

**OFFICIAL NOTICE OF MEETING
OF THE
MAUSTON COMMON COUNCIL
6:30PM
TUESDAY, FEBRUARY 28, 2012
MAUSTON CITY HALL COUNCIL CHAMBERS
303 MANSION STREET**

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance**
- 3. Discussion and Action Regarding Minutes of February 14, 2012, Meeting**
- 4. Introduction and Oath of Office for Part-Time Patrol Officer Erin Arndt**
- 5. Discussion and Action Regarding New Operator's Licenses**
 - a. Veronica Valencia**
 - b. Martin J. Valencia, Sr.**
- 6. Discussion and Action Regarding Transfer of Alcohol License for DJ's Inn and Pub**
- 7. Citizens Address to the Council**

When addressing the Council please state your full name and full address
- 8. Library Board Quarterly Report**
- 9. Public Works Committee Report**
 - a. Discussion and Action Regarding Eagle Construction Pay Request #4**
 - b. Discussion and Action Regarding Current Technologies Pay Request #1**
 - c. Discussion and Action Regarding Engineering and Design Services for Mansion Street and Riverside Park Improvement Project**
 - d. Discussion and Action Regarding Lemonweir Township and Wisconsin River Co-op Request for Improvement to Vine Street**
 - e. Discussion and Action Regarding Amending Vierbicher Agreement for Final Engineering on West Industrial Park Storm Water Improvements**
 - f. Discussion and Action Regarding Parks and Cemetery Maintenance Worker Position Description**
 - g. Director of Public Works Report**
 - h. Any Other Business Properly Brought Before the Council**
- 10. Finance and Purchasing Committee Report**
 - a. Discussion and Action Regarding Vouchers**

- b. Discussion and Action Regarding Resolution 2012-1 – Resolution Declaring Certain Delinquent Personal Property Taxes to be Uncollectible
 - c. Any Other Business Properly Brought Before the Council
- 11. Plan Commission Report
 - a. Ordinance 2012-1049 Ordinance Amending Chapter 22 of the Zoning Ordinance to Include the Principal Land Use of Adult Family Home – Second Reading
 - b. Discussion and Action Regarding Ordinance 2012-1049
 - c. Any Other Business Properly Brought Before the Council
- 12. Police Chief’s Report
- 13. Health, Welfare and Sustainability Committee Report
- 14. City Administrator’s Report
 - a. Discussion and Action Regarding Personnel Manual Updates
 - b. Ordinance 2012-1050 Ordinance Amending Chapter 10 of the Mauston Code of Ordinances, Airport Vehicle and Pedestrian Traffic Ordinance – First Reading
 - c. Discussion and Action Regarding Taxi Services Contract
 - d. Discussion and Action Regarding Cemetery Association Agreement
- 15. Mayor’s Report
- 16. Closed Session Pursuant to Wisconsin State Statute 19.85(1)e Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session **AND** 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility
 - a. Land Transactions
 - b. Personnel
- 17. Reconvene in Open Session
- 18. Possible Discussion and Action As Result of Closed Session Matters
- 19. Adjourn

**OFFICIAL MINUTES OF MEETING
OF THE
MAUSTON COMMON COUNCIL
FEBRUARY 14, 2012**

Call to Order/Roll Call The Mauston Common Council met in regular session on Tuesday, February 14, 2012, in the Council Chambers of Mauston City Hall. Mayor Brian McGuire called the meeting to order at 6:37pm. Members present were Michel Messer, Dennis Nielsen, Dan May, Francis McCoy, Paul Huebner, Rick Noe, and Floyd Babcock. Also present were City Administrator Nathan Thiel, Police Chief Mark Messer, Director of Public Works Rob Nelson, Fire Chief Kim Hale, City Attorney Rebecca Richards-Bria, and Administrative Assistant Diane Kropiwka.

Pledge of Allegiance McGuire led the pledge

Minutes McCoy/Noe to approve the minutes of January 24, 2011, meeting. Motion carried by voice vote.

Citizens Address None

New Operator's License Babcock/Messer to approve a new operator's license for Brittany Williams. Motion carried by voice vote.

Public Works Committee Report

Parks Division Mower Purchase Noe/McCoy to purchase a John Deere Mower in the amount of \$15,300. Motion carried unanimously by roll call vote.

Standby Power and Storage Building Pay Request Noe/McCoy to recommend to approve Eagle Construction Pay Request #3 in the amount of \$31,369. Motion carried unanimously by roll call vote.

West Industrial Park Project Pay Request Noe/McCoy to approve Meise Construction Pay Request #3 in the amount of \$317,683.09. Motion carried unanimously by roll call vote.

Cemetery Division Mower Purchase Noe/McCoy to recommend to purchase a Husqvarna Mower from Mauston True Value in the amount of \$6,509. Motion carried unanimously by roll call vote.

Finance and Purchasing Committee Report

Vouchers Huebner/Nielsen to approve vouchers in the amount of \$1,970,156.25. Motion carried unanimously by roll call vote.

Huebner reported the amount includes disbursement of collected property taxes.

Fire Truck Purchase Huebner/Nielsen to approve the purchase of a Pierce Fire Truck in the amount of \$441,011.

Huebner stated \$150,000 is grant money from Rural Development, and there is a savings of \$27,000 for paying in full upfront. Cost to City is \$291,000.

Hale reported the vehicle will replace the 1972 model engine, and has a life expectancy of 20 to 25 years.

Motion carried unanimously by roll call vote.

Plan Commission Report

Ordinance 2012-1049 – Ordinance Amending Chapter 22 of to Include the Principal Land Use of Adult Family Home (AFH). The first reading was accomplished.

Mayor’s Report

Service Recognition McGuire recognized Alderperson and Council President Rick Noe for twenty-five years of service to the City of Mauston. McGuire was recognized for ten years of service to the City of Mauston.

Honorary Naming of Highway 82 East Thiel reported that in conjunction with the City’s 125th anniversary and the improvements being made to the Hwy 82corridor that it has been suggested to create an Honorary Name for Highway 82 East, similar to “Golden Eagle Drive” on Highway 82 West. Council consensus to involve the public in gathering suggestions and making a final decision by popular vote.

Huebner left the meeting at 6:55pm.

City Administrator’s Report

Revolving Loan Fund Regionalization Thiel reported the State is implementing a regionalization of economic development revolving loan programs. The consolidation will allow for more leveraging of loans within the city and the county. The shift of administration will not incur additional costs to the city or county.

Camp Freeland Leslie Service Project Opportunity Thiel reported the opportunity involves 300-400 boy scouts for one week to do service project. The Finance Committee has recommended study committee to explore potential projects. May stated he would be interested in participating.

Cemetery Association Agreement Thiel presented a draft for review and requested input from the Council and the Cemetery Association.

Closed Session Messer/Nielsen go into closed session pursuant to Wisconsin State Statute 19.85(1)(e). Motion carried unanimously by roll call vote. The Council went into closed session at 7:05pm

Adjourn May/Noe to adjourn. Motion carried by voice vote. With nothing to report in open session the meeting adjourned at 7:32pm.

Nathan R. Thiel, City Administrator

Date

Application for an Operator's License
(Ord. 12.12(7) and §125.17 Wis. Stats.)

Please check appropriate box:

NEW RENEWAL

1. Applicant Information:

Name (Last, First, Middle Initial) Veronica Valencia
Address: 960 Oak Ridge, Ct - # 508
Mauston WI 53940
Telephone: 904 ~~500-5274~~ Birth Date: 2/18/83
Driver's License Number ~~W5286083588~~

2. Employer Information:

Name: Cinco de Mayo
Address: 651 N Union St.
Telephone: 608 547-5700

3. Job Experience: List names and addresses of bar owners in Wisconsin for whom you worked during the last 10 years. (If none, please state "none.")

Bar tender, waitress, manager

4. Certification: I hereby certify that the above and foregoing information is true and correct, and that I am familiar with the laws, ordinances and regulations applicable to an Operator's license.

CNA, TAX, POP, Bartender
[Signature] Date 2-8-12
Signature of Applicant

NOTICE: All applicants who are requesting an Operator's license from the City of Mauston for the first time must appear before the Common Council before a license will be issued. Applicants seeking the renewal of a license need not appear unless specifically requested by the Common Council.

Outstanding Debts

I hereby certify that the applicant owes no outstanding debts or forfeitures to the City of Mauston.

[Signature] Date 2/8/12
City Officer

Certification of Payment

I hereby certify that an Operator's license fee of \$ _____ has been paid by the Applicant.

City Officer Date _____

Told to come
2/14/12

Application for an Operator's License
(Ord. 12.12(7) and §125.17 Wis. Stats.)

Please check appropriate box:

NEW RENEWAL

1. Applicant Information:

Name: (Last, First, Middle Initial) Martin J. Valencia, Sr.
Address: 960 Oak Ridge Ct 508

Telephone: 608 8475700 Birth Date: 4-23-863
Driver's License Number: ~~W5252143~~

2. Employer Information:

Name: Cinco de Mayo Restaurant
Address: 651 N Union St Mauston

Telephone: 608 8475700

3. Job Experience: List names and addresses of bar owners in Wisconsin for whom you worked during the last 10 years. (If none, please state "none.")

COOK, Restaurant management.

4. Certification: I hereby certify that the above and foregoing information is true and correct, and that I am familiar with the laws, ordinances and regulations applicable to an Operator's license.

Martin Valencia Date 2-8-12
Signature of Applicant

NOTICE: All applicants who are requesting an Operator's license from the City of Mauston for the first time must appear before the Common Council before a license will be issued. Applicants seeking the renewal of a license need not appear unless specifically requested by the Common Council.

Outstanding Debts

I hereby certify that the applicant owes no outstanding debts or forfeitures to the City of Mauston.

Renee Date 2/8/12
City Officer

Certification of Payment

I hereby certify that an Operator's license fee of \$ _____ has been paid by the Applicant.

City Officer Date _____

ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning March 1 20 12 ending June 30 20 12

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

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

Table with columns: TYPE, FEE. Rows include Class A beer, Class B beer, Wholesale beer, Class C wine, Class A liquor, Class B liquor, Reserve Class B liquor, Publication fee, TOTAL FEE. Includes handwritten 'applied for' and '10.00'.

- 1. The named [] INDIVIDUAL [] PARTNERSHIP [] LIMITED LIABILITY COMPANY [X] CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Aramia VIII, Ltd.

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company.

Table with columns: Title, Name, Home Address, Post Office & Zip Code. Rows for President/Member, Vice President/Member, Secretary/Member, Treasurer/Member, Agent.

2/26/12 Mark Messner Approved

3. Trade Name DJ's Inn Business Phone Number 608-847-5959
4. Address of Premises 1001 Hwy 82 Post Office & Zip Code Mauston WI 53948

- 5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? [X] Yes [] No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? [X] Yes [] No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? [] Yes [X] No
8. (a) Corporate/limited liability company applicants only: Insert state WI and date 1997 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? [] Yes [X] No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? [] Yes [X] No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Hotel - Bar/Lounge Attached to Hotel

- 10. Legal description (omit if street address is given above):
11. (a) Was this premises licensed for the sale of liquor or beer during the past license period? [X] Yes [] No
(b) If yes, under what name was license issued? DJ's Pub Don
12. Does the applicant understand they must file a Special Occupational Tax return before beginning business? [X] Yes [] No
13. Does the applicant understand a Wisconsin Seller's Permit must be applied for under Section 2, above? [X] Yes [] No
14. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? [] Yes [X] No

Other license was surrendered to the city

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that the information provided is true and correct to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities of the license(s), if granted, will not be assigned to another person. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME this 16th day of February, 2012. Renee Olsen (Clerk/Notary Public)

Signature of Cory Turner (Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

My commission expires

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

Table with columns: Date received and filed with municipal clerk, Date reported to council board, Date provisional license issued, Signature of Clerk / Deputy Clerk, Date license granted, Date license issued, License number issued.

DAVY ENGINEERING CO.

115 6th Street S.
La Crosse, WI 54601
(608) 782-3130
FAX (608) 784-6611
www.davyinc.com

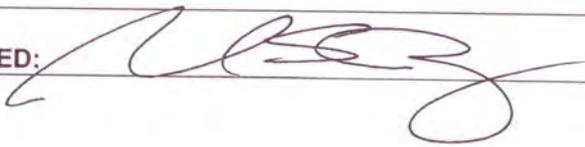


TRANSMITTAL – CONTRACTORS PAY ESTIMATE

TO: City of Mauston	DATE: 2/14/12	PROJECT NO.: 1076-145.040
	ATTENTION: Rob Nelson	
	CONTRACTORS PAY ESTIMATE #4	

PROJECT:	Standby Power and Storage Building
CONTRACTOR:	Eagle Construction Co., Inc.
OWNER:	City of Mauston
AMOUNT DUE:	\$5,231.00
CUMULATIVE AMOUNT:	\$155,381.00
CONTRACT AMOUNT:	\$218,731.05 (Original Contract Amount \$199,899.00)
COMPLETION DATE:	July. 1, 2012 (Final)

ACTIONS REQUIRED:	
1.	City Approve Pay Estimate
2.	Sign Pay Estimate
3.	Send a completed copy to Rural Development and Contractor. Payment to Contractor
4.	Send copy of signed application to Davy Engineering Co.
5.	See Remarks.

REMARKS: Enclosed are four (4) copies of the Eagle Construction's Payment Request #4. Please have all copies of the enclosed payment request copies signed and dated, and write in the amount approved above the signature. Please contact Shawn Welte or me if you have any questions.
CC: SSW, GTW, File
SIGNED: 



CONTRACTOR'S APPLICATION FOR PAYMENT NO. Four

To (Owner): City of Mauston	Application Period: 02.08.12	Application Date: 2/8/2012
Project: Standby Power and Storage Building	From (Contractor): Eagle Construction Co., Inc.	Via (Engineer): Davy Engineering Co.
Owner's Contract No.: ---	Contract: #1076-145.030	Contractor's Project No.: 11-2075
		Engineer's Project No.: 1076-145.040

Approved Change Order Summary			COST BREAKDOWN	
Number	Additions	Deductions		
1	\$18,832.05		1. ORIGINAL CONTRACT PRICE.....	\$ 199,899.00
			2. Net change by Change Orders.....	\$ 18,832.05
			3. Current Contract Price (Line 1 ± 2).....	\$ 218,731.05
			4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$ 155,381.00
			5. RETAINAGE:	
			a. 5% X \$155,381.00 Work Completed.....	\$ 7,769.00
			b. 0% X \$0.00 Stored Material.....	\$ 0.00
			c. Total Retainage (Line 5a + Line 5b).....	\$ 7,769.00
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ 147,612.00
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 142,381.00
			8. AMOUNT DUE THIS APPLICATION.....	\$ 5,231.00
			9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$ 71,119.05
TOTALS	\$18,832.05	\$0.00		
NET CHANGE BY CHANGE ORDERS	\$18,832.05			

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Eagle Construction Co., Inc.

By: Date: _____

Payment of: \$ 5,231.00
(Line 8 or other - attach explanation of the other amount)

is recommended by: 2/14/12
Davy Engineering Co. Date

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
Owner Date

Approved by: _____
Funding Agency (if applicable) Date

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:

City of Mauston
303 Mansion Street
Mauston, WI 53948

PROJECT:

City of Mauston
Standby Power Storage Building
Mauston, WI

APPLICATION NO.: Four

PERIOD TO: 40948

PROJECT NO.:

#1076-145.030

CONTRACT DATE:

September 21, 2011

Distribution to:

- OWNER
- ARCHITECT
- CONTRACTOR
-
-

FROM CONTRACTOR:

Eagle Construction Co., Inc.
3031 Saratoga St., P.O. Box 219
Wisconsin Rapids, WI 54495-0219

VIA ARCHITECT:

Davy Engineering Co.
PO Box 2076
La Crosse, WI 54602-2076

CONTRACT FOR: General Construction

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all previous progress payments received on account of the work have been applied on account to discharge contractors' legitimate obligations associated with prior applications, and that current payments shown herein is now due.

- 1. ORIGINAL CONTRACT SUM \$ 199,899.00
- 2. Net change by Change Orders \$ 18,832.05
- 3. CONTRACT SUM TO DATE (Line 1 +/- 2) ... \$ 218,731.05
- 4. TOTAL COMPLETED & STORED TO DATE \$ 155,381.00
(Column G on G703)
- 5. RETAINAGE:
 - a. 5% of Completed Work \$ 7,769.00
(Columns D + E on G703)
 - b. ___ % of Stored Material \$ _____
(Column F on G703)
 - Total Retainage (Line 5a + 5b or
Total in Column I of G703) \$ 7,769.00
- 6. TOTAL EARNED LESS RETAINAGE \$ 147,612.00
(Line 4 less line 5 total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate) \$ 142,381.00
- 8. CURRENT PAYMENT DUE \$ 5,231.00
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6) \$ 71,119.05

CONTRACTOR: EAGLE CONSTRUCTION CO., INC.

By:  Date: February 8, 2012

State of: Wisconsin

County of: Wood

Subscribed and sworn to before

me this 8th day of February, 2012

Notary Public: Jerry A. King

My Commission expires: February 12, 2012



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising this applications, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Davy Engineering Co.

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by owner	18,832.05	
Total approved this Month		
TOTALS	18,832.05	
NET CHANGES by Change Order		18,832.05



CONTRACTOR'S APPLICATION FOR PAYMENT NO. 1

Application Period: 2/29/2012		Application Date: 2/20/2012
To (Owner): City of Mauston	From (Contractor): Current Technologies Inc	Via (Engineer): Davy Engineering Co.
Project: Mauston Standby Power & Storage Bldg	Contract:	
Owner's Contract No.:	Contractor's Project No.: 1101107	Engineer's Project No.: 1076-145.00

Approved Change Order Summary			COST BREAKDOWN	
Number	Additions	Deductions		
			1. ORIGINAL CONTRACT PRICE.....	\$ 22,846.00
			2. Net change by Change Orders.....	\$
			3. Current Contract Price (Line 1 ± 2).....	\$ 22,846.00
			4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$ 13,410.00
			5. RETAINAGE:	
			a. X \$13,410.00 Work Completed.....	\$
			b. X _____ Stored Material.....	\$
			c. Total Retainage (Line 5a + Line 5b).....	\$ (670.50) <i>522</i>
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ 13,410.00 12,739.50 <i>522</i>
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$
			8. AMOUNT DUE THIS APPLICATION.....	\$ 13,410.00 12,739.50 <i>522</i>
			9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above).....	\$ 10,106.50 <i>522</i> 13,410.00
TOTALS				
NET CHANGE BY				
CHANGE ORDERS				

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Current Technologies

By: Mark Alena Date: 2-20-12

Payment of: \$ 12,739.50
(Line 8 or other - attach explanation of the other amount)

is recommended by: [Signature] 2/23/12
Davy Engineering Co. Date

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
Owner Date

Approved by: _____
Funding Agency (if applicable) Date



INVOICE

NO. JC440

1

220 Market Avenue PO Box 67 Port Edwards, WI 54469
Phone: 715-887-4444 FAX: 715-887-4445

PAGE

Bill To:
DAVY ENGINEERING CO
115 6TH ST S
LA CROSSE, WI 54601

Job Address: 1101107
DAVY ENG-MAUSTON POWER
POWER & STORAGE BLDG
MAUSTON, WI

Attn: SHAWN WELTE

INVOICE DATE	INVOICE NO	CUSTOMER NO	PAYMENT TERMS	CONTRACT NO
2/20/2012	JC440	DAV004	Net 30	

Description

Original Contract Amount:	22,846.00
Total Change Orders:	0.00
Total Contract:	22,846.00
Previous Billings:	0.00
Previous Retainage:	0.00

APPLICATION FOR PAYMENT #1

RECEIVED
DAVY ENGINEERING CO

FEB 22 2012

SSW MFD

Billing Amount:	13,410.00
Retention Withheld:	(670.50) 0.00
Retention Due:	0.00
Subtotal:	<u>12,739.50</u> 13,410.00
Misc:	0.00
Tax:	0.00

Pay This Amount:

12,739.50 ~~13,410.00~~

Contractor Application for Payment (G702)

To: Davy Engineering Co
 115 6th ST S
 LaCrosse WI 54601
 From: Current Technologies Inc
 220 Market Ave
 Port Edwards WI 54469

Project Name: Mauston Standby Power & Storage Bldg
 Project Number: 1076-145.040

Application No: 1
 Period To: 2/29/2012
 CTI Contract #: 1101107
 Contract Date: September 2, 2011

Contractor's Application for Payment

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, Schedule of Values is attached.

1. Original Contract Sum \$ 22,846.00
 2. Net Change by Change Orders \$ -
 3. Contract Sum to Date (Line 1 + 2) \$ 22,846.00
 4. Total Completed & Stored to Date \$ 13,410.00
 (Column F on Schedule of Values)

5. Retainage:

a. ___% of Completed Work \$ -
 (Columns D + E on Schedule of Values)
 b. ___% of Stored Material \$ -

Total Retainage (Line 5a + 5b or
 Total in Column H of G703) \$ -

6. Total Earned Less Retainage..... \$ 13,410.00
 (Line 4 less Line 5 Total)

7. Less Previous Certificates For Payment \$ -
 (Line 6 from prior Certificate)

8. Current Payment Due **\$ 13,410.00**

9. Balance to Finish, Including Retainage \$ 9,436.00
 (Line 3 less Line 6)

The undersigned Contractor certifies that to the best of the Contractors knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificate for Payment were issued and payment received from the Owner, and the current payment shown herein is now due.

CONTRACTOR: CURRENT TECHNOLOGIES INC

By: Mark Adams

Date: 2/20/12

State of: WISCONSIN

County of: WOOD

Subscribed and sworn to before
 me this 20 day of FEBRUARY

Notary Public: Theresa Adams
 My Commission expires: 5/10/2012

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ -	\$ -
Total approved this month	\$ -	\$ -
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

Schedule of Values (G703)

Project: STANDBY POWER AND STORAGE BLDG-MAUSTON

Subcontractor:

Current Technologies Inc

Contract #:

1101107

A ITEM	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F TOTAL COMPLETED & STORED TO DATE	G BALANCE TO FINISH	H RETAINAGE	
			PREVIOUS APP.	THIS PERIOD			@	%
1	Storage Bldg - Labor	\$ 4,239.00		\$ 1,200.00	\$ 1,200.00	\$ 3,039.00		
2	Storage Bldg - Material	\$ 3,600.00		\$ 3,600.00	\$ 3,600.00	\$ -		
3	Well #3 Standby Power - Labor	\$ 3,431.00		\$ 1,500.00	\$ 1,500.00	\$ 1,931.00		
4	Well #3 Standby Power - Material	\$ 3,200.00		\$ 3,000.00	\$ 3,000.00	\$ 200.00		
5	Lift Station #1 - Labor	\$ 500.00		\$ 500.00	\$ 500.00	\$ -		
6	Lift Station #1 - Material	\$ 322.00		\$ 322.00	\$ 322.00	\$ -		
7	Lift Station #2 - Labor	\$ 500.00		\$ 500.00	\$ 500.00	\$ -		
8	Lift Station #2 - Material	\$ 322.00		\$ 322.00	\$ 322.00	\$ -		
9	Lift Station #3 - Labor	\$ 500.00			\$ -	\$ 500.00		
10	Lift Station #3 - Material	\$ 322.00			\$ -	\$ 322.00		
11	Lift Station #4 - Labor	\$ 500.00			\$ -	\$ 500.00		
12	Lift Station #4 - Material	\$ 322.00			\$ -	\$ 322.00		
13	Lift Station #5 - Labor	\$ 500.00		\$ 500.00	\$ 500.00	\$ -		
14	Lift Station #5 - Material	\$ 322.00		\$ 322.00	\$ 322.00	\$ -		
15	Lift Station #6 - Labor	\$ 500.00			\$ -	\$ 500.00		
16	Lift Station #6 - Material	\$ 322.00			\$ -	\$ 322.00		
17	Lift Station #7 - Labor	\$ 700.00			\$ -	\$ 700.00		
18	Lift Station #7 - Material	\$ 400.00			\$ -	\$ 400.00		
19	Lift Station #8 - Labor	\$ 500.00		\$ 500.00	\$ 500.00	\$ -		
20	Lift Station #8 - Material	\$ 322.00		\$ 322.00	\$ 322.00	\$ -		
21	Lift Station #9 - Labor	\$ 500.00		\$ 500.00	\$ 500.00	\$ -		
22	Lift Station #9 - Material	\$ 322.00		\$ 322.00	\$ 322.00	\$ -		
23	Lift Station #10 - Labor	\$ 400.00			\$ -	\$ 400.00		
24	Lift Station #10 - Material	\$ 300.00			\$ -	\$ 300.00		
25								
26								
27								
28								
29								
30								
31								
32								
33								
34								
35								
TOTALS		\$ 22,846.00	\$ -	\$ 13,410.00	\$ 13,410.00	\$ 9,436.00	\$ -	

PARTIAL WAIVER OF LIEN

Date: 2/20/12

FOR VALUE RECEIVED, WE hereby waive ALL rights and claims for lien on land and on buildings about to be erected, being erected, altered, or repaired and to the appurtenances thereunto, for CITY OF MAUSTON, **OWNER**, by CURRENT TECHNOLOGIES INC, **SUB-CONTRACTOR/SUPPLIER**, for DAVY ENGINEERING CO ., **GENERAL CONTRACTOR**, PROJECT #1076-145.040 same being situated in JUNEAU County, State of WISCONSIN, described as ABOVE for all labor performed and for all material furnished for the erection, construction alteration or repair of said building and appurtenances, except PARTIAL IN THE AMOUNT OF THIRTEEN THOUSAND FOUR HUNDRED TEN AND 00/100.

CURRENT TECHNOLOGIES INC
(Subcontractor/Supplier)

Mark Hamu VP
Signature Title

February 20, 2012
Date



Memo

To: Public Works Committee
From: Rob Nelson
CC:
Date: 2/24/2012
Re: Engineering proposals for the Mansion St project

We recently advertised and received 6 proposals for engineering services for the upcoming Mansion St project. Enclosed you will see the matrix breakdown on the proposals. If we went strictly on price then General Engineering would be the lowest cost. If you consider the weight of the matrix breakdown then MSA's proposal is more favorable.

I have no doubt either firm would do a great job for the City of Mauston however I do have some concerns with the number of design hours General feels it will take to complete the work. As you review the matrix you will see that 5 of the proposals are similar in the number of design hours and General Engineering is much lower. I made contact with them regarding the hours and they feel that number is correct. I do believe as far as grant possibilities MSA gives us our best chance to receive funding and they are more familiar with the entire downtown area and the needs of Mauston on this particular project. With that said I would recommend we approve MSA's proposal for the Mansion Street project.

EVALUATION CRITERIA	Strand	Jewel	MSA	Veirbicher	Town & Country	General Engineering
Lump Sum						
Design	134,500	66,121	65,000	83,500	78,500	25,360
Staking	-	-	1,820	7,200	36,100	9,720
Construction	29,000	5,156	6,840	13,615	63,000	8,435
Inspection	53,500	43,584	35,260	40,950	34,125	33,950
Misc		4,900	-			
Total	217,000	119,761	108,920	145,265	211,725	77,465
Lump Sum Points (20)	7	13	14	11	7	20
Proposed Hours						
Design Hours	1,250	864	951	968	850	245
Staking Hours	-	-	32	104	500	72
Construction Hours	250	60	94	152	600	76
Inspection Hours	635	675	600	585	800	485
Estimated Hourly Rate						
Design	108	82	68	86	92	104
Staking	-	-	57	69	72	135
Construction	116	86	73	90	105	111
Inspection	84	65	59	70	43	70
Avg Hourly Rate	77	58	64	79	78	105
Hourly Rate Points (20)	15	20	18	15	15	11
Cost Estimate (40)	22	33	32	26	22	31
Qualifications						
Personnel (5)	5	3	5	4	4	5
Expertise (25)	25	20	25	20	20	23
Familiarity (10)	2	2	10	10	2	6
Qualification (40)	32	25	40	34	26	34
Grant Administration						
Estimated Grant Admin Costs	15,000	12,805	31,050	4,250	6,500	5,525
Grant Hours	140	160	491	50	100	85
Grant Rates	107	80	63	85	65	65
Grant Cost Points (5)	3	4	5	4	5	5
Grant Discussion (5)	5	3	5	4	2	4
Grant (10)	8	7	10	8	7	9
TOTAL POINTS (100)	62	65	82	68	55	74

FEE ESTIMATE and SCOPE OF SERVICES

Fee Estimate Summary

Item	Estimated Hours	Hourly Rates	Estimated Total Fee*	Lump Sum Fee*
Design Survey & Design/Bidding Services	951	-----	-----	\$65,000*
Construction Staking**	32**	-----	-----	\$1,820**
Construction Administration	94	-----	-----	\$6,840*
Construction Inspection	600	RPR = \$58/hr (576 hrs) PE = \$73/hr (24 hrs)	\$35,260*	-----
Grant Applications and Administration	0 - 491 hrs To be determined by Owner based on grant strategy. See scope of services and funding matrix.	Senior Planner (10%) = \$96/hr Associate Planner (90%) = \$58/hr	\$0 - \$31,050* To be determined by owner upon number of funding applications and desired admin. services. See scope of services and funding matrix.	-----

*All Mileage and reimbursables (excluding permit and submittal fees) are included in these fees. Reimbursable charge rates and estimated totals are listed below, but should not be considered as additional charges except as noted.

**Our construction inspectors (RPR) are cross-trained in one-man robotic construction staking. We assume the majority of construction staking can be accomplished during the course of the specified 9 hour work day in conjunction with observation duties. The hours/fees listed under "construction staking" are the additional efforts required for certain tasks.

Miscellaneous Charges

Mileage: \$0.555/mile or current Federal rate
 Photocopies: \$0.10/copy
 Project Manual/CD: \$5/each
 Faxes: No charge
 Per Diem: No charge
 Additional Meetings: Assume 3 hrs per meeting and = \$300/mtg+mileage
 Additional Drawings (22"x34"): \$1.00/copy
 Additional Drawings (11"x17"): \$0.20/copy
 Permit and Submittal Fees: at cost

Total Project Miles = 1850
 Total Copies = 2500
 Total Copies = 50

None Anticipated
 None Anticipated
 None Anticipated
 Anticipated

Engineer's Estimate of Probable Construction Cost = \$1.2 million
 TID #3 Project Plan Project Estimate = \$1.5 million

CONSTRUCTION ESTIMATE BREAKDOWN

Roadway, Sidewalk & SS	=	\$580K
Water & Sewer	=	\$135K
Structure Demo	=	\$ 55K
Parking Lots	=	\$ 70K
Park Improvements	=	\$300K
Contingencies	=	\$ 60K
Total	=	\$1.2MILL

Scope of Services

Design Survey and Project Design Phase

Meetings Phase

- Attend negotiation of Owner/Engineer Agreement meeting (No Charge)
- Attend and facilitate one (1) Project review/kick-off meeting
- Attend and facilitate one (1) Public Information Meeting
- Attend and facilitate one (1) special assessment public hearing
- Attend and facilitate one (1) design/budget review meeting
- Attend and facilitate one (1) public bid opening
- Attend and facilitate one (1) preconstruction conference and issue meeting minutes
- Reimbursables and Mileage

Estimated Hours = 28
Lump Sum Fee = \$2,972

Design Survey and Fieldwork Phase

- Establish horizontal and vertical control
- Coordinate Digger's Hotline locate
- Locate property irons and establish R.O.W.
- Perform underground structure inventory
- Perform topographic design survey
- Develop basemap from topographic survey
- Solicit and coordinate geotechnical investigation (actual investigation is not included in our scope of services and shall be contracted by Owner)
- Reimbursables and Mileage

Estimated Hours = 74
Lump Sum Fee = \$4,435

Design, Specification, and Estimate Phase

- Project management, QA/QC, and correspondence
- Develop plans and specifications for the following items:
 - 2,400 L.F. of urban street reconstruction to include curb, sidewalk, basic streetscape features, and storm sewer as necessary
 - 2,400 L.F. of water main and service installation
 - 500 L.F. of sanitary sewer and service replacement
 - Demolition and restoration of 7 structures/properties
 - 3 additional parking lots totaling approx. 34,000 SF
 - Traffic control/construction phasing
 - Erosion control
 - Riverside Park Improvements to include:
 - Accessible fishing pier
 - Boat Launch Reconstruction
 - Accessible loading dock (*needed for grant eligibility*)
 - 10-foot wide Riverwalk

- New “kit-built” park shelter with standard lighting/electrical components. Design to include product selection, loading calculations, foundation design, and standard details.
- Community plaza area with a simple roof/canopy and standard lighting and electrical components (*Note: cost savings may be recognized if roof/canopy is not required for the plaza area*)
- Kayak storage racks and slabs and playground equipment
- Perform floodplain/floodway impact analysis to determine the feasibility of the park shelter and plaza improvements (*most likely needed for CH 30 permit*)
- Review options for on-street bicycle facilities and alternative on-street parking scenarios with Owner
- Perform playground equipment selection for Owner from City-preferred vendor. Identify area on plans.
- Prepare demolition and utility abandonment plans for 7 properties
- Boat Launch and pier improvements per MSA standard design prototypes
- Prepare preliminary and final construction cost estimates
- Prepare preliminary and final special assessment reports
- Prepare preliminary and final plans and specifications
- Produce thirty (30) 11X17 hard copy plans, thirty (30) sets of project manual, and twenty (20) CD versions of bidding documents (40 plan sheets estimated)
- Reimbursables and Mileage

Estimated Hours = 723 Lump Sum Fee = \$49,073
--

Permitting Phase

- Prepare and submit the following permits:
 - WisDNR Sanitary Sewer Extension
 - WisDNR Water Main Extensions
 - WisDNR NOI and Stormwater management plan
 - WisDNR/ACOE Chapter 30 permits for:
 - Grading
 - Outfall
 - Boat Launch
 - Piers
 - State Wage Rate Application
- Reimbursables and Mileage
- Permit fees by Owner

Estimated Hours = 93 Lump Sum Fee = \$6,060
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Bidding Phase

- Prepare advertisement for bid
- Solicit bidders and answer questions during the bidding process
- Review all bids and bidder qualifications
- Issue recommendation of award
- Prepare and process construction contracts
- Reimbursables and Mileage

Estimated Hours = 33 Lump Sum Fee = \$2,460
--

Construction Administration Phase

- Project management and coordination with Owner and Contractor
- Correspondence
- Review five (5) contractor application for payments
- Review Submittals (shop drawings)
- Review and process Change Orders (1 assumed)
- Reimbursables and Mileage

Estimated Hours = 94
Lump Sum Fee = \$6,840

Construction Observation Phase

- Provide a resident project representative (RPR) to perform construction observation and staking. Timeline assumes June 1, 2013 to Sept 1, 2013 (64 days), 9 hours a day for Monday through Friday workdays = 576 hours
- Milestone site visits by Professional Engineer (PE) or Project Architect = 24 hours
- Complete partial and final punch lists
- Measure pay quantities
- Provide GIS compatible coordinates for utilities
- Reimbursables and Mileage

RPR Rate = \$58/hr
PE Rate = \$73/hr
Estimated Hours = 576(RPR), 24 (PE)
Estimated Fee = \$35,260

Construction Staking Phase

- The majority of construction staking will be performed concurrently by the RPR during the standard work day and the majority of this fee is included in the Construction Observation Phase. Fee shown for this phase reflects the additional efforts anticipated beyond the normal work day duties.
- Provide one time staking and "cut sheet" computations for the following items:
 - Sewer Construction
 - Water Main Construction
 - Storm Sewer Construction
 - Curb and Gutter
 - Roadway subgrade
 - Sidewalk and riverwalk
 - Riverside park improvements
 - Parking lot construction
- Mileage and reimbursables

Estimated Hours = 32
Lump Sum Fee = \$1,820

Grant Application and Grant Administration Services (at Owner's Option)

We feel the following grant programs are feasible endeavors for the City to pursue. The following estimated fees assume all work to be performed by MSA. However, cost savings may be recognized through participation by City Staff. We are happy to negotiate fees based upon the number of grant programs the City wishes to pursue. The potential grant opportunities and associated fees are:

- **WisDNR Stewardship**
 - Estimated Application Fee = \$3,175 (49 hours)
 - Estimated Admin. Fee = \$305 (4 hours)
- **WisDNR Recreational Boating Facilities (RBF)**
 - Estimated Application Fee = \$1,760 (26 hours)
 - Estimated Admin. Fee = \$254 (4 hours)
- **U.S. Fish and Wildlife Sport Fish Restoration**
 - Estimated Application Fee = \$385 (6 hours)
 - Estimated Admin. Fee = \$230 (4 hours)
- **Wisconsin Emergency Management - Hazard Mitigation Grant Program**
 - Estimated Application Fee = \$3,820 (62 hours)
 - Estimated Admin. Fee = \$4,975 (79 hours)
- **CDBG – Public Facilities**
 - Estimated Application Fee = \$3,775 (62 hours)
 - Estimated Admin. Fee = \$12,400 (195 hours)

Grant Authors and Grant Administrator Rates:

Jeff Thelen Associate Planner/Grant Administrator (90%) = \$58/hr
Chuck Sulik, AICP Senior Planner/Grant Administrator (10%) = \$96/hr

Items Not Included in Scope (but available upon request):

- Street lighting design
- Geotechnical investigation and report
- Environmental contamination or asbestos inspection or abatements
- Meeting above and beyond the RFP scope of 7 meetings
- Utility coordination with gas, electric, etc.
- Easement descriptions
- Permit and submittal fees
- Archaeological investigations/reports

Work Items to be Performed by Owner:

- Contract for and procurement of geotechnical investigation & archaeological investigations (as necessary)
- Asbestos inspection/mitigation and environmental site assessments
- Provide sewer televising reports and all available record drawings for project area to MSA
- Temporary easement procurement/negotiations
- Payment of permit and submittal fees
- Preparation and processing of all required City permits

COMPANY INFORMATION

Engineering Expertise

Since 1962 MSA has been known as a “go-to” consulting firm for public and private clients looking for a successful outcome to their engineering, architectural, and planning projects. We focus on helping clients develop and achieve their vision, using creative approaches to find effective solutions.

MSA’s staff of approximately 300 employees is available to support you with a depth of knowledge. The MSA team consists of engineers, architects, planners, funding experts, surveyors, GIS specialists, and environmental scientists. We’re your answer for cost-effective engineering and consulting with full-service technical depth.

MSA is an industry leader in municipal engineering in the state, with a deep history and understanding of the City of Mauston’s infrastructure needs and community priorities. Our efforts with the downtown revitalization plan, TID #3 plan, and STH 82 Corridor work has given us great insight into the importance and needs of this project. MSA takes great pride in our long resume of successful (and award-winning) street and utility reconstruction projects. This success is evidenced by the long-standing relationships we have forged with many clients who turn to MSA year after year to assist them with their municipal infrastructure projects. A snapshot of some of these communities is as follows:

City of Baraboo	Village of Cottage Grove	City of Hillsboro
Village of West Baraboo	City of Sun Prairie	City of Montello
City of Lodi	City of Nekoosa	City of New Lisbon
Village of Barneveld	Village of Lake Delton	City of Richland Center
Village of Dane	Village of Rock Springs	Village of Westfield
Village of Ridgeway	Village of Friendship	Village of Kendall
Village of Sauk City	City of Adams	
City of Beaver Dam	City of Elroy	

This hand-picked project team has designed and constructed many similar projects with outstanding results. John Langhans, P.E. will serve as the project manager for this project. John specializes in municipal street and utility reconstructions. John is also uniquely skilled in public involvement, stakeholder coordination and project expediting, all of which will be required on this project due to its unique location and condensed construction schedule. John will maintain an active role throughout the duration of this project in order to ensure its success.

The remaining team members also have extensive municipal infrastructure experience and have successfully worked together on numerous similar projects. Additionally, the project team has specific experience on projects such as this that require coordination, public involvement, grant funding, and park and boating facilities.

Our construction inspectors are experienced and confident and have facilitated numerous urban street and utility projects. Our inspectors focus on plan/specification conformance, protecting your interests, and “across the board” communication. They are trained to successfully communicate with the Contractor, the project Owner, and the design Engineer to ensure a seamless flow of information amongst the stakeholders. The City will always be informed on what is happening on its project. Our inspectors’ qualifications and past experience coupled with a focus on communication will provide effective decision making and problem solving in the event that field decisions are necessary.

MSA’s expertise is a “perfect fit” for the Mansion Street project. MSA can offer the City of Mauston complete professional services to address the street/utility work, project grant applications/administration, and Riverside Park Improvements completely “in-house” from our Baraboo office. From start to finish, we have the specialists and expertise to tackle every phase of this important project. Our past Downtown and TID #3 Planning efforts will allow us to “hit the ground running” and help the City achieve its goals for this area.

Proximity

All services for this project will be provided from our nearby corporate office in Baraboo, WI. Additionally, MSA can offer the City of Mauston the opportunity for additional cost savings by providing survey and construction staff

who are local Mauston-area residents. Tyler Donovan is the survey/staking crew chief and lead construction inspector. Tyler lives 6 miles from Mauston. His close proximity will provide efficient response time, and greatly reduced mileage costs to the City of Mauston. Additionally, Krista Sommerfeldt, P.E. lives 4 miles from Mauston. Her proximity will be of value in regards to project correspondence and Engineer inspections. John Langhans, P.E. lives in Reedsburg, WI and will coordinate his efforts to schedule any meetings or site visits in a manner that will minimize costs to the City. Lastly, our construction inspectors will be outfitted with laptop computers in order to complete any necessary paperwork without the need for additional travel. We propose to use the Wi-Fi connections at City Hall to streamline any necessary construction documentation and administration. *(Tim Petersen is available, upon request, for construction observation services at same hourly rate)*

Familiarity with Mauston and the "MSA Advantage"

MSA has past experience with the City of Mauston as evidenced by our recent efforts on the following projects: Downtown Revitalization Plan, West Side Industrial Park, STH 58/82 Utilities, STH 82 Corridor Study and TID 3 Project Plan, and the STH 82 Pedestrian Improvements. Through these efforts, we have gained great familiarity with the City's design preferences/goals and the expectations of the Public Works Department. We have taken the time to get to know City Staff and the DPW in order to best serve the City by meeting your expectations. **Our efforts have allowed us to create City of Mauston standard specifications and details that can be used for this project.** We feel our staff has gained the trust of the City and we look forward to strengthening this relationship through our involvement with the Mansion Street/Riverside Park Project.

MSA provides several advantages in regards to this project. Our past efforts with the Downtown Plan and the TID#3 Plan have given us great insight into the true needs of this project and how it may ultimately tie into the "82 Corridor" and future Riverwalk. We conceptualized these efforts, analyzed ways to fund them, and will carry this knowledge into design and construction to help the City achieve its goals for this area. Additionally, our involvement in the WisDOT State Street Reconstruction Project will provide the City with coordination and synergy regarding the inter-related nature of these two adjacent projects. Throughout the process, you will know how one project may affect the other and we will ensure that Pine and Hickory streets are designed to match the future State Street project. We encourage the City to *consider* the addition of bicycle facilities on Mansion Street in order to potentially reduce the overall footprint/impacts of the pending State Street Project. Furthermore, we also recommend that the City *consider* the use of concrete pavement for this project to maximize service life, reduce life-cycle costs, provide consistent aesthetics with the adjacent state highways, and leverage the potential economy of having a local concrete supplier.

We understand the importance of the extensive coordination efforts required for this project. Businesses, churches, schools, and City Departments will be affected and navigating through any issues is critical to the success of this project. The project team is well versed in this type of coordination and will identify potential conflicts early and often. Our past experience on similar "tricky" reconstruction projects will provide great insight into construction phasing, access maintenance, and minimized disruption to City services. We also understand the challenge of adding or maintaining as much public parking as possible and will look for creative ways to do so. The proposed project team has specific experience and success in obtaining grant funding for park and boating/fishing facilities and implementing/administering these projects. We are currently completing construction of a project very similar to Riverside Park that was funded by Stewardship, RBF, and SFR funding. We look forward to sharing our proven successful strategy and design prototypes with the City of Mauston to provide a fantastic upgrade to Riverside Park. Lastly, the project team has specific experience with the implementation/administration of Hazard Mitigation Grant Program funded projects. Our past experience will provide value to the City in regards to the potential acquisition, demolition, and restoration of the properties near Beach Street.

MSA has assisted the City of Mauston in the planning of the improvements to this area. Moving forward, we can help you: optimize and administer grant funding, coordinate with project stakeholders, and construct this important project by providing "More Ideas and Better Solutions".

We are proud to offer the City of Mauston complete professional services and project-specific expertise, with a single point of contact and the personal, attentive, and sophisticated service that the City deserves.

Funding Matrix

Grant Program	Eligible Project Items	Cost Share	Application Due Date(s)	Award Probability	MSA Strategy Comments	Est. Grant App. & Admin. Fees
*WisDNR Knowles-Nelson Stewardship Program	All Riverside park Improvements, riverwalk, land acquisition, boat and fishing amenities	50/50	June 2012	Good	Application should include the future plans for the Riverwalk and Pedestrian Bridge Items to show increased scope and future ultimate vision. City should bundle this application with a RBF Grant and SFR Grant for boating/fishing facilities.	App = \$3,175 Admin = \$305
*WisDNR Recreational Boating Facilities (RBF)	Riverside Park - Boat launch, boarding pier, access and parking lot improvements	50/50 to 60/40	April 2012 -or- Dec '12/Jan '13	Good	Bundle RBF with SFR and Stewardship opportunities. John Langhans has a 100% success rate on RBF applications (5 for 5) and has obtained over \$500K in RBF funds for municipal clients. We strongly recommend that the City apply for this grant in the April 2012 cycle to optimize grant success as most major funding is awarded in this cycle.	App = \$1,760 Admin = \$254
*Wisconsin Emergency Management – Hazard Mitigation Grant Program (HMGP)	Acquisition, demolition, and restoration of Beach St. Properties. Construction of parking lot.	87.5/12.5	April 16, 2012	Good	MSA has recently successfully navigated this program and has several strategy tips that may benefit the City of Mauston. Potential for bundling of HMGP and Municipal Flood Control Grants is recommended.	App = \$3,826 Admin = \$4,975
WisDNR – Municipal Flood Control	Acquisition, demolition, and restoration of Beach St. Properties. Construction of parking lot.	70/30	March 15, 2012	Fair	Deadline is rapidly approaching. Potential for bundling of HMGP and Municipal Flood Control Grants is recommended. If the City wants to pursue this funding, the application must be submitted by March 15 as the next opportunity for applications will be in late 2014.	To be completed by owner due to application deadline. MSA can assist as necessary @ \$58/hr
*U.S. Fish & Wildlife – Sport Fish Restoration (SFR)	Boat Launch and Boarding Pier, Fishing Pier, and Parking Facilities	50/50	November 2012	Good	Bundle with Stewardship and RBF Funding. May have to delay construction of boating/fishing facilities until 9/2013 to await grant award. Project can be bid in advance of grant award.	App = \$385 Admin = \$230
*Community Development Block Grant-Public Facilities (CDBG-PF)	Downtown Revitalization	30/70	Ongoing to Fall 2012; then Semi-Annually	Fair	MSA has long history with CDBG-PF and enjoys a strong working relationship with WEDC staff. CDBG can be bundled with other funding. Chuck Sulik is an expert in this program.	App = \$3,775 Admin = \$12,400

*Asterisk = Grant programs for which MSA has provided estimated hours/fees in our scope of services.

KEY PROJECT TEAM SPECIFIC ABILITIES AND EXPERTISE

General Engineering Company has the capabilities to complete the design and construction related services for the Mansion Street/Utility & Riverside Park Project for the City of Mauston. Our firm has worked with municipalities to complete numerous projects that have similar scope to these projects. General Engineering Company has been in business for 100 years in the City of Portage. Our Key Project Team brings over 100 years of experience to the table for this project.

As stated above, the project will be managed by Kory Anderson, PE, Vice-President who will be responsible for the overall coordination, planning, design, and construction services for the project. Kory has been with General Engineering Company for 15 years with his principal engineering expertise being in municipal engineering. Over those 15 years, Kory has primarily worked on street and utility rehabilitation projects, similar to this project, for the City of Portage, Village of Fall River, City of Wisconsin Dells, and the Village of Poynette. Based on current workloads, Kory will be able to provide full-time attention to this project, from start to finish.

The Senior Project Engineer, Mike Kenseth, PE has over 40 years experience in municipal engineering. Mike's expertise is in wastewater collection and water distribution including lift stations, wells, and water and wastewater treatment facilities and also in construction engineering. Mike's other strengths include writing technical specifications for civil and architectural projects.

Jason Jackson, the Architectural Project Coordinator, with over 13 years experience in the industry, will provide his architectural expertise in the building design and layout for the project. Jason worked closely with Rob Nelson in development and completion of the City's current public works facility located in the industrial park.

Stefany Delifer, Grant Coordinator, who is also a staff engineer, will be providing grant application and grant administration duties for the project. Stefany is a successful Grant Manager who has led efforts to research, write, and administer grant applications for Wisconsin DOT, WEDC, DOA, CDBG, FEMA, and USDA. She has assisted several municipalities in receiving funds from various grant sources and transformed diligent research into viable grant options for communities for various projects which include infrastructure, street/road repair, brownfield remediation and economic development. Stefany has conducted all the necessary steps related to funding from initial grant writing to closeout administration.

Kory, Mike, and Jason also provide many years of experience in construction administration, seeing projects through the bidding, preconstruction conference, submittal, construction, pay application, punchlist/closeout phases.

There will also be experienced project support staff (Scott, Jolene, and Rich) utilized during the sequence of this program. We have found that having too many contact persons within the support staff can limit effective communication with you. Our depth and background allows us to efficiently accomplish a wide variety of planning, assessment and review tasks while you still maintain contact with one-to-two persons within higher project management level. We have also

STATEMENT OF QUALIFICATIONS

found that this ensures that someone will be available to answer questions throughout the project's development.

Out-of-the-box, big picture thinking can be an asset in solving some of the City's long-term engineering and infrastructure issues and is reflected in the Key Project Team assigned.

PROXIMITY

The representatives from General Engineering Company that will be involved with the site visits and construction inspections for this project will be based out of the company's home office in Portage, which is approximately 40 minutes from Mauston via 4-lane highways and interstates.

FAMILIARITY WITH MAUSTON

General Engineering Company (Joe Jackson) has been the building inspector for the City of Mauston for the last 8 years. We also worked with the City to construct a new Public Works garage facility to replace their building that collapsed in 2008 as well as completing inspections on the City's dam.

GRANT APPLICATIONS

GEC PROPOSAL

/ = Partial Funding
X = Full Funding

		SPORT LAUNCH & PARKING RECONFIGURATION	KAYAK/CANOE RENTAL	RECONSTRUCTION OF BEACH STREET	PICNIC SHELTER	RIVERWALK	OUTDOOR PLAZA	HANDICAP-ACCESSIBLE FISHING DOCK	PLAYGROUND	MANSION STREET RECONSTRUCTION	FUNDING COMMENTS
WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR)	SFR	Sport Fish Restoration						X			Application Deadline: December 2012 Permits & Resolution Deadline: March 2013
	RBF	Recreational Boating Facilities	X								Deadline: June 1, 2012
	RTA	Recreational Trails Act Grant				X					Deadline: May 1, 2012
	STEWARDSHIP	Knowles-Nelson Stewardship Program	X	X	/	X	X	X	/	/	Does not fund environmental clean up or demolition. May need to apply for Land Acquisition & Development separately. All profits must be reinvested into Park Project. Deadline: May 1, 2012.
	Municipal Flood Control Grant Program	Municipal Flood Control Grant Program	/								Removal of Structures/Property Acquisition in the 100-year flood plain. Application Deadline: March 15, 2012. Project Period: October 1, 2012 - September 30, 2014.
	LWCF	Land & Water Conservation Fund	/	/	/	X	X	X	/	/	Concessions/Sidewalks are not eligible. Limited Playground funding; Only Road work related to Park Access is eligible. Deadline: May 1, 2012
	CWFP	Clean Water Fund Program			/						Wastewater Utility/Facility only; Option for SUBPROGRAM - Small Loan Program (SLP) through the State Trust Fund (Board of Commissioners of Public Lands). Submit 'Intent to Apply' form by December 31; Application due in June.
SDWLP	Safe Drinking Water Loan Program			/						Water Utility only; Submit 'Intent to Apply' form by December 31; Application due in June.	
WISCONSIN DEPARTMENT OF TRANSPORTATION (WisDOT)	SRTS	Safe Routes To School			X		X			X	Possible Sidewalk/Trail Funding if incorporated with project that encourages children ages K-8 to Walk & Bike to School by creating safer walking and biking routes. (Project must be located within 2-mile radius of any elementary or middle school (Grades K-8) and connect to facility.
	SIB	Economic Development State Infrastructure Bank Program			/		/			/	Eligible Activities: Construct Parking Facilities, Bicycle Lanes and Pedestrian walk-ways to better facilitate customer traffic on or near retail centers and tourist attractions.
	SMIP	Multimodal Improvement (Enhancement) Program			/	/				/	
	TE	Local Transportation Enhancements			/	/				/	Funds have been awarded for projects through fiscal year 2014. No program cycle is planned for calendar year 2012. Information on the next program cycle will be posted on the Web page in calendar year 2013. Park Shelter not eligible unless directly related to Trail Construction.
	BPPP	Bicycle & Pedestrian Facilities Program			/	/				/	
	LRIIP	Local Roads Improvement Program			X					X	Submit to County by November; January Deadline
U.S. DEPARTMENT OF AGRICULTURE - RURAL DEVELOPMENT	USDA-RD	Community Facilities Loans & Grants	/	/	/	/	/	/	/	/	Possible grant with loan funding available. April 14, 2012 - Allocation Deadline for grant funding. Loan must be expended prior to use of grant funds.
		Water & Waste Disposal Loans			X					X	April 14, 2012 - Allocation Deadline for possible grant with loan.

FEES

A. Mansion Street/Utility & Riverside Park Project - City of Mauston

General Engineering Company will assist the City of Mauston in the design and construction related services for the Mansion Street/Utility & Riverside Park Project with the scope identified in the Scope of Services section. A breakdown of the costs and estimated associated man hours for each major task category is as follows:

- Design Survey and Design/Bidding Services (Lump Sum)

245 Estimated Hours	\$25,360
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- Construction Staking

72 Estimated Hours	\$9,720
--------------------	---------
- Construction Administration (Contract preparation, contractor coordination, shop drawing review, pay application review, and change order review)

76 Estimated Hours	\$8,435
--------------------	---------
- Construction Inspection (Inspector Hourly Rate)

\$70/hr	
(10.75 weeks at 45 hours/week)	Estimated Hours 485
	Estimated Total \$33,950
- Grant Administration (Administrator Hourly Rate)

\$65/hr	
	Estimated Hours 85
	Estimated Total \$5,525

We feel we can keep our costs low compared to other firms as we are local, reducing the amount of travel time and costs, and readily available to City Public Work's staff for questions.

B. Invoicing Terms

1. Reimbursable expenses including permit fees (DNR Ch. 30/WPDES permits, if necessary) are excluded in the above stated fees. A breakdown of the reimbursable expenses, excluding permit fees, are as follows:

-Mileage	\$0.65/mile	Estimated Miles 13,430
-Photocopies	\$0.00/page	Estimated Pages – N/A
-Faxes	\$0.00/page	Estimated Pages – N/A
-Per diem (construction inspectors lunch, if necessary)	\$7.00/day	Estimated Days 60
-Additional Meetings (incl. mileage)	\$350/meeting	Estimated Mtgs (as required)
-Additional Dwgs (22"x34")	\$0.00/page	Estimated Pages – N/A
-Additional Dwgs (11"x17")	\$0.00/page	Estimated Pages – N/A

2. Invoices will be submitted on a monthly basis. Fixed fees will be invoiced on a percent complete basis.

BILLING RATE SCHEDULE 2012

Principal or Project Manager	\$110/hr
Senior Project Engineer	\$100/hr
Project Engineer	\$100/hr
Registered Land Surveyor	\$95/hr
Project Coordinator	\$90/hr
Staff Engineer II	\$90/hr
Staff Engineer I	\$85/hr
Engineering Technician III	\$80/hr
Engineering Technician II	\$70/hr
Engineering Technician I	\$60/hr
Construction Inspector	\$70/hr
Environmental Project Manager	\$65/hr
Grant Coordinator	\$65/hr
Field Crew Chief (1 person Total Station)	\$70/hr
Field Crew Chief (1 person GPS)	\$135/hr
Land Survey Crew (2 person)	\$125/hr
Secretarial and Support Staff	\$40/hr



February 23, 2012

Greg Bires
Township of Lemonweir
N3996 19th Ave
Mauston, WI 53948

Dear Greg Bires

Last November the Co-op and Manthey Salvage and Town of Lemonweir requested to meet with the City to discuss the impact and possible options for the planned closure of Milwaukee St's east access onto Union Street. The closure was the result of the redesignation of Hwy 82/58, and close proximity to the railway.

The conclusion of those present at the meeting was to improve the turning radius at the intersection of Townline Rd and Vine St. The City looked into the associated costs. The enclosed design and cost estimate should address the needs of the property owners on Townline Rd. These documents were provided to the townships informally via e-mail last fall.

In a spirit of cooperation and as indicated in the meeting last fall, the City is willing to allow truck traffic on Vine St and participate in the requested improvement contingent on the Township being willing to show equal participation. The cost estimate is just under \$18,000, resulting in a cost share between Lemonweir and the City of approximately \$9,000. Please let me know if this is an acceptable solution for the Town.

Regards,

Nathan Thiel, MPA
City of Mauston

cc: Rob Nelson, John Orton, Anne Wallace



Project: STREET IMPROVEMENT
TOWN LINE RD. & VINE ST.
MAUSTON, WISCONSIN

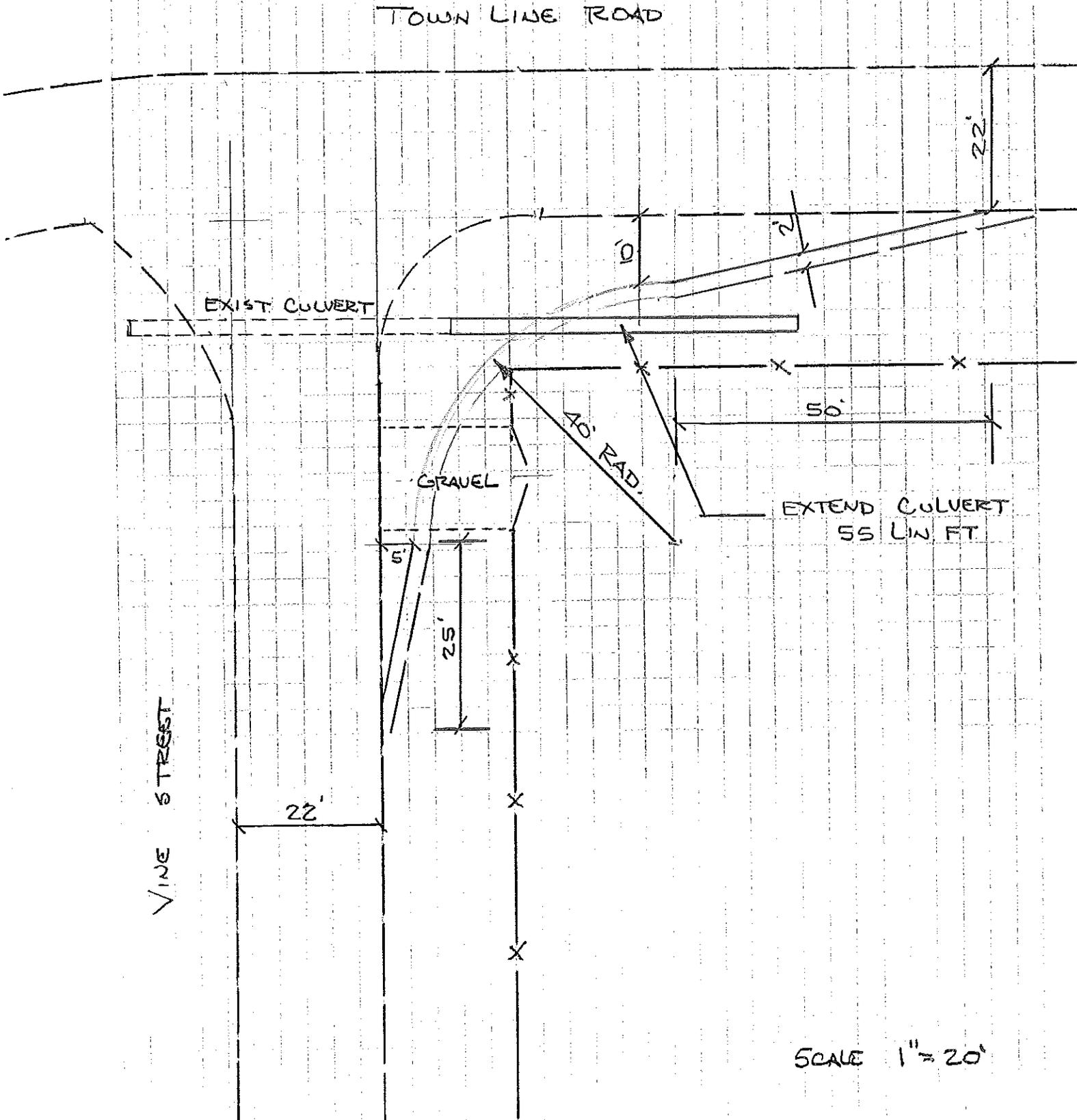
PAGE

of

Project No.: 908

Date: 11-5-11

By: GTW



SCALE 1" = 20'



Project: STREET IMPROVEMENT

TOWN LINE ROAD & VINE ST.

MAUSTON, WISCONSIN

Project No.: 908

Date: 11-5-11

By: GTW

PAGE

of

<u>EST. QTY.</u>	<u>UNIT</u>	<u>ITEM</u>	<u>UNIT PRICE</u>	<u>EST. TOTAL</u>
170	C.Y.	EXCAVATION	7.00	1190.00
300	S.Y.	GEO FABRIC	3.00	900.00
275	TONS	BREAKER ROCK	13.00	3575.00
150	TONS	BASE COURSE	13.00	1950.00
75	TONS	HMA PAVEMENT	90.00	6750.00
20	GAL.	TACK COAT	10.00	200.00
180	L.F.	SAWCUT	3.00	540.00
55	L.F.	CULVERT	35.00	1925.00
125	S.Y.	RESTORATION	3.50	437.50
				<hr/>
				17,467.50



February 22, 2012

Nathan Thiel, Administrator
City of Mauston
303 Mansion Street
Mauston, WI 53948

RE: Contract Amendment No. 1
Engineering Consulting Services for Westside Industrial Park Stormwater Study
Vierbicher Project # 013117868

Dear Nathan:

We propose to amend our current contract for Engineering Consulting services dated January 3, 2012 to include the following:

Engineering Consulting Services for construction plans, specifications, contract documents, bidding and construction phase services for the stormwater detention basin located on Brunner and Stroh's parcels in the Westside Industrial Park.

- Task 4: Final Construction Plans and Specifications
 - Prepare final grading plan and erosion control plan.
 - Prepare plan and details for storm sewer outlet and outlet control structure.
 - Prepare plan and details for the storm sewer to Parker Drive.
 - Prepare Project Manual (construction documents and specifications).
 - Prepare and submit regulatory permits.

- Task 5: Permitting, Bidding and Contract Award
 - Prepare advertisement for bids, solicit bids and coordinate the bid process.
 - Distribute bid documents.
 - Answer Contractor questions during bid process.
 - Prepare addendums as required.
 - Assist with the bid opening and make recommendation concerning award of contract.
 - We anticipate there will be one construction contract for the proposed work.

- Task 6: Contract Phase Service
 - Following award of contract by Client, coordinate securing the completed contract documents, (e.g. contract, bonds, insurance certificates, etc.) from Contractor for the Client.
 - Facilitate and attend a preconstruction meeting with the Contractor and Clients representatives, utility companies and other parties directly related by the construction.
 - Provide one time horizontal alignment and vertical control staking for each construction activity. Any restaking required by vandalism, contractor negligence, or other causes is not part of this contract.
 - Review and approve, or take other appropriate action with regards to the Shop Drawings and other data that Contractor is required to submit.
 - Perform resident engineering observation of construction activities for the underground storm sewer work. We anticipated ten (6) days for underground construction. Perform periodic observation for the stormwater detention basin construction portion of the project. We anticipate four (4) trips for basin construction and punch list. The project



400 Viking Drive
P.O. Box 379
Reedsburg, Wisconsin 53959
(608) 524-6468 phone
(608) 524-8218 FAX
www.vierbicher.com

engineer or a qualified technician will provide these services. This service does not relieve the Contractor of any obligation to construct the project in conformity to the plans and specifications, nor does it make Vierbicher an insurer of, or relieve the Contractor of, any obligations or guarantees concerning the Contractor's performance.

- Periodically advise the Client of progress of construction. Consult with the Client on all major issues regarding construction and completion of the project. If the Consultant shall determine that the work, or a portion of the work, on the basis of his observations, is not in conformance with the plans and specification, or that such work will not produce the completed project that conforms generally to the contract documents or that will prejudice the integrity of the design concept of the completed project as a functioning whole as indicated in the contract documents, the Consultant shall so notify the Client and recommend that appropriate action be taken by the Client.
- Review and take appropriate action on all Contractor pay requests and change orders.
- Complete a final inspection of the project with the Client or its representative. Prepare a final punch list, if necessary, and coordinate with the Contractor for completion of the project.
- Prepare final pay request and submit project completion letter / documentation.
- Prepare record drawings and other documentation of the project. Submit one set to the Client.

We propose to adjust our fees as follows:

1. Task 4; Final Design Services – Fixed fee of \$ 6,900
2. Task 5; Bidding and Award of Construction Contract – Fixed fee of \$ 3,750
3. Task 6; Construction Phase Services – Time and Expense, estimated \$ 6,900

Total project fees with Amendment #1 \$25,450

All other terms and conditions of the contract remain in effect.

Trusting this contract amendment is acceptable, please sign below and return one copy to our Reedsburg office.

Sincerely,

Gary L. Woolever
Project Manager

Authorization to Proceed: _____ Date: _____

R:\Mauston 0131 17868 Westside Industrial Park SW Study\Admin & Marketing\Proposal & Contract\Amendment #1.docx

**CITY OF MAUSTON
Position Description**

D R A F T as of 2/16/12

Position Title: Parks and Cemetery Maintenance Worker
Department: Public Works
Status: FLSA non-exempt, non-represented
Reports to: Public Works Foreman
Supervises Directly: May Supervise part-time or limited term staff or interns

General Nature of Position

This position is appointed by the Director of Public Works and is under the supervision and direction of the Public Works Foreman.

This position is a seasonal, full-time, non-represented position, with work being performed, in general, from mid-April to early-October of each year. Other duties may, on occasion, be assigned outside of this general time frame.

Essential Functions

- Maintenance of park grounds, other City green spaces, park play and picnic equipment, buildings and operational equipment related to the City's parks and the Mauston Cemetery including mowing, trimming, proper fertilization, weed control, and watering of parks, some excavation and earth moving
- Perform minor repairs to buildings and play equipment
- Performs inspections as directed by the Public Works Foreman on park playground equipment to comply with the requirements of the City's insurance carriers
- Clean, maintain, make minor repairs, and maintain supplies in parks and park restrooms to insure a clean and safe environment for use by the general public
- Assures ample tables and supplies are available for reserved events in parks. Moves tables between park facilities when necessary.
- Operate trucks, mowers, chain saws, weed eaters. Operate light utility vehicles to load and unload materials as required in some operations.
- Exercise reasonable care and maintain proper control of vehicles and equipment being used by the employee, be responsible for its proper operations, and promptly identify the need for maintenance or repair.
- Comply with all safety policies, programs and criteria, and to utilize personal protective equipment in accordance with department policies.
- Keep the Public Works Foreman or Director advised of developments pertaining to essential parks and cemetery functions to ensure proper operation of the division
- Perform related work as required and other duties as assigned by the Public Works Foreman, Director, or in the absence of direct supervisors, the City Administrator.

Knowledge, Skills, and Abilities

- Knowledge of lawn and tree care, including the methods for proper mowing of grass, trimming of trees and brush, and watering and basic fertilization methods.
- Knowledge of operation and routine maintenance of lawn and tree care equipment.
- General knowledge of building maintenance.
- Knowledge of basic math skills.
- Ability to start and complete assigned tasks without supervision, following oral and written instructions.
- Ability to communicate effectively, both orally and in writing.
- Ability to deal courteously, tactfully, and effectively with the public and city staff.

Knowledge, Skills, and Abilities Continued

- Ability to establish and maintain good working relationships with the city's administrative staff, and those individuals, organizations and companies with whom ceremonies, services, and special events may be scheduled.
- Ability to perform responsible work with independence and discretion, with a minimum of supervision.

Equipment Used to Perform Essential Functions

Motor vehicles, lawn mower, manual and electric trimmers, hand tools, and any other equipment necessary for the proper maintenance of park and cemetery equipment and facilities.

Experience and Training

At least 18 years of age. A valid driver's license is required.

Physical and Mental Requirements in Performing Tasks Listed

- Performance of routine tasks requires a capacity to intermittently sit, stand, walk, run, bend grasp, push, pull, squat, twist, kneel, crawl, and reach
- Lift moderately-heavy to heavy objects (25-50 pounds), and push or pull objects (up to 100 pounds). The individual must have the ability to lift heavier objects with assistance
- Ability to rake and use other equipment necessary to maintain City parks and cemetery grounds and facilities
- Physically conditioned such that he or she can effectively carry out the physical requirements of this position.
- Performance of the tasks associated with this position require a level of mathematical skills that will allow the employee to maintain proper amounts of supplies for the park facilities. This would include basic addition, subtraction, multiplication, division, and percentage problems.
- Ability to see and hear in order to communicate effectively with the public and the ability to speak, write and respond in the English language in order to communicate effectively with the public

Working Conditions While Performing Essential Functions

- Approximately 50% of the work day requires extensive, repetitive movements of the hands and wrists in the use of rakes and other maintenance equipment.
- About 95% of the time, work is performed in an outdoor setting. This may expose the employee to the varying elements of the weather, such as rain, wind, extreme heat or cold.
- The normal working hours for this position are 7:00am to 3:30pm, Monday through Friday, with some rotational week-end work. These hours may be reduced or increased due to weather conditions and work required to be completed.

Management Statement

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions and skills needed. It is not intended as a complete list of jobs, duties, responsibilities, and/or essential functions. The omission of specific statements of duties does not exclude them from this position if the work is similar, related or a logical assignment to the position.

This position description does not constitute an employment agreement between the employer and employee. This description is not intended to limit or modify the right of any supervisor or supervising governmental body to assign, direct and control the work of employees under supervision. The City of Mauston retains and reserves any and all rights to change, modify, amend, add or delete, from any section of this document as it deems, in its judgment, to be proper.

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 2/10/2012 From Account:
Thru: 2/23/2012 Thru Account:

	Amount
Total Expenditure from Fund # 100 - General Fund	1,640,753.42
Total Expenditure from Fund # 109 - Cemetery	675.36
Total Expenditure from Fund # 230 - Grants	7.00
Total Expenditure from Fund # 240 - Revolving Loan (NSP, CDGB, ED)	60.00
Total Expenditure from Fund # 250 - Library Fund	15,937.15
Total Expenditure from Fund # 270 - Room Tax Fund	6,698.00
Total Expenditure from Fund # 320 - TIF #2	400.00
Total Expenditure from Fund # 330 - TIF #3	400.00
Total Expenditure from Fund # 400 - Capital Projects Fund	64,807.99
Total Expenditure from Fund # 610 - Water Utility Fund	7,636.21
Total Expenditure from Fund # 620 - Sewer Utility Fund	6,768.95
Total Expenditure from all Funds	1,744,144.08

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 2/10/2012 From Account:
Thru: 2/23/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
45557	2/03/2012	MIDWESTERN K9 DOG	8,500.00
45565	2/14/2012	AFLAC INSURANCE JAN ADMIN FEE	135.00
45566	2/14/2012	Alliant 232320-010 ATTEWELL STREET cemetary	20.49
45567	2/14/2012	Assessment Strategies LLC 02/03/2012	337.31
45568	2/14/2012	Associated Appraisal JAN - INVOICE 12399	2,950.96
45569	2/14/2012	Avenet LLC INV 29889	400.00
45570	2/14/2012	B & M Technical Services, INC inv 1854 Backflo testing	692.00
45571	2/14/2012	Bauer Electric INV # 1-16-2012	48.00
45572	2/14/2012	BEST SERVICE, LLC INVOICE 105659	88.53
45573	2/14/2012	BILLER PRESS & MFG, INC PRKING CITATIONS 500 QTY	195.12
45574	2/14/2012	Bjorge, Deana L Refund tax overpayment	11.01
45575	2/14/2012	Boberg's Gas & Go Police Gas for January	225.67
45576	2/14/2012	BURKE TRUCK & EQUIPMENT INC. INV #13251	695.44
45577	2/14/2012	C.W.C. Tekcom, LLC INV 13351	105.96
45578	2/14/2012	Capital Newspapers 2518440	277.11
45579	2/14/2012	Capital Newspapers 2518440 inv 1869419 / 846935	93.45
45580	2/14/2012	Capital Newspapers 2537848 INV 1858693 THANK YOU LETTER P BASH	330.00
45581	2/14/2012	Capital Newspapers 2565837 inv 1854743 full page ad Juneau Co VD	1,700.00
45582	2/14/2012	Dale Schultz Tires inv 19981	24.00

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 2/10/2012 From Account:
Thru: 2/23/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
45583	2/14/2012	DWD-UI UE 3440283 JAN	112.31
45584	2/14/2012	ECONOPRINT INC. Rental Inspec Brochure #560142	244.08
45585	2/14/2012	ELECTRIC ONE inv 51605	1,500.00
45586	2/14/2012	FARM PLAN-MAUSTON EQUIPMENT inv 111822	297.71
45587	2/14/2012	FELDMAN, RAY Trip Interception	410.71
45588	2/14/2012	FESTIVAL FOODS	32.53
45589	2/14/2012	FISCHBACH TRUCKING, INC INV #1068 - 2 TRUCKS SNOW HAULING	490.00
45590	2/14/2012	FRONTIER KIOSK	91.49
45591	2/14/2012	G.J. Miesbauer & Associated, INC Inv 795	4,200.00
45592	2/14/2012	GRAY ELECTRIC INV #11522	411.20
45593	2/14/2012	GRAY ELECTRIC inv 11563 weatherproof outlet box	11.00
45594	2/14/2012	HAWKINS, INC INV 3302992 - CREDIT INVOICES	149.33
45595	2/14/2012	HICKEY, ALVIN REFUND DOUBEL CHARGE	65.00
45596	2/14/2012	HOLIDAY WHOLESALE STREETS -	264.35
45597	2/14/2012	HRZ LLP parcel 10 easement	32,425.00
45598	2/14/2012	HUD/FIRST PRESTON MANAGEMENT REFUND DOUBLE PAY ON UTILITIES	48.50
45599	2/14/2012	JCOMP TECHNOLOGIES, INC INV 42587	691.50
45600	2/14/2012	JCOMP TECHNOLOGIES, INC INV #42600	411.50
45601	2/14/2012	June, Robert S. refund tax overpayment	88.52

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 2/10/2012 From Account:
Thru: 2/23/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
45602	2/14/2012	JUNEAU COUNTY FAIR BOARD ELECTRICITY FOR P BASH	116.00
45603	2/14/2012	JUNEAU COUNTY HIGHWAY DEPT CITY SHARE OF ROAD CONSTURCTION	2,000.00
45604	2/14/2012	JUNEAU COUNTY HIGHWAY DEPT police dept for November	1,604.17
45605	2/14/2012	JUNEAU COUNTY TREASURER Feb Tax Settlement County, State, MFL	448,206.12
45606	2/14/2012	JUNEAU COUNTY TREASURER property taxes for 2010 #292510917.1	966.11
45607	2/14/2012	K-MART CORPORATION humidifier for City hall i deducted tax	69.96
45608	2/14/2012	L V LABORATORIES, LLC inv 925 and 924	802.60
45609	2/14/2012	LARK UNIFORM OUTFITTERS INC Armor vests frt	7.00
45610	2/14/2012	LEMONWEIR VALLEY TELEPHONE CO CITY HALL INTERNET	115.45
45611	2/14/2012	LENORUD SERVICES, INC INV #621	12,227.50
45612	2/14/2012	LUTZ TAX & ACCOUNTING INV #600477 - QUARTERLY PAYROLL SERVICE	225.00
45613	2/14/2012	MANPOWER	1,087.20
45614	2/14/2012	MARILYN HOLMES REFUND TAX OVERPAYMENT	404.21
45615	2/14/2012	MAUSTON AREA AMBULANCE ASSN, INC 2012 ASSESSMENT	28,238.45
45616	2/14/2012	MAUSTON AREA CHAMBER OF COMMERCE JAN AND FEB FUNDS	3,183.32
45617	2/14/2012	MAUSTON AREA SCHOOL DISTRICT (TAXES) Feb tax settlement	921,054.50
45618	2/14/2012	MAUSTON CEMETERY ASSOC support for 2012	22,000.00
45619	2/14/2012	MAUSTON PLUMBING, INC nipple and coupler	5.75
45620	2/14/2012	McCauley, Janet M refund tax overpayment	12.80

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 2/10/2012 From Account:
Thru: 2/23/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
45621	2/14/2012	MORRIS CARPENTRY & EXCAVATING LLC haul snow	257.25
45622	2/14/2012	Motion Industries INV #399781	135.52
45623	2/14/2012	Newlun, Marvin W refund tax overpayment	51.71
45624	2/14/2012	NORTH AMERICAN SALT COMPANY load,56.0,8932,8933,8940 inv 70785311	12,884.31
45625	2/14/2012	NORTHSIDE MOBIL INV 7475 tow Ford Escort	40.00
45626	2/14/2012	OAKDALE ELECTRIC COOPERATIVE LIFT STATION A6H02034	1,303.91
45627	2/14/2012	OFFICE DEPOT INVOICE #593464657001	14.99
45628	2/14/2012	OFFICE DEPOT INV 594113691001 MISC PD	216.08
45629	2/14/2012	PARK OASIS GIFT AND CHEESE food bill Geo Caching 2011 PB	217.56
45630	2/14/2012	RHYME BUSINESS PRODUCTS LLC ADMIN CITY HALL COPIER	976.49
45631	2/14/2012	RURAL WELDING & FABRICATING INC inv 4309 strap and angle	125.75
45632	2/14/2012	SAFE-FAST, INC INV #110996 - 50 PC SECURITY KIT	74.90
45633	2/14/2012	Saylor, Gilbert P refund tax overpayment	34.35
45634	2/14/2012	Signarama Madison Mauston logo set up and signs	101.20
45635	2/14/2012	SPEE-DEE DELIVERY SERVICE, INC January shipping	132.21
45636	2/14/2012	Staples Advantage inv 111913897 - 111939980	176.65
45637	2/14/2012	THE BOSON COMPANY INC final payment for Retainage on DPW build	5,000.00
45638	2/14/2012	TIRE DISTRIBUTION SYSTEMS, INC. inv 279-22091	323.40
45639	2/14/2012	Toor, Surjit S refund tax overpayment	13.57

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 2/10/2012 From Account:
Thru: 2/23/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
45640	2/14/2012	TRAFFIC & PARKING CONTROL CO, INC inv 387152 launching ramp 12x12	56.09
45641	2/14/2012	US CELLULAR PD	358.86
45642	2/14/2012	US CELLULAR inv 213513578-013	122.13
45643	2/14/2012	US CELLULAR INV 277409980-174	28.10
45644	2/14/2012	Viking Electric Supply inv 6094974 Wire nuts and Light bulbs	397.38
45645	2/14/2012	VISION SERVICE PLAN FEB INS	734.66
45646	2/14/2012	WALGREENS INV #1-19-12	20.98
45647	2/14/2012	WCMA / WAMCAM NATHAN WCMA MEMBERSHIP	146.05
45648	2/14/2012	WESTERN TECHNICAL COLLEGE Feb Tax Settlement	151,429.97
45649	2/14/2012	Williams, Ruth A. refund tax overpayment	124.73
45650	2/14/2012	Wis Department of Justice T12882 ANNUAL SERVICE 2012	1,062.00
45651	2/14/2012	Wis Department of Justice L2902	70.00
45652	2/14/2012	WISCONSIN METALS INV #199452	206.50
45653	2/14/2012	WISCONSIN VALLEY CONCRETE PRODUCTS CO INV #0246506	897.25
45654	2/14/2012	Audio Editions INV #1382688	244.65
45655	2/14/2012	Baker & Taylor, INC 2026651087	115.81
45656	2/14/2012	BWI Public Library Specialists INV #251123d,247641d	190.96
45657	2/14/2012	C.W.C. Tekcom, LLC Dispatch Radio	2,972.39
45658	2/14/2012	Code Formatting Services 11 hours at 12.00	132.00

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 2/10/2012 From Account:
Thru: 2/23/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
45659	2/14/2012	EVER GREEN LANDSCAPING JAN SNOW REMOVAL	716.00
45660	2/14/2012	FINDAWAY WORLD, LLC ear buds and batteries #64369	276.68
45661	2/14/2012	FRONTIER PHONE SERVICE jan	256.81
45662	2/14/2012	GALE GROUP INV 17445133,17444432,17444230	115.48
45663	2/14/2012	GE MONEY BANK / AMAZON STATEMENT DATE 2/9/2012	458.13
45664	2/14/2012	GRAY'S COMPUTER SOLUTIONS, LLC INV #1909,1917,1920,1964	986.00
45665	2/14/2012	KOHN LAW FIRM S.C. #10CV000174A feb 10	251.66
45666	2/14/2012	KOHN LAW FIRM S.C. FEB 10 # 11SC000541	321.50
45667	2/14/2012	MAUSTON TRUE VALUE, LLC Jan charges	296.46
45668	2/14/2012	MIDWEST TAPE ADULT	338.13
45669	2/14/2012	RHYME BUSINESS PRODUCTS LLC INV #11841712	498.25
45670	2/14/2012	RICHARDS-BRIA LAW OFFICE Jan statement	1,268.43
45671	2/14/2012	SOMEDAY SERVICES LLC INVOICE #217 JAN MAINT,LIGHTS,PAINTING	881.11
45672	2/14/2012	TUMBLEWEED PRESS INC	399.00
45673	2/14/2012	UNITED AUTO SUPPLY, INC January charges	486.94
45674	2/14/2012	WESTERN WI WATERWORKS PROFESSIONALS meeting Quarterly in Tomah	80.00
45675	2/14/2012	Winding Rivers Libaray System inv 1622 WRLS Web operating fees -& T1	9,033.72
45676	2/14/2012	Wisconsin River Coop	659.44
45677	2/17/2012	AFLAC INSURANCE FEB	608.96

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 2/10/2012 From Account:
Thru: 2/23/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
45678	2/17/2012	Alliant 232320-010 Cemetary Assn	96.76
45679	2/17/2012	AT&T LIBRARY 2306	43.77
45680	2/17/2012	Bear Graphics Absentee Affidavit Envelope inv 616766	88.55
45681	2/17/2012	Castle Rock Graphix, LLC Cross Connection inspection report form	190.00
45682	2/17/2012	GENERAL ENGINEERING PERMITS - PERIOD 1/1/2012-1/31/2012	483.75
45683	2/17/2012	HAWKINS, INC inv 3307396	1,825.87
45684	2/17/2012	INNOVATION MARKETING SYSTEMS inv 2133	517.50
45685	2/17/2012	JUNEAU COUNTY HIGHWAY DEPT FIR DEP NOV	205.20
45686	2/17/2012	MACNEIL ENVIRONMENTAL INC inv 93835 March 1,2012 - may 31,2012	560.00
45687	2/17/2012	MANPOWER inv 20594208424	285.39
45688	2/17/2012	OFFICE DEPOT inv 595058875001 hp ink	73.52
45689	2/17/2012	PUBLIC SAFETY CENTER INV 5302231	279.22
45690	2/17/2012	REGISTRATION FEE TRUST registration for 2006 Ford Truck	70.50
45691	2/17/2012	Staples Advantage inv 112182075 clipboard portable	12.42
45692	2/17/2012	VIERBICHER ASSOCIATES INC inv 1 project 13117868.00 Ind Det Pnd	3,865.00
45693	2/17/2012	VIERBICHER ASSOCIATES INC inv 17	4,510.65
45694	2/17/2012	Waltrust Properties, INC parcel 7	13,225.00
45695	2/17/2012	WCMA / WAMCAM Nathan Thiel Conference in EauClaire	150.00
45696	2/17/2012	Wis State Laboratory of Hygiene INV 4998703	100.00

CITY OF MAUSTON POOLED CASH

Accounting Checks

Posted From: 2/10/2012 From Account:
Thru: 2/23/2012 Thru Account:

Check Nbr	Check Date	Payee	Amount
45698	2/17/2012	JOHNSON, BLOCK & COMPANY, INC DECEMBER AND JAN SERVICES INV 4000002	15,600.00
45699	2/17/2012	LUTZ TAX & ACCOUNTING INV #600730 Jan Payroll	300.00
45700	2/17/2012	MAUSTON TRUE VALUE, LLC inv 197143	22.00
45701	2/17/2012	DJ's INN Refund prepaid Pers prop for Jan 2012	25.00
45718	2/20/2012	Winding Rivers Library System inv 1596 Capital fees for WRLWEB	1,190.00
Grand Total			1,744,144.08

MEMO

DATE: 02/14/2012
TO: COUNCIL & ADMINISTRATION .
FROM: CINDY SCHLICHTING
RE: Delinquent Personal Property Taxes

We have 4 business that have not paid their 2010 Personal Property taxes:

Remax Unique Sales \$101.46
Americas Best Value Inn \$1843.66
Midwest Labor \$72.48
The Dairy Island. \$185.53

I need a resolution to process the Chargebacks to the Schools and County for their portions of the Uncollected Personal Property tax.

Thank you.

**CHARGEBACK OF UNCOLLECTED NET PERSONAL
PROPERTY TAXES FOR 2010 TAXES**

Section 74.42(1), Wis. Stats. provides that no earlier than February 2 and no later than April 1 the taxation district treasurer may charge back to each taxing jurisdiction within the taxation district except this state, its proportionate share of those personal property taxes for which the taxing district settled in full the previous February, which were delinquent at the time of settlement, which have not been collected in the intervening year and which remain delinquent. For taxes assessed as of January 1, 2011 a taxation district may only charge-back personal property taxes if the taxes are owed by an entity that has ceased operations, or filed a petition for bankruptcy, or are due on personal property that has been removed from the next assessment roll.

Please read instructions on the reverse side before completing this form.

1. Town Village City of MAUSTON, JUNEAU County Co Mun Code 29 251
 2. P.P. Account No. 2925100631 Property Owner MICHAEL ZLOZA THE DAIRY ISLAND

3. UNCOLLECTED NET Personal Property Taxes To Be Charged Back To Taxing Jurisdictions

IDENTIFY TAXING JURISDICTION 1	NET TAX (COL. 5 TAX BILL) 2	ADD SCH LEVY TAX CR. TO SCH & TOTAL TAX 3	GROSS TAXES BY TAXING JURISDICTION 4	PERCENT (EXPRESSED AS A DECIMAL) 5	AMOUNT OF UNCOLLECTED NET PERS. PROP. TAX 6	AMOUNT TO BE CHARGED BACK TO EACH JURISDICTION 7
A. STATE of <u>Wisconsin</u>	<u>1.12</u>		<u>1.12</u>	<u>= 0.005703809</u>	<u>X 185.53</u>	<u>= 1.06</u>
B. COUNTY of <u>JUNEAU</u>	<u>36.76</u>		<u>36.76</u>	<u>= 0.187207171</u>	<u>X 185.53</u>	<u>= 34.73</u>
C. SPECIAL DIST.	<u>0.00</u>		<u>0.00</u>	<u>=</u>	<u>X 185.53</u>	<u>= 0.00</u>
D. LOCAL <u>MAUSTON</u>	<u>61.23</u>		<u>61.23</u>	<u>= 0.311825219</u>	<u>X 185.53</u>	<u>= 57.85</u>
E. SCHOOL DIST. <u>MAUSTON</u>	<u>72.91</u>	<u>+ 10.83</u>	<u>= 83.74</u>	<u>= 0.426461601</u>	<u>X 185.53</u>	<u>= 79.12</u>
F. UNION HIGH				<u>=</u>	<u>X 185.53</u>	<u>= 0.00</u>
G. TECH. COL.	<u>13.51</u>		<u>13.51</u>	<u>= 0.068802200</u>	<u>X 185.53</u>	<u>= 12.76</u>
H. SUB TOTALS	<u>185.53</u>	<u>+ 10.83</u>	<u>= 196.36</u>	<u>= 1.000000000</u>		<u>185.53</u>
I. APPLICABLE LOTTERY CREDIT					<u>+</u>	
TOTALS	<u>185.53</u>					<u>185.53</u>

4a. TO THE TREASURER OF Mauston School
Taxing Jurisdiction

Per sec.74.42(1), Wis. Stats., I am charging back your jurisdiction's share of UNCOLLECTED NET PERSONAL PROPERTY TAXES which your jurisdiction received last February (sec.74.25(1)(b)1., 74.30(1)(i) or 74.305(1)(i), Wis. Stats.).
 Your share is \$ 79.12 as shown above. Please remit no later than first May 1 after receipt.

4b. MAKE YOUR CHECK PAYABLE TO THE Town Village City of MAUSTON

4c. PLEASE MAIL YOUR CHECK TO CITY OF MAUSTON
ATTENTION CINDY
303 MANSION ST, MAUSTON, WI 53948

THANK YOU.

Cindy Schickling DEPUTY TREASURER 02/14/2012 (608) 847-6676
 Signature Title Date (mm/dd/ccyy) Telephone Number

CHARGEBACK OF UNCOLLECTED NET PERSONAL PROPERTY TAXES FOR 2010 TAXES

Section 74.42(1), Wis. Stats. provides that no earlier than February 2 and no later than April 1 the taxation district treasurer may charge back to each taxing jurisdiction within the taxation district except this state, its proportionate share of those personal property taxes for which the taxing district settled in full the previous February, which were delinquent at the time of settlement, which have not been collected in the intervening year and which remain delinquent. For taxes assessed as of January 1, 2011 a taxation district may only chargeback personal property taxes if the taxes are owed by an entity that has ceased operations, or filed a petition for bankruptcy, or are due on personal property that has been removed from the next assessment roll.

Please read instructions on the reverse side before completing this form.

1. Town Village City of MAUSTON, JUNEAU County Co Mun Code 29 251

2. P.P. Account No. 2925100033 Property Owner MIDWEST LABOR

3. UNCOLLECTED NET Personal Property Taxes To Be Charged Back To Taxing Jurisdictions

IDENTIFY TAXING JURISDICTION 1	NET TAX (COL. 5 TAX BILL) 2	ADD SCH LEVY TAX CR. TO SCH & TOTAL TAX 3	GROSS TAXES BY TAXING JURISDICTION 4	PERCENT (EXPRESSED AS A DECIMAL) 5	AMOUNT OF UNCOLLECTED NET PERS. PROP. TAX 6	AMOUNT TO BE CHARGED BACK TO EACH JURISDICTION 7
A. STATE of <u>Wisconsin</u>	<u>0.44</u>		<u>0.44</u>	<u>= 0.005735888</u>	<u>X 72.48</u>	<u>= 0.42</u>
B. COUNTY of <u>JUNEAU</u>	<u>14.36</u>		<u>14.36</u>	<u>= 0.187198540</u>	<u>X 72.48</u>	<u>= 13.57</u>
C. SPECIAL DIST. _____	<u>0.00</u>		<u>0.00</u>	<u>= _____</u>	<u>X 72.48</u>	<u>= 0.00</u>
D. LOCAL <u>MAUSTON</u>	<u>23.92</u>		<u>23.92</u>	<u>= 0.311823752</u>	<u>X 72.48</u>	<u>= 22.40</u>
E. SCHOOL DIST. <u>MAUSTON</u>	<u>28.48</u>	<u>+ 4.23</u>	<u>= 32.71</u>	<u>= 0.426411159</u>	<u>X 72.48</u>	<u>= 30.91</u>
F. UNION HIGH _____				<u>= _____</u>	<u>X 72.48</u>	<u>= 0.00</u>
G. TECH. COL. _____	<u>5.28</u>		<u>5.28</u>	<u>= 0.068830661</u>	<u>X 72.48</u>	<u>= 4.99</u>
H. SUB TOTALS	<u>72.48</u>	<u>+ 4.23</u>	<u>= 76.71</u>	<u>= 1.000000000</u>		<u>72.48</u>
I. APPLICABLE LOTTERY CREDIT _____					<u>+</u>	
TOTALS	<u>72.48</u>					<u>72.48</u>

4a. TO THE TREASURER OF Mauston School
Taxing Jurisdiction

Per sec.74.42(1), Wis. Stats., I am charging back your jurisdiction's share of UNCOLLECTED NET PERSONAL PROPERTY TAXES which your jurisdiction received last February (sec.74.25(1)(b)1., 74.30(1)(i) or 74.305(1)(i), Wis. Stats.). Your share is \$ 30.91 as shown above. Please remit no later than first May 1 after receipt.

4b. MAKE YOUR CHECK PAYABLE TO THE Town Village City of MAUSTON

4c. PLEASE MAIL YOUR CHECK TO CITY OF MAUSTON
ATTENTION CINDY
303 MANSION ST, MAUSTON, WI 53948

THANK YOU.

Cindy Schuchting DEPUTY TREASURER 02/14/2012 (608) 847-6676
Signature Title Date (mm/dd/ccyy) Telephone Number

**CHARGEBACK OF UNCOLLECTED NET PERSONAL
PROPERTY TAXES FOR 2010 TAXES**

Section 74.42(1), Wis. Stats. provides that no earlier than February 2 and no later than April 1 the taxation district treasurer may charge back to each taxing jurisdiction within the taxation district except this state, its proportionate share of those personal property taxes for which the taxing district settled in full the previous February, which were delinquent at the time of settlement, which have not been collected in the intervening year and which remain delinquent. For taxes assessed as of January 1, 2011 a taxation district may only charge-back personal property taxes if the taxes are owed by an entity that has ceased operations, or filed a petition for bankruptcy, or are due on personal property that has been removed from the next assessment roll.

Please read instructions on the reverse side before completing this form.

1. Town Village City of MAUSTON, JUNEAU County Co Mun Code 29 251
 2. P.P. Account No. 2925100039 Property Owner REMAX UNIQUE SALES

3. UNCOLLECTED NET Personal Property Taxes To Be Charged Back To Taxing Jurisdictions

IDENTIFY TAXING JURISDICTION 1	NET TAX (COL. 5 TAX BILL) 2	ADD SCH LEVY TAX CR. TO SCH & TOTAL TAX 3	GROSS TAXES BY TAXING JURISDICTION 4	PERCENT (EXPRESSED AS A DECIMAL) 5	AMOUNT OF UNCOLLECTED NET PERS. PROP. TAX 6	AMOUNT TO BE CHARGED BACK TO EACH JURISDICTION 7
A. STATE of <u>Wisconsin</u>	<u>0.61</u>		<u>0.61</u>	<u>= 0.005680760</u>	<u>x 101.46</u>	<u>= 0.58</u>
B. COUNTY of <u>JUNEAU</u>	<u>20.10</u>		<u>20.10</u>	<u>= 0.187185696</u>	<u>x 101.46</u>	<u>= 18.99</u>
C. SPECIAL DIST.	<u>0.00</u>		<u>0.00</u>	<u>=</u>	<u>x 101.46</u>	<u>= 0.00</u>
D. LOCAL <u>MAUSTON</u>	<u>33.49</u>		<u>33.49</u>	<u>= 0.311883032</u>	<u>x 101.46</u>	<u>= 31.64</u>
E. SCHOOL DIST. <u>MAUSTON</u>	<u>39.87</u>	<u>+ 5.92</u>	<u>= 45.79</u>	<u>= 0.426429503</u>	<u>x 101.46</u>	<u>= 43.27</u>
F. UNION HIGH				<u>=</u>	<u>x 101.46</u>	<u>= 0.00</u>
G. TECH. COL. <u>WUTC</u>	<u>7.39</u>		<u>7.39</u>	<u>= 0.068821009</u>	<u>x 101.46</u>	<u>= 6.98</u>
H. SUB TOTALS	<u>101.46</u>	<u>+ 5.92</u>	<u>= 107.38</u>	<u>= 1.000000000</u>		<u>101.46</u>
I. APPLICABLE LOTTERY CREDIT						<u>+ 0.00</u>
TOTALS	<u>101.46</u>					<u>101.46</u>

4a. TO THE TREASURER OF Mauston School District
Taxing Jurisdiction

Per sec.74.42(1), Wis. Stats., I am charging back your jurisdiction's share of UNCOLLECTED NET PERSONAL PROPERTY TAXES which your jurisdiction received last February (sec.74.25(1)(b)1., 74.30(1)(i) or 74.305(1)(i), Wis. Stats.).
Your share is \$ 43.27 as shown above. Please remit no later than first May 1 after receipt.

4b. MAKE YOUR CHECK PAYABLE TO THE Town Village City of MAUSTON

4c. PLEASE MAIL YOUR CHECK TO CITY OF MAUSTON
ATTENTION CINDY
303 MANSION ST, MAUSTON, WI 53948

THANK YOU.

Cindy Schlicking DEPUTY TREASURER 02/14/2012 (608) 847-6676
Signature Title Date (mm/dd/ccyy) Telephone Number

CHARGEBACK OF UNCOLLECTED NET PERSONAL PROPERTY TAXES FOR 2010 TAXES

Section 74.42(1), Wis. Stats. provides that no earlier than February 2 and no later than April 1 the taxation district treasurer may charge back to each taxing jurisdiction within the taxation district except this state, its proportionate share of those personal property taxes for which the taxing district settled in full the previous February, which were delinquent at the time of settlement, which have not been collected in the intervening year and which remain delinquent. For taxes assessed as of January 1, 2011 a taxation district may only charge-back personal property taxes if the taxes are owed by an entity that has ceased operations, or filed a petition for bankruptcy, or are due on personal property that has been removed from the next assessment roll.

Please read instructions on the reverse side before completing this form.

1. Town Village City of MAUSTON, JUNEAU County Co Mun Code 29 251
 2. P.P. Account No. 2925101473 Property Owner AMERICAS BEST VALUE INN MIKE PANCHAL

3. UNCOLLECTED NET Personal Property Taxes To Be Charged Back To Taxing Jurisdictions

IDENTIFY TAXING JURISDICTION 1	NET TAX (COL. 5 TAX BILL) 2	ADD SCH LEVY TAX CR. TO SCH. & TOTAL TAX 3	GROSS TAXES BY TAXING JURISDICTION 4	PERCENT (EXPRESSED AS A DECIMAL) 5	AMOUNT OF UNCOLLECTED NET PERS. PROP. TAX 6	AMOUNT TO BE CHARGED BACK TO EACH JURISDICTION 7
A. STATE of <u>Wisconsin</u>	<u>11.14</u>		<u>11.14</u>	<u>= 0.005709015</u>	<u>X 1,843.66</u>	<u>= 10.53</u>
B. COUNTY of <u>JUNEAU</u>	<u>365.26</u>		<u>365.26</u>	<u>= 0.187188028</u>	<u>X 1,843.66</u>	<u>= 345.11</u>
C. SPECIAL DIST.	<u>0.00</u>		<u>0.00</u>	<u>=</u>	<u>X 1,843.66</u>	<u>= 0.00</u>
D. LOCAL <u>MAUSTON</u>	<u>608.49</u>		<u>608.49</u>	<u>= 0.311838262</u>	<u>X 1,843.66</u>	<u>= 574.92</u>
E. SCHOOL DIST. <u>MAUSTON</u>	<u>724.52</u>	<u>+ 107.64</u>	<u>= 832.16</u>	<u>= 0.426464408</u>	<u>X 1,843.66</u>	<u>= 786.26</u>
F. UNION HIGH				<u>=</u>	<u>X 1,843.66</u>	<u>= 0.00</u>
G. TECH. COL.	<u>134.25</u>		<u>134.25</u>	<u>= 0.068800287</u>	<u>X 1,843.66</u>	<u>= 126.84</u>
H. SUB TOTALS	<u>1,843.66</u>	<u>+ 107.64</u>	<u>= 1,951.30</u>	<u>= 1.000000000</u>		<u>1,843.66</u>
I. APPLICABLE LOTTERY CREDIT						<u>+ 0.00</u>
TOTALS	<u>1,843.66</u>					<u>1,843.66</u>

4a. TO THE TREASURER OF Mauston School District
Taxing Jurisdiction

Per sec.74.42(1), Wis. Stats., I am charging back your jurisdiction's share of UNCOLLECTED NET PERSONAL PROPERTY TAXES which your jurisdiction received last February (sec.74.25(1)(b)1., 74.30(1)(i) or 74.305(1)(i), Wis. Stats.). Your share is \$ 786.26 as shown above. Please remit no later than first May 1 after receipt.

4b. MAKE YOUR CHECK PAYABLE TO THE Town Village City of MAUSTON

4c. PLEASE MAIL YOUR CHECK TO CITY OF MAUSTON
ATTENTION CINDY
303 MANSION ST, MAUSTON, WI 53948

THANK YOU.

Cindy Seelie King DEPUTY TREASURER 02/14/2012 (608) 847-6676
Signature Title Date (mm/dd/ccyy) Telephone Number

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

Please inform the treasurer of any address change.

C/O MICHAEL ZLOZA
 THE DAIRY ISLAND
 917 W STATE ST
 MAUSTON WI 53948

STATE OF WISCONSIN
 PERSONAL PROPERTY TAX BILL FOR 2010
 CITY OF MAUSTON
 JUNEAU COUNTY

BILL NO. 3987
 Correspondence should refer to parcel number
 PARCEL#: 2925100631

SEQ# 47

Assessed Value Land Personal	Ass'd Value Improve Property	Total Assessed Value	Ave. Assmt Ratio	Est. Fair Mkt. Land Personal	Est. Fair Mkt. Improve Property	Total Est. Fair Mkt.	
		6,400	0.9613			6,660	<input type="checkbox"/> A star in this box means unpaid prior year taxes
Taxing Jurisdiction	2009 Est. State Aids Allocated Tax Dist.	2010 Est. State Aids Allocated Tax Dist.	2009 Net Tax	2010 Net Tax	% Tax Change	Gross Property Tax	
STATE OF WISCONSIN			1.02	1.12	9.8%	185.53	
JUNEAU COUNTY	196,332	198,830	31.32	36.76	17.4%	First Dollar Credit	
CITY OF MAUSTON	1,506,532	1,488,563	50.52	61.23	21.2%	Lottery Credit	
WWTC	103,534	92,265	11.90	13.51	13.5%	Net Property Tax	185.53
SCH D OF MAUSTON	2,350,692	2,386,782	62.74	72.91	16.2%		
Total	4,157,090	4,166,440	157.50	185.53	17.8%		
						TOTAL DUE FOR FULL PAYMENT	
School taxes reduced by School levy tax credit	\$10.83		157.50	185.53	17.8%	PAY BY January 31, 2011	
						\$ 185.53	
Property Address	IMPORTANT: Be sure this description covers your property. This description is for property tax bill only and may not be a full legal description.			Net Assessed Value Rate (Does NOT reflect credits)	Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty. Failure to pay on time. See reverse.		
				0.028988182			

SEE REVERSE SIDE FOR IMPORTANT INFORMATION

RETAIN THIS PORTION AS YOUR COPY

PAY 1ST INSTALLMENT OF:

\$185.53

Pay to Local Treasurer
 By January 31, 2011

Amount Enclosed: \$ _____

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

3987

Parcel #

2925100631

Alt. Parcel #

DAIRY ISLAND, THE

Include This Stub With Your Payment



AND PAY 2ND INSTALLMENT OF:

\$0.00

Pay to Local Treasurer
 By July 31, 2011

Amount Enclosed: \$ _____

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

3987

Parcel #

2925100631

Alt. Parcel #

DAIRY ISLAND, THE

Include This Stub With Your Payment



OR PAY FULL AMOUNT OF:

\$185.53

Pay to Local Treasurer
 By January 31, 2011

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

3987

Parcel #

2925100631

Alt. Parcel #

DAIRY ISLAND, THE

Include This Stub With Your Payment



CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

Please inform the treasurer of any address change.

MIDWEST LABOR
 123 DIVISION ST
 MAUSTON WI 53948

STATE OF WISCONSIN
 PERSONAL PROPERTY TAX BILL FOR 2010
 CITY OF MAUSTON
 JUNEAU COUNTY

BILL NO. 3911
 Correspondence should refer to parcel number
 PARCEL#: 2925100033
 ALT. PARCEL #: 2925100033

SEQ# 132

Assessed Value Land Personal	Ass'd Value Improve Property	Total Assessed Value 2,500	Ave. Assmt. Ratio 0.9613	Est. Fair Mkt. Land Personal	Est. Fair Mkt. Improve Property	Total Est. Fair Mkt. 2,600	<input type="checkbox"/> A star in this box means unpaid prior year taxes
Taxing Jurisdiction		2009 Est. State Aids Allocated Tax Dist.	2010 Est. State Aids Allocated Tax Dist.	2009 Net Tax	2010 Net Tax	% Tax Change	Gross Property Tax 72.48
STATE OF WISCONSIN						0.44	First Dollar Credit
JUNEAU COUNTY			198,830			14.36	Lottery Credit
CITY OF MAUSTON			1,488,563			23.92	Net Property Tax 72.48
WWTC			92,265			5.28	
SCH D OF MAUSTON			2,386,782			28.48	
Total			4,166,440			72.48	
		First Dollar Credit Lottery & Gaming Credit Net Property Tax				72.48	
School taxes reduced by School levy tax credit		\$4.23	IMPORTANT: Be sure this description covers your property. This description is for property tax bill only and may not be a full legal description.		Net Assessed Value Rate (Does NOT reflect credits)	0.028988182	
Property Address 123 DIVISION ST							

TOTAL DUE FOR FULL PAYMENT
 PAY BY January 31, 2011

▶ \$ 72.48

Warning: If not paid by due dates, installment option
 is lost and total tax is delinquent subject to interest
 and, if applicable, penalty.
 Failure to pay on time. See reverse.

RETAIN THIS
 PORTION AS
 YOUR COPY

SEE REVERSE SIDE FOR
 IMPORTANT INFORMATION

PAY 1ST INSTALLMENT OF:

\$72.48

Pay to Local Treasurer
 By January 31, 2011

Amount Enclosed: \$ _____

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

3911

Parcel #

2925100033

Alt. Parcel #

2925100033

MIDWEST LABOR

Include This Stub With Your Payment

AND PAY 2ND INSTALLMENT OF:

\$0.00

Pay to Local Treasurer
 By July 31, 2011

Amount Enclosed: \$ _____

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

3911

Parcel #

2925100033

Alt. Parcel #

2925100033

MIDWEST LABOR

Include This Stub With Your Payment

OR PAY FULL AMOUNT OF:

\$72.48

Pay to Local Treasurer
 By January 31, 2011

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

3911

Parcel #

2925100033

Alt. Parcel #

2925100033

MIDWEST LABOR

Include This Stub With Your Payment



CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

Please inform the treasurer of any address change.

AMY PACE
 REMAX UNIQUE SALES
 806 WATER ST
 SAUK CITY WI 53583

STATE OF WISCONSIN
 PERSONAL PROPERTY TAX BILL FOR 2010
 CITY OF MAUSTON
 JUNEAU COUNTY

BILL NO. 3917
 Correspondence should refer to parcel number
 PARCEL#: 2925100039
 ALT. PARCEL #: 2925100039

SEQ# 163

Assessed Value Land Personal	Ass'd Value Improve Property	Total Assessed Value 3,500	Ave. Assmt Ratio 0.9613	Est. Fair Mkt. Land Personal	Est. Fair Mkt. Improve Property	Total Est. Fair Mkt. 3,640	<input type="checkbox"/> A star in this box means unpaid prior year taxes
STATE OF WISCONSIN	2009 Est. State Aids Allocated Tax Dist.	2010 Est. State Aids Allocated Tax Dist.	2009 Net Tax	2010 Net Tax	% Tax Change	Gross Property Tax	101.46
JUNEAU COUNTY		198,830		0.61		First Dollar Credit	
CITY OF MAUSTON		1,488,563		20.10		Lottery Credit	
WWTC		92,265		33.49		Net Property Tax	101.46
SCH D OF MAUSTON		2,386,782		39.87			
Total		4,166,440					
	First Dollar Credit Lottery & Gaming Credit Net Property Tax			101.46			
School taxes reduced by School levy tax credit	\$5.92	IMPORTANT: Be sure this description covers your property. This description is for property tax bill only and may not be a full legal description.		Net Assessed Value Rate (Does NOT reflect credits)		TOTAL DUE FOR FULL PAYMENT	
Property Address 700 UNION ST N				0.028988182		PAY BY January 31, 2011	
						\$ 101.46	
						Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty. Failure to pay on time. See reverse.	

RETAIN THIS
 PORTION AS
 YOUR COPY

SEE REVERSE SIDE FOR
 IMPORTANT INFORMATION

PAY 1ST INSTALLMENT OF:

\$101.46

Pay to Local Treasurer
 By January 31, 2011

Amount Enclosed: \$ _____

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

3917

Parcel #

2925100039

Alt. Parcel #

2925100039

REMAX UNIQUE SALES

Include This Stub With Your Payment

AND PAY 2ND INSTALLMENT OF:

\$0.00

Pay to Local Treasurer
 By July 31, 2011

Amount Enclosed: \$ _____

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

3917

Parcel #

2925100039

Alt. Parcel #

2925100039

REMAX UNIQUE SALES

Include This Stub With Your Payment

OR PAY FULL AMOUNT OF:

\$101.46

Pay to Local Treasurer
 By January 31, 2011

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

3917

Parcel #

2925100039

Alt. Parcel #

2925100039

REMAX UNIQUE SALES

Include This Stub With Your Payment



CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

Please Inform the treasurer of any address change.

AMERICAS BEST VALUE INN MIKE PANCHAL
 531 HWY 82 E
 MAUSTON WI 53948

STATE OF WISCONSIN
 PERSONAL PROPERTY TAX BILL FOR 2010
 CITY OF MAUSTON
 JUNEAU COUNTY

BILL NO. 4037
 Correspondence should refer to parcel number
 PARCEL#: 2925101473

SEQ# 5

Assessed Value Land Personal	Ass'd Value Improve Property	Total Assessed Value 63,600	Ave. Assmt Ratio 0.9613	Est. Fair Mkt. Land Personal	Est. Fair Mkt. Improve Property	Total Est. Fair Mkt. 66,160	<input type="checkbox"/> A star in this box means unpaid prior year taxes
		2009 Est. State Aids Allocated Tax Dist.	2010 Est. State Aids Allocated Tax Dist.	2009 Net Tax	2010 Net Tax	% Tax Change	Gross Property Tax 1,843.66
Taxing Jurisdiction							First Dollar Credit
STATE OF WISCONSIN				10.43	11.14	6.8%	Lottery Credit
JUNEAU COUNTY		196,332	198,830	321.81	365.26	13.5%	Net Property Tax
CITY OF MAUSTON		1,506,532	1,488,563	519.14	608.49	17.2%	
WWTC		103,534	92,265	122.29	134.25	9.8%	
SCH D OF MAUSTON		2,350,692	2,386,782	644.76	724.52	12.4%	
Total		4,157,090	4,166,440	1,618.43	1,843.66	13.9%	
		First Dollar Credit Lottery & Gaming Credit Net Property Tax		1,618.43	1,843.66	13.9%	
School taxes reduced by School levy tax credit		\$ 107.64	IMPORTANT: Be sure this description covers your property. This description is for property tax bill only and may not be a full legal description.		Net Assessed Value Rate (Does NOT reflect credits)		TOTAL DUE FOR FULL PAYMENT
Property Address					0.028988182		PAY BY January 31, 2011
							\$ 1,843.66
							Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty. Failure to pay on time. See reverse.

RETAIN THIS
 PORTION AS
 YOUR COPY

SEE REVERSE SIDE FOR
 IMPORTANT INFORMATION

PAY 1ST INSTALLMENT OF:

\$1,843.66
 Pay to Local Treasurer
 By January 31, 2011

Amount Enclosed: \$ _____

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

4037
 Parcel #
 2925101473
 Alt. Parcel #

AMERICAS BEST VALUE INN MIKE I
 Include This Stub With Your Payment



AND PAY 2ND INSTALLMENT OF:

\$0.00
 Pay to Local Treasurer
 By July 31, 2011

Amount Enclosed: \$ _____

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

4037
 Parcel #
 2925101473
 Alt. Parcel #

AMERICAS BEST VALUE INN MIKE PANCH
 Include This Stub With Your Payment



OR PAY FULL AMOUNT OF:

\$1,843.66
 Pay to Local Treasurer
 By January 31, 2011

Make Check Payable to:

CITY OF MAUSTON
 TAX COLLECTOR
 303 MANSION STREET
 MAUSTON WI 53948

2010 Personal Property Bill #

4037
 Parcel #
 2925101473
 Alt. Parcel #

AMERICAS BEST VALUE INN MIKE I
 Include This Stub With Your Payment



Ordinance No. 2012-1049

**ORDINANCE AMENDING CHAPTER 22 OF THE ZONING ORDINANCE TO
INCLUDE THE PRINCIPAL LAND USE OF ADULT FAMILY HOME**

WHEREAS, Section 62.23(7)(i), Wis. Stats., controls, in large part, the zoning for “adult family and other living arrangements”; and

WHEREAS, the current Mauston Zoning Ordinance does not currently address “adult family home” as a land use; and

WHEREAS, the purpose of this amendment is to allow “adult family home” as a land use, and to provide regulations for the land use; and

WHEREAS, the Plan commission has reviewed this matter and has recommended the amendments described below; and

WHEREAS, a public hearing has been conducted on this matter by the Plan Commission and all interested parties were given an opportunity to be heard.

NOW, THEREFORE, on motion duly made and seconded, the Common Council of the City of Mauston does hereby ordain that the following sections of the Mauston Zoning Ordinance be amended as follows:

1. Section 22.124 ABBREVIATIONS is amended to include the following:
AFH Adult Family Home
2. Section 22.125 DEFINITIONS is amended to include the following definition:
Adult Family Home (land use): See Section 22.405(12)
3. Section 22.206(b)2.is amended to include the following land use:
Adult Family Home (per section 22.405(12))
4. Section 22.207(1)(b)2. is amended to include the following land use:
Adult Family Home (per section 22.405(12))
5. Section 22.207(2)(b)2. is amended to include the following land use:
Adult Family Home (per section 22.405(12))
6. Section 22.207(3)(b)2. is amended to include the following land use:
Adult Family Home (per section 22.405(12))

7. Section 22.207(4)(b)2. is amended to include the following land use:

Adult Family Home (per section 22.405(12))

8. Section 22.207(5)(b)2. is amended to include the following land use:

Adult Family Home (per section 22.405(12))

9. Section 22.207(6)(b)2. is amended to include the following land use:

Adult Family Home (per section 22.405(12))

10. Section 22.405 is hereby amended to include the following:

(12) Adult Family Home (AFH):

(a) **Description:** Adult Family Home land uses include all facilities provided for under the provisions of Wisconsin Statutes 50.01(1).

(b) **Regulations:** The following regulations apply to all Adult Family Home land uses wherever located in the City:

- 1. The proposed site shall be located so as to avoid disruption of an established or developing area.
- 3. No individual lots are required, although the development shall contain a minimum of 900 square feet of gross site area for each occupant of the development.
- 4. Parking Requirements: one space per four residents, plus one space per employee on the largest work shift.

Introduced and adopted this _____ day of _____, 2012.

APPROVED:

ATTEST:

Brian T. McGuire, Mayor

Nathan Thiel, City Administrator

- Date of Public Hearing: _____
- Date of Plan Commission Recommendation: _____
- Dates of Readings: _____ and _____
- Date of Adoption: _____
- Votes: _____ ayes _____ nays _____ abstentions
- Date of Publication: _____

CITY OF MAUSTON
SHARED-RIDE TAXI SERVICES AGREEMENT

THIS SERVICES AGREEMENT (the “Agreement”) is made, effective as of the 1st day of January, 2012, by and between the City of Mauston, located at 303 Mansion Street, Mauston, WI 53948 (hereinafter “City”) and Falls Taxi, Inc., whose principal place of business is located at 325 Woodlawn Avenue, Black River Falls, WI 54615 (hereinafter “Provider”) as follows:

WITNESSETH

WHEREAS, the City provides a shared-ride taxi services within a three mile radius of its corporate limits; and

WHEREAS, the City contracts the provision of this service out to private vendors through a competitive bid process; and

WHEREAS, the Provider is qualified, submitted the lowest cost bid, and has had a positive history of providing this service for the community for more than a decade;

NOW, THEREFORE, the City is hereby authorized to enter into contract with the Provider to perform taxi service in accordance with the Contract Requirements attached and as solicited in the request for proposal at the price proposed in the Cost Proposal attached and as submitted by the Provider:

Dated this _____ day of _____, 2012.

FOR THE PROVIDER

FOR THE CITY OF MAUSTON

Ricky Bauer
President

Brian T. McGuire,
Mayor

(Print Name)
Company Witness

Nathan Thiel,
City Administrator

PART II - SERVICE CONTRACT REQUIREMENTS

The City of Mauston, (hereinafter referred to as Municipality or City), awards Falls Taxi, Inc., (also may be referred to as provider, vendor, proposer or contractor) this contract to provide subsidized shared-ride taxicab service under the following terms and conditions:

GENERAL PROVIDER REQUIREMENTS

To assist prospective carriers in assessing their own qualifications for purpose of this solicitation, the following is a list of some of the specific qualifications that a potential contractor must have:

- Financial capability to establish and maintain service during the contracting period.
- Interest and ability to provide service to the general public, as well as the elderly and disabled.
- Ability to efficiently schedule vehicle routings for advanced reservation service, as well as to provide service on demand.
- Ability to maintain records of trips, passengers, and revenues related to the contracted service.
- Ability to secure minimum requirements for automobile and general liability insurance.
- Willingness to comply with federal and state requirements concerning equal employment opportunities, discrimination, disadvantaged business, and drug and alcohol testing.

SPECIFIC SERVICE REQUIREMENTS

1. Contract Period

The initial contract period will be for 12 months commencing January 1, 2012 with renewal options for four additional one-year periods, each beginning on January 1st. This Contract shall automatically be extended into its first, second, third, and fourth one-year option periods unless the Contractor is notified, in writing, by the Municipality 90 calendar days prior to expiration of the initial and/or succeeding contract option period(s).

*Also see paragraph titled **Continuation of Service**.*

2. **Service Area**

Service shall be provided within the corporate limits of the city of Mauston and within a three mile radius beyond the corporate limits.

3. **Shared-Ride**

The service will be provided on a shared-ride basis. This means that vehicles may be routed to pick-up or drop-off passengers in route to merge with other passenger's origins or destinations so as to allow a greater number of passengers to be serviced with available vehicles.

4. **Service Standards**

The Municipality has established service standards for this project as follows:

- a. The passenger pick-up window should be less than 15 minutes from the time set between the passenger and dispatch. The city should be advised when there are problems meeting the passengers response time requirement.
- b. Drivers will assist in loading and unloading of elderly or disabled passengers, and are not required to assist in carrying their parcels or personal effects between the vehicle and the entrance to the business or home.
- c. The provider must provide targeted potential riders with local or toll free phone access to schedule rides.

5. **Hours of Service** - *Table 1*

The shared-ride service is anticipated to operate under the following schedule:

	1st Vehicle		hrs	(additional) 2nd Vehicle			hrs
Monday	6:30 AM	to 10:00 PM	15.5	10:30 AM	to 3:30 PM	5	
Tuesday	6:30 AM	to 10:00 PM	15.5	10:30 AM	to 3:30 PM	5	
Wednesday	6:30 AM	to 10:00 PM	15.5	10:30 AM	to 3:30 PM	5	
Thursday	6:30 AM	to 10:00 PM	15.5	10:30 AM	to 3:30 PM	5	
Friday	6:30 AM	to 2:30 AM	20	10:30 AM	to 3:30 PM	5	
Saturday	6:30 AM	to 2:30 AM	20				
Sunday	6:30 AM	to 10:00 PM	15.5				

6. **Service Levels / Number of Vehicles / Drivers Required** - Table 2

The following table indicates the typical weekly service levels by showing the target number of vehicles with drivers that are required for all or part of the hourly period of operation shown.

* Refer back to Hours of Service shown in *table 1* above for exact start or stop times.

Weekly Service Levels / Number of Vehicles / Drivers Required

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
12:00 AM						1	1
1:00 AM						1	1
2:00 AM						*1	*1
3:00 AM							
4:00 AM							
5:00 AM							
6:00 AM	*1	*1	*1	*1	*1	*1	*1
7:00 AM	1	1	1	1	1	1	1
8:00 AM	1	1	1	1	1	1	1
9:00 AM	1	1	1	1	1	1	1
10:00 AM	*2	*2	*2	*2	*2	1	1
11:00 AM	2	2	2	2	2	1	1
12:00 PM	2	2	2	2	2	1	1
1:00 PM	2	2	2	2	2	1	1
2:00 PM	2	2	2	2	2	1	1
3:00 PM	*2	*2	*2	*2	*2	1	1
4:00 PM	1	1	1	1	1	1	1
5:00 PM	1	1	1	1	1	1	1
6:00 PM	1	1	1	1	1	1	1
7:00 PM	1	1	1	1	1	1	1
8:00 PM	1	1	1	1	1	1	1
9:00 PM	1	1	1	1	1	1	1
10:00 PM					1	1	
11:00 PM					1	1	

7. Weekly Estimated Total Hours

The “total weekly-scheduled vehicle / driver hours” is **142.5** hours. Hours are derived and based upon the data provided in *table 1* and *table 2* showing the anticipated needs of the service area at the time of this solicitation. The total weekly schedule does not account for holidays or special events that could vary hours in these occurrences. The contractor, with approval by the city, or the city in consultation with the contractor may vary service hours as necessary to meet varying service needs or annual budgetary constraints. It should be anticipated that any changes should remain reasonably relative to the original estimated scope of hours originally outlined in this RFP.

8. Fare Level

The following fares shall be charged by the contractor during the contract period:

<i>Fare Category:</i>	<i>Fare:</i>
Adult	\$3.75
Additional Passenger (age 16 and up from same pick-up point to same destination)	\$1.50 each
Children (3-18 years of age)	\$2.00
Elderly and Disabled	\$2.00
Surcharge outside of City Limits	\$1.50/mile or portion of mile

All fare levels are set and governed by the municipality in all instances. In the event that a provider becomes aware of riders who are under other human service programs that offer or present a different fare rate structure, the municipality shall be immediately notified. The provider will not act upon or improvise the existing contractual fare rate structure unless the municipality expresses in writing other rates to be acceptable to use. If tickets or tokens for fares are being sold they must be tracked and reported separately. All revenues collected shall be categorized and reported on invoices coinciding within the period they were collected.

9. Available Vehicles

The contracted provider is responsible to provide the suitable types of vehicles to perform the required services of this solicitation. The shared-ride taxi service of this RFP requires a “minimum” of **-0-** vehicles to be provided for service in accordance with *Table 2*. above. The “minimum” vehicle requirement for the provider may be reduced by the number of vehicles provided by the municipality as follows:

The municipality has **2** accessible vehicle (handicap van) which may be leased to the provider at the rate of \$1 per vehicle per year.

All fuel for service vehicles shall be provided by the city at no cost to the provider.

All municipality leased vehicles are required to be stored in an indoor facility when not in use. The municipality has available an indoor facility for provider to utilize at no cost. Any changes during the contract period involving the minimum number of vehicles required to be provided by the vendor, or changes to the number of vehicles a municipality provides may be subject to a negotiated change in the hourly rate of service.

10. Reservation Services / Radio Communications / Radio Equipment

The contractor shall be responsible for dispatching vehicles. Request for service by the general public may be made upon demand or up to 24 hours in advance. All radio communications must be compliant with FCC “narrowbanding” requirements.

The firm providing the service must provide phone reservation service, including access to a TDD (Telecommunication Device for the Deaf) system during the hours of service. The TDD system must be compliant with the ADA regulations. The provider must also make available to the city and the Wisconsin Department of Transportation the e-mail address and telephone number to contact the administration of the provider.

Available Mobile Radios

The Municipality may lease -0- mobile radios and a base station for \$0.00 per year to the contractor to be used only for the contracted service. If the municipality cannot provide necessary communication equipment, the contracted provider is responsible to provide the suitable types of equipment to perform the required communication services of this solicitation.

11. Maintenance of Leased EquipmentMaintenance of Vehicles

The contractor will be responsible for the proper maintenance of vehicles and equipment in accordance with a WisDOT-approved maintenance plan that at a minimum meets the manufacturer’s recommended maintenance schedule and accepted practices of the transportation industry. The contractor will be responsible for notifying the municipality of any accidents or damages for municipality-leased vehicles.

Communications Equipment

Should any of the leased communications equipment become un-repairable, the Contractor shall inform the Municipality within 24 hours to insure proper procedures are followed.

General Requirements

The contractor will be responsible for the proper care and preventive maintenance of all leased equipment. All obtained municipality equipment is to be used solely for the provisions of the contracted service. Any necessary repairs to the equipment during the contract period shall be the responsibility of the contractor. The contracted provider shall keep records of all preventative and repair maintenance of leased equipment and make available to the municipality upon request.

Any equipment intended to be leased from the Municipality may be inspected prior to submitting a proposal by contacting the procurement administrator of this RFP by e-mail at: dianedk@mauston.com

12. Contracted Personnel - Selection and Training

Personnel providing required services must be employees of the contractor. The contractor will be responsible for their hiring and training. The city and/or its insurance provider reserve the right to review driver qualifications and performance, and to accept or reject individuals as drivers for this service at any time. The contractor will be required to maintain up-to-date personnel records for the employees (i.e. drivers, dispatchers, mechanics, etc.) providing services under this contract. Personnel records shall also show the date and type of individual training received. The Municipality and the Wisconsin Department of Transportation shall have access to the contractor's personnel records upon reasonable notice to the contractor.

The contractor will be required to comply with all the rules and regulations of the U.S. Department of Transportation regarding Drug and Alcohol Testing as required by 49 CFR, Part 655. A drug and alcohol-testing program that includes up to date record keeping and monitoring of employees must be in place on the effective date of the contract for this service.

Contractors shall ensure all hired personnel are trained for required safety and professional courtesy with all end users of this contract. This would include but not limited to; how to properly operate lifts, avoiding unsafe pick-up and drop off points, wheelchair brake functions, proper tie down and securement of wheel chair passengers; civil rights requirements e.g., sensitivity training on interacting with persons with disabilities.

13. Insurance

Because the vehicle is owned by the City, the City will provide Liability Insurance and Property Insurance For the vehicle. The contractor must maintain and keep in full force and effect Workmen's Compensation Insurance in the amounts and form required by the Workmen's Compensation Insurance Act and insurance laws of the State of Wisconsin. Proofs of insurances are required upon request.

14. Licensing

Vehicles and drivers providing the service must be licensed as appropriate to provide taxicab service in the Municipality. If package delivery is provided by the contractor, the contractor must obtain appropriate State of Wisconsin licensing from the Wisconsin Department of Transportation, Division of Motor Vehicles.

15. Collected Revenues

All revenues collected and retained by the provider, e.g., passenger fares and package delivery charges shall be tracked and reported as separate itemized line items and credited to the city on each invoice.

16. Basis of Payment

The contractor shall invoice only for the actual hours of operation performed during the invoiced period at the contracted hourly rate, less collected revenues received during the invoiced time period.

Invoices shall be submitted for payment to the Municipality on a monthly basis.

The yearly aggregate amount the contracted provider receives under this project shall not exceed the total annual “not to exceed” amount, unless an adjusted “not to exceed amount is coordinated and approved by the municipality in writing.

17. Records

The contractor shall maintain the following records which will be available to the Municipality and the Wisconsin Department of Transportation for inspection upon demand. All records shall be retained in a safe and secure place for a period of three (3) years after the end of the contract year.

a. Driver's Logs

Drivers must maintain daily passenger and vehicle trip logs which shall include, but are not limited to, the following information:

- * Driver name and vehicle number.
- * Total daily passenger counts.
- * Passenger counts for each of the type of requests served daily and the actual arrival time at the pick-up point and at the destination.
- * Total number of passengers categorized by fare type and payment method. These amounts are totaled as the daily revenue by vehicle.
- * The daily mileage by vehicle should be recorded to the nearest mile.
- * Package delivery revenues collected.

b. Dispatcher Records

Dispatcher logs are to be maintained daily. These logs shall include, but are not limited to, the following information:

- * The name, address and telephone of the user requesting service.
- * The passenger destination and the requested arrival time at the destination.
- * Identification number of the vehicle responding to the taxi request.
- * Estimated passenger pick-up time.
- * Package delivery requests.

c. Monthly Reports

The contractor shall submit a monthly report to the Municipality which will show the following information pertaining and relating to performing the required services:

- * Passenger trips.
- * Passenger revenue.

- * Package delivery revenue.
- * Total miles.
- * Driver hours (scheduled, worked, paid).

d. Quarterly and Annual Reports

The contractor shall prepare for the Municipality quarterly and annual reports required by the Wisconsin Department of Transportation. These reports include similar operating statistics as the monthly report.

e. Drug and Alcohol Testing Program Records

The contractor shall maintain up to date information and records documenting the drug and alcohol testing program. The information on these records will be reported annually to the Federal Transit Administration on the forms provided by the Wisconsin Department of Transportation.

18. Complaints

The contractor will receive all complaints regarding the service, recording them on a form satisfactory to the Municipality. Complaint records for the current year shall be available for inspection by the Municipality or WisDOT upon demand.

The contractor will investigate and resolve each complaint within five (5) working days. When the Complaint is resolved, the contractor will submit a completed, written copy of the complaint form to the Municipality and to the person filing the complaint.

Complaints involving or pertaining to the Civil Rights Requirements of this contract shall be coordinated and handled with the civil rights process and procedures established by the municipality.

19. Promotion and Publicity

The City of Mauston shall be responsible for any promotion or publicity costs relative to the project service.

The contractor is responsible and agrees to post in conspicuous places (e.g. inside vehicles, dispatching offices, ect.), available for transit passengers, employees and applicants for employment, a notice that sets forth the provisions of nondiscrimination laws.

General public information should include FTA Title VI Requirements regarding participants not to be excluded on the grounds of race, color or national origin.

20. Continuation of Service (option years)

All option years will be priced and based upon the originally accepted cost proposal hourly rate. It is incumbent upon the provider to anticipate costs for the duration of this contract. Proposed price increases must show relationship to originally awarded contract costs and shall include documentation explaining how the proposed price change request is not a transformation of risk to the municipality. Documentation would also include a breakdown of all cost elements, highlighting areas of price increases that clearly show the relevant comparative relationships to the original contract per hourly costs.

The Municipality reserves the right to discontinue the contracts remaining option years and may elect to re-bid the contract in whole or in part when changes in scheduled hours or hourly costs are not mutually acceptable between the contractor and the Municipality. *(The Municipality shall justify that any hourly price changes received from the provider are considered fair and reasonable and better than available in the market to WisDOT for their approval and the continuation of funding). WisDOT funded shared ride taxi contracts operating in the state of Wisconsin are independent of each other and are dealt with individually on a case by case basis.)*

Any and all changes to the terms and conditions of this contract shall be incorporated in writing. **All final approved price changes will remain in the form of hourly rate.**

21. Termination of Agreement

Either party to this Agreement shall have the unilateral right to terminate the Agreement upon ninety (90) days written notice to the other.

22. Contract Award

Pursuant to the intent of this solicitation, made applicable and part to the resultant contract are all parts of this RFP less PART I - GENERAL INFORMATION and PART IV - RFP SELECTION AND AWARD PROCESS. Specifically the resultant contract shall include from this RFP all specified terms and conditions found in:

- PART II - SERVICE CONTRACT REQUIREMENTS
- proposers evaluated and accepted criteria submitted per PART III STATEMENT OF PERFORMANCE VERIFICATION CRITERIA (with proposers Transmittal/Cover Letter)
- APPENDIX A - STANDARD TERMS AND CONDITIONS and SUPPLEMENTAL TERMS AND CONDITIONS FOR PROCUREMENTS FOR SERVICES.
- APPENDIX B - FEDERALLY REQUIRED and OTHER MODEL CONTRACT CLAUSES
- APPENDIX C - COST PROPOSAL (proposers submitted).

The municipality will add to the above a cover page listing the parties entering into the contract agreement per this RFP along with a signature page to be signed by the authorized binding individuals from both parties.

23. Assignment or Transfer

The contractor shall not assign, transfer or encumber this Agreement or rights herein granted on any portion thereof, without the prior written consent of the Municipality, which consent shall not be unreasonably withheld.

APPENDIX C - COST PROPOSAL

**SUBMIT BOTH PAGES OF THIS COST PROPOSAL
INTO A SEPARATELY SEALED ENVELOPE**

The outside of the envelope should clearly state "Cost Proposal" and the name of proposer. **Include cost proposal only with the proposal marked as "original / procurement administrators copy".**

I Ricky Bauer, President, Falls Taxi, hereby submit the following cost proposal for providing the shared-ride taxi service in accordance with the terms and conditions of this Request for Proposal. This proposal includes hourly rate costs for the succeeding years of the contract at an annual rate increase of ~~VARIE~~ 5% each year for the remaining four years on the contract. I fully understand that all revenues collected by the contracted provider belong to the Municipality.

* use to
compute average

Initial Year January 1, 2012 through December 31, 2012	PROPOSED COST PER SERVICE HOUR	ESTIMATED TOTAL VEHICLE HOURS	TOTAL COST (NOT TO EXCEED)
	*\$ <u>21.50</u>	<u>7,410</u>	\$ <u>159,315</u>
2nd Year January 1, 2013 through December 31, 2013	PROPOSED COST PER SERVICE HOUR	ESTIMATED TOTAL VEHICLE HOURS	TOTAL COST (NOT TO EXCEED)
	*\$ <u>22.50</u>	<u>7,410</u>	\$ <u>166,725</u>
3rd Year January 1, 2014 through December 31, 2014	PROPOSED COST PER SERVICE HOUR	ESTIMATED TOTAL VEHICLE HOURS	TOTAL COST (NOT TO EXCEED)
	*\$ <u>23.50</u>	<u>7,410</u>	\$ <u>174,135</u>
4th Year January 1, 2015 through December 31, 2015	PROPOSED COST PER SERVICE HOUR	ESTIMATED TOTAL VEHICLE HOURS	TOTAL COST (NOT TO EXCEED)
	*\$ <u>15.00</u>	<u>7,410</u>	\$ <u>111,150</u>
5th Year January 1, 2016 through December 31, 2016	PROPOSED COST PER SERVICE HOUR	ESTIMATED TOTAL VEHICLE HOURS	TOTAL COST (NOT TO EXCEED)
	*\$ <u>15.50</u>	<u>7,410</u>	\$ <u>114,855</u>

62-AT.

APPENDIX C - COST PROPOSAL - continued

The "not to exceed" amounts are not evaluated elements of this proposal. These amounts shall limit the provider to the total aggregate amount a provider may invoice in a contract period ending on Dec 31st of each year,

COST WEIGHTED CRITERIA AVERAGE PER SERVICE HOUR

The computed average must derive from the cost proposal amounts shown.
Add up the initial, 2nd, 3rd, 4th and 5th year proposed cost per service hour and divide by five.
Enter the per service hour **average** proposed cost. (round off to nearest cent if necessary)

\$ 19.60
per service hour **average** proposed cost

Ricky Bales - Pres. Falls Falls Ins.
Name of Individual, Partner, or Corporation

325 Woodlawn Ave., Black River Falls, WI.
Address

Ricky Bales Pres. 11-17-11
Authorized Signature Title Date

**CITY OF MAUSTON &
MAUSTON CEMETEREY ASSOCIATION
OPERATION AND MAINTENANCE AGREEMENT**

THIS OPERATION AND MAINTENANCE AGREEMENT (the “Agreement”) is made, effective as of the 1st day of April, 2012, by and between the City of Mauston (hereinafter “City”) and the Mauston Cemetery Association (hereinafter “Association”) as follows:

WITNESSETH

WHEREAS, Association was reestablished August 5, 2011 and by State Statute has been commissioned to manage and operate the Mauston City Cemetery; and

WHEREAS, it is in the interest of both Association and City that the cemetery be operated in a cost effective manner while maintaining acceptable service and maintenance to the grounds; and

WHEREAS, City tax dollar contribution currently subsidizes the bulk of the Association’s current labor costs; and,

WHEREAS, if labor were provided by the City, efficiencies could be achieved in both administrative costs and the management of operations given the City’s already existing organization; and,

WHEREAS, similar arrangements currently exist between other municipalities and cemetery associations;

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. **Labor services:** City will provide labor services for the Association in the maintenance and operation of grounds:
 - (a) **Cemetery Workers:** Cemetery workers will be employees of the City. The City will be responsible for the hiring, firing, discipline, and management of Cemetery Workers. They will be seasonal employees and hours of work will be dependent on the operational needs of the Cemetery. These employees will be under the same requirements as any other City Employee and follow the guidelines of the City Personnel Manual. They will be paid according to the normal payroll practices of the City.

- (b) Supervisors: The City will provide management oversight of operational labor performed in the Cemetery, under the direction of the Public Works Director.
 - (c) Work Duties: Assignments for Cemetery Workers will primarily be dedicated to cemetery operations; however, the City reserves the right to employ cemetery workers in other duties as required by the City (i.e. parks maintenance). The cemetery will only be billed for hours operating and maintaining the cemetery.
 - (d) Total Annual Hours: Due to the cost of providing benefits, the total annual hours of any Cemetery Worker will not exceed the limit set per State Statute (currently 1,200 hours), which requires part-time employees to receive insurance and pension benefits.
2. **Payroll Expenses and Billable Hours**: All payroll costs for the hours of seasonal employees committed to cemetery maintenance will be expensed to the Cemetery Fund. Mechanic services provided by the City for Cemetery equipment will be subject to a billable rate:
- (a) Wage Rates: Cemetery will review and approve wage rates for Cemetery Workers. These rates will not exceed wage rates for City Seasonal Park Employees. Cemetery will communicate to the City wage rates and increases for the following year by October 1st of each year.
 - (b) Billable Rate: Cemetery agrees to pay City \$34.00 per hour worked on maintenance of cemetery equipment. Cemetery agrees to pay City \$100.00 per grave opening.
3. **Equipment**: The Cemetery is responsible for all future purchases and maintenance costs of Cemetery Equipment (i.e. lawn mowers, weed eaters). Cemetery will annually set funds aside for capital outlay. The City will provide labor services as requested by the Cemetery for equipment maintenance and repair at the billable rate per this agreement. In addition, Cemetery will be responsible for the cost of any supplies the City provides for maintenance and repair of cemetery equipment.
4. **Cemetery Association Representation**: One seat of the Cemetery Association Board will be filled by City Staff to provide representation at meetings and in the creation of policy. They may not hold the office of

Chairperson, Secretary, or Treasurer. The Public Works Director will select staff representative.

- 5. **City Contribution:** The City currently contributes \$22,000 annually toward the operation and maintenance of the Cemetery. The City will continue to provide a contribution to the Association, which will be determined through the normal budgeting process. While the City recognizes the current need to subsidize cemetery operating costs, both entities understand the ultimate aim and objective is to have a self-sustaining cemetery. As such, at minimum 1/2 of any additional savings in administrative costs or labor cost achieved through efficiencies from the prior year provided by this agreement will be directed toward reducing the annual City contribution.

Dated this _____ day of _____, 2012.

FOR THE MAUSTON CEMETERY ASSOCIATION

FOR THE CITY OF MAUSTON

Randy Smart,
Association Chair

Brian T. McGuire,
Mayor

Dorie Quist,
Association Secretary

Nathan Thiel,
City Administrator

Mary Ellen Hamil,
Association Treasurer