as the OWNER) has received bids on the 29th day of May 2024 for the "Davis Family Dental Utilities Extension, Contract 24E-03", (hereinafter referred to as the Project); and

Cedar Corporation (hereinafter referred to as ENGINEER) has been retained by the OWNER to prepare bid tabulations, analyze bid results, and consult with the OWNER on the award of contracts.

The ENGINEER hereby consults as follows:

1. Bids were received from 3 bidders. Bids ranged from a low of \$271,340.95 to a high of \$334,301.48. A summary of the bid tabulation is attached.
2. Based upon ENGINEER's analysis of the bids received on the above PROJECT, the responsive low bidder is:

Maddrell Excavating, LLC  
N3371 W 3<sup>rd</sup> Avenue  
Brodhead, WI 53520

Bid Amount: \$271,340.95

3. Maddrell Excavating, LLC is a well-known contractor in the area and Cedar has worked with them before in other communities in the region. They have always done quality work. In discussion with Howard Moser about the contractor, he stated that he has worked with them in the past, as well, and believes they will do a good job getting the project completed. Maddrell has completed some developer work in Edgerton in the past and we worked with them quite well.
4. It is understood that by this analysis, that the ENGINEER does not guarantee the Contractor's performance which is covered by the Contractor's bond, but it is a statement by the ENGINEER that the ENGINEER has no information which would lead the ENGINEER to believe that the Contractor does not have the necessary equipment and personnel to complete the PROJECT in compliance with the drawings and specifications within reasonable tolerances generally accepted in the trade.
4. It is further understood that this analysis is not a representation that the ENGINEER has reviewed the proposal for possible legal irregularities which should be a function of the OWNER'S legal counsel, and at the option of the OWNER.

5. It is further understood that in the event that OWNER feels that the Contract should be awarded on some basis other than price, the OWNER should defer further action on this PROJECT until a thorough legal review can be made by OWNER'S legal counsel.



**BID TABULATION**  
**DAVIS FAMILY DENTAL UTILITIES EXTENSION**  
**CONTRACT "24E-03"**  
**CITY OF EDGERTON**  
**EDGERTON, WI**

BID DATE: MAY 29, 2024

PROJECT NAME:		PROJECT NO:		Maddrell Excavating, LLC.		R. T. Fox Contractors, Inc.		Rock Road Companies, Inc.		
Davis Family Dental Utilities Extension		4894-0121		33371 W 3rd Avenue Brodhead, WI 53520		5628 Hwy M Edgerton, WI 53534		P. O. Box 1818 Janesville, WI 53547-1818		
ITEM NO.	ITEM DESCRIPTION	UNIT QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	ALLOWANCES	C.O.W. 1	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
2	TRAFFIC CONTROL	L.S. 1	\$5,500.00	\$5,500.00	\$5,000.00	\$5,000.00	\$26,752.34	\$26,752.34	\$26,752.34	\$26,752.34
5	SELECT DEMOLITION OF CURB AND GUTTER	L.F. 110	\$6.00	\$660.00	\$5.00	\$550.00	\$8.58	\$943.80	\$8.58	\$943.80
6	SAW CUTTING	L.F. 210	\$5.00	\$1,050.00	\$3.00	\$630.00	\$2.86	\$600.60	\$2.86	\$600.60
7	ASPHALT AND CONCRETE PAVEMENT REMOVAL	S.Y. 190	\$5.75	\$1,092.50	\$5.00	\$950.00	\$7.28	\$1,383.20	\$7.28	\$1,383.20
0	REMOVE AND REPLACE SIGN	EA 1	\$330.00	\$330.00	\$100.00	\$100.00	\$150.00	\$150.00	\$150.00	\$150.00
10	EXCAVATION BELOW SUBGRADE (AS ORDERED)	C.Y. 11	\$28.00	\$308.00	\$1.00	\$11.00	\$39.08	\$429.88	\$39.08	\$429.88
11	ROADWAY PATCHING EXCAVATION	C.Y. 52	\$28.00	\$1,456.00	\$1.00	\$52.00	\$14.95	\$777.40	\$14.95	\$777.40
12	SELECT TRENCH BACKFILL MATERIAL SANITARY (AS ORDERED)	TON 325	\$0.01	\$3.25	\$1.00	\$325.00	\$9.20	\$2,990.00	\$9.20	\$2,990.00
13	SELECT TRENCH BACKFILL MATERIAL WATERMAIN (AS ORDERED)	TON 250	\$0.01	\$2.50	\$1.00	\$250.00	\$9.20	\$2,300.00	\$9.20	\$2,300.00
14	PIPE FOUNDATION STABILIZATION SANITARY (AS ORDERED)	C.Y. 10	\$0.01	\$0.10	\$1.00	\$10.00	\$53.72	\$537.20	\$53.72	\$537.20
15	PIPE FOUNDATION STABILIZATION WATERMAIN (AS ORDERED)	C.Y. 10	\$0.01	\$0.10	\$1.00	\$10.00	\$53.72	\$537.20	\$53.72	\$537.20
16	TEMPORARY DITCH CHECKS	EA. 1	\$150.00	\$150.00	\$300.00	\$300.00	\$83.00	\$83.00	\$83.00	\$83.00
17	TEMPORARY CULVERT PIPE CHECKS	EA. 1	\$150.00	\$150.00	\$300.00	\$300.00	\$53.00	\$53.00	\$53.00	\$53.00
18	TEMPORARY SILT FENCE	L.F. 632	\$3.00	\$1,896.00	\$2.00	\$1,264.00	\$2.15	\$1,358.80	\$2.15	\$1,358.80
19	TEMPORARY STORM DRAIN INLET PROTECTION	EA. 4	\$300.00	\$1,200.00	\$100.00	\$400.00	\$80.00	\$320.00	\$80.00	\$320.00
22	CRUSHED AGGREGATE BASE, ROADWAY	TON 37	\$25.00	\$925.00	\$15.00	\$555.00	\$18.26	\$675.62	\$18.26	\$675.62
23	CRUSHED AGGREGATE BASE, DRIVEWAY	TON 83	\$25.00	\$2,075.00	\$15.00	\$1,245.00	\$19.64	\$1,630.12	\$19.64	\$1,630.12
24	HMA PAVEMENT, DRIVEWAY AND ROADWAY	TON 50	\$250.00	\$12,500.00	\$150.00	\$7,500.00	\$200.00	\$10,000.00	\$200.00	\$10,000.00
25	CONCRETE CURB AND GUTTER, 18" BARRIER	L.F. 110	\$65.00	\$7,150.00	\$45.00	\$4,950.00	\$45.00	\$4,950.00	\$45.00	\$4,950.00
26	PAVEMENT MARKING, WORDS, WATERBORNE PAINT	EA. 2	\$725.00	\$1,450.00	\$700.00	\$1,400.00	\$695.00	\$1,390.00	\$695.00	\$1,390.00
27	TOPSOIL, TURF AND GRASSES	S.Y. 1,510	\$3.75	\$5,662.50	\$10.00	\$15,100.00	\$8.95	\$13,514.50	\$8.95	\$13,514.50
28	REMOVAL AND SALVAGING DECIDUOUS TREES (AS ORDERED)	EA 4	\$825.00	\$3,300.00	\$1,000.00	\$4,000.00	\$795.00	\$3,180.00	\$795.00	\$3,180.00
31	WATER MAIN, DUCTILE IRON, 8"	L.F. 814	\$93.00	\$77,300.00	\$100.00	\$81,400.00	\$130.02	\$105,836.28	\$130.02	\$105,836.28
32	WATER SERVICE PIPE, COPPER, 2.0"	L.F. 22	\$63.00	\$1,430.00	\$80.00	\$1,760.00	\$164.93	\$3,628.46	\$164.93	\$3,628.46
33	WATER SERVICE CORPORATION VALVE, 2.0"	EA. 1	\$450.00	\$450.00	\$500.00	\$500.00	\$926.66	\$926.66	\$926.66	\$926.66
34	WATER SERVICE CURB VALVE, 2.0"	EA. 1	\$850.00	\$850.00	\$1,000.00	\$1,000.00	\$1,089.95	\$1,089.95	\$1,089.95	\$1,089.95
35	HYDRANT	EA. 1	\$8,500.00	\$8,500.00	\$7,000.00	\$7,000.00	\$6,884.75	\$6,884.75	\$6,884.75	\$6,884.75

PROJECT NAME:		Davis Family Dental Utilities Extension		Maddrell Excavating, LLC: N3371 W 3rd Avenue Brodhead, WI 53520		R. T. Fox Contractors, Inc. 5638 Hwy M Edgerton, WI 53534		Rock Road Companies, Inc. P. O. Box 1818 Janesville, WI 53547-1818		TOTAL	
PROJECT NO:		4894-0121		TOTAL		TOTAL		TOTAL		TOTAL	
ITEM NO.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
36	CONTROL VALVE AND BOX, GATE, 6"	EA.	1	\$2,975.00	\$2,975.00	\$3,000.00	\$3,000.00	\$2,330.20	\$2,330.20		
37	CONTROL VALVE AND BOX, GATE, 8"	EA.	1	\$2,650.00	\$2,650.00	\$4,000.00	\$4,000.00	\$3,136.62	\$3,136.62		
38	CONNECT TO EXISTING	EA.	1	\$2,100.00	\$2,100.00	\$1,000.00	\$1,000.00	\$5,778.99	\$5,778.99		
39	HYDRANT LEADS (6" DI)	L.F.	17	\$95.00	\$1,615.00	\$1,700.00	\$1,700.00	\$110.03	\$1,870.51		
40	EXISTING FIRE HYDRANT, HYDRANT LEAD AND GATE VALVE RELOCAT	EA.	1	\$7,500.00	\$7,500.00	\$4,000.00	\$4,000.00	\$3,008.27	\$3,008.27		
41	AIR RELEASE/VACUUM RELIEF MH'S AND VALVE MH'S	EA.	1	\$6,800.00	\$6,800.00	\$6,000.00	\$6,000.00	\$7,194.19	\$7,194.19		
42	INSULATION BOARD FOR FROST SHIELD	S.F.	620	\$4.25	\$2,635.00	\$10.00	\$6,200.00	\$1.90	\$1,178.00		
43	SANITARY SEWER SERVICE LATERAL, PVC SDR 35, 4"	L.F.	40	\$80.00	\$3,200.00	\$50.00	\$2,000.00	\$76.64	\$3,065.60		
44	SANITARY SEWER MAIN, PVC SDR 35, 8"	L.F.	790	\$96.00	\$75,840.00	\$110.00	\$86,900.00	\$92.93	\$73,414.70		
45	SANITARY SEWER SERVICE BRANCHES, 8"X4"	EA.	1	\$275.00	\$275.00	\$100.00	\$100.00	\$517.53	\$517.53		
46	STANDARD SANITARY MANHOLE	V.F.	35	\$325.00	\$11,375.00	\$450.00	\$15,750.00	\$683.58	\$23,925.30		
47	SANITARY CASTING, TYPE E	EA.	5	\$385.00	\$2,925.00	\$400.00	\$2,000.00	\$1,004.63	\$5,023.15		
48	CONNECT TO EXISTING SANITARY STRUCTURE	EA.	1	\$1,850.00	\$1,850.00	\$1,000.00	\$1,000.00	\$3,613.16	\$3,613.16		
49	TELEVISION SANITARY SEWER	L.F.	790	\$4.00	\$3,160.00	\$2.00	\$1,580.00	\$4.15	\$3,278.50		
UNIT PRICE BID SCHEDULE A					\$271,340.95		\$275,792.00		\$334,301.48		

# Revive Edgerton Program

## I. INTRODUCTION

The City of Edgerton's Home Revival Program (EHR) aims to improve and update "affordable" homes in Edgerton by providing grants and low interest loans for eligible improvements. Modernizing smaller or outdated housing units improves livability, increases resale values, and attracts more people and investment to Edgerton.

## II. DEFINITIONS

Applicant: Property owner who has filed an application to the City of Edgerton EHR Program.

Application: Loan or grant request form filed for the City of Edgerton EHR Program

Borrower: A recipient of a loan through the City of Edgerton EHR Program

City: City of Edgerton

Committee: City of Edgerton Finance Committee

Owner: Person or persons who have title to a property.

Program: City of Edgerton EHR Program

Project: All activities undertaken by an Owner as part of the EHR program

Property: Real estate and improvements under the ownership of the Program Applicant.

## III. PROGRAM ADMINISTRATION

### A. Program Objectives

1. The primary objectives of this program are:
  - a. Improvement of the existing affordable housing stock.
  - b. Elimination of neighborhood blight and structural deterioration.
  - c. Elimination of housing conditions that are detrimental to public health, safety and welfare.
  - d. Improve energy efficiency in homes.
2. To achieve the cited objectives, this program may provide partial project funding in the form of grants and loans for eligible projects.

### B. Program Eligibility:

1. Ownership and value. Properties having an owner-occupied home, including condominiums, that have an assessed value of less than 120% of the average assessed value of all single-family homes and condominiums in the City of Edgerton for the year in which the application is filed are eligible for the Program. Average assessed value will be determined annually by the City Assessor.
2. Land Use. To be eligible for the Program, a property must be located within the City of Edgerton. The use of the property must be a permitted and/or conforming use in accordance with the City of Edgerton Zoning Ordinance.
3. Property Taxes and Insurance. Property taxes must be paid up to date before any improvement work can begin. The Owner must show proof of adequate insurance coverage to cover the property improvements after rehabilitation.
4. Work Completed Prior to Application Approval. No work undertaken, whether completed or incomplete, no materials ordered, and no contracts entered into prior to the approval of the application, will be eligible for payment with EHR funds.
5. Conflict of Interest: Elected/appointed officials, municipal employees, and consultants involved in the decision-making processes of the program are not eligible to receive EHR assistance through the program either for themselves, or for those with whom they have family or business ties, during their tenure or for one year after.

An exception to the requirement (Waiver of Potential Conflict of Interest) may be requested. Prior to submitting the request, public disclosure of the conflict must be made. An opinion must be obtained from the Municipal Attorney stating that the interest for which the exemption is sought would not violate state or local law.

### C. Environmental Standards

#### 1. Floodplain

EHR applications received for housing units located within the boundaries of a designated floodplain, as shown on Federal Emergency Management Agency (FEMA) floodplain maps, shall be reviewed and approved or denied on a case-by-case basis. The City must notify the property owner that the unit is located in the floodplain, and flood insurance must be maintained for the life of the loan in at least the amount needed to cover the loan.

2. Participants agree to follow environmental regulations include lead and asbestos.

## IV. PROGRAM ASSISTANCE PROVISIONS

### A. Amount and Type

Alternative 1: EHR funds can be used for eligible project costs only. Ineligible Project costs cannot be used as match. The first \$240,000 of all eligible Project costs shall be eligible for a 25% grant up to a maximum of a \$2,500 grant. If the eligible costs of a Project exceed \$240,000, the applicant may also apply for a loan equaling 50% of the eligible Project cost over \$240,000 up to a maximum loan of \$50,000.

### B. Loan Provisions

1. All loans will have an interest rate of 2% and a loan term of 10 years.
2. Loan repayment will be made on an annual basis until the loan is repaid or until the housing unit ceases to be the Borrower's principal place of residence. At that time, repayment will become due in full. Repaid funds will be used to finance other housing improvement projects. One spousal transfer will be allowed at the same terms.
3. For projects receiving a Program Loan, the Borrower's **mortgage debt to assessed value ratio** must not be greater than 90% upon completion of the Project. For projects that include additions, major remodeling, or other improvements that measurably increase assessed value, the Program will assume the assessed value of the Property will increase by 1/3 of the cost of the Project upon its completion. The Committee may increase the assumed post project value based on an opinion from the City Assessor.
4. For projects receiving a Program Loan, if the applicant had an official appraisal of the property completed no more than the 12 months prior to the dated the Application was filed, the appraisal may be utilized in place of the assessed value of the property.
5. For projects receiving a Program Loan, the Borrower's **debt to income ratio** must be less than 43% upon completion of the Project. Debt includes all mortgage loans, vehicle loans, personal loans (secured and unsecured), student loans, revolving loans (i.e. credit cards, home equity lines of credit), and all other relevant debt.
6. Letter reports, credit reports, tax returns, verification of employment, and other data as necessary will be used to evaluate program eligibility.
7. Borrower must be current on payments for existing mortgages, loans, taxes, and utilities
8. A mortgage and note will be issued in the name of the City against the Borrower's property in the amount of the loan to ensure repayment of the loan.
9. Prior to beginning the work, each building improved with loan proceeds shall be insured against loss by fire and other perils, in accordance with lending institution standards. The City will be added to the policy as a mortgage holder.
10. Borrower must provide an identifiable source of matching funds for the Owner's share of the Project costs.

### C. Grant Provisions

If the grant recipient sells the property within with one (1) year of the issuance of an occupancy permit for the Project, the entire grant amount must be repaid. The Committee may consider a request to waive all or a portion of this penalty.

Approved Date: \_\_\_\_\_  
\_\_\_\_\_

### CITY OF EDGERTON Special Event Permit Application

Event Name: Edgerton Tobacco Days Car & Truck Show  
Event Date(s): July 20<sup>th</sup> 2024  
Start Time of Event: 7:00 am End Time of Event: 3:00 pm  
Hours Alcohol will be served: \_\_\_\_\_ Event Website: tobaccodayscarandtruckshow.com  
Requested Location: West Fulton Street and Henry Street

New Event       Repeat Event       Parade

Organization Name: Edgerton Tobacco Days Car & Truck Show Phone # (608) 884-9008  
Organization Address: PO Box 382 Edgerton, WI 53534  
Organization Email: shopcats@charter.net Organization website: tobaccodayscarandtruckshow.com

Event Planner/Contact Person: Steve Hanewall  
Address, City, State: 10 Hwy 51, Edgerton WI 53534  
Cell Phone: (608) 774-4022 Email: shopcats@charter.net  
Name of Contact on-Call during the Event: Steve Hanewall Cell Phone: (608) 774-4022

What Day will SET UP begin? July 20<sup>th</sup> 2024 What time will SET UP occur? 6:00 am  
What day will CLEAN up occur? July 20<sup>th</sup> 2024 What time will CLEAN UP be complete? 4:00 pm

Estimated Attendance for this Event: 750 Previous Attendance for this Event: 750  
How many event staff will be at this event? 20  
Divide Attendance by 3 to determine number of Vehicles: 250 (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 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>Numerous</u>				
Will your event benefit an Edgerton area school?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
If yes, which one? <u>Edgerton High School</u>				
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? _____				



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:

**The Edgerton Car & Truck Show is a non-profit, charitable organization dedicated to promoting the Edgerton community.**

**In collaboration with fine local organizations and businesses that sponsor our local car and truck show every year, we have been able to provide several thousands of dollars in scholarships to college-bound seniors planning on continuing their education and support to local non-profit organizations.**

**This year's car & truck show will be held during Edgerton Tobacco Heritage Days downtown on Saturday, July 15<sup>th</sup> from 7-11 am.**

This form can be submitted on or after January 1<sup>st</sup> 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:

RT Hagen

Date:

5-21-24

N/A

## 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: \_\_\_\_\_ Type of Event: \_\_\_\_\_

\*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?
  
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: \_\_\_\_\_ Date: \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_

Police Department Recommendations: \_\_\_\_\_

N/A

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            |

Henry Street ( from Fulton Street north to Swifhaven parking lot ) & West Fulton Street  
(from 51 to Swift Street)

EQUIPMENT REQUESTED:

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Picnic Tables | <input checked="" type="checkbox"/> Barricades    | <input checked="" type="checkbox"/> Trash Cans |
| <input type="checkbox"/> Traffic Cones            | <input type="checkbox"/> Fencing (additional fee) | <input type="checkbox"/> Posts                 |
| <input type="checkbox"/> Signs                    |   |  |

City of Edgerton Use Only

Reviewed by: *Ph. Mose* Date: 8/23/2024

Approved *X* Denied \_\_\_\_\_

Public Works Department Recommendations:

\_\_\_\_\_

