

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

Monday, October 7, 2019 at 6:30 p.m.

1. Call to order; Roll call
2. Confirmation of appropriate meeting notice posted on Friday, October 7, 2019.
3. Consider Approval of September 16, 2019 Minutes.
4. Consider final change order from GMS Excavators, Inc for the Racetrack Park Trail Improvement project.
5. Consider final pay request from GMS Excavators, Inc for the Racetrack Park Trail Improvement project.
6. Consider approval of bills and payroll vouchers.
7. Consider approval of licenses.
 - a. Temporary Class "B" License for Edgerton Sterling North Book & Film Festival for October 25, 2019.
 - b. Operator's License for Caitlin Ritchie.
8. Consider approving sale of 2015 Dodge Charger squad car to highest bidder.
9. Consider Veteran's Building lease with Edgerton Children's Center.
10. Consider exercising the option to extend the agreement for Shared-Ride Taxi Services for 2020.
11. Consider amending addendum to Cedar Corp contract for the W. Rollin St improvement project to include the CDBG documents.
12. Finance Director's report.
13. Project updates.
14. 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.

**SEPTEMBER 16, 2019 FINANCE COMMITTEE MEETING MINUTES
CITY OF EDGERTON**

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

Present: David Esau, Sarah Braun and Candy Davis.

Others Present: City Administrator Ramona Flanigan, City Clerk-Treasurer Cindy Heggglund, Police Chief Robert Kowalski, Utility Director Randy Oren, Library Director Kirsten Almo, and a few citizens.

City Clerk-Treasurer Heggglund confirmed the meeting agendas were properly posted on Friday, September 13th at the Post Office, Edgerton Library and City Hall.

APPROVE MINUTES: A David Esau/Sarah Braun motion to approve the minutes from the September 3, 2019 Finance Committee meeting passed, all voted in favor.

CHANGE ORDER AND PAY REQUESTS: A Candy Davis/David Esau motion to approve pay request #3 from RT Fox Contractors for the Sweeney Rd project in the amount of \$92,782.86 passed on a 3/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the final change order from G Fox and Son for the Broadway/Chaucer St project for an increase in the amount of \$9,795.73 passed on a 3/0 roll call vote.

A Candy Davis/Sarah Braun motion to approve the final pay request from G Fox and Son for the Broadway/Chaucer St project in the amount of \$6,440.00 passed on a 3/0 roll call vote.

BILLS AND PAYROLL: A Candy Davis/Sarah Braun motion to approve bills and payroll in the amount of \$409,373.07 passed on a 3/0 roll call vote.

LICENSES: A Sarah Braun/David Esau motion to approve a Sandwich Board Sign permit for Jonathon Frey, 110 W Fulton St passed on a 2/0 roll call vote. Candy Davis abstained from the vote.

RESOLUTION 21-19: A Candy Davis/David Esau motion to recommend to Council adoption of City of Edgerton Resolution 21-19: Final resolution declaring the City Council's intentions for the Sweeney Road Project to exercise special assessment police powers passed on a 3/0 roll call vote.

DEMOLITION BIDS: Candy Davis stated she would like to make two motions for this item: one for the demolition bids and the second for the alternate related to salvaging materials from the building.

A Candy Davis/Davis Esau motion to approve the bid for the demolition project at 407 N Main St from Robinson Brothers in the amount of \$152,400 plus the cost to dispose of the above ground fuel oil tank passed on a 3/0 roll call vote.

City Administrator Flanigan stated she met Sarah Braun and Jim Kapellen at the site to determine what features of the building may be historic or memorable. The entrance features on the front door including the stoop; the features on the side door, a small old water meter and an estimate of 2,000 bricks are included in the alternate to be salvage if the Committee wishes.

A Candy Davis/David Esau motion to approve the alternate bid to salvage some bricks and building features while doing the demolition of 407 N Main St for an additional cost of up to \$1,200 passed on a 3/0 roll call vote.

SALT BIDS: A Candy Davis/David Esau motion to approve the salt bid quote from Morton Salt in the amount of \$91.21 per ton passed on a 3/0 roll call vote.

RACETRACK PARK LIGHTING: A Candy Davis/Sarah Braun motion to approve the low bid from Pieper Power in the amount of \$2,615 for replacement of light fixtures with LED fixtures at Racetrack Park and use contingency funds if needed passed on a 3/0 roll call vote.

DECLARE SQUAD AS SURPLUS: A Candy Davis/Sarah Braun motion to declare squad car #88 as surplus passed on a 3/0 roll call vote.

CEDAR CORP ADDENDUMS: A Candy Davis/Sarah Braun motion to approve an addendum to the Cedar Corp contract for the design engineering for the W. Rollin St improvement project passed on a 3/0 roll call vote.

Flanigan stated the Council voted to purchase a 4-acre parcel in the west side Industrial Park. The City needs to extend the street in order to access the parcel. The addendum allows the City's Engineers to design and bid the project.

A Candy Davis/Sarah Braun motion to approve an addendum to the Cedar Corp contract for the design engineering for the west side Industrial Park street extension passed on a 3/0 roll call vote.

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

Cindy Hegglund, City Clerk-Treasurer

Adopted October 7, 2019

**SECTION 00 63 63
CHANGE ORDER**

Change Order No. 1(Final)

Date of Issuance: October 1, 2019	Effective Date: October 1, 2019
Owner: City of Edgerton	Owner's Contract No.: "18E-06"
Contractor: G.M.S. Excavators, Inc.	Contractor's Project No.:
Engineer: Cedar Corporation	Engineer's Project No.: 4894-0068
Project: Racetrack Park, Pond & Utility Trail Improvements	Contract Name: Racetrack Park, Pond & Utility Trail Improvements

The Contract is modified as follows upon execution of this Change Order:

Description: This Change Order includes costs for additional work at the old Gregory Field diamond as well as the new Gregory Field diamond as requested by the City. This change order also includes a final quantity/cost adjustments for work completed.

The Final Quantity Adjustment sheet is attached to this Change Order.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>57,152.00</u>	Original Contract Times: Substantial Completion: <u>Dec 14, 2018</u> Ready for Final Payment: <u>May 17, 2019</u> days or dates
Decrease from previously approved Change Orders No. <u>N/A</u> to No. <u>N/A</u> : \$ <u>0</u>	Substantial Completion: Ready for Final Payment: days or dates [Increase] [Decrease] from previously approved Change Orders No. <u>N/A</u> to No. <u>N/A</u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: \$ <u>57,152.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>Dec 14, 2019</u> Ready for Final Payment: <u>May 17, 2019</u> days or dates
Decrease of this Change Order: \$ <u>-15,510.92</u>	Substantial Completion: Ready for Final Payment: days or dates [Increase] [Decrease] of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days or dates
Contract Price incorporating this Change Order: \$ <u>41,641.08</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>Dec 14, 2019</u> Ready for Final Payment: <u>May 17, 2019</u> days or dates

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: _____	By: _____	By: _____	By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Owner (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)	Contractor (Authorized Signature)
Title: _____	Title: _____	Title: _____	Title: _____	Title: _____	Title: _____
Date: _____	Date: _____	Date: _____	Date: _____	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

Report Criteria:

Detail report.
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice Detail.Input Date = 10/04/2019

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10013100								
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	132.20	.00		
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	4,866.51	.00		
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	68.69	.00		
Total 10013100:					5,067.40	.00		
10021520								
789 ch	WI RETIREMENT SYSTEM	10/4/19	SEPT 2019 RETIREMENT	10/04/2019	19,376.43	.00		
Total 10021520:					19,376.43	.00		
10021552								
788 ch	WISCONSIN PROFESSIONAL P	4950/4491	LEER FULL TIME/PAC CONTRIBUTION	10/04/2019	294.00	.00		
Total 10021552:					294.00	.00		
10023160								
4981 c	CORTEZ, FABIOLA	9/21/19	REFUND SHELTER RENTAL DEPOSITS	10/04/2019	110.00	.00		
4982 c	ROSENBAUM, BOB	9/22/19	REFUND SHELTER DEPOSITS	10/04/2019	110.00	.00		
4983 c	REED, BARB	9/14/19	REFUND OF SHELTER DEPOSITS	10/04/2019	110.00	.00		
Total 10023160:					330.00	.00		
10024213								
2631 c	WI DEPT OF REVENUE	AUG 2019	SALES AND USE TAX	10/04/2019	10.88	.00		
Total 10024213:					10.88	.00		
10044210								
604 ch	ROCK CO TREASURER	AUG/SEPT 19	2019 DOG TAGS	10/04/2019	42.50	42.50	10/02/2019	
Total 10044210:					42.50	42.50		
10046213								
2631 c	WI DEPT OF REVENUE	AUG 2019	SALES AND USE TAX	10/04/2019	.63	.00		
Total 10046213:					.63	.00		
10046710								
2631 c	WI DEPT OF REVENUE	AUG 2019	SALES AND USE TAX	10/04/2019	20.42	.00		
Total 10046710:					20.42	.00		
10046734								
2631 c	WI DEPT OF REVENUE	AUG 2019	SALES AND USE TAX	10/04/2019	540.05	.00		
Total 10046734:					540.05	.00		
10046742								
2631 c	WI DEPT OF REVENUE	AUG 2019	SALES AND USE TAX	10/04/2019	32.46	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10046742:					32.46	.00		
10046743								
2631 c	WI DEPT OF REVENUE	AUG 2019	SALES AND USE TAX	10/04/2019	3.61	.00		
Total 10046743:					3.61	.00		
10046746								
2631 c	WI DEPT OF REVENUE	AUG 2019	SALES AND USE TAX	10/04/2019	257.04	.00		
Total 10046746:					257.04	.00		
10051100340								
231 ch	EDGERTON REPORTER CO INC	5390	FIRE CHIEF PICKERING SALUTE AD - CITY C	10/04/2019	69.00	.00		
231 ch	EDGERTON REPORTER CO INC	5704	BACK TO SCHOOL AD - COUNCIL	10/04/2019	17.50	.00		
231 ch	EDGERTON REPORTER CO INC	5860	CHILIMANIA - COUNCIL AD	10/04/2019	225.00	.00		
Total 10051100340:					311.50	.00		
10051200340								
230 ch	EDGERTON POSTMASTER	9/23/19	POSTGE - COURT	10/04/2019	110.00	.00		
Total 10051200340:					110.00	.00		
10051410153								
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	58.87	.00		
Total 10051410153:					58.87	.00		
10051410154								
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	675.03	.00		
Total 10051410154:					675.03	.00		
10051410155								
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	11.48	.00		
Total 10051410155:					11.48	.00		
10051410330								
4968 c	SLIPSTREAM	9/24/19	BCD IMPLEMENTATION TRAINING	10/04/2019	50.00	50.00	09/18/2019	
Total 10051410330:					50.00	50.00		
10051430153								
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	105.97	.00		
Total 10051430153:					105.97	.00		
10051430154								
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	1,265.36	.00		
Total 10051430154:					1,265.36	.00		
10051430155								
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	26.96	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10051430155:					26.96	.00		
10051430320								
231 ch	EDGERTON REPORTER CO INC	5328	ORDINANCE 19-06 AD	10/04/2019	56.75	.00		
231 ch	EDGERTON REPORTER CO INC	5329	COUNCIL MINUTES 7/1/19	10/04/2019	83.42	.00		
231 ch	EDGERTON REPORTER CO INC	5539	RESOLUTION 19-19	10/04/2019	41.72	.00		
231 ch	EDGERTON REPORTER CO INC	6006	COUNCIL MINUTES 8/5/19	10/04/2019	104.26	.00		
231 ch	EDGERTON REPORTER CO INC	6007	COUNCIL MINUTES 8/19/19	10/04/2019	76.63	.00		
231 ch	EDGERTON REPORTER CO INC	6088	ORDINANCE 19-07 AD	10/04/2019	17.45	.00		
231 ch	EDGERTON REPORTER CO INC	6089	ORDINANCE 19-08 AD	10/04/2019	43.18	.00		
4460 c	CODE PUBLISHING, INC	64664	2019-2020 WEB FEES	10/04/2019	480.00	.00		
Total 10051430320:					903.41	.00		
10051430332								
376 ch	HEGGLUND, CINDY	10/7/19	MILEAGE REIMBURSEMENT - CLERK'S CON	10/04/2019	44.08	.00		
Total 10051430332:					44.08	.00		
10051440340								
376 ch	HEGGLUND, CINDY	10/7/19	MILEAGE REIMBURSEMENT - ELECTION TR	10/04/2019	32.48	.00		
Total 10051440340:					32.48	.00		
10051510153								
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	41.20	.00		
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	82.42	.00		
Total 10051510153:					123.62	.00		
10051510154								
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	984.17	.00		
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	492.09	.00		
Total 10051510154:					1,476.26	.00		
10051510155								
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	2.59	.00		
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	.49	.00		
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	1.30	.00		
Total 10051510155:					4.38	.00		
10051520332								
376 ch	HEGGLUND, CINDY	10/7/19	MILEAGE REIMBURSEMENT - LEAGUE TRAI	10/04/2019	43.52	.00		
376 ch	HEGGLUND, CINDY	10/7/19	MILEAGE REIMBURSEMENT - TREASURER'S	10/04/2019	371.20	.00		
Total 10051520332:					414.72	.00		
10051530210								
2631 c	WI DEPT OF REVENUE	2019 FEE	2019 MANUFACTURING PROPERTY ASSESS	10/04/2019	538.59	.00		
Total 10051530210:					538.59	.00		
10051600210								
568 ch	PROFESSIONAL PEST CONTRO	425908	PEST CONTROL - CITY HALL	10/04/2019	26.20	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
596 ch	ROBINSON'S MARKETING DIV I	25112	CLEANING THROUGH 9/13/19 - CITY HALL	10/04/2019	70.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	25130	CLEANING THROUGH 9/20/19 - CITY HALL	10/04/2019	70.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	25157	CLEANING THROUGH 9/27/19 - CITY HALL	10/04/2019	70.00	.00		
3750 c	HARKER HEATING & COOLING I	1312178	HVAC MAINTENANCE - CITY HALL	10/04/2019	413.25	.00		
Total 10051600210:					649.45	.00		
10051600221								
21 ch	ALLIANT ENERGY	AUG 19 47020	470202 ELECTRIC CHARGES - CITY HALL	10/04/2019	23.95	.00		
Total 10051600221:					23.95	.00		
10051600222								
2190 c	CITY OF EDGERTON	3RD QTR 19 5	3RD QTR 2019 UTILITY BILL	10/04/2019	125.28	.00		
2190 c	CITY OF EDGERTON	3RD QTR 19 5	3RD QTR 2019 UTILITY BILL	10/04/2019	117.58	.00		
Total 10051600222:					242.86	.00		
10051600223								
2190 c	CITY OF EDGERTON	3RD QTR 19 5	3RD QTR 2019 UTILITY BILL	10/04/2019	90.66	.00		
Total 10051600223:					90.66	.00		
10051600225								
3534 c	CHARTER COMMUNICATIONS	001590709011	CITY HALL INTERNET	10/04/2019	40.00	.00		
Total 10051600225:					40.00	.00		
10051600311								
561 ch	PITNEY BOWES GLOBAL FINAN	3309559063	LEASE PERIOD 6/30/19-09/29/19	10/04/2019	46.06	.00		
Total 10051600311:					46.06	.00		
10051600340								
194 ch	DEEGAN'S HARDWARE INC	AUG 19	AUG 2019 CHARGES - CITY HALL	10/04/2019	23.48	.00		
934 ch	STAPLES CREDIT PLAN	7300755388	STICKY NOTES - CITY HALL	10/04/2019	33.45	.00		
934 ch	STAPLES CREDIT PLAN	7300825581	COPY PAPER/COFFEE CUPS	10/04/2019	67.25	.00		
934 ch	STAPLES CREDIT PLAN	7301002693	HEADPHONES/CALCULATOR RIBBON - CITY	10/04/2019	13.24	.00		
4946 c	PIEPER POWER	732817	REPLACE BATTERIES IN CITY HALL EXIT LIG	10/04/2019	291.22	.00		
4985 c	OFFICE REPLACEMENT PARTS	44343	CASTERS FOR DESK CHAIR - CITY HALL	10/04/2019	33.74	.00		
Total 10051600340:					462.38	.00		
10052100153								
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	117.74	.00		
Total 10052100153:					117.74	.00		
10052100154								
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	1,350.06	.00		
Total 10052100154:					1,350.06	.00		
10052100155								
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	48.80	.00		
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	4.03	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10052100155:					52.83	.00		
10052100311								
561 ch	PITNEY BOWES GLOBAL FINAN	3309559063	LEASE PERIOD 6/30/19-09/29/19	10/04/2019	7.67	.00		
Total 10052100311:					7.67	.00		
10052100320								
231 ch	EDGERTON REPORTER CO INC	5631	NATIONAL NIGHT OUT THANK YOU - POLICE	10/04/2019	302.81	.00		
231 ch	EDGERTON REPORTER CO INC	5849	CHILIMANIA - POLICE AD	10/04/2019	125.00	.00		
Total 10052100320:					427.81	.00		
10052120153								
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	981.18	.00		
Total 10052120153:					981.18	.00		
10052120154								
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	10,575.75	.00		
Total 10052120154:					10,575.75	.00		
10052120155								
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	96.77	.00		
Total 10052120155:					96.77	.00		
10052120210								
476 ch	EDGERTON HOSPITAL & HEALT	7/27/19	ALCOHOL COLLECTION	10/04/2019	87.00	.00		
Total 10052120210:					87.00	.00		
10052120225								
130 ch	US CELLULAR	0323989513	POLICE CELL PHONES	10/04/2019	164.50	.00		
Total 10052120225:					164.50	.00		
10052120340								
3528 c	VIEVU LLC	VVSI-1000238	BODY WORN CAMERA FOR POLICE DEPART	10/04/2019	299.00	.00		
Total 10052120340:					299.00	.00		
10052120380								
866 ch	STEVE'S 51 REPAIR	15213	OIL CHANGE - SQUAD #85	10/04/2019	41.00	.00		
866 ch	STEVE'S 51 REPAIR	15221	OIL CHANGE - SQUAD #87	10/04/2019	41.00	.00		
866 ch	STEVE'S 51 REPAIR	15261	REPLACE IGNITION CORE - SQUAD #87	10/04/2019	297.00	.00		
3404 c	BURNS FULL SERVICE LLC	135530	INSTALL TIRES #86	10/04/2019	52.00	.00		
Total 10052120380:					431.00	.00		
10052120810								
445 ch	MRS LIGHTING INC	19082602	REMOVE PARTS FROM OLD SQUAD/TRANS	10/04/2019	881.92	.00		
3748 c	SIGN A RAMA	85433	VEHICLE GRAPHICS FOR 2019 SQUAD	10/04/2019	445.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10052120810:					1,326.92	.00		
10052150210								
568 ch	PROFESSIONAL PEST CONTRO	425908	PEST CONTROL - POLICE DEPT	10/04/2019	21.20	.00		
596 ch	ROBINSON'S MARKETING DIV I	25112	CLEANING THROUGH 9/13/19 - POLICE STAT	10/04/2019	119.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	25130	CLEANING THROUGH 9/20/19 - POLICE STAT	10/04/2019	119.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	25157	CLEANING THROUGH 9/27/19 - POLICE STAT	10/04/2019	119.00	.00		
Total 10052150210:					378.20	.00		
10052150222								
2190 c	CITY OF EDGERTON	3RD QTR 19 6	3RD QTR 2019 UTILITY BILL	10/04/2019	150.37	.00		
Total 10052150222:					150.37	.00		
10052150223								
2190 c	CITY OF EDGERTON	3RD QTR 19 6	3RD QTR 2019 UTILITY BILL	10/04/2019	15.88	.00		
Total 10052150223:					15.88	.00		
10052150225								
3534 c	CHARTER COMMUNICATIONS	001590709011	POLICE DEPT INTERNET/PHONE CHARGES	10/04/2019	263.56	.00		
Total 10052150225:					263.56	.00		
10052150340								
73 ch	BANDT COMMUNICATIONS INC	2019800367	REPROGRAM SQUAD RADIOS	10/04/2019	200.00	.00		
596 ch	ROBINSON'S MARKETING DIV I	25093A	HAND TOWELS - POLICE STATION	10/04/2019	76.00	.00		
1015 c	ABENDROTH WATER COND INC	277062	WATER - POLICE DEPARTMENT	10/04/2019	13.00	.00		
2086 c	FIRST SUPPLY LLC	1926219-00	ELONGATED TOILET SEAT - POLICE STATIO	10/04/2019	50.72	.00		
4946 c	PIEPER POWER	732818	REPLACE/ADD EMERGENCY EGRESS AND	10/04/2019	1,395.00	.00		
Total 10052150340:					1,734.72	.00		
10052150810								
73 ch	BANDT COMMUNICATIONS INC	2019003904	REPROGRAM SQUAD #88 - REPAIR BROKEN	10/04/2019	214.82	.00		
Total 10052150810:					214.82	.00		
10052400210								
2584 c	GENERAL ENGINEERING COMP	AUG 2019	AIG 2019 BUILDING INSPECTIONS	10/04/2019	3,742.36	.00		
Total 10052400210:					3,742.36	.00		
10053100153								
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	76.53	.00		
Total 10053100153:					76.53	.00		
10053100154								
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	913.87	.00		
Total 10053100154:					913.87	.00		
10053100155								
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	2.40	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10053100155:					2.40	.00		
10053100311								
561 ch	PITNEY BOWES GLOBAL FINAN	3309559063	LEASE PERIOD 6/30/19-09/29/19	10/04/2019	7.67	.00		
Total 10053100311:					7.67	.00		
10053100320								
231 ch	EDGERTON REPORTER CO INC	6005	AD FOR BIDS - ROCK SALT	10/04/2019	17.48	.00		
Total 10053100320:					17.48	.00		
10053100340								
118 ch	C & M PRINTING INC	68652	BUSINESS CARDS - GEHRKE	10/04/2019	43.00	.00		
Total 10053100340:					43.00	.00		
10053110210								
3690 c	CEDAR CORPORATION	101072	PLAN COMMISSION - 5 ROLLIN ST/THRON	10/04/2019	549.00	.00		
Total 10053110210:					549.00	.00		
10053230153								
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	510.22	.00		
Total 10053230153:					510.22	.00		
10053230154								
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	7,547.85	.00		
Total 10053230154:					7,547.85	.00		
10053230155								
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	72.18	.00		
Total 10053230155:					72.18	.00		
10053230210								
568 ch	PROFESSIONAL PEST CONTRO	425908	PEST CONTROL - MUNI GARAGE	10/04/2019	21.20	.00		
Total 10053230210:					21.20	.00		
10053230221								
21 ch	ALLIANT ENERGY	AUG 19 12937	129372 ELECTRIC CHARGES	10/04/2019	277.46	.00		
21 ch	ALLIANT ENERGY	AUG 19 37005	370054 ELECTRIC CHARGES	10/04/2019	52.21	.00		
Total 10053230221:					329.67	.00		
10053230222								
2190 c	CITY OF EDGERTON	3RD QTR 19 1	3RD QTR 2019 UTILITY BILL	10/04/2019	58.79	.00		
2190 c	CITY OF EDGERTON	3RD QTR 19 1	3RD QTR 2019 UTILITY BILL	10/04/2019	666.30	.00		
Total 10053230222:					725.09	.00		
10053230223								
2190 c	CITY OF EDGERTON	3RD QTR 19 1	3RD QTR 2019 UTILITY BILL	10/04/2019	27.45	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
2190 c	CITY OF EDGERTON	3RD QTR 19 1	3RD QTR 2019 UTILITY BILL	10/04/2019	161.63	.00		
Total 10053230223:					189.08	.00		
10053230224								
21 ch	ALLIANT ENERGY	AUG 19 12937	129372 GAS CHARGES	10/04/2019	58.60	.00		
21 ch	ALLIANT ENERGY	AUG 19 37005	370054 GAS CHARGES	10/04/2019	7.35	.00		
Total 10053230224:					65.95	.00		
10053230225								
130 ch	US CELLULAR	0326298442	DPW CELL PHONE	10/04/2019	44.50	.00		
3534 c	CHARTER COMMUNICATIONS	000011509011	DPW INTERNET	10/04/2019	27.49	.00		
Total 10053230225:					71.99	.00		
10053230340								
194 ch	DEEGAN'S HARDWARE INC	AUG 19	AUG 2019 CHARGES - MUNI GARAGE	10/04/2019	50.78	.00		
243 ch	ELKHORN CHEMICAL&PACKAG	614150	OIL DRI - MUNI GARAGE	10/04/2019	92.58	.00		
259 ch	FASTENAL COMPANY	WIJAN209807	ABSORBENT PADS - MUNI GARAGE	10/04/2019	67.49	.00		
357 ch	JANESVILLE DOOR CO LTD	107385	OILED/ADJUSTED MUNI GARAGE	10/04/2019	82.10	.00		
3175 c	MOTOR PARTS & EXHAUST LLC	1-296205	VALVE - MUNI GARAGE	10/04/2019	8.50	.00		
3175 c	MOTOR PARTS & EXHAUST LLC	1-299077	LIFT SUPPORT - LINE SPRAYER	10/04/2019	32.58	.00		
3614 c	I90 ENTERPRISES LLC	53808	COUPLER FOR TRAILER AT MUNI GARAGE	10/04/2019	19.95	.00		
Total 10053230340:					353.98	.00		
10053310340								
194 ch	DEEGAN'S HARDWARE INC	AUG 19	AUG 2019 CHARGES - STREETS	10/04/2019	27.23	.00		
194 ch	DEEGAN'S HARDWARE INC	AUG 19	AUG 2019 CHARGES - E FULTON ST SIGN	10/04/2019	11.49	.00		
514 ch	NELSON-YOUNG LUMBER CO	61748	LAG SCREWS - E FULTON ST WELCOME SI	10/04/2019	22.80	.00		
541 ch	OUTPATIENT ENTRANCE GRAP	10/3/19	LETTERING - TRUCK #3,#7,#9,#14,#15	10/04/2019	1,060.00	.00		
3404 c	BURNS FULL SERVICE LLC	SEPT 2019	SEPT 2019 GAS/DIESEL CHARGES - TRAILER	10/04/2019	295.80	.00		
4458 c	FIDLAR TECHNOLOGIES	9/16/19	CERTIFIED SURVEY MAP	10/04/2019	20.90	.00		
Total 10053310340:					1,438.22	.00		
10053310370								
2056 c	ROCK ROAD COMPANIES INC	304339	HOT MIX ASPHALT - W FULTON ST EXTENSI	10/04/2019	1,769.11	.00		
2056 c	ROCK ROAD COMPANIES INC	304357	HOT MIX ASPHALT - W FULTON ST EXTENSI	10/04/2019	2,205.04	.00		
2056 c	ROCK ROAD COMPANIES INC	304379	HOT MIX ASPHALT - W FULTON ST EXTENSI	10/04/2019	890.63	.00		
Total 10053310370:					4,864.78	.00		
10053310380								
138 ch	CHEMSEARCH DIVISION	3661040	PENTRA-FOAM FOR STREET VEHICLES	10/04/2019	221.94	.00		
Total 10053310380:					221.94	.00		
10053310385								
3404 c	BURNS FULL SERVICE LLC	SEPT 2019	SEPT 2019 GAS/DIESEL CHARGES - STREET	10/04/2019	930.98	.00		
Total 10053310385:					930.98	.00		
10053310390								
194 ch	DEEGAN'S HARDWARE INC	AUG 19	AUG 2019 CHARGES - TREE	10/04/2019	29.99	.00		
2834 c	LOVELAND, WENDY	9/24/19	CHAIN FOR TREE TAGS	10/04/2019	49.90	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
4984 c	INLAND PRODUCTS	476078-5	TREE TAGS	10/04/2019	200.00	.00		
Total 10053310390:					279.89	.00		
10053310820								
2549 c	CRACK FILLING SERVICE COR	9/30/19	CRACK SEALING OF CITY STREETS	10/04/2019	34,005.00	.00		
Total 10053310820:					34,005.00	.00		
10053400340								
193 ch	DECKER SUPPLY CO INC	906906	PARKING SIGNS	10/04/2019	41.30	.00		
674 ch	TAPCO	1645610	REPLACED BAD INTERSECTOR - TRAFFIC S	10/04/2019	805.00	.00		
674 ch	TAPCO	1649175	INSTALL NEW BATTERY INVERTER - TRAFFI	10/04/2019	487.50	.00		
Total 10053400340:					1,333.80	.00		
10053420221								
21 ch	ALLIANT ENERGY	AUG 19 27883	278834 ELECTRIC CHARGES	10/04/2019	25.30	.00		
21 ch	ALLIANT ENERGY	AUG 19 47020	470202 ELECTRIC CHARGES - STREET LIGH	10/04/2019	77.73	.00		
21 ch	ALLIANT ENERGY	AUG 19 52473	524734 ELECTRIC CHARGES	10/04/2019	19.80	.00		
21 ch	ALLIANT ENERGY	AUG 19 55521	555211 ELECTRIC CHARGES	10/04/2019	22.69	.00		
21 ch	ALLIANT ENERGY	AUG 19 83307	833074 ELECTRIC CHARGES	10/04/2019	4,807.30	.00		
Total 10053420221:					4,952.82	.00		
10053450223								
2190 c	CITY OF EDGERTON	3RD QTR 19 5	3RD QTR 2019 UTILITY BILL	10/04/2019	109.30	.00		
2190 c	CITY OF EDGERTON	3RD QTR 19 5	3RD QTR 2019 UTILITY BILL	10/04/2019	29.30	.00		
2190 c	CITY OF EDGERTON	3RD QTR 2019	3RD QTR 2019 UTILITY BILL	10/04/2019	30.40	.00		
Total 10053450223:					169.00	.00		
10054910221								
21 ch	ALLIANT ENERGY	AUG 19 17756	177564 ELECTRIC CHARGES	10/04/2019	20.20	.00		
Total 10054910221:					20.20	.00		
10054910222								
2190 c	CITY OF EDGERTON	3RD QTR 19 1	3RD QTR 2019 UTILITY BILL	10/04/2019	96.73	.00		
Total 10054910222:					96.73	.00		
10054910223								
2190 c	CITY OF EDGERTON	3RD QTR 19 1	3RD QTR 2019 UTILITY BILL	10/04/2019	162.67	.00		
Total 10054910223:					162.67	.00		
10054910340								
3586 c	MCGUIRE'S LANDSCAPE & GA	188348	SHREDDED BLACK DIRT - CEMETERY	10/04/2019	336.00	.00		
Total 10054910340:					336.00	.00		
10054910385								
3404 c	BURNS FULL SERVICE LLC	SEPT 2019	SEPT 2019 GAS/DIESEL CHARGES - CEMET	10/04/2019	337.00	.00		
Total 10054910385:					337.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
10055110153								
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	363.06	.00		
	Total 10055110153:				363.06	.00		
10055110154								
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	2,848.97	.00		
	Total 10055110154:				2,848.97	.00		
10055110155								
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	57.92	.00		
	Total 10055110155:				57.92	.00		
10055110210								
568 ch	PROFESSIONAL PEST CONTRO	425908	PEST CONTROL - LIBRARY	10/04/2019	25.20	.00		
	Total 10055110210:				25.20	.00		
10055110222								
2190 c	CITY OF EDGERTON	3RD QTR 19 5	3RD QTR 2019 UTILITY BILL	10/04/2019	271.54	.00		
2190 c	CITY OF EDGERTON	3RD QTR 19 5	3RD QTR 2019 UTILITY BILL	10/04/2019	178.00	.00		
	Total 10055110222:				449.54	.00		
10055110223								
2190 c	CITY OF EDGERTON	3RD QTR 19 5	3RD QTR 2019 UTILITY BILL	10/04/2019	42.61	.00		
	Total 10055110223:				42.61	.00		
10055110311								
561 ch	PITNEY BOWES GLOBAL FINAN	3309559063	LEASE PERIOD 6/30/19-09/29/19	10/04/2019	7.67	.00		
	Total 10055110311:				7.67	.00		
10055140340								
231 ch	EDGERTON REPORTER CO INC	5670	VET'S BUILDING PUBLIC SESSION	10/04/2019	50.00	.00		
231 ch	EDGERTON REPORTER CO INC	6059	VET'S BUILDING PUBLIC SESSION	10/04/2019	50.00	.00		
2936 c	MURPHY DESMOND LAWYERS	8088382	REVIEW OF VETS BUILDING LEASE	10/04/2019	212.50	.00		
	Total 10055140340:				312.50	.00		
10055148790								
4589 c	PHELPS, ROBERT	11018	REIMBURSE FOR SENIOR CENTER CARVIN	10/04/2019	140.10	.00		
	Total 10055148790:				140.10	.00		
10055150210								
568 ch	PROFESSIONAL PEST CONTRO	425909	PEST CONTROL - DEPOT	10/04/2019	40.00	.00		
	Total 10055150210:				40.00	.00		
10055200221								
21 ch	ALLIANT ENERGY	AUG 19 06930	069305 ELECTRIC CHARGES	10/04/2019	147.75	.00		
21 ch	ALLIANT ENERGY	AUG 19 41346	413465 ELECTRIC CHARGES	10/04/2019	25.22	.00		
21 ch	ALLIANT ENERGY	AUG 19 56315	563154 ELECTRIC CHARGES	10/04/2019	113.42	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
21 ch	ALLIANT ENERGY	AUG 19 79371	793712 ELECTRIC CHARGES	10/04/2019	20.04	.00		
21 ch	ALLIANT ENERGY	AUG 19 92135	9213591995 ELECTRIC CHARGES	10/04/2019	19.39	.00		
Total 10055200221:					325.82	.00		
10055200222								
2190 c	CITY OF EDGERTON	3RD QTR 19 5	3RD QTR 2019 UTILITY BILL	10/04/2019	54.97	.00		
2190 c	CITY OF EDGERTON	3RD QTR 19 6	3RD QTR 2019 UTILITY BILL	10/04/2019	49.45	.00		
2190 c	CITY OF EDGERTON	3RD QTR 19 6	3RD QTR 2019 UTILITY BILL	10/04/2019	237.81	.00		
2190 c	CITY OF EDGERTON	64100001	REIMBURSEMENT - UTILITY BILL PAID BY C	10/04/2019	3,928.41	.00		
Total 10055200222:					4,270.64	.00		
10055200223								
2190 c	CITY OF EDGERTON	3RD QTR 19 6	3RD QTR 2019 UTILITY BILL	10/04/2019	188.83	.00		
Total 10055200223:					188.83	.00		
10055200340								
194 ch	DEEGAN'S HARDWARE INC	AUG 19	AUG 2019 CHARGES - PARKS	10/04/2019	60.88	.00		
568 ch	PROFESSIONAL PEST CONTRO	426037	PEST CONTROL - RACETRACK PARK	10/04/2019	40.00	.00		
3404 c	BURNS FULL SERVICE LLC	SEPT 2019	SEPT 2019 GAS/DIESEL CHARGES - PARKS	10/04/2019	438.77	.00		
4862 c	ACE PORTABLES	32722	PUMP OUT PORT-A-POTTY AT FISH POND	10/04/2019	40.00	.00		
4946 c	PIEPER POWER	732484	TROUBLESHOOT/CORRECT (4) EMERGENC	10/04/2019	273.00	.00		
Total 10055200340:					852.65	.00		
10055200385								
3404 c	BURNS FULL SERVICE LLC	SEPT 2019	SEPT 2019 GAS/DIESEL CHARGES - PARKS	10/04/2019	291.16	.00		
Total 10055200385:					291.16	.00		
10055200820								
4875 c	G.M.S EXCAVATORS, INC	PAY REQ #2 (F	PAY REQ #2 RACETRACK PARK, POND & UTI	10/04/2019	2,160.00	.00		
Total 10055200820:					2,160.00	.00		
10055415222								
2190 c	CITY OF EDGERTON	3RD QTR 19 6	3RD QTR 2019 UTILITY BILL	10/04/2019	336.28	.00		
Total 10055415222:					336.28	.00		
10055420210								
568 ch	PROFESSIONAL PEST CONTRO	425908	PEST CONTROL - POOL	10/04/2019	21.20	.00		
Total 10055420210:					21.20	.00		
10055420221								
21 ch	ALLIANT ENERGY	AUG 19 12422	124223 ELECTRIC CHARGES	10/04/2019	52.25	.00		
21 ch	ALLIANT ENERGY	AUG 19 35496	354961 ELECTRIC CHARGES	10/04/2019	55.65	.00		
Total 10055420221:					107.90	.00		
10055420222								
2190 c	CITY OF EDGERTON	3RD QTR 19 3	3RD QTR 2019 UTILITY BILL	10/04/2019	139.44	.00		
2190 c	CITY OF EDGERTON	3RD QTR 19 3	3RD QTR 2019 UTILITY BILL	10/04/2019	2,070.59	.00		
2190 c	CITY OF EDGERTON	3RD QTR 19 3	3RD QTR 2019 UTILITY BILL	10/04/2019	865.63	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 10055420222:					3,075.66	.00		
10055420223								
2190 c	CITY OF EDGERTON	3RD QTR 19 3	3RD QTR 2019 UTILITY BILL	10/04/2019	140.27	.00		
Total 10055420223:					140.27	.00		
10055420224								
21 ch	ALLIANT ENERGY	AUG 19 35496	354961 GAS CHARGES	10/04/2019	14.70	.00		
Total 10055420224:					14.70	.00		
10055420340								
35 ch	AMERICAN RED CROSS	22212681	LIFEGUARD CERTIFICATION (6)	10/04/2019	228.00	.00		
130 ch	US CELLULAR	0326298442	POOL WIFI	10/04/2019	39.50	.00		
194 ch	DEEGAN'S HARDWARE INC	AUG 19	AUG 2019 CHARGES - POOL	10/04/2019	26.82	.00		
2086 c	FIRST SUPPLY LLC	1912703-00	MEN'S POOL- BATHROOM FAUCET AND TOI	10/04/2019	167.16	.00		
Total 10055420340:					461.48	.00		
10055420820								
3690 c	CEDAR CORPORATION	101078	MUNICIPAL POOL ELECTRIC/FILTER UPGRA	10/04/2019	135.00	.00		
4661 c	HADY ELECTRIC, INC	2019 FINAL	POOL ELECTRIC UPGRADES 20%	10/04/2019	3,075.29	3,075.29	09/30/2019	
Total 10055420820:					3,210.29	3,075.29		
10056300153								
2887 c	DELTA DENTAL OF WISCONSIN	OCTOBER 201	OCT 2019 DENTAL INSURANCE	10/04/2019	35.32	.00		
Total 10056300153:					35.32	.00		
10056300154								
779 ch	WI DEPT OF EMPLOYEE TRUST	NOVEMBER 2	NOVEMBER 2019 HEALTH INSURANCE	10/04/2019	405.02	.00		
Total 10056300154:					405.02	.00		
10056300155								
490 ch	SECURIAN FINANCIAL GROUP,	NOVEMBER 2	NOV 2019 LIFE INSURANCE	10/04/2019	6.89	.00		
Total 10056300155:					6.89	.00		
10056300340								
231 ch	EDGERTON REPORTER CO INC	5896	PUBLIC HEARING - RUDISILL 20/22 PINE CO	10/04/2019	9.24	.00		
231 ch	EDGERTON REPORTER CO INC	6021	PUBLIC HEARING - RUDISILL 20/22 PINE CO	10/04/2019	9.04	.00		
Total 10056300340:					18.28	.00		
20653630297								
4457 c	WASTE MANAGEMENT OF WI-M	5742229-2766-	AUG 2019 GARBAGE/RECYCLING FEE	10/04/2019	20,743.94	.00		
Total 20653630297:					20,743.94	.00		
20653630390								
3197 c	ROCK CO LAND CONSERVATIO	9/26/19	2019 CLEAN SWEEP PROGRAM	10/04/2019	3,000.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
Total 20653630390:					3,000.00	.00		
40043435								
4986 c	BRONSON, SHANNON	2019	SIDEWALK OVERPAYMENT REFUND - 106 E	10/04/2019	48.70	.00		
4987 c	HESSMAN, JACK	2019	SIDEWALK OVERPAYMENT REFUND - 103 E	10/04/2019	10.36	.00		
4988 c	MAAS, TODD & ANGELA	2019	SIDEWALK OVERPAYMENT REFUND - 7 LOR	10/04/2019	12.96	.00		
4989 c	LAROSE, REBECCA	2019	SIDEWALK OVERPAYMENT REFUND	10/04/2019	10.36	.00		
4990 c	SODERHOLM, SARAH & TIMOT	2019	SIDEWALK OVERPAYMENT REFUND - 534 S	10/04/2019	60.89	.00		
4991 c	BARTELS, CHARLES	2019	212 DOROW AVE - SIDEWALK OVERPAYMEN	10/04/2019	20.29	.00		
Total 40043435:					163.56	.00		
40057140820								
3690 c	CEDAR CORPORATION	101074	LIBRARY HVAC UPGRADE	10/04/2019	1,075.08	.00		
Total 40057140820:					1,075.08	.00		
40057326820								
4875 c	G.M.S EXCAVATORS, INC	PAY REQ #2 (F	PAY REQ #2 RACETRACK PARK, POND & UTI	10/04/2019	987.03	.00		
Total 40057326820:					987.03	.00		
40057330820								
231 ch	EDGERTON REPORTER CO INC	6087	RESOLUTION 21-19 SWEENEY RD ASSESS	10/04/2019	42.21	.00		
3690 c	CEDAR CORPORATION	101075	SWEENEY RD RECONSTRUCTION	10/04/2019	6,635.14	.00		
Total 40057330820:					6,677.35	.00		
40057332820								
3690 c	CEDAR CORPORATION	101076	S MAIN ST STP	10/04/2019	4,963.06	.00		
Total 40057332820:					4,963.06	.00		
40657120820								
3980 c	WISCONSIN ECONOMIC DEVEL	INV-004633	CONNECT COMMUNITIES ANNUAL FEE	10/04/2019	200.00	.00		
Total 40657120820:					200.00	.00		
40657311820								
231 ch	EDGERTON REPORTER CO INC	5542	AD FOR BIDS - N MAIN ST SHOE FACTORY	10/04/2019	24.27	.00		
231 ch	EDGERTON REPORTER CO INC	5770	AD FOR BIDS - N MAIN ST SHOE FACTORY	10/04/2019	24.36	.00		
Total 40657311820:					48.63	.00		
40657726820								
3690 c	CEDAR CORPORATION	101073	FLOODPROOFING STUDY AT SHOE FACTOR	10/04/2019	1,243.50	.00		
Total 40657726820:					1,243.50	.00		
60380652340								
109 ch	BRUCE MUNICIPAL EQUIP INC	P11912	SWEEPER REPAIR PARTS	10/04/2019	1,271.46	.00		
Total 60380652340:					1,271.46	.00		
60380840340								
561 ch	PITNEY BOWES GLOBAL FINAN	3309559063	LEASE PERIOD 6/30/19-09/29/19	10/04/2019	2.56	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voi
934 ch	STAPLES CREDIT PLAN	7300825581	COPY PAPER/COFFEE CUPS/PAST DUE NOT	10/04/2019	20.04	.00		
1043 c	TRANSUNION LLC	SEPT 2019	MEMBERSHIP DUES	10/04/2019	16.66	.00		
4880 c	BAYSIDE PRINTING, LLC	136112	3RD QTR 2019 BILLING - INSERT FEE NEWS	10/04/2019	81.81	.00		
Total 60380840340:					121.07	.00		
Grand Totals:					177,452.46	3,167.79		

Total General Fund Vouchers: \$177,452.46
 Total Payroll Check Date 9/27/19: \$71,463.09
 GRAND TOTAL OF GENERAL FUND: \$248,915.55
 Finance Committee Members Signatures of Approval:

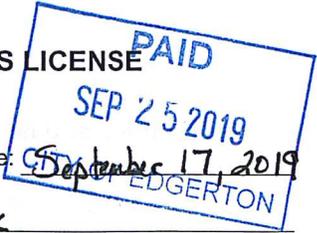
 DAVID ESAU

 CANDY DAVIS

 SARAH BRAUN

Report Criteria:
 Detail report.
 Invoices with totals above \$0 included.
 Paid and unpaid invoices included.
 Invoice Detail Input Date = 10/04/2019

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE



See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: September 17, 2019

Town Village City of EDGERTON County of ROCK

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning October 25, 2019 ^{6:00pm} and ending October 25, 2019 ^{9:00pm} and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

(a) Name EDGERTON STERLING NORTH BOOK & FILM FESTIVAL INC.

(b) Address P.O. Box 445 • Edgerton, WI 53534
(Street) Town Village City

(c) Date organized 2006

(d) If corporation, give date of incorporation March 1, 2013

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Dennis Pauli - 200 ELM HIGH DRIVE - Edgerton

Vice President Gayle Stettler - 327 Ann St. - Whitewater

Secretary Gayle Stettler - 327 Ann St. - Whitewater

Treasurer Jim Cottrell - 10612 N. Kidder Road - Edgerton

(g) Name and address of manager or person in charge of affair: Logan Nelson - 696 Jacobus Rd • Edgerton
Admin. Director

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number 312 W. Fulton Street

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: 1st Floor of Masonic Lodge

3. NAME OF EVENT

(a) List name of the event Author's Reception for EDGERTON STERLING NORTH BOOK & FILM FESTIVAL

(b) Dates of event October 25, 2019 from 6:00 pm - 9:00 pm

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

EDGERTON STERLING NORTH BOOK & FILM FESTIVAL INC.
(Name of Organization)

Officer P. Logan Nelson A.D.
(Signature/date)

Officer _____
(Signature/date)

Officer James W. Cottrell
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

City of Edgerton
SECURITY AGREEMENT

To insure public safety for your event, please answer the questions listing below. This information will be used to assist the common Council in determining if adequate provisions are being made for alcohol sales and security at your event.

1. Describe arrangements being made for the method and distribution of alcohol. Include provision being made to service only to legal consumers.

Logan Nelson, licensed alcohol operator, will oversee the distribution of wine to guests. Will check I.D. for anyone under age of 30. Lighted area, separated from public area.

2. Identify the licensed Operators in charge of selling and distributing alcohol for the entire time alcohol is being served.

Deborah Logan Nelson (License Applied For)

3. Describe the type of event you are hosting.

50-75 people to attend a reception honoring the authors for the 14th Annual Edgerton Sterling North Book & Film Festival

4. Estimate the number of people who will be attending this event.

50-75

5. All liquor must be bought from a Wisconsin Wholesaler. Please list the Wholesaler you will be using. (This excludes all retail stores)

Wisconsin Distributors Ott Schwaitzer Dist.

Police Department recommendation for services including costs:

Tom Klubertanz, Chief of Police

Memo

To: Common Council
From: Staff
Date: 10/4/2019
Re: October 7, 2019 Meeting

Veteran's Building Lease: The tenant in the Veteran's Building, the Edgerton Children's Center has requested the following changes to the lease recently approved by the Council:

- Modification of the termination notice language to better mirror the business operations
- Clarification of Articles XIV and XXII
- Clarification that the lease does not include the use of one (not both) of the closets in the south room.
- Addition of a provision to allow the tenant to terminate the lease with 6 month notice.

Shared Ride Taxi contract: The DOT regulations require the City request proposals for Shared Ride Taxi services every 5 years. In the interim years, the City can extend the current contract with our vendor, Brown Cab. The extension agreement is in your packet.

Addendum to Cedar Contract for West Rollin St design: CDBG regulations require the attached documents are included in contract with our contactors. Since the Council has already approved the contract with Cedar, these documents will amend that contract.

2018 General Fund surplus: The Council passed a policy on January 6, 2014 to consider the transfer of General Fund surplus generated each year to the Capital Projects Fund to be used for either capital equipment purchases or capital projects.

The \$70,617 that is recommended to be transferred this year is the surplus created in 2018 as per the audited financial statements less any newly designated funds plus projects that were completed in 2018 that used previously designated funds.

At this time, the Council should take action if you wish to transfer funds to the Capital Projects Fund. The actual use of these funds will be discussed at budget time. If the Council elects to make the transfer, the projected balance in the capital surplus fund would be \$121,347. Please note that some of the 2019 capital projects being funded with these funds are not yet complete so the actual year end balance is an estimate.

LEASE AGREEMENT

THIS LEASE made this ___ day of _____ 2019, between CITY OF EDGERTON, a Wisconsin municipal corporation, of Edgerton, Wisconsin ("Landlord"), and Catherine Engler individually and dba, EDGERTON CHILDRENS' CENTER ("Tenant") located at Edgerton, Wisconsin,

WITNESETH

WHEREAS, Landlord owns a commercial building located at 414 Albion Street, Edgerton, Wisconsin, also known as Veterans Memorial Building; and

WHEREAS, Tenant plans to use the premises for a child day care business and 4-year old kindergarten; and

NOW, THEREFORE, in consideration of the premises and of the mutual benefits to be derived therefrom, it is agreed as follows:

ARTICLE I DEMISE AND DESCRIPTION OF PREMISES

Landlord hereby leases to Tenant and Tenant hereby leases from Landlord the demised premises, including all easements, rights, improvements and appurtenances in connection therewith and being more particularly described as follows:

That building and property located at 414 Albion Street, Edgerton, WI 53534 owned by the City of Edgerton and referred to as "Property".

This lease does not include the use of the ~~northtwo~~ closets in the office area (south room). The Veteran's organizations will have the exclusive use of these closets.

ARTICLE II TERM

This Lease for the Property shall be for a thirty six (36) month term commencing on September 1, 2019 and ending August 31, 2022, unless terminated earlier as provided for herein.

The Landlord may terminate this lease with notice in writing at any time before February 1, 2020. If such notice is given, the Tenant would be required to vacate the premise by July 30, 2021. The Tenant may terminate this lease with six (6) month written notice. The Landlord may terminate this lease upon six (6) months advance notice in writing at any time after July 1, 2020. For the avoidance of confusion, Tenant may not be required to vacate the premises prior to January 1, 2021.

ARTICLE III PAYMENT TERMS

(a) Rent for the Property. The initial rent for the property, shall be \$900.00. Effective, January 1, 2020 through August 31, 2020, rent shall be \$1,000.00 per month. Effective September 1, 2020 through August 31, 2021, rent shall be \$1,100.00. Effective September 1, 2021 through August

31, 2022, rent shall be \$1,200.00.

(b) Rent payments shall be payable on the 1st of each month, commencing September 1, 2019.

(c) Late Payment: Tenant shall pay a penalty of 18 percent of the required monthly payment for any monthly rental or utility payment not made within 10 days of the required payment date called for.

ARTICLE IV USE OF PREMISES

Purposes. Tenant shall use the demised premises for the purpose of conducting thereon and therefrom the Tenant's business, and no part of the demised premises shall be used for any other purpose that is not in compliance with the conditions stated herein without the prior written consent of the Landlord. Tenant shall not use the demised premises or any part thereof or permit any part of the demised premises to be used, or permit any act whatsoever to be done on the premises, in a manner, which will violate or make void or inoperative any policy of insurance held by Landlord.

(a) Storage of Merchandise. Tenant shall store or stock in the demised premises, at all times during the term hereof, only such goods, wares, and merchandise as the Tenant intends to use, at or from the premises or use in connection with a service offered by Tenant in the regular course of Tenant's business, and shall use for office or clerical purposes only such space in the demised premises as is from time to time reasonably required for Tenant's business therein.

(b) Public Relations. In the conduct of its business in and about the demised premises, Tenant shall observe and comply with all laws, ordinances, and regulations of public authorities.

(c) Tenant's lease of structure shall include the use of the parking lot.

(d) Veteran's Meeting Space: The Tenant recognizes that various Veterans' organizations wish to utilize the building as a meeting space. The Tenant is required to allow access to the space for the Veteran's use of the building for these meetings. The Tenant shall be responsible to coordinate the Veteran's use of the building for these and other special Veteran's meetings.

ARTICLE V REPAIRS AND MAINTENANCE

(a) Tenant shall maintain the demised premises and keep them in good repair at its expense. Tenant shall be responsible for any improvements required by Federal, State or local regulations to use the demised premises for Tenant's business purposes identified above. Tenant shall at all times maintain the demised premises in a clean, neat, and orderly condition at the Tenant's expense subject to the provisions of Article XXVI.

(b) The Tenant shall be responsible to collect all trash and recyclables. The Tenant shall plow the snow from the sidewalks and that portion of the parking lot needed to serve the Tenant. The Landlord shall, within 48 hours of a snowfall, plow the remainder of the parking area. The Tenant shall mow the lawn.

(c) The Tenant shall make every effort to not damage walls, floors, mechanical

equipment, and all of the building fixtures. The Tenant shall be response to repair, to the Owner's satisfaction, any damage done to the Property by the Tenant.

(d) The Tenant is responsible for the care and maintenance of the shrubs on the property. Tenant shall not remove or plant any shrubs without first notifying the Landlord and obtaining its permission.

ARTICLE VI TAXES, ASSESSMENTS AND OCCUPANCY EXPENSES

There are no real estate taxes on said premises, which are owned by the City of Edgerton. Tenant is expressly responsible to pay all occupancy expenses and repairs for the buildings and premises subject to the provisions of Article XXVI. The Landlord agrees to provide the Tenant a set of keys for the exterior and interior of the building. Upon the approval of the Landlord, the Tenant may install locks on the large meeting room and kitchen doors. The Tenant must provide the Landlord with a copy of the keys to all rooms of the building for which the Tenant installs locks.

ARTICLE VII INSURANCE

(a) Tenant shall procure and maintain in force at its expense during the term of this lease agreement and any extension of such term, public liability insurance with insurers and through brokers approved by Landlord. Such coverage shall be adequate to protect against liability for damage claims through public use of or arising out of accidents occurring in, on around the demised premises, in a minimum amount of one million dollars (\$1,000,000.00) for injury to or death of person per occurrence, and fifteen thousand dollars (\$15,000.00) for property damage. The insurance policies shall provide coverage for contingent liability of Landlord on any claims or losses. The insurance policies or proof of their existence shall be delivered to Landlord for safekeeping. Tenant shall obtain a written obligation from the insurers to notify Landlord in writing at least (30) days prior to cancellation or refusal to renew any policy.

(b) If the insurance policies required by this section are not kept in force during the entire term of this lease agreement or any extension of such term, Landlord may procure the necessary insurance and pay the premium therefore, and the premium shall be repaid to Landlord as an additional rent installment for the month following the date on which the premiums were paid by Landlord.

(c) The Landlord shall carry at its expense property insurance coverage on the property.

ARTICLE VIII ALTERATIONS AND ADDITIONS

Tenant shall have the right from time to time during the term at its own expense to install in the demised premises non-permanent improvements such as, equipment, furnishings and other personal property as it may deem fit, and to remove, change and exchange the same, equipment, furnishings, personal property and additions to remain Tenant's property.

Upon written approval of the Landlord, the Tenant may at its own expense throughout the term make such alterations, improvements or changes, in the demised premises as may be proper or

necessary for the conduct of its business or a tenant holding a sublease and for full and beneficial use of the demised premises. No paint shall be applied to any part of the original structure and no structural or mechanical changes or alterations shall be made without the written consent of Landlord first had and obtained, which shall not be unreasonably withheld or unreasonably delayed. No changes, additions or alterations shall be made to the exterior of the demised premises without the written consent of the Landlord, which consent shall not be unreasonably withheld.

ARTICLE IX
REMOVAL OF FIXTURES

Tenant shall have the right at any time to remove from the demised premises any furniture, fixtures, equipment and furnishings owned by Tenant and situated in, on or about the demised premises, which removal may be accomplished at any time prior to or at the expiration of the term, or within the period of forty-five (45) days after any earlier termination of this Lease. Tenant shall repair to its original condition all damage caused by the removal of such property.

ARTICLE X
SIGNS

Subject to applicable Landlord approval, ordinances and regulations, Tenant may, at its sole discretion, maintain a sign on the property if Tenant so desires at its sole expense. Any sign of Tenant shall be installed so as to cause no damage to the building and the manner of the installation shall be only with the written consent of Landlord, which consent shall not be unreasonably withheld.

ARTICLE XI
UTILITIES

Tenant shall pay all charges for gas, electric, water, sewer, telephone service, cable and other similar charges incurred by Tenant with respect to and during its occupancy of the demised premises.

ARTICLE XII
DAMAGE OR DESTRUCTION

In the event that the building and improvements upon the premises shall be damaged by fire, windstorm, or other casualties and not rendered untenable, Landlord shall, as far as practicable, forthwith reinstate the property in its present condition. If the damage shall be so extensive as to render the premises untenable, the monthly installments of cash rent required to be paid hereunder shall then be abated during the time that the premises are untenable. In the event of the destruction of 50 percent or more of the premises by fire or other casualty, this Lease shall, at the option of either the Tenant or the Landlord, cease and come to an end. The premises shall not be regarded as untenable if Tenants are able to carry on and transact their business upon the premises immediately following the destruction or damage by fire or other casualty and during the period that repairs and replacements are being made. Under the foregoing provisions, Tenant shall be the sole judge of whether or not these premises are untenable and whether or not it is able to carry on and transact its business. However, Tenant shall not act arbitrarily in exercising this discretion and the physical facts regarding the matter shall at that time prevail. In the event of partial destruction of said premises and Tenant elects to continue business operations during repairs, rental payments shall abate only in proportion to that portion of premises which is untenable.

ARTICLE XIII DEFAULT

The Tenant hereby agrees that if the Tenant defaults in any payment of rent, the Tenant is in default of the lease. If Tenant defaults in the prompt and full performance of any other provision of this Lease and such default continues for thirty (30) days after Landlord's notice thereof to Tenant, Landlord may, if Landlord so elects, but not otherwise, forthwith terminate this Lease, and Tenant's rights to possession of the premises, one or both. If the leasehold interest of Tenant be levied upon, under execution, or be attached by process of law, or if the Tenant shall be declared bankrupt, or if the Tenant shall have a receiver appointed over its property, or if the Tenant abandons the premises, then and in any such event, Landlord may, if Landlord so elects, and with or without notice of such election, and with or without demand whatsoever, forthwith terminate this Lease, and Tenant's rights to possession, one or both.

Upon such termination, it shall be lawful for Landlord or his representative to re-enter the demised premises either with or without process of law, and to expel and put out the Tenant or any person or persons occupying the same, using such force as may be necessary so to do, and to repossess and enjoy the demised premises, with the same effect as if the term hereof had expired; provided however, that if the Landlord terminates this Lease on account default of the Tenant or occurrence of any other event provided as ground of termination in this Article, neither such termination nor re-entry by unlawful detainer proceedings, or otherwise, shall operate to discharge or relieve the Tenant of its liability to pay the rent and perform and observe all other obligations of the Tenant during the balance of the term for which the Lease would have continued had it not been so terminated, but Landlord shall use his best efforts to relet the demised premises for the account of the Tenant, or otherwise to mitigate Tenant's liabilities hereunder.

ARTICLE XIV RIGHT TO MAKE PAYMENTS

~~Except as other provisions may herein specifically be made, in the event that either Tenant or Landlord as the obligated party, after thirty (30) days written notice from the other party, fails or refuses to make any of the payments when due as required of such obligor by this Lease (other than the payment of the rent reserved hereunder), or to do or cause to be done promptly any and all of the acts or things in this Lease provided to be done by such obligor, then the other party shall have the right (but shall be under no obligation to the obligor to do so) to advance any and all sums of money or to do or cause to be done any and all acts and things necessary or proper to be done or performed by the obligor, and in such event the obligor covenants and agrees forthwith upon demand to repay to such other party any and all sums so advanced or expended to do or cause to be done any and all such acts and things.~~

If the Tenant or the Landlord performs an act that is the obligation of the other party according to this Lease Agreement after notice and a reasonable opportunity to perform, the performing party shall have the right to repayment from the non-performing party (obligator).

In the event that the obligor fails within ten (10) days after written demand by the performing other party to repay (or, if applicable, to allow a deduction of amounts owed under this Lease Agreement from rental) any sum advanced by the other party pursuant to the foregoing provisions, there shall be added to the sum to be repaid interest thereon from the date of demand to the date of repayment at the rate of 18 percent per annum.

ARTICLE XV LIENS

During the term of this lease, each party agrees to hold the other party free and harmless from any and all liens that might attach to the demised premises on account of labor performed or for materials furnished to the demised premises at the instance of the party first mentioned, and agrees to pay or discharge any such liens within thirty (30) days except any liens, the validity of which are being contested diligently by appropriate legal proceedings.

ARTICLE XVI ASSIGNMENT AND SUBLETTING

The Tenant may, if the Landlord approves, and such approval shall not be unreasonably withheld, sublet all or any portion of the demised premises, or assign its interests under this Lease, but no such sublease or assignment shall relieve the Tenant of primary liability for the Tenant's obligations hereunder. Any such assignment must, in advance, be submitted to Landlord for its approval. The provisions herein shall apply to all subleases and the Tenant shall be responsible for compliance by Tenants of sublease. All lease agreements made, as part of a sublease shall include the conditions herein. All subleases shall be automatically assignable to the Landlord.

ARTICLE XVII ATTORNEY FEES

In any successful action or proceedings by either of the parties to this Lease against the other to enforce the provisions of this Lease or any exhibits attached hereto or construction or other contracts relating hereto, or to recover payment of any claim under or to recover damages for the breach of any provision of any of the foregoing, the successful party shall be entitled to recover from the other party all costs and expenses in any such action, including a reasonable attorney's fee to be fixed by the court in such action or proceeding.

ARTICLE XVIII HOLDING OVER

If Tenant holds over and retains possession of the demised premises or any part thereof after termination of the term by lapse of time or otherwise, such holding over shall not constitute a renewal of this Lease from month to month or for any other period, and the Tenant shall pay a monthly rent of double the monthly rent provided for herein, and such damages as the Landlord may have suffered as a result of such holding over, including, but not limited to, the loss of rental opportunity.

ARTICLE XIX PARTIAL INVALIDITY

If any term, covenant or condition of this Lease or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Lease, or the application of such term, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant, or condition of this Lease shall be valid and enforced to the fullest extent permitted by law. Any term covenant or condition of this Lease deemed ambiguous by any court shall not be construed against the drafter of the Lease.

ARTICLE XX
MEMORANDUM OF LEASE

In the event either party hereto desires to record a memorandum of this Lease, the party so desiring shall prepare the same and submit the same to the other party for approval and execution, which approval and execution shall not be unreasonably withheld.

ARTICLE XXI
EFFECT OF BANKRUPTCY

If at any time during the term of this Lease there shall be filed by or against Tenant in any court, pursuant to any statute either in the United States or any state, petition in bankruptcy or insolvency or for reorganization or for the appointment of a receiver or trustee of all or a portion of Tenant's property, or if Tenant makes an assignment for the benefit of creditors, Tenant shall have breached this Lease, and this Lease, at the option of the Landlord exercised after expiration of the period provided below, may be canceled and terminated, provided such petition in bankruptcy or insolvency or for reorganization or for the appointment of a receiver or trustee shall continue for a period of ten (10) days. In such event neither Tenant nor any person claiming through or under Tenant by virtue of any statute or of an order of any court shall be entitled to possession or to remain in possession of the demised premises, but shall forthwith quit and surrender the premises.

ARTICLE XXII
GOVERNMENTAL INTERFERENCE WITH POSSESSION

~~Tenant shall not be released from its obligation hereunder should its possession of the demised premises be interfaced with or affected by reason of the passage or adoption of any law, ordinance, resolution, regulation, or act of any legal or governmental authority, or any order of abatement or injunction or judgment preventing the use of the demised premises made on the ground that the demised premises or the business operated therefrom constitutes a nuisance, exclusive of any parking regulations.~~

If the demised premises or the business operated therefrom is found to constitute a nuisance, (exclusive of any parking regulations) due to the passage or adoption of any law, ordinance, resolution, regulation, or act of any legal or governmental authority, or any order of abatement or injunction or judgment preventing the use of the demised premises, Tenant shall not be released from its obligation hereunder.

ARTICLE XXIII
QUIET ENJOYMENT

Landlord hereby covenants and warrants that, subject to any mortgages now of record or hereafter placed on record, they are the owners of the demised premises, and that Tenant, on payment of rent herein provided for and performance of the provisions hereof on its part to be performed, shall and may peacefully possess and enjoy the demised premises during the term hereof without any interruption or disturbance recognizing the conditions stated in Article 4(f) above.

ARTICLE XXIV
WAIVER OF BREACH

No waiver of any breach or breaches of any provision of this Lease shall be construed to be a

waiver of any proceedings or succeeding breach of such provision or of any other provision hereof.

ARTICLE XXV
AMENDMENTS TO BE IN WRITING

This Lease may be modified or amended only by a writing duly authorized and executed by both Landlord and Tenant. It may not be amended or modified by oral agreements or understandings.

ARTICLE XXVI
BUILDING AND STRUCTURAL COMPONENTS

Notwithstanding any foregoing provision in this Lease to the contrary, it is expressly covenanted and agreed that Landlord shall be solely responsible for the structure and the structural components of the building and parking lot on the premises herein leased, and Landlord shall, at Landlord's expense, maintain such structure and structural components of said building in a safe and sound condition during the term of this Lease. IN WITNESS WHEREOF, the parties have executed this Lease at Edgerton, Wisconsin, on the day and year first written above.

ARTICLE XXVII
RIGHT OF ENTRY

Tenant hereby acknowledges the Landlord's right to enter the Demised Premises upon reasonable prior notice (at least 5 hours), for the sole purpose of showing the Demised Premises to prospective tenants or purchasers at reasonable times provided the Landlord has the consent of the Tenant, which said consent should not be unreasonably denied. Landlord hereby agrees to accompany the prospective tenant or purchaser at all times during the showing of the Demised Premises. Landlord reserves the right to enter the Demised Premises without notice, with such force as appears necessary, and with the Tenant absent from the Demised Premises, if the Landlord reasonably believes that said entry is necessary to preserve or protect the Demised Premises from an immediate and impending danger

ARTICLE VIII
JURISDICTION AND VENUE

This lease shall be governed by, and constructed in accordance with, the laws of the state of Wisconsin. Any lawsuit, and venue of any cause of action arising from or related to this lease or this tenancy, shall be brought only in Rock County, Wisconsin

(signatures on next page)

EXERCISE OF OPTIONS FOR SHARED-RIDE TAXI SERVICES

City of Edgerton / Edgerton Taxi

Federal Transit Administration’s Circular 4220.1F, requires that a price analysis is completed for each of the option years of your Shared Ride Taxi contracts.

Check your contract to see if you have a 1 year contract with 4 option years or a 2 year contract with 3 option years. **If the next calendar year is an option year, please complete this form and submit to the WisDOT Bureau of Transit by September 30, 2019.**

To calculate your vendor’s hourly rate for next year, add their current rate plus the most recent annual rate of inflation, the Consumer Price Index for all items as published on the Bureau of Labor Statistics web site: <https://www.bls.gov/news.release/pdf/cpi.pdf>

The current rate (CPI-U) for all items used for this calculation is **1.7 %**, based on the annual rate from August 2019 per Section 2.22 in the RFP.

Edgerton Taxi current rate	Current Rate of Inflation	Rate that will be paid in 2020 (current rate x current rate of inflation)
\$24.83	1.7%	\$25.25

****Please compare the 2020 rate with the spreadsheet of Shared-Ride Taxi service costs for systems statewide (taking into account similar percentage increases for inflation as calculated above), and give **specific information** below that asserts your hourly rate for 2020 is *fair and reasonable*. (stating “per contract” is not an adequate response to comply with FTA requirements)**

The rate is fair and reasonable because: it is one standard deviation of the average rate for transit providers in our group (Group 1)

This agreement with *City of Edgerton / Edgerton Taxi* is in accordance with the original RFP, all attachments, addenda and revisions, the contractor’s proposal and all applicable federal certifications and clauses.

Please have this document signed by the vendor and a transit system signatory authority, scan the document and submit it to danette.tessmann@dot.wi.gov

The federal clauses must also be signed by the vendor and submitted to danette.tessmann@dot.wi.gov

Karl Schlotz / General Manager
Brown Cab Services, Inc.

9-22-2019
Date

Transit System Signature

Date

Division of Energy, Housing and Community Resources (DEHCR)

Community Development Block Grant – Potential Conflict of Interest Disclosure

POTENTIAL CONFLICT OF INTEREST DISCLOSURE

**W. Rollin St Sewer, Water, and Street Improvements
City of Edgerton, Rock County, Wisconsin**

Do you have family or business ties to any of the people listed below?

Yes No

If yes, please check the box next to the name(s) of the individual(s) and describe the relationship in the space provided below:

ELECTED OFFICIALS:

- Christopher Lund- Mayor
- Candy Davis-Council Member
- Debbie Olson- Council Member
- David Esau- Council Member
- Sarah Braun-Council Member
- James Burdick-Council Member
- Anne Radtke-Council Member

CITY OF EDGERTON ADMINISTRATION, DEPARTMENT HEADS AND LEGAL COUNSEL:

- Ramona Flanigan-City Administrator
- Cinthia Hegglund- City Clerk/Treasurer
- Randall Oren-Utilities Director
- William Morgan-City Attorney (Murphy Desmond Law Firm)

ENGINEERING AND CONSULTING FIRM(S):

- <INSERT FULL NAME, TITLE, AND BUSINESS/FIRM NAME>*

Description of Relationship(s):

Please Note: The name of any bidder with a potential conflict of interest will be disclosed at the City of Edgerton City Council meeting in which bids are discussed. Potential conflicts of interest will be reviewed in accordance with 24 CFR 570.489(h).

Printed Name of Individual

Title

Signature

Name of Business/Firm/Company

Date Signed [MM/DD/YYYY]

- (1) Conducting an analysis to identify impediments to fair housing choice within the State;
- (2) Taking appropriate actions to overcome the effects of any impediments identified through that analysis;
- (3) Maintaining records reflecting the analysis and actions in this regard; and
- (4) Assuring that units of local government funded by the State comply with their certifications to affirmatively further fair housing.

(c) *Lead-Based Paint Poisoning Prevention Act.* States shall devise, adopt and carry out procedures with respect to CDBG assistance that fulfill the objectives and requirements of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821–4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851–4856), and implementing regulations at part 35, subparts A, B, J, K, and R of this title.

(d) States shall comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and the implementing regulations in 24 CFR part 135. Section 3 requires that employment and other economic opportunities arising in connection with housing rehabilitation, housing construction, or other public construction projects shall, to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be given to low- and very low-income persons.

(e) *Architectural Barriers Act and the Americans with Disabilities Act.* The Architectural Barriers Act of 1968 (42 U.S.C. 4151–4157) requires certain Federal and Federally-funded buildings and other facilities to be designed, constructed, or altered in accordance with standards that ensure accessibility to, and use by, physically handicapped people. A building or facility designed, constructed, or altered with funds allocated or reallocated under this subpart after November 21, 1996 and that meets the definition of *residential structure* as defined in 24 CFR 40.2, or the definition of *building* as defined in 41 CFR 101–19.602(a), is subject to the requirements of the Architectural Barriers Act of 1968 and shall comply with the Uniform Federal Accessibility Standards. For general type buildings, these standards are in appendix A to 41 CFR part 101–19.6. For residential structures, these standards are available from the Department of Housing and Urban Development, Office of Fair Housing and Equal Opportunity, Disability Rights Division, Room 5240, 451 Seventh Street, SW, Washington, DC 20410; telephone (202) 708–2333 (voice) or (202) 708–1734 (TTY) (these are not toll-free numbers).

[57 FR 53397, Nov. 9, 1992, as amended at 59 FR 33894, June 30, 1994; 60 FR 1916, Jan. 5, 1995; 61 FR 54922, Oct. 22, 1996; 64 FR 50225, Sept. 15, 1999]

§ 570.488 Displacement, relocation, acquisition, and replacement of housing.

The requirements for States and state recipients with regard to the displacement, relocation, acquisition, and replacement of housing are in §570.606 and 24 CFR part 42.

[61 FR 11477, Mar. 20, 1996]

§ 570.489 Program administrative requirements.

(a) *Administrative and planning costs* —(1) *State administrative costs.* (i) The state is responsible for the administration of all CDBG funds. The state shall pay from its own resources all administrative costs incurred by the state in carrying out its responsibilities under this subpart, except that the state may use CDBG funds to pay such costs in an amount not to exceed \$100,000 plus 50 percent of such costs in excess of \$100,000. States are therefore required to match such costs in excess of \$100,000 on a dollar for dollar basis. The amount of CDBG funds used to pay such costs in excess of \$100,000 shall not exceed 2 percent of the aggregate of the state's annual grant, program income received by units of general local government (whether retained by the unit of general local government or paid to the State) and funds reallocated by HUD to the state.

(ii) For determining the amount of CDBG funds available in past years for administrative costs incurred by the state, the following schedule applies:

- (A) \$100,000 per annual grant beginning with FY 1984 allocations;

(B) Two percent of program income returned by units of general local government to the State after August 21, 1985; and

(C) Two percent of program income received by units of general local government after February 11, 1991.

(iii) The state has the option of selecting its approach for demonstrating compliance with this requirement. Regardless of the approach selected by the state, the state will be required to pay its 50 percent of administrative costs in excess of \$100,000 in the same amount and at the same time at which it draws CDBG funds for such costs after the expenditure of the \$100,000. Any state for which it is determined that matching costs contributions are in arrears on the use of CDBG funds for administrative costs will be required to bring matching cost expenditures up to the level of CDBG expenditures for such costs within one year of the effective date of this subpart. A state grant may not be closed out if the state's matching cost contribution is not at least equal to the amount of CDBG funds in excess of \$100,000 expended for administration. Funds from any year's grant may be used to pay administrative costs associated with any other year's grant. The two approaches are:

(A) Cumulative accounting of administrative costs incurred by the state since its assumption of the Program. Under this approach, the state will identify, for each grant it has received, the CDBG funds eligible to be used for administrative costs as well as the maximum amount of matching funds which the state is required to pay. The amounts will then be aggregated for all grants received. The state must keep records demonstrating the actual amount of CDBG funds from each grant received which was used for administrative costs as well as matching amounts paid by the state. These amounts will also be aggregated for all grants received. The state will be considered to be in compliance with the requirement if the aggregate of actual amounts spent for administrative costs does not exceed the maximum amount allowable and the amount which the state has paid in matching funds is at least equal to the amount of CDBG funds in excess of \$100,000 (for each applicable allocation) drawn for administrative purposes. Any administrative amounts associated with a particular state grant shall be deducted from the aggregate totals upon closeout of that state grant.

(B) An accounting process developed and implemented by the state which provides sufficient information to demonstrate that the requirements of this subsection are met.

(2) The state may not charge fees of any entity for processing or considering any application for CDBG fund, or for carrying out its responsibilities under this subpart.

(3) The state and its funded units of general local government shall not expend for planning, management and administrative costs more than 20 percent of the aggregate amount of the annual grant, plus program income and funds reallocated by HUD to the State which are distributed during the time the final Statement for the annual grant is in effect. Administrative costs are those described at §570.489(a)(1) for states, and for units of general local government those described at sections 105(a)(12) and (a)(13) of the Act.

(b) *Reimbursement of pre-agreement costs.* The state may permit, in accordance with such procedures as the State may establish, a unit of local government to incur costs for CDBG activities before the establishment of a formal grant relationship between the State and the unit of general local government and to charge these pre-agreement costs to the grant, provided that the activities are eligible and undertaken in accordance with the requirements of this subpart and 24 CFR part 58.

(c) *Federal grant payments* —(1) *Payments.* The state shall be paid in advance in accordance with Treasury Circular 1075 (31 CFR part 205). The State shall use procedures to minimize the time elapsing between the transfer of grant funds and disbursement of funds by the State to units of general local government. Units of general local government shall also use procedures to minimize the time elapsing between the transfer of funds by the State and disbursement for CDBG activities.

(2) *Interest on advances.* Interest earned by units of general local government on grant funds before disbursement of the funds for activities is not program income and must be returned to the Treasury, except that the unit of general local government may keep interest amounts of up \$100 per year for administrative expenses. However, the state shall not be held accountable for interest earned on grants for which payments are made in accordance with paragraph (c)(1) of this section pending disbursement for CDBG activities.

(d) *Fiscal controls and accounting procedures.* (1) A state shall have fiscal and administrative requirements for expending and accounting for all funds received under this subpart. These requirements must be available for Federal inspection and must:

(i) Be sufficiently specific to ensure that funds received under this subpart are used in compliance with all applicable statutory and regulatory provisions:

(ii) Ensure that funds received under this subpart are only spent for reasonable and necessary costs of operating programs under this subpart; and

(iii) Ensure that funds received under this subpart are not used for general expenses required to carry out other responsibilities of state and local governments.

(2) A state may satisfy this requirement by:

(i) Using fiscal and administrative requirements applicable to the use of its own funds;

(ii) Adopting new fiscal and administrative requirements; or

(iii) Applying the provisions in 24 CFR part 85 "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments."

(e) *Program income.* (1) For the purposes of this subpart, "program income" is defined as gross income received by a state, a unit of general local government or a subrecipient of a unit of general local government that was generated from the use of CDBG funds, except as provided in paragraph (e)(2) of this section. When income is generated by an activity that is only partially assisted with CDBG funds, the income shall be prorated to reflect the percentage of CDBG funds used (e.g., a single loan supported by CDBG funds and other funds; a single parcel of land purchased with CDBG funds and other funds). Program income includes, but is not limited to, the following:

(i) Proceeds from the disposition by sale or long term lease of real property purchased or improved with CDBG funds;

(ii) Proceeds from the disposition of equipment purchased with CDBG funds;

(iii) Gross income from the use or rental of real or personal property acquired by the unit of general local government or a subrecipient of a unit of general local government with CDBG funds; less the costs incidental to the generation of the income;

(iv) Gross income from the use or rental of real property owned by the unit of general local government or a subrecipient of a unit of general local government, that was constructed or improved with CDBG funds, less the costs incidental to the generation of the income;

(v) Payments of principal and interest on loans made using CDBG funds;

(vi) Proceeds from the sale of loans made with CDBG funds;

(vii) Proceeds from the sale of obligations secured by loans made with CDBG funds;

(viii) Interest earned on funds held in a revolving fund account;

(ix) Interest earned on program income pending disposition of the income;

(x) Funds collected through special assessments made against properties owned and occupied by households *not* of low and moderate income, where the special assessments are used to recover all or part of the CDBG portion of a public improvement; and

(xi) Gross income paid to a unit of general local government or subrecipient from the ownership interest in a for-profit entity acquired in return for the provision of CDBG assistance.

(2) "Program income" does not include the following:

(i) The total amount of funds which is less than \$25,000 received in a single year that is retained by a unit of general local government and its subrecipients;

(ii) Amounts generated by activities eligible under section 105(a)(15) of the Act and carried out by an entity under the authority of section 105(a)(15) of the Act;

(iii) Amounts generated by activities that are financed by a loan guaranteed under section 108 of the Act and meet one or more of the public benefit criteria specified at §570.482(f)(3)(v) or are carried out in conjunction with a grant under section 108(q) of the Act in an area determined by HUD to meet the eligibility requirements for designation as an Urban Empowerment Zone pursuant to 24 CFR part 597, subpart B. Such exclusion shall not apply if CDBG funds are used to repay the guaranteed loan. When such a guaranteed loan is partially repaid with CDBG funds, the amount generated shall be prorated to reflect the percentage of CDBG funds used. Amounts generated by activities financed with loans guaranteed under section 108 of the Act which are not defined as program income shall be treated as miscellaneous revenue and shall not be subject to any of the requirements of this part. However, such treatment shall not affect the right of the Secretary to require the section 108 borrower to pledge such amounts as security for the guaranteed loan. The determination whether such amounts shall constitute program income shall be governed by the provisions of the contract required at §570.705(b)(1).

(3) The state may permit the unit of general local government which receives or will receive program income to retain the program income, subject to the requirements of paragraph (e)(3)(ii) of this section, or the state may require the unit of general local government to pay the program income to the state. The state, however, must permit the unit of general local government to retain the program income if the program income will be used to continue the activity from which the program income was derived. The state will determine when an activity will be considered to be continued.

(i) *Program income paid to the state.* Program income that is paid to the state is treated as additional CDBG funds subject to the requirements of this subpart and must be distributed to units of general local government in accordance with the method of distribution in the state's final Statement. To the maximum extent feasible, program income shall be distributed before the state makes additional withdrawals from the Treasury, except as provided in paragraph (f) of this section.

(ii) *Program income retained by a unit of general local government.* (A) Program income that is received and retained by the unit of general local government before closeout of the grant that generated the program income is treated as additional CDBG funds and is subject to all applicable requirements of this subpart.

(B) Program income that is received and retained by the unit of general local government after closeout of the grant that generated the program income is not subject to the requirements of this subpart, except:

(1) If the unit of general local government has another ongoing CDBG grant from the state at the time of closeout, the program income continues to be subject to the requirements of this subpart as long as there is an ongoing grant; and

(2) If program income is used to continue the activity that generated the program income, the requirements of this subpart apply to the program income as long as the unit of general local government uses the program income to continue the activity;

(3) The state may extend the period of applicability of the requirements of this subpart.

(C) The state shall require units of general local government, to the maximum extent feasible, to disburse program income that is subject to the requirements of this subpart before requesting additional funds from the state for activities, except as provided in paragraph (f) of this section.

(f) *Revolving funds.* (1) The state may permit units of general local government to establish revolving funds to carry out specific, identified activities. A revolving fund, for this purpose, is a separate fund (with a set of accounts that are independent of other program accounts) established to carry out specific activities which, in turn, generate payments to the fund for use in carrying out such activities. These payments to the revolving fund are program income and must be substantially disbursed from the revolving fund before additional grant funds are drawn from the Treasury for revolving fund activities. Such program income is not required to be disbursed for non-revolving fund activities.

(2) The state may establish a revolving fund to distribute funds to units of general local government to carry out specific, identified activities. A revolving fund, for this purpose, is a separate fund (with a set of accounts that are independent of other program accounts) established to fund grants to units of general local government to carry out specific activities which, in turn, generate payments to the fund for additional grants to units of general local government to carry out such activities. Program income in the revolving fund must be disbursed from the fund before additional grant funds are drawn from the Treasury for payments to units of general local government which could be funded from the revolving fund.

(3) A revolving fund established by either the State or unit of general local government shall not be directly funded or capitalized with grant funds.

(g) *Procurement.* When procuring property or services to be paid for in whole or in part with CDBG funds, the state shall follow its procurement policies and procedures. The state shall establish requirements for procurement policies and procedures for units of general local government, based on full and open competition. Methods of procurement (e.g., small purchase, sealed bids/formal advertising, competitive proposals, and noncompetitive proposals) and their applicability shall be specified by the state. Cost plus a percentage of cost and percentage of construction costs methods of contracting shall not be used. The policies and procedures shall also include standards of conduct governing employees engaged in the award or administration of contracts. (Other conflicts of interest are covered by §570.489(h).) The state shall ensure that all purchase orders and contracts include any clauses required by Federal statutes, executive orders and implementing regulations.

(h) *Conflict of interest* —(1) *Applicability.* (i) In the procurement of supplies, equipment, construction, and services by the States, units of local general governments, and subrecipients, the conflict of interest provisions in paragraph (g) of this section shall apply.

(ii) In all cases not governed by paragraph (g) of this section, this paragraph (h) shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance with CDBG funds by the unit of general local government or its subrecipients, to individuals, businesses and other private entities.

(2) *Conflicts prohibited.* Except for eligible administrative or personnel costs, the general rule is that no persons described in paragraph (h)(3) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this subpart or who are in a position to participate in a decisionmaking process or gain inside information with regard to such activities, may obtain a financial interest or benefit from the activity, or have an interest or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.

(3) *Persons covered.* The conflict of interest provisions for paragraph (h)(2) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or subrecipients which are receiving CDBG funds.

(4) *Exceptions: Thresholds requirements.* Upon written request by the State, an exception to the provisions of paragraph (h)(2) of this section involving an employee, agent, consultant, officer, or elected official or appointed official of the state may be granted by HUD on a case-by-case basis. In all other cases, the state may grant such an exception upon written request of the unit of general local government provided the state shall fully document its determination in compliance with all requirements of paragraph (h)(4) of this section including the state's position with respect to each factor at paragraph (h)(5) of this section and such documentation shall be available for review by the public and by HUD. An exception may be granted after it is determined that such an exception will serve to further the purpose of the Act and the effective and efficient administration of the program or project of the state or unit of general local government as appropriate. An exception may be considered only after the state or unit of general local government, as appropriate, has provided the following:

(i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and

(ii) An opinion of the attorney for the state or the unit of general local government, as appropriate, that the interest for which the exception is sought would not violate state or local law.

(5) *Factors to be considered for exceptions.* In determining whether to grant a requested exception after the requirements of paragraph (h)(4) of this section have been satisfactorily met, the cumulative effect of the following factors, where applicable, shall be considered:

(i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project which would otherwise not be available;

(ii) Whether an opportunity was provided for open competitive bidding or negotiation;

(iii) Whether the person affected is a member of a group or class of low or moderate income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class;

(iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decisionmaking process with respect to the specific assisted activity in question;

(v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (h)(3) of this section;

(vi) Whether undue hardship will result either to the State or the unit of general local government or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and

(vii) Any other relevant considerations.

(i) *Closeout of grants to units of general local government.* The State shall establish requirements for timely closeout of grants to units of general local government and shall take action to ensure the timely closeout of such grants.

(j) *Change of use of real property.* The standards described in this section apply to real property within the unit of general local government's control (including activities undertaken by subrecipients) which was acquired or improved in whole or in part using CDBG funds in excess of the threshold for small purchase procurement (24 CFR 85.36, "Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments"). These standards shall apply from the date CDBG funds are first spent for the property until five years after closeout of the unit of general local government's grant.

(1) A unit of general local governments may not change the use or planned use of any such property (including the beneficiaries of such use) from that for which the acquisition or improvement was made, unless the unit of general local government provides affected citizens with reasonable notice of and opportunity to comment on any proposed change, and either:

(i) The new use of the property qualifies as meeting one of the national objectives and is not a building for the general conduct of government; or

(ii) The requirements in paragraph (j)(2) of this section are met.

(2) If the unit of general local government determines, after consultation with affected citizens, that it is appropriate to change the use of the property to a use which does not qualify under paragraph (j)(1) of this section, it may retain or dispose of the property for the changed use if the unit of general local government's CDBG program is reimbursed or the state's CDBG program is reimbursed, at the discretion of the state. The reimbursement shall be in the amount of the current fair market value of the property, less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, and improvements to, the property, except that if the change in use occurs after grant

closeout but within 5 years of such closeout, the unit of general local government shall make the reimbursement to the State's CDBG program account.

(3) Following the reimbursement of the CDBG program in accordance with paragraph (j)(2) of this section, the property no longer will be subject to any CDBG requirements.

(k) *Accountability for real and personal property.* The State shall establish and implement requirements, consistent with State law and the purposes and requirements of this subpart (including paragraph (j) of this section) governing the use, management, and disposition of real and personal property acquired with CDBG funds.

(l) *Debarment and suspension.* The requirements in 2 CFR part 2424 are applicable. CDBG funds may not be provided to excluded or disqualified persons.

(m) *Audits.* Audits of the state and units of general local government shall be conducted in accordance with 24 CFR part 44 which implements the Single Audit Act (31 U.S.C. 7501-07). States shall develop and administer an audits management system to ensure that audits of units of general local government are conducted in accordance with 24 CFR part 44.

[57 FR 53397, Nov. 9, 1992, as amended at 60 FR 1952, Jan. 5, 1995; 61 FR 54922, Oct. 22, 1996; 67 FR 15112, Mar. 29, 2002; 72 FR 73496, Dec. 27, 2007]

§ 570.490 Recordkeeping requirements.

(a) *State records.* (1) The state shall establish and maintain such records as may be necessary to facilitate review and audit by HUD of the state's administration of CDBG funds under §570.493. The content of records maintained by the state shall be as jointly agreed upon by HUD and the states and sufficient to enable HUD to make the determinations described at §570.493. For fair housing and equal opportunity purposes, and as applicable, such records shall include data on the racial, ethnic, and gender characteristics of persons who are applicants for, participants in, or beneficiaries of the program. The records shall also permit audit of the states in accordance with 24 CFR part 85.

(2) The state shall keep records to document its funding decisions reached under the method of distribution described in 24 CFR 91.320(j)(1), including all the criteria used to select applications from local governments for funding and the relative importance of the criteria (if applicable), regardless of the organizational level at which final funding decisions are made, so that they can be reviewed by HUD, the Inspector General, the Government Accountability Office, and citizens pursuant to the requirements of §570.490(c).

(b) *Unit of general local government's record.* The State shall establish recordkeeping requirements for units of general local government receiving CDBG funds that are sufficient to facilitate reviews and audits of such units of general local government under §§570.492 and 570.493. For fair housing and equal opportunity purposes, and as applicable, such records shall include data on the racial, ethnic, and gender characteristics of persons who are applicants for, participants in, or beneficiaries of the program.

(c) *Access to records.* (1) Representatives of HUD, the Inspector General, and the General Accounting Office shall have access to all books, accounts, records, reports, files, and other papers, or property pertaining to the administration, receipt and use of CDBG funds and necessary to facilitate such reviews and audits.

(2) The State shall provide citizens with reasonable access to records regarding the past use of CDBG funds and ensure that units of general local government provide citizens with reasonable access to records regarding the past use of CDBG funds consistent with State or local requirements concerning the privacy of personal records.

(d) *Record retention.* Records of the State and units of general local government, including supporting documentation, shall be retained for the greater of three years from closeout of the grant to the state, or the period required by other applicable laws and regulations as described in §570.487 and §570.488.

[57 FR 53397, Nov. 9, 1992, as amended at 71 FR 6971, Feb. 9, 2006]

Division of Energy, Housing and Community Resources

Lobbying Certification

GRANTEE/UGLG NAME: City of Edgerton
DEHCR GRANT AGREEMENT #: CDBG -PF 19-12

LOBBYING CERTIFICATION

FROM THE

- Municipality/UGLG: _____
- Contractor/Sub-Contractor
- Other: Professional Services

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Cedar Corporation
Name of Municipality/UGLG/Business/Firm

Signature of the Chief Elected Official, Owner, or Chief Executive Officer Title Date Signed

Printed Name of the Chief Elected Official, Owner, or Chief Executive Officer

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.