

Common Council Meeting Agenda



October 22, 2024 - 6:05 PM
(Following the Committee of the Whole Meeting)
Via Zoom Meeting ID: 817 2439 6352
<https://us02web.zoom.us/j/81724396352>

Published: 10/18/2024

AGENDA

1. **PRIVILEGE OF THE FLOOR**
2. **CALL TO ORDER, PLEDGE OF ALLEGIANCE**
3. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
4. **APPROVAL OF MINUTES**
 - A. October 8, 2024. Common Council Meeting Minutes
5. **REPORTS**
 - A. City Clerk
 - B. Council President
 - C. City Attorney
 - D. Mayor
6. **COMMUNICATIONS**
7. **PARKS, BUILDING & GROUNDS**
 - A. Discussion and possible recommendation to Common Council to authorize the removal of three dead trees on private property located at 12508 W. Meadow Ln.
 - B. Discussion and possible recommendation to Common Council to award the Malone Park Diamond #6 Lighting Project to the most responsive and responsible bidder, Pieper Electric, Inc., for the Base Bid and Alternate 1 in the amount of \$300,940.00, and to reject alternates 2, 3, and 4. The total project cost, including contingencies, is not to exceed \$346,000.00 from account 04252900 61118 C2024.
 - C. Discussion and possible recommendation to Common Council to award the Fire Training Tower Rehabilitation Design Contract to the most qualified consultant, Perspective Design, Inc, in the amount of \$96,000.00 from account 04251300 61319 C2024.
 - D. Discussion and possible recommendation to the Common Council for the approval of Resolution 24-23 - A Resolution Amending the 2024 Capital Projects Budget to accomplish the Rehabilitation of the Fire Training Tower.
 - E. Discussion and possible recommendation to Common Council for vendor agreement with Kowalske Brewing, LLC to conduct beer garden events on selected Saturdays and Sundays between January 2025 and October 2025, at Malone Park. This approval is subject to consent by the vendor and is further subject to the approval as to final form by staff and the Mayor.
 - F. Discussion and possible recommendation to Common Council to to award the New Berlin Public Library Chiller Replacement Design Contract to the most qualified consultant, IBC

Engineering Services, Inc. in the amount of \$58,155.00 from account 04251300 61477 C2024.

8. RECREATION COMMISSION

- A. Discussion and possible action to recommend to Common Council approval of the vendor agreements with Field 99 LLC to provide recreation soccer programming.
- B. Discussion and possible action to recommend to Common Council approval of the Athletic Field Use Guidelines for the 2025 Outdoor Sports Season.
- C. Discussion and possible action to recommend to Common Council approval of the Park Shelter Rental Guide for the 2025 Season.

9. WATER RESOURCE MANAGEMENT

- A. 2025 Water Resource Management Operating Budget

10. MAYORAL APPOINTMENTS

- A. Discussion and Possible Action to approve the Mayoral Appointments per the list as presented

11. DEFERRED, REFERRED & TABLED ITEMS

12. ITEMS REMOVED FROM CONSENT AGENDA, if any

13. CONSENT AGENDA-----

- A. *Items under the Consent Agenda have passed unanimously by the Committee of the Whole. Items not passed by a unanimous vote will be removed from consent agenda and will be considered separately.*

14. MINUTES

- A. October 8, 2024, Committee of the Whole Meeting Minutes

15. UTILITY & FINANCE

- A. Recommendation to the Common Council for approval of the October 23rd, 2024, Water Utility claims in the amount of \$182,496.73, Sewer Utility claims in the amount of \$76,447.61, and General City claims in the amount of \$1,316,044.81. We Energies EFT of \$67,942.76.

16. LICENSES & PERMITS

- A. Discussion and possible action to recommend to Common Council approval of a "Class A" Combo Liquor License to BP Greenfield, located at 16401 W. Greenfield Ave, for the license year ending June 30th, 2025, per the application on file and subject to meeting all requirements
- B. Discussion and possible action to recommend to Common Council approval of MobCraft Beer to sell beer at Malone Park for the Boos & Brews event to be held on October 26th, 2024, from 11:00 am to 3:00 pm, as outlined in Form AB-105. The application and the Council's recommendation will be forwarded to the Wisconsin DOR, Division of Alcohol Beverages, for final approval and issuance.
- C. Discussion and possible action to recommend to Common Council approval of MobCraft Beer to sell beer at 1848 Coffee, located at 13575 W National Avenue, for the Small Business Saturday Pop-Up event to be held on November 30th, 2024, from 9:00 am to 1:00 pm, as outlined in Form AB-105. The application and the Council's recommendation will be forwarded to the Wisconsin DOR, Division of Alcohol Beverages, for final approval and issuance.

17. MISCELLANEOUS

- A. City Clerk Department Update

- B. Discussion and possible action to recommend to the Common Council approval of the amended City Clerk Department fee schedule, reflecting a \$2.00 increase in dog and cat license fees effective 2025. This is in response to the Waukesha County Board's decision to increase the license fee by \$2.00 per tag starting in 2025.
- C. Discussion and possible action to approve the proposed 2025 Operating Budget and Set a Public Hearing Date
- D. Discussion and possible action to approve the proposed 2025 Special Revenue Budget
- E. Discussion and possible action to approve the proposed 2025 CIP Budget

18. END CONSENT AGENDA-----

19. CLOSED SESSION

- A. *The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85(1)(g) of the Wisconsin State Statutes. (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, more specifically:*
- B. Juan P. Aranda-Garcia Claim
- C. Thomas J. Jocz Claim

20. RECONVENE TO OPEN SESSION

- A. Discussion and possible action re: Juan P. Aranda-Garcia Claim
- B. Discussion and possible action re: Thomas J. Jocz claim

21. ADJOURN

Additional Information

- The agenda packet with supplemental information related to the agenda items is available online at www.NewBerlinWi.gov. Once finalized by the governing body, approved meeting minutes are also posted online.
- The governing body may consider agenda items out of order
- Members, and potentially a quorum of other governmental bodies of the municipality, may be present at the meeting to gather information. No action will be taken by any governmental body other than the one referenced in this notice.
- With reasonable notice, accommodations will be provided under the Americans with Disabilities Act to meet the needs of individuals with disabilities through appropriate aids and services. For more information or to request assistance, please contact the Office of the City Clerk at (262) 786-8610.



Common Council MEETING MINUTES

October 8, 2024 - 6:05 PM
City Hall Council Chambers

Please note: Minutes are unofficial until approved at the next scheduled meeting.

MINUTES

1. PRIVILEGE OF THE FLOOR

No speakers.

2. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mayor Ament called the meeting to order at 6:24 PM and led the Pledge of Allegiance.

3. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

City Clerk Rubina R. Medina took the roll call as follows:

Present: Alderperson Hopkins, Alderperson Maxey, Alderperson Harenda, Alderperson Stribl, Alderperson Kroupa, Alderperson La Fever

Excused: Alderperson Dennis Horbinski

Staff Present: City Attorney Mark Blum, City Clerk Rubina R. Medina, Mayor Dave Ament, Human Resource Director Melissa Beck

City Clerk Medina stated there was a quorum, and the meeting was properly noticed.

4. APPROVAL OF MINUTES

A. September 24, 2024, Common Council Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson Stribl
Motion Passed 6-0

5. REPORTS

A. City Clerk

City Clerk Rubina R. Medina stated that the next Council meeting on October 22nd will be held via Zoom as the Council Chambers will be utilized for In-Person Absentee Voting. Absentee voting also begins on Tuesday, October 22nd, at City Hall. For a full schedule of dates and times, please visit the My Vote Wisconsin website at www.MyVote.wi.gov or the City website at www.NewBerlinwi.gov

B. Council President

No Report.

C. Mayor

- Congratulations to **Sugar Creek Antiques**, located at 17900 W. National Avenue, for being named our **October Business of the Month**. All are encouraged to stop by and take a look at their wide selection of antique items and collectables.
- During the entire month of October, our **Recreation Department** will be hosting some family fun Halloween **"NOT-SO-HAUNTED HAPPENINGS"**. Please visit the Recreation Department's website for further information for upcoming events.

- Additionally, our **New Berlin Library** will also be hosting many programs for all different ages throughout the entire month of October. Please visit the New Berlin Library's website for more information.
- **The New Berlin Historical Society's Applefest & Beer Garden** is planned for this Sunday, **October 13th 1-4 pm** at the **New Berlin Historical Park**. This is a family-oriented free event with:
 - Fun things to do for the young and old,
 - local products for sale including apples, pumpkins, squash, cornstalks and honey,
 - tour the historical buildings and the newly expanded museum and check out the reed organ and the player piano.
 - Refreshments and home bakery will be available for purchase.
- The City of New Berlin **Community Blood Drive** will be held on **Thursday, October 17th 8:00 am – 12 pm** here in the Council Chambers of City Hall. Appointments may be made online or contact Maya in the Mayor's office. Walk-ins are always welcome – but remember to bring photo ID.
- Finally, as a reminder, **The City of New Berlin's Halloween Trick-or-Treating** is held on the **Last Saturday of October from 4:00 p.m. – 7:00 p.m.** This change was approved by the Common Council at the April 11, 2023 Common Council Meeting.

D. City Attorney
No Report.

6. COMMUNICATIONS

A. Juan Pablo Aranda Claim

7. UTILITY COMMITTEE

A. UT-10-24 – Recommend to Common Council the awarding of a two-year professional services contract to Hydro Corp for Cross Connection Inspection of industrial and commercial properties in the Utility Service area not to exceed \$67,968.00 (\$2,832 per month)

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Maxey
Motion Passed 6-0

B. UT-11-24 - Recommend to Common Council to accept proposal from Visu-Sewer LLC to clean and televise sanitary lines in three locations throughout the city in the amount of \$37,375.00

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson La Fever
Motion Passed 6-0

C. UT 12-24 – Recommend to the Common Council to award the maintenance contract for Westward Manor sewer lining to the lowest responsive bidder, Visu-Sewer LLC in the amount of \$127,667.00 with a ten percent contingency of \$12,767.00 or a total project cost of \$140,434.00.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Maxey
Motion Passed 6-0

- D.** UT 13-24 – Recommend to the Common Council to award the maintenance contract for Kelly Pointe manhole lining to the lowest responsive bidder, Hydro-Klean LLC, in the amount of \$54,573.60 with a ten percent contingency of \$5,457.36 for a total project cost of \$60,030.96.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Maxey
Motion Passed 6-0

8. DEFERRED, REFERRED & TABLED ITEMS

9. ITEMS REMOVED FROM CONSENT AGENDA, if any

10. CONSENT AGENDA-----

- A.** *Items under the Consent Agenda have passed unanimously by the Committee of the Whole. Items not passed by a unanimous vote will be removed from consent agenda and will be considered separately.*

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Kroupa
Motion Passed 6-0

11. MINUTES

- A.** September 24, 2024, Committee of the Whole Meeting Minutes

12. UTILITY & FINANCE

- A.** Recommendation to the Common Council for approval of the October 9th, 2024, Water Utility claims in the amount of \$21,950.11, Sewer Utility claims in the amount of \$710,023.68, and General City claims in the amount of \$675,891.88.

13. MISCELLANEOUS

- A.** New Berlin Police Department Update
- B.** Discussion and possible action to recommend approval to the Common Council of Ordinance No. 2698, an ordinance to amend Section 24-8 of the City of New Berlin Municipal Code regarding expenses of Emergency Management
- C.** Discussion and possible action to recommend approval to the Common Council of Resolution No. 2024-22, a resolution amending the 2024 Capital Projects Budget as outlined in the RAS
- D.** Discussion and possible action to recommend approval to the Common Council for the extension of the City Attorney's contract between the City of New Berlin and

14. END CONSENT AGENDA-----

15. CLOSED SESSION

- A.** *The basis for the items to be discussed in Closed Session are as enumerated in Section 19.85(1)(e) of the Wisconsin State Statutes. 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. More specifically:*

City Clerk Medina read the basis for entering into a closed session.

MOTION: Motion to Enter Closed Session at 6:33 PM

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Kroupa
Motion Passed 6-0

- B.** Deliberation regarding the proposed collective bargaining agreement between the City of New Berlin and the New Berlin Professional Police Association
- C.** Deliberation regarding the proposed collective bargaining agreement between the City of New Berlin and the New Berlin Professional Firefighters Association

16. RECONVENE TO OPEN SESSION

MOTION: Motion to Return to open session at 6:53 PM

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Maxey
Motion Passed 6-0

- A.** Discussion and possible action re: The proposed collective bargaining agreement between the City of New Berlin and the New Berlin Professional Police Association

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Hopkins
Second by: Alderperson Maxey
Motion Passed 6-0

- B.** Discussion and possible action re: The proposed collective bargaining agreement between the City of New Berlin and the New Berlin Professional Firefighters Association

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Maxey
Motion Passed 6-0

17. ADJOURN

MOTION: Motion to Adjourn at 6:54 PM

VOTE: Motion by: Alderperson Kroupa
Second by: Alderperson La Fever

Motion Passed 6-0

Respectfully Submitted by:
Rubina R. Medina, City Clerk



REQUESTED ACTION STATEMENT

DATE: September 5, 2024

TO: Mayor
Common Council
Parks, Buildings and Grounds Commission

FROM: Michael Eder – Deputy Director of Public Works

ISSUE: 12508 W. Meadow Ln Elimination of Public Nuisance

REQUESTED:

Recommend to Common Council to authorize the removal of three dead trees on private property located at 12508 W. Meadow Ln.

FISCAL IMPACT:

It is anticipated that a private contractor will be hired for this work. The cost is estimated at \$4,000 to \$7,000 dollars. Pursuant to Section 185-14 the property owner shall pay the invoice for the actual cost of this work within 30 days. In the event that said costs are not paid within 30 days of the billing, the costs may be pursued as a special charge for current services pursuant to the procedures as set forth in Wisconsin Statute § 66.0627.

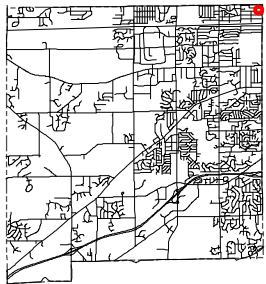
RATIONALE:

The City Forester has determined that these trees constitute a Public Nuisance that could affect a Public Area (Meadow Ln). A written notice of this determination was delivered by hand to the homeowner on July 11, 2024, and July 22, 2024. The notices state that the trees shall be removed by August 22, 2024. As of September 5, 2024, the trees have not been removed.



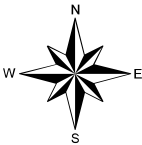


Overview Map



Legend

-  Parcels
-  Road Right-of-Way
-  Tree Location



0 20 40 Feet



1 in = 43 ft

The information and depictions herein have been produced using data available through photogrammetric means by the City of New Berlin. The informations and depictions herein are for informational purposes and the City of New Berlin specifically disclaims accuracy in this reproduction and specifically admonishes and advises that any and all depiction, measurements, distances depicted herein and as to which specific or precise accuracy is required should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means.

Map Printed: 9/5/2024 2:19:53 PM

PROJECT MANUAL

**City of New Berlin
Malone Park
Ball Diamond #6 Lighting Replacement**

16400 W Al Stigler Pkwy
New Berlin, Wisconsin 53151

Harwood Engineering Consultants Ltd.
Owner Project No. BG-2024-1
HEC Project No. 19-1011.23
August 09, 2024

PROJECT MANUAL

**City of New Berlin
Malone Park
Ball Diamond #6 Lighting Replacement**

16400 W Al Stigler Pkwy
New Berlin, Wisconsin 53151

Harwood Engineering Consultants Ltd.
Owner Project No. BG-2024-1
HEC Project No. 19-1011.23
August 09, 2024

Project Name	City of New Berlin Malone Park Ball Diamond #6 Lighting Replacement
HECL Project No.	19-1011.23
Owner Project No.	BG2024-1

INDEX Specification Sections

DIVISION 26 - ELECTRICAL

26 00 01	Electrical General Requirements
26 01 26	Testing Electrical Systems
26 05 02	Electrical Demolition for Remodeling
26 05 19	Wire & Cable 600 Volt and Below
26 05 26	Grounding and Bonding
26 05 33	Raceways and Boxes
26 05 53	Electrical Identification
26 27 26	Wiring Devices
26 28 16	Safety Switches, Circuit Breakers, & Fuses
26 56 29	Exterior Site Lighting (Athletic)

INVITATION TO BID

Project: **BG-2024-1**
Malone Park Diamond #6 Lighting Replacement
16400 W. Al Stigler Dr.
New Berlin, WI 53151

1. Bids will be prepared in accordance with Contract Documents prepared by Harwood Engineering Consultants, Ltd. Phone 414-475-5554, 255 N. 21st St., Milwaukee, WI 53233.
2. Notice is hereby given that sealed Bids are due in the New Berlin City Hall – City Clerk office, by 10:00 a.m. CST/CDT on October 02, 2024. (Reference Bid Form, Item 2)
3. Bids will be publicly read at 10:00 a.m. on October 02, 2024 in the Council Chambers at New Berlin City Hall located at 3805 S. Casper Dr.
4. Oral, faxed or e-mailed Bids will be rejected.
5. All blanks on the Bid Form shall be filled in by typewriter print or manually in ink. If the filled areas are illegible, the Bid shall be rejected. The Bidder shall make no additional stipulations on the Bid Form or qualify the Bid in any manner.
6. Where so indicated on the Bid Form, the values shall be expressed in both words and figures. In the event of discrepancy between the words and figures, the amount written in words shall govern.
7. Bids will be submitted using the Bid Forms provided herein. Bid security shall be by a qualified surety in the form of a bid bond, in the amount of ten percent (10%) of Bid amount, /and shall be submitted with the Bid. Bidders shall agree to not withdraw the Bid for a period of ninety (90) days after due date of Bids.
8. Accepted Bidders will be required, as a condition precedent to award of Contract, to furnish in the amount of 100% of the contract prices, satisfactory Performance Bond, Labor and Material Payment Bond and Certificate of Insurance.
9. Bidding Documents will be available on September 04, 2024. Bidders may obtain Bidding Documents only from the following site: Quest ebid doc #9213595 – Bid/RFP Listing. Documents will be available for download. Documents will not be mailed. **It is the responsibility of prospective Bidders to check this website for any future amendments, questions, revisions, etc., prior to the opening date. All addenda must be acknowledged on the signature page in the area provided. Failure to do so may result in your response being rejected.**

10. Pre-Bid meeting and walkthrough on September 18, 2024 at 10:00 AM. Meeting location is at the Malone Park parking lot located near the Tennis Courts located at 16400 W. Al Stigler Rd, New Berlin, WI 53151. **Please be on time as no accommodations will be made for late arrivals. NOTE: This will be the only opportunity for a walk through, therefore, be sure to bring all potential subcontractors. Vendors are also reminded to review all Bid Documents, etc. prior to arrival.**
12. The right to reject any or all Bids, either in whole or in part, or to waive any informalities or irregularities is reserved by City of New Berlin.

Published by Order of:
City of New Berlin
Buildings and Grounds
(262) 786-8610
3805 S Casper Dr
New Berlin, WI 53151

SUPPLEMENTARY INSTRUCTIONS TO BIDDERS

GENERAL:

Carefully review Project Manual, including Bidding Requirements, General Requirements, Specifications, Alternates, and Amendments, all of which contain provisions applicable to all Bidders. Successful Bidder will be required to execute all Work belonging to their Contract which is stated in the Specifications, or reasonably implied as necessary to complete their Contract, including removal of existing work and preparing present work to receive new, if such be the requirements of actual job conditions.

Visit site to become acquainted with: Adjacent areas; means of approach to the site; present conditions of project site; and facilities for delivering, storing, placing and handling of materials and equipment. Compare Specifications with existing work in place, inspect demolition requirements and inform yourself of all conditions affecting execution of Work, including other new work, if any, being performed.

WORKSITE AVAILABILITY:

A specific window of opportunity exists for completion of the Work, therefore Work shall commence on the date noted in the Bid Form. Construction activities may take place between **7:00 AM and 7:00 PM Monday through Friday, 8:00 AM – 5:00 PM on Saturday and no work will be allowed on Sundays.**

DOCUMENTS:

Bidders shall be familiar with all Bidding Requirements and proposed Contract Documents. See General Conditions for definition of Contract Documents.

BID FORM:

Alterations of or amendments to Bid Form, attachments thereto, or inclusion of any correspondence, or other written or printed matter or details of any nature other than that specifically called for may disqualify Bid. No e-mailed alterations to the Bid will be accepted.

Only Bids which are made on regular Bid Form will be considered. No Bids for any arbitrary subdivision or sub classification of Work required by requested Bid(s) will be accepted.

Requirements of Signing: Include with each Bid full business address of Bidder. Bids by corporations shall be executed in the full legal name of the corporation, giving State of incorporation and be signed by an authorized officer or officers, who shall, in each case, type or print name and corporate title beneath the signature. Partnership Bids shall state the full name of all partners, e.g., “Smith and Jones, a partnership of John S. Smith and William B. Jones”. Such Bids must also be signed by an authorized partner or other representative, typing or printing the name and title of the signer beneath the signature. Individuals operating as a business shall sign Bids, typing or printing the individuals name followed by the words “Sole Proprietor” beneath the signature. When requested by Owner, furnish satisfactory evidence of agency or authority of any person signing on behalf of another.

Submission of Bids: Reference Bid Form, Section 2.

CONTRACT AND CONTRACT DOCUMENTS:

The Contract into which successful Bidder will be required to enter is based on City of New Berlin General Terms and Conditions of Service (as modified by Owner). Familiarize yourself with the provisions of this document.

ACCEPTANCE OF BID (AWARD):

It is the intent of the Owner to award a Contract or accept any Bid which will be in the best interests of the Owner, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents and does not exceed the funds available. The Owner reserves the right to waive informalities or irregularities in a Bid received and to accept the Bid, which in the Owner's judgment, is in the Owner's best interests.

The Owner reserves the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the lowest responsible Bidder on the basis of the Base Bid and Alternates accepted.

WITHDRAWAL OF BIDS:

Matters pertaining to the withdrawal of a Bid and to claims of error, omission or mistake in preparing or submitting a Bid shall be governed by Section 66.0901 of the Wisconsin Statutes.

All Bids shall be effective and open for acceptance for a period of ninety (90) days after date set for opening of Bids.

RESERVATION:

Owner reserves the right to: reject any or all Bids, reject a Bid not accompanied by a required bid security or by other data required by the Bidding Documents, reject a Bid which is in any way incomplete or irregular, waive any irregularities in any Bid, accept any Bid which will be in best interests of Owner.

INADEQUACIES AND OMISSIONS:

Failure to request timely clarification or interpretation of Bidding Documents shall not relieve Bidder/Contractor of responsibility to execute the Work in accordance with the intent of the Contract Documents. Signing of Contract means that the Contractor has thorough comprehension of full intent and scope of Contract Documents.

The Owner and his consultants are not responsible for oral instructions.

INTERPRETATIONS AND CORRECTIONS:

Carefully review and compare all parts of the Bidding Documents with each other, and with other work being bid concurrently or presently under construction to the extent that it relates to the Work for which the Bid is being submitted. Examine the site and local conditions, and immediately report to the Owner errors, inconsistencies or ambiguities discovered.

Bidders and Sub-bidders requiring clarification or interpretation of the Bidding Documents shall submit a written request to the Owner, received in Owner's office at least seven (7) days prior to the date set for receipt of Bids.

Interpretations and corrections of and changes to the Bidding Documents will be made in writing by Addendum only. Interpretations and corrections made in any other manner are not binding. Bidders shall not rely upon verbal instructions or information.

POWER OF ATTORNEY AND BOND REQUIREMENTS:

Submit with each Bid a bond executed by an attorney-in-fact, including a certified and effectively dated copy of his power of attorney. Where the certification is by facsimile, or otherwise does not bear an original signature, the bonding company must be qualified for recognition under facsimile execution.

Malone Park Diamond #6 Lighting Replacement
Project #BG2024-1
16400 W. National Ave., New Berlin, WI 53146

BID FORM

1. **GENERAL DIRECTIONS TO BIDDERS**

- A. All Bids must be submitted on these standard form sheets inclusive without modification. Fill out all blanks on the Bid Form by typing or writing in ink. Sign in ink. Erasures or other changes in Bid must be explained or noted over signature of Bidder. Enter Bid amount in both written words and printed figures in spaces provided on Bid Form. In case of conflict, amount given in written words will govern.
- B. Base Bid(s) must be for Work bid in strict accordance with the Drawings and Specifications. **INCLUDE BOND COSTS IN THE BASE BID(S)**. Bid all requested Alternates. If no change to the Base Bid applies, enter “No Change.”
- C. Bid Forms containing qualifications, conditions, omissions, unexplained erasures, alterations or items not called for in Bid Form or other irregularities of any kind may be rejected at the discretion of the Owner.
- D. Bidders shall examine the provisions of the Project Manual thoroughly to ensure compliance with all bidding requirements.
- E. Bidders shall only submit the Bid Forms included in the Project Manual – DO NOT return the Project Manual.
- F. Bidders shall ensure that all items in the Bid Form such as Work Schedule, Bidders Official Title and Signature, and Proof of Responsibility are properly executed.
- G. A bid must be accompanied by a bid security made payable to Owner in an amount of 10% of bidder’s maximum bid price (determined by adding the base bid and all alternates), and in the form of a certified check, bank money order or a bid bond issued by a surety acceptable to the City. The bid security will be retained by the City until the City awards the contract to such bidder and such bidder has executed the contract documents and met the other conditions of the Notice of Award, where upon the bid security will be released. If the successful bidder fails to execute and deliver the contract documents and furnish the requirements contract security within 15 days after the Notice of Award, the Owner may consider the bidder to be in default and annul the Notice of Award and the bid security of that bidder will be forfeited. Such forfeiture shall be the Owner’s exclusive remedy if the bidder defaults.
- H. The Bidder shall be required to identify any subcontractor, suppliers, individuals or entities to be submitted to the Owner 14 days in advance of the

City's acceptance of the agreement. The apparent successful bidder shall, within 5 days after the bid opening, submit to the Owner a list of all such subcontractors, suppliers, individuals or other entities that will be utilized in the completion of the work. An experience statement with pertinent information regarding similar projects and other evidence of qualification for the work that the subcontractor will be performing is required. If the Owner, after review of such information, determines, in its sole discretion, that such subcontractor, supplier, individual or entity is not satisfactory, the Owner, prior to the Notice of Award, shall give notice to the successful bidder requiring that an acceptable substitute be provided. In the event there is any adjustment to the cost as a result of said substitution, Owner may take that into consideration in making the contract award. In the event that the contractor fails to make the substitution requested, the Owner may award the contract to the next lowest responsive responsible bidder.

- I. Bids not conforming to the above directions may be declared irregular and are subject to disqualification at the discretion of the Owner.

THE BIDDER HEREBY AGREES THAT THIS BID IS INVALID WITHOUT BIDDER'S SIGNATURE APPEARING IN THE SIGNATURE BLOCK ON THE LAST PAGE OF THIS BID FORM.

2. BID SUBMITTAL PROCEDURE

In submitting a Bid, the Bidder represents that:

- He/She thoroughly reviewed and understood the Bidding and Contract Documents and the Bid is made in full accordance with these documents and amendments issued thereto.
- He/She has thoroughly reviewed and understands the Bidding and Contract Documents related to the Work of other portions of the Project, if any, being bid concurrently or presently under construction.
- He/She has thoroughly reviewed informational reports and documents available to him/her, visited the project site, become familiar with actual local conditions under which the Work is to be performed and has correlated his/her evaluations and personal observations with the requirements of the Bidding and Contract Documents.
- The contract for the work, if awarded, will be on the basis of materials and equipment specified or described in the bidding documents, and those or equal or substitute or materials and equipment subsequently approved by the Owner prior to the submittal of bids and identified by addendum. No item of material or equipment will be considered by Owner as an or equal or substitute unless written requests for approval has been submitted by the bidder and has been received by the Owner at least 10 days prior to the date of receipt of bids in the case of a proposed substitute. The burden of proof on the merit of the proposed item is upon the bidder. The Owner's decision of approval or disapproval of a proposed item will be final. If the Owner approves any such proposed items, such approval will be set forth as an addendum issued to all perspective bidders. Bidder shall not rely upon approvals made in any other manner. All prices that Bidder sets forth in this bid shall be based on the presumption that the contractor will furnish the materials and equipment specified or described in the bidding documents as supplemented by any addenda.

- A. After Bid Forms are completed, place one (1) set of signed originals and the Bid Bond in a sealed envelope. Oral, telephonic, e-mailed, or faxed Bids are invalid and will not be considered.
- B. Address the envelope to:
New Berlin Malone Park Lighting Upgrades
City Clerks Office
3805 S Casper Dr
New Berlin, WI 53151
- C. Bidders shall affix their name and address to the front upper left-hand corner of the envelope with the words "Sealed Bid Enclosed" written on the outside. Identified in lower left corner should be: Bid number, project name and opening date.

3. BID CLOSING

- A. Bids must be received on or before 10:00 a.m. on October 02, 2024. The Bidder assumes full responsibility for timely delivery at the location designated for receipt of Bids. **Bids received after the time and date for receipt of Bids will be rejected and returned unopened.**

4. BID OPENING

- A. Bids will be publicly read at 10:00 a.m. on October 02, 2024 in the New Berlin City Hall – Common Council Chambers.

(a corporation)

We _____ (a partnership)
_____ (an individual)
(Cross out inapplicable)

Of _____
Street City County State Zip

hereby agree to execute the proposed Contract and to furnish a satisfactory Public Improvement Performance/Labor and Material Payment Bond, in the amount of one hundred percent (100%), and to provide all labor and material required for the construction of the designated Work, for the prices hereinafter set forth, in strict accordance with the Construction Documents released by: **City of New Berlin**, address: 3805 S. Casper Dr, New Berlin, WI dated August 09, 2024.

Including Amendment Nbr(s)._____ dated_____.

5. BASE BID

Base Bid includes all work required to complete the Project, including Building Permits, General Conditions, overhead, profit, insurance, bonds, taxes, and all other expenses. Bid Guarantee ten percent (10%) Bid Bond Cost, Public Improvement Performance Bond and Labor and Materials Payment Bond Cost one hundred percent (100 %) for the sum of:

_____ Dollars (\$ _____)

6. ALTERNATE BID "1"

Alternate Bid "1" includes all expenses to provide finished landscaping for the project as described.

Add to Base Bid the

_____ Dollars (\$ _____)

7. ALTERNATE BID "2"

Alternate Bid "2" includes all expenses to provide a stainless steel cabinet in lieu of a steel cabinet as described.

Add to Base Bid the

_____ Dollars (\$ _____)

8. ALTERNATE BID "3"

Alternate Bid "3" includes all expenses to tracking pads for the movement of the crane during construction as described.

Add to Base Bid the

_____ Dollars (\$ _____)

9. ALTERNATE BID "4"

Alternate Bid "4" includes all expenses to provide for the removal of the existing poles.

Add to Base Bid the

_____ Dollars (\$ _____)

10. SCHEDULE OF VALUES

- A. Submit schedule of standard rates for all personnel, including personnel of subcontractors, involved with project.
- B. Include schedule of standard markups.

11. COMMENCEMENT, PROGRESS AND COMPLETION OF WORK

- A. If written Notice of Intent to Award Contract is issued not later than October 22, 2024 with a Project commencement of November 15, 2024 can you complete the Work in compliance with the requirements of the Contract Documents by April 25, 2025, in full cooperation and coordination with other Contractors, if any.
Yes ___ No ___ .

If "No", state additional calendar days required _____.
- B. The undersigned understands that time is of the essence and agrees that the specified time period for completion stated above is a reasonable time for the completion of the Work. All time limits shall be binding.

12. BID ACCEPTANCE:

- A. All Bids as stated above are effective and open for acceptance by the Owner for a period of ninety (90) days after date set for opening of Bids.

FIRM NAME _____

BY SIGNATURE _____

TITLE _____

DATED _____

TELEPHONE _____

FAX NBR _____

EMAIL ADDRESS: _____

If a corporation, answer the following:

Incorporated under laws of what state?

SEAL _____ (If Bid is by Corporation)

**CITY OF NEW BERLIN
GENERAL TERMS and CONDITIONS
FOR THE MALONE PARK DIAMOND #6 LIGHTING UPGRADE**

1. Introduction. This document (hereinafter referred to as “Terms and Conditions”) is hereby incorporated and part of the contract between the City of New Berlin (hereinafter referred to as “City”) and the vendor identified below (hereinafter referred to as “Vendor”). These Terms and Conditions, along with the Bid Instructions, Bid Forms, Specification, City of New Berlin Insurance Requirements, Certificates of Insurance, Policy Endorsements, bid, payment and performance bonds shall constitute the entire contract for materials, work and other goods and services, collectively referred to as the “Contract” between the City and the Vendor. The work that is being performed herein shall collectively be referred to as the “Project”. It is expressly agreed that no statement, arrangement, warranty or understanding, oral or written, expressed or implied, will be recognized unless it is stated in or otherwise permitted by these Terms and Conditions, and the aforementioned invoices and specifications. These Terms and Conditions are solely for the benefit of the City and the Vendor, and are not intended for the benefit of any other party.

2. Goods and/or Equipment. The goods, services and materials being furnished under this contract shall be as identified in Bid Instructions, Bid Forms and Specifications that are incorporated herewith.

The City shall not be deemed to have accepted the Goods until they have been provided the opportunity to inspect them and to acknowledge, in writing, that they are in accordance with the specifications/invoice and without damage or defect.

3. Contract Time. Time is of the essence with respect to all time limits, milestones (if any), as well as deadlines for substantial completion and completion of the work provided for in the specifications.

The work will be substantially completed on or before April 11, 2025, and completed and ready for final acceptance and payment in accordance with this Agreement on or before April 25, 2025, subject to conditions beyond the control of the Contractor, such as labor or material shortages, weather conditions, strikes, civil unrest or wars. The Owner shall make the final decision as to the adequacy of the justification for the delay. Contractor and Owner recognize that time is of the essence and that the Owner will suffer financial and other losses if the work is not completed and the milestones are not achieved within the time limits specified above. The parties also recognize that delays, expense and difficulties involved in proving, in a legal or arbitration proceedings, of the actual loss suffered by the Owner if not completed on time. As a consequence and not as a penalty, but rather to cover the City’s costs if the milestones are not achieved and the work causing baseball games to be moved or cancelled is not completed by the completion date, the parties agree that the City shall be entitled to liquidated damages in the sum of \$250.00 (two hundred fifty dollars) per day as to when substantial completion is delayed.

4. Contract Price. The City shall pay the Vendor for the completion of the work in accordance with the Contract in the amounts that follow, subject to any applicable adjustments under the Contract:

- a. For all unit price work in an amount equal to the sum of the established unit prices for each separately identified item of unit price work times the actual quantity of that time.
- b. The estimated total of all unit price work for the base bid is \$_____. These prices are based on estimated quantities.
- c. These quantities shall be adjusted based upon the actual work performed.
- d. For all work at the price as stated in the Contract Bid attached hereto as Exhibit A.

5. Payment Procedures. Contractors shall submit applications for payments in accordance with the terms of this Agreement upon final completion and acceptance of the work. Owner shall have thirty (30) days after receipt of such request to review the request for correctness and to obtain approval for such payment by its Common Council. The Owner may withhold payment for any portion of the work which is not completed in accordance with the specifications, and shall pay for the work related to any undisputed charges. Upon the successful completion of the work and the acceptance of that work as provided for hereunder, the Owner shall pay the remainder of the contract price.

Upon substantial completion of the work, the owner shall pay an amount sufficient to increase the total payments to the Contractor to one hundred (100%) percent of the work completed, but less such amount set off by Owner as provided for herein, less two hundred (200%) percent of the estimated value of the work to be completed or corrected in accordance with a punch list to be completed prior to final payment. Upon the successful completion of the work and the acceptance of that work as provided for hereunder, the Owner shall pay the remainder of the contract price.

6. Vendor's Representations. In order to induce the City to enter into this Contract, the Vendor makes the following representations:

- a. The Vendor has examined and carefully studied the Contract documents and any data and referenced items included in the Contract documents.
- b. The Vendor has visited the site, conducted a thorough visual examination of the site and adjacent areas, and has become familiar with and is satisfied as to the general, local and site conditions that may affect cost, progress and performance of the work.
- c. The Vendor is familiar with and is satisfied as to all laws and regulations that may affect cost, progress and performance of the work.
- d. The Vendor has carefully studied all reports and expirations and tests related to the conditions in which the work will be performed, as well as reports and drawings related to the work and technical data in such reports and drawings.

- e. The Vendor has considered the information known to the Vendor itself, including information commonly known to vendors doing business in the Milwaukee metropolitan area, as well as information and observations obtained from visits to the site; the Contract documents; site related reports and drawings in the Contract documents with respect to the impact of such information; observations and documents on the cost, progress and performance of the work; the means, methods, techniques, sequences and procedures of construction; and the Vendor's safety, precautions and programs.

Based on the information and observation referred to in the preceding paragraph, Vendor agrees that no further examinations, investigations, explorations, tests, studies or data are necessary for the performance of the work of the Contract price within the Contract times in accordance with the other terms and conditions of the Contract.

The Vendor has given the City written notice of all conflicts, errors, ambiguities or discrepancies which the Vendor has discovered in the Contract documents and the Vendor certifies that the written resolution thereof by the City is acceptable to the Vendor.

The Contract documents are sufficient to indicate and convey understanding of all terms and conditions for performance in the furnishing of the work.

The Vendor is entering into this Contract and this constitutes an incontrovertible representation by the Vendor that, without exception, all prices in the Contract are premised upon performing and furnishing the work requirement by the Contract documents.

7. Assignment of Contract. Unless expressly agreed to by the City, no assignment may be made of the rights and responsibilities of the Vendor under this agreement.

8. Successors and Assigns. The City and Vendor each binds themselves, their successors, agents, legal representatives and assigns with respect to all covenants, agreements and obligations contained in the Contract documents.

9. Severability. Any provision or part of the Contract documents held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and Vendor, which do hereby agree that the Contract documents shall be performed or replaced as to such stricken revision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10. Taxes, Social Security and Government Reporting. Personal income tax payments, social security contributions, insurance, payroll taxes and all other governmental reporting and contributions required as a consequence of the Contract or receiving payment for this Contract shall be the sole responsibility of the Vendor.

11. Advertising. The Vendor shall not identify the City as a client or customer of the Vendor or utilize the name of the City or its logo in any advertisements or other documents placed in the public domain without the express written consent of the City.

12. Modification. In the event that the parties determine that a modification to the Terms and Conditions of the providing of these goods and services are necessary, such change shall not be effective unless executed by authorized representatives of both parties.

13. Delivery. The goods provided hereunder shall be delivered to the City within the number of working days set forth in the contract or otherwise as soon as reasonably practicable unless delay occurs due to work stoppage, adverse weather conditions, labor disputes or modifications to the Terms and Conditions of the contract. In the event that the goods are not delivered within a reasonable period of time, the City shall have the right to cancel this contract without fee or penalty.

14. Insurance. Vendor shall maintain workers compensation, automobile liability and commercial general liability insurance coverage with carriers licensed to do business in the State of Wisconsin, and with such limits as the City may establish and require from time to time:

- a. General Aggregate: \$2,000,000.00
- b. Personal Advertising Injury: \$1,000,000.00
- c. Each occurrence: \$1,000,000.00
- d. Fire damage: \$50,000.00
- e. Medical Expense, any one person: \$5,000.00
- f. Automobile liability: CSL \$1,000,000.00
- g. Excess liability umbrella form: \$1,000,000.00 per occurrence
- h. Excess liability umbrella form: \$2,000,000.00 in the aggregate with a self-insured retention limit of not greater than \$10,000.00
- i. Professional Liability, General Aggregate: \$2,000,000.00
- j. Professional Liability, Each Occurrence: \$1,000,000.00

Vendor shall furnish a Certificate of Insurance evidencing the types and amounts of coverage. Said coverage shall be on an occurrence basis and the limits identified in the general liability coverage shall be for this project and not the policy as a whole. Vendor agrees to require that the insurer list the City as an Additional Insured on a primary and non-contributory basis and to provide adequate evidence of said status through the liability insurance endorsement. Vendor shall further obtain an endorsement from the insurance carrier indicating that any material changes to the policy or any cancellation of the coverage subsequent to the issuance of the Certificate, and until the completion of the services hereunder, shall necessitate that the insurer provide not less than thirty (30) days notice to the City of said fact. Clauses such as that the insurer will endeavor to notify the City are unacceptable and will be rejected.

15. Dispute. These Terms and Conditions shall be deemed to have been made and governed by the laws of the State of Wisconsin. Any legal suit or action with regard to these Terms and Conditions or the project as a whole shall be venued in the Waukesha County Circuit

Courts, Waukesha County, Wisconsin, unless the parties mutually agree to arbitration and/or mediation in place of civil litigation.

16. Limitation on Liability. The City's liability to the Vendor shall not exceed the sums paid by the City to the Vendor under this contract. In addition, to the extent that the Vendor seeks indemnification from the City, that indemnity shall be subject to the limitations set forth herein. No indemnity provided under any contract hereunder shall be construed to be a waiver or estoppel of the City of New Berlin or its insureds' ability to rely upon the limitations, defenses and immunities contained within Wisconsin law, including, but not limited to those set forth in Wisconsin Statute §893.80, §895.52 and §345.05. To the extent indemnification is available and enforceable, the City of New Berlin or its insured shall not be liable in indemnity or contribution for any amount greater than the limits of liability for municipal claims established by Wisconsin law. The City's obligations to indemnify hereunder are further subject to the availability and limits of applicable insurance coverage. Under no circumstances shall the City be required to indemnify the Vendor for its own negligence or intentional conduct.

17. Protection of the Project Site. Vendor agrees to post signage and to appropriately guard the area in which the contract work is being performed, and to take all other steps that may be necessary in accordance with requirements of OSHA and/or other governmental agencies with jurisdiction to ensure that the project site is maintained in a safe manner to as to prevent workers and passersby from entering the project site.

18. Warranty. Vendor warrants and guarantees to City that all goods and/or equipment to be supplied hereunder will be of good quality and free from faults and defects. This warranty shall cover materials for the manufacturer stated warranty period and workmanship for two (2) year from the date of substantial completion or as provided in the specifications/invoice attached hereto, whichever is greater.

19. Conflicts. If there is any inconsistency between these Terms and Conditions and the specifications/invoice or any attachments thereto, these Terms and Conditions shall apply.

20. Hold Harmless. The Vendor shall indemnify and hold harmless the City and its agents, employees, elected officials, representatives and assigns (hereinafter referred to as the "Indemnified Parties") as and against any and all claims, demands, actions, causes of action, losses, costs, expense, including, but not limited to actual attorney fees, arising out of or resulting from the performance of the work. Said indemnity shall include both the Vendor, as well as any subcontractors working under them, regardless of whether or not such claims, demands, losses or expenses are caused in whole, or in part, by the parties that are being indemnified. Such obligation shall not be considered to negate, abridge or reduce other rights or obligations of indemnity which would otherwise exist as to a party or persons described in this paragraph. To the extent that the Vendor retains subcontractors for the performance of the work, or any portion thereof, the Vendor and/or subcontractors shall provide evidence of the insurance coverages set forth above, as well as the terms of this indemnification provision shall be applicable to such Vendor and/or subcontractors.

21. Modification and Assignability. This contract, including all documents incorporated by reference herein, may not be enlarged, modified or altered except upon written agreement signed by both parties. The Vendor may not subcontract or assign its rights, including rights to compensation, or terms of performance arising hereunder without the prior written consent of the City. Any subcontractor or assignee shall be bound by all of the terms and conditions of the contract, and will be required to enter into a written agreement with the City.

22. Termination of Contract. This contract may be terminated as follows:

- a. *Termination for Convenience.* City may terminate this contract in whole or in part for the convenience of the City when the City determines that the continuation of the project is not in the best interests of the City. Vendor shall be entitled to payment for all of the services performed at the date of the termination, together with its direct costs of termination. Under no circumstances shall the Vendor be entitled to any penalty for the termination nor shall the Vendor be entitled to any payment for lost profits.
- b. *Termination for Cause.* If the City determines that the Vendor has failed to comply with any of the terms and conditions of the contract and the scope of services and related documents thereto, the City may give written notice to the Vendor of any such deficiency and in the event that the Vendor fails to cure said deficiency within ten (10) days of the notice of such failure, the City may, with no further notice, declare this contract to be terminated. Vendor will therefore be entitled to receive payment for those services performed at the date of termination, plus the amount of reasonable damages suffered by the City by reason of the Vendor's failure to comply with the terms of the contract. Under no circumstances shall the Vendor be entitled to any lost profits arising from the contract.

23. Ongoing Services. This is also a contract for ongoing preventative maintenance services, as provided for in the Project Specifications. The parties agree that these Terms and Conditions shall be applicable to these ongoing Services.

24. Relationship of the Parties. The Vendor agrees to perform the services as provided for hereunder as an independent contractor, not as an employee of the City. The Vendor shall furnish all services, labors, materials and equipment necessary to conduct and complete the work. The work shall be performed in accordance with the specifications subject to the satisfaction of the City.

25. Delay. The Contractor shall not be liable for delays or failure to perform the services necessary to complete the work which are caused directly or indirectly by circumstances beyond the Contractor's control, including but limited to, acts of God, fire, flood, war, sabotage, accident, labor dispute, material shortage, governmental action, including regulatory requirements, change conditions, delays resulting from actions of the Owner or third parties not under control of the Contractor, site inaccessibility or inability of others to obtain materials, labor, equipment or transportation. Should any of the above occur, then the date for completion of the services shall be adjusted for such delay, provided that the Contractor reports the delay, both verbally and in

writing, to the Owner within a reasonable time of its discovery. The Owner shall determine whether or not the cause of delaying or not completing a duty or obligation under this Agreement is under the control of the Contractor.

The Contractor acknowledges that in December of 2019 a novel strain of the Coronavirus (now referenced as COVID-19) was detected and has now spread throughout many countries, including the United States. Based upon this, the World Health Organization has declared a Public Health Emergency of international concern; and the United States Department of Health and Human Services has declared a Public Health Emergency. The Contractor further acknowledges that it is aware of the COVID-19 pandemic and that the existence of said pandemic will not constitute a force majeure or otherwise preclude the Contractor's ability to perform the terms of this agreement absent the issuance of any Order by a governmental entity with jurisdiction that would preclude such performance

The Contractor acknowledges that it must perform the work and services hereunder, pursuant to the terms and conditions of this Agreement and that such work shall conform to the recognized standards in the Milwaukee Metropolitan Area for the performance of this work as are prevalent in this field of endeavor and like services. Also, its work shall be performed in a good and workmanlike manner.

26. Regulations. The Vendor agrees to comply with all the requirements of applicable federal, state and local laws, as well as Codes and Specification requirements related to the performance of the work under this Contract.

27. Records and Reports. Records relating to the performance of the services under this Contract must be retained for seven (7) years after final disposition. However, if any litigation claim or audit has started before the expiration of the seven (7) year period, then records shall be retained for five (5) years after the litigation or audit is resolved. Notwithstanding any other clause written herein, Vendor understands and agrees that the City is a municipal entity and therefore, is subject to the Open Records Law of the State of Wisconsin. Wisconsin Statute §19.36(3) requires governmental entities to make available for inspection a copy of any records produced or collected under a contract entered into by the municipal entity to the same extent as if the record were maintained by the municipality. Therefore, in the event there is a request for any other documentation pertaining to this Contract, Vendor shall provide the information as requested and charge no more than the cost to copy said information. The parties agree that upon completion or termination of this Contract, all project contract documents or instruments of service, including electronic files of computer-aided record drawings and field inspection reports shall be delivered to and shall become the property of the City. These records, drawings, reports, etc. may be used without restriction by the City for any public purpose and to implement construction and use of the project. Any such use or reuse of these documents outside the scope of the project shall be without compensation or liability to the Vendor, excepting for errors and omissions associated with the completed project, services and documents performed under this Contract.

28. Governing Law; Entire Agreement. This Contract shall be governed and construed in accordance with the laws of the State of Wisconsin. These Contract documents represent the

complete understanding of the parties with respect to the subject matter set forth herein and may only be amended in a subsequent agreement executed by all parties.

29. Relationship of the Parties. The contractor agrees to perform the services as provided for hereunder as an independent contractor, not as an employee of the owner. The contractor shall furnish all services and labors and materials and equipment necessary to conduct and complete the work. The work shall be performed in accordance with the specifications subject to the satisfaction of the owner.

FINANCE DIRECTOR:
City of New Berlin

MAYOR:
City of New Berlin

By: _____

[Print Name & Title]

By: _____

[Print Name & Title]

CITY CLERK:
City of New Berlin

CITY ATTORNEY:
City of New Berlin

By: _____

[Print Name & Title]

By: _____

[Print Name & Title]

VENDOR:

[Insert Vendor Name]

By: _____

[Print Name & Title]

ADDENDUM TO CITY OF NEW BERLIN CONTRACTS

This Addendum is made and entered into and shall be considered an attachment to all contracts entered into by the City of New Berlin for so long as the City of New Berlin is subject to the U.S. Department of Treasury Restrictions, as well as other federal regulations related to the City's receipt of American Rescue Plan Act Funds. The following Terms and Conditions shall be included in each such agreement and are incorporated as though fully set forth in the original contract.

1. The contractor agrees to comply with the applicable requirements of Section 603 of the American Rescue Plan Act (hereinafter referred to as the "Act") regulations adopted by the US Department of Treasury (hereinafter referred to as the "Treasury") pursuant to Section 603(f) of the Act and the guidance issued by the Treasury regarding the foregoing. The contractor also agrees to comply with all other applicable federal statutes, regulations and executive orders and shall provide for such compliance by other parties, including subcontractors in any agreements it enters into with other parties related to this award.
2. Statutes and regulations prohibiting discrimination and applicable to this contract include, but are not limited to the following:
 - a. Title VI of the Civil Rights Act of 1964 (42 USC, §2000 D, et. seq.) and Treasury's implementing regulations at 31 CFR, Part 22, which prohibit discrimination on the basis of race, color or national origin under programs or activities receiving federal financial assistance.
 - b. Fair Housing Act. Title VIII of the Civil Rights Act of 1968 (42 USC, §3601, et. seq.) which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status or disability.
 - c. Section 504 of the Rehabilitation Act of 1973, as amended, (29 USC, §794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance.
 - d. The Age Discrimination Act of 1975, as amended (42 USC, §6101, et. seq.) and Treasury's implementing regulations at 31 CFR, Part 23, which prohibit discrimination on the basis of age and programs or activities receiving federal financial assistance; and
 - e. Title II of the Americans with Disabilities Act of 1990, as amended (42 USC, §12, 12101 et. seq.), which prohibits discrimination on the basis of disability under programs, activities and services provided or made available by state and local governments or instrumentalities or agencies thereto.
3. Equal Employment Opportunity. During the performance of the contract, the contractor will be required to comply with Equal Opportunity Employment Statutes as outlined in 47 CFR, §90.168.
4. Copeland Anti-Kickback Act. The contractor shall comply with 18 USC, § 874, 40 USC, §3145 and the requirements of 29 CFR, Part 3, as may be applicable, which are incorporated by reference into this contract.

5. Contract Work Hours of the Safety Standards Act.

- a. Overtime Requirements. No contract or subcontract contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any work week in which he/she is employed on such work to work in excess of 40 hours in such work week unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of 40 hours in such work week.
 - b. Violation. Liability for unpaid wages; liquidated damages: In the event a violation of the clause set forth in (a) above, the contractor or any subcontractor responsible therefore shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards employed in violation of this section.
 - c. Withholding fund paid wages and liquidated damages: The City of New Berlin shall, upon its own action or upon written request of an authorized representative of the US Department of Labor, withhold or cause to be withheld from any monies payable on account of work performed by the contractor or subcontractor under any such contract or any other federal contract with the same contractor or any other federally assisted contract subject to the contract work hours and Safety Standards Act, which is held by the same contractor such sums as may be determined to be necessary to satisfy any liabilities of such contractors or subcontractors or unpaid wages and liquidated damages as provided in the clause set forth in this section.
 - d. Subcontract. The contractors or subcontractors shall insert in any contract the clauses set forth in Paragraph B, 1-4 of 29 CFR §5.5 and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in Paragraphs B, 1-4 of 21 CFR, §5.5.
6. Clean Air Act and Federal Water Pollution Control Act. Contractor needs to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 USC, §7401, et. seq.
7. Debarment and Suspension. This award is a covered transaction for purposes of 2 CFR, Part 180 and 2 CFR, Part 3000. As such, the contractor is required to verify that none of the contractors principals (defined in 2 CFR, §180.995) or its affiliate (defined in 2 CFR, §180.1.905) are excluded (defined in 2 CFR, §180.940) or disqualified (defined in 2 CFR, §180.935). Selected contractors must comply with 2 CFR, Part 180, Subpart C and 2 CFR, Part 3000, Subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into. This certification is a material representation of fact relied upon by the City of New Berlin. If it is later determined that the contractor did not comply with 2 CFR, Part 180, Subpart C and 2 CFR, Part 3000, Subpart C, in addition to remedies available to the City of New Berlin, the federal government may pursue available remedies including, but not limited to, suspension and/or

disbarment. The contractor and the bidder or proposer agree to comply with the requirements of 2 CFR, Part 180, Subpart C and 2 CFR, Part 3000, Subpart C, while this offer is valid and throughout the period of any contract that may arise from this offer. This contractor and the bidder or proposer further agrees to provide a provision requiring such compliance in its lower tier covered transactions.

8. Byrd Anti-Lobbying Amendment. The contractor shall file the required certification. The contractor and all subcontractors certify that they will not and have not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress or an employee of a member of Congress, or employees of the City of New Berlin in connection with obtaining any federal contract, grant or any award covered by 31 USC, §1352. Each tier, including the contractor and all subcontractors, shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the recipient, who in turn will forward the certifications to the awarding agency. If the agreement exceeds \$100,000.00, the contractor must certify compliance with the Byrd Anti-Lobbying Amendment.
9. Procurement of Recovered Materials. Contractor shall comply with 2 CFR, §200.323 as applicable.
10. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment. Contractor shall comply with 2 CFR, §200.216, as applicable.
11. Domestic Preferences for Procurements. Contractor shall comply with 2 CFR, §200.322.
12. This Exhibit A is intended to incorporate those federal laws and regulations that apply to this contract. If the contractor believes that any law or regulation described herein is not applicable in this contract per the terms of the federal law or regulation, the contractor shall present their position in that regard to the City of New Berlin with a written change order request. The laws cited herein shall be followed by the contractor and all subcontractors unless the municipality agrees that the cited federal law or regulation does not apply, and the change order is approved by the City of New Berlin Common Council.

ADDENDUM TO CITY OF NEW BERLIN CONTRACTS

This Addendum is made and entered into and shall be considered an attachment as Exhibit B to all contracts entered into by the City of New Berlin for so long as the City of New Berlin is subject to the U.S. Department of Treasury Restrictions, as well as other federal restrictions related to the City's receipt of Federal Funds. The following Terms and Conditions shall be included in each such agreement and are incorporated as though fully set forth in the original contract.

1. No City contractor or employee shall operate any machinery or vehicle while utilizing a smart phone, including, but not limited to, the use of any cellular phone or texting.
2. All City employees and contractors, while engaged in the performance of City business or acting consistent with the performance of services under a contract with the City shall utilize seatbelts and any other safety devices related to the operation of a motor vehicle.
3. City employees or contractors whose duties and responsibilities are funded through the Coronavirus State and Local Fiscal Recovery Funds agree that they will not engage in any lobbying activities while in the course of providing services on behalf of the City of New Berlin, as restricted under the Hatch Act, 5 USC Sec. 1501-1508. No funds appropriated under the Coronavirus State and Local Fiscal Recovery Act shall be utilized for lobbying, and no political payments shall be made through the use of said funds.
4. All City employees and contractors, while in the performance of duties on behalf of the City shall abide by all local, state and federal regulations concerning the ingestion of controlled substances and shall not violate such Statutes or Ordinances. The City shall enforce drug free workplace standards and provide awareness programs for Staff. The City shall further agree to take action regarding individuals using drugs in the workplace according to law.
5. All City employees and contractors, in the course of performing of their duties on behalf of the City, shall, to the extent applicable, comply with the provisions in Wisconsin Statute §19.59 regarding conflicts of interest, as well as City of New Berlin Municipal Code Chapter 28 regarding ethics. Specifically, no City employee or contractor shall accept or solicit money or tangible personal property or otherwise receive consideration in exchange for the agreement to enter into a contract with a third party.
6. City employees shall avoid the acquisition of unnecessary items or property on behalf of the City.
7. City employees shall, to the extent applicable, engage in value engineering as part of any construction work performed on behalf of the City.
8. Contracts shall only be awarded to responsible contractors with experience in performing the services being contracted for.

9. City contracts shall avoid compensating for contractor work performed on a time and material basis and, to the extent practicable, shall have fixed-price contracts.
10. The selection of a contractor by the City should be done in an atmosphere of open and honest competition.
11. In the course of public bidding involving the purchase of equipment, the City shall not specify only a brand name for the purpose of limiting potential contracting parties. The City may include a clause, however, that any equipment being supplied under a City contract must interface well and be compatible with existing equipment utilized by the City of New Berlin, which is identified as the following: _____.
12. The City shall verify that any entity with which it is contracting has not been excluded for contracting pursuant to 2 CFR §180.
13. City contractors do hereby certify that they are not designated by the federal government as being precluded from engaging in federal contracts.
14. The City of New Berlin, its employees, officers, agents, contractors and assigns may not discharge, demote or otherwise discriminate against an employee in reprisal for disclosing information that the employee reasonably believes is evidence of gross mismanagement of a Federal, State or City contract or grant; a gross waste of Federal, State or City funds; an abuse of authority relating to Federal, State or Local Contractor Grant; a substantial and specific danger to public health, safety or welfare; or a violation of law, rule or regulation related to a Federal, State or City contract (including, but not limited to, the competition for or negotiation of a contract) or Grant. The entities to which disclosure of such information includes, but is not limited to the following entities:
 - a. A member of Congress or a representative of a committee of Congress;
 - b. An Inspector General;
 - c. The Government Accountability Office;
 - d. A Treasury employee responsible for contract grant oversight or management;
 - e. An authorized official of the Department of Justice or other law enforcement agency;
 - f. A Court or Grand Jury;
 - g. A management official or other employee of the City;
 - h. A contractor of the City;
 - i. A subcontractor of the City, which has the responsibility to investigate, discover or address misconduct;
 - j. An official of the State of Wisconsin, or other employee, agent or contractor of the State who has the responsibility to investigate, discover or address misconduct.
15. This Policy shall be disclosed to all City officers, agents, contractors or assigns and shall be included as part of the City's Addendum for City contract.
16. The City shall engage in a cost and price evaluation analysis to include independent estimates of the cost of the equipment or service before placing the matter out for bid.

17. When the City is engaged in negotiating purchase of goods and services, the profit in the contract shall be negotiated independently from the materials and labor. In any contract entered into by the City of New Berlin for the acquisitions of goods and services shall require remedies in the event of a breach of the agreement and shall include provisions for termination as to cause.

Section 26 00 01 - Electrical General Requirements

PROJECT DESCRIPTION: Electrical work associated with the Baseball Field Sports Lighting at the New Berlin Malone Park Diamond Field #6.

Some of the project highlights include:

- Remove and demolish existing concrete bases 2 feet below grade along with and associated electrical conduit and wiring. As part of an alternate bid, include the removal of the existing sports lighting poles.
- Provide wiring and all associated lighting to provide sports lighting for Diamond #6
- Reuse existing electrical panel located in the fenced in areas. New controls shall be located outside of the existing enclosure.
- Provide a 20A/1P (480V) circuit and (2) 1" empty conduits for controls to the outfield for a future scoreboard. Final location shall be coordinated with the owner prior to rough-in.

PART 1 - GENERAL

1.00 INDEX

DIVISION 26 - ELECTRICAL

26 00 01	Electrical General Requirements
26 01 26	Testing Electrical Systems
26 05 02	Electrical Demolition for Remodeling
26 05 19	Wire & Cable 600 Volt and Below
26 05 26	Grounding and Bonding
26 05 33	Raceways and Boxes
26 05 53	Electrical Identification
26 27 26	Wiring Devices
26 28 16	Safety Switches, Circuit Breakers, & Fuses
26 56 29	Exterior Site Lighting (Athletic)

1.01 DESCRIPTION

- A. Work Includes:
1. Furnish all labor materials, tools, equipment, and services for all electrical work as indicated, in accord with provisions of Contract Documents.
 2. Completely coordinate with work of all other trades.
 3. Although such work is not specifically called out on drawing, the contractor shall furnish and install all miscellaneous items, appurtenances and devices incidental to or necessary for a sound, secure and complete installation.
- B. Drawings Use and Interpretation:
1. Drawings are diagrammatic and indicate general arrangement of systems and equipment, except when specifically dimensioned or detailed.
 2. For exact locations field measuring is required.
 3. Intention is to show size, capacity, approximate location, direction and general relationship of one work phase to another, but not exact detail or arrangement.
 4. Field verify locations and arrangement of all existing systems and equipment.

5. Omissions no later than ten (10) days before bid opening, the Contractor shall call the attention of the Engineer to any materials or apparatus the Contractor believes to be inadequate and to any necessary items of work omitted.
 6. If any errors or omissions appear in Drawings, Specifications, or other documents, bidding Contractor shall notify Engineer no later than ten (10) days prior to submitting bid. Should conflict occur in or between drawings and specifications, bidding contractor is deemed to have estimated more expensive way of doing work, unless he shall have asked for and obtained written decision (addendum) before submission of bid as to which method or materials will be required.
- C. Installation of all systems and equipment is subject to clarification as indicated in reviewed shop drawings and field coordination drawings.
- D. Dimensions indicated are limiting dimensions.
- E. Do not use equipment exceeding dimensions indicated or equipment or arrangements that reduce required clearances or exceed specified maximum dimensions.
- F. Description of systems: Furnish and install all materials to provide functioning systems in compliance with performance requirements specified, and any modifications required by reviewed shop drawings and field coordinated drawings.
- G. Definitions:
1. A/E: Owner and/or Engineer
 2. Provide: Furnish, install, wire and connect complete by Contractor.
 3. Contractor/EC: The person or group responsible for project construction under Divisions 26.
 4. The word "ENERGIZE" means all material and labor necessary to apply voltage to a device or item of equipment to make same operational.
 5. The word "CODE" means all applicable codes.
 6. Unless noted otherwise, the terminology used throughout the Specifications shall be interpreted as defined in Article 100 of the NEC.

1.02 WEATHERPROOF EQUIPMENT

- A. Where weatherproof (WP) equipment is indicated, use NEMA 3R enclosures.
1. All exterior devices and equipment shall be weather-proof.

1.03 QUALITY ASSURANCE

- A. Perform all work and install materials and equipment in full accordance with the latest applicable rules, regulations, requirements, and specifications of the following:

State and Federal Laws
 National Electrical Testing Association (NETA)
 National Electrical Code (NEC 2011 Edition)
 International Building code (IBC)
 Life Safety Code (NFPA-101)
 National Electrical Safety Code (NESC)
 American National Standards Institute (ANSI)
 National Electrical Manufacturers Association (NEMA)

Institute of Electrical and Electronic Engineers (IEEE)
 Insulated Power Cable Engineers Association (ICEA)
 The Occupational Safety and Health Act (OSHA)
 American Society for Testing and Materials (ASTM)
 Underwriters' Laboratory (UL)
 Wisconsin Safety and Professional Services Code
 Department of Natural Resources NR-101
 Local laws, codes and ordinances
 ADA Accessibility Guidelines

- B. Conflicts, if any, that may exist between the above items, the more restrictive shall govern.
- C. The Electrical Contractor is charged with responsibility for full compliance with local interpretations of applicable Codes. After entering into contract, this Contractor will be held to complete all work as per the foregoing without extra compensation.

1.04 SUBMITTALS

- A. General:
 - 1. The A/E's review of shop drawings or samples shall not relieve the EC of responsibility for any deviation from the contract documents. The EC shall include with the shop drawings an index sheet detailing all deviations from the contract documents, and will be held responsible for all deviations unless he has received written approval from the A/E for the specific deviation, separate from general shop drawing approval. The A/E's review shall not relieve the EC from responsibility for errors or omissions in the shop drawings or samples.
- B. Shop Drawings:
 - 1. As indicated in Divisions 26.
 - 2. Provide scale layout of equipment placement and clearances.
 - 3. The Contractor shall review the shop drawings and stamp with his approval prior to submitting shop drawings to A/E for review.
 - 4. Shop drawings shall be submitted electronically in an editable PDF format file. PDF file name shall contain specification number and product name. Provide one submittal (PDF file) for each specification section submitted. Each shop drawing submittal shall contain the following:
 - a. Cover Sheet
 The submittals shall contain a cover sheet, which shall include the following information:
 - Submittal Date
 - Specification Section(s)
 - Manufacturer's Representative (Contact Name, address, and telephone number)
 - Electrical Contractor (Contact Name, address, and telephone number)
 - Project Name, Project City, Project State, and Project Address.

- b. Equipment List
A complete equipment list of all components, including the following: Quantity, Manufacturer, Part Number, and Description. If the supplier uses different part numbers from those of the actual manufacturer, the actual manufacturer and part numbers as they appear - marked on the shipping box/packages, shall also be identified on this list.
 - c. Product Data:
Manufacturer's product data sheets, and equipment description of all system components.
These data sheets shall be highlighted or suitably marked, so that included items and options are indicated. On data sheets that include multiple products, products that are not used shall be crossed out.
 - Product Data Sheets shall be organized, in order, corresponding to the FIRST occurrence of the corresponding item on the equipment list.
- C. Samples:
 - 1. As indicated in Divisions 26.
- D. Project Information:
 - 1. As indicated in Divisions 26.
- E. Approval Documents:
 - 1. Prepare and submit all drawings, calculations, and professional seals as required to Federal, State and local authorities having jurisdiction.
- F. Substitution:
 - 1. Review of substitutions or change proposed by Contractor shall be a fee of \$500.00 paid by the Contractor to Harwood Engineering Consultants, Ltd. Electrical Department.

1.05 PROTECTION

- A. Provide covering and shielding for all equipment to protect from damage.
- B. Repair, restore or replace damaged, corroded and rejected items. As part of an add alternate bid, provide track pads for equipment. i.e. crane or other large equipment.

1.06 JOB CONDITIONS

- A. Cause as little interference or interruption of existing utilities and services as possible.
 - 1. Schedule work which will cause interference or interruption in advance with Owner, Engineer, authorities having jurisdiction and all affected trades.
- B. Examine Contract Documents to determine how other work will affect execution of electrical work.
- C. Determine and verify locations of all existing utilities on or near site.
- D. Make arrangements for and pay for necessary permits, licenses, and inspections. City issued permits will have fees waved.

- E. Record drawings:
 1. Keep a complete set of all electrical drawings in job site office for showing actual installation of electrical systems and equipment.
 2. Use this set of drawings for no other purpose.
 3. Where any material, equipment, or system components are installed differently from that shown, indicate differences clearly and neatly using ink or indelible pencil.
 4. At project completion, submit record set of drawings (See Division 01).

1.07 QUALIFICATIONS

- A. Where specified in various Sections of this DIVISION, final wiring terminations to all equipment and testing of the completed system, shall be done by a factory authorized representative. The representative shall be part of a fully equipped service organization capable of furnishing adequate maintenance to the entire system, including factory replacement parts.

1.08 COORDINATION

- A. Obtain and review shop drawings, product data, and manufacturer's instructions for equipment furnished under other sections.
- B. Determine connection locations and requirements.
- C. Sequence rough-in of electrical connections to coordinate with installation schedule for equipment.
- D. Sequence electrical connections to coordinate with start-up schedule for equipment.

PART 2 - PRODUCTS

2.01 MATERIALS

- A. Acceptable Manufacturers:
 1. Individual items:
 - a. Base: As noted
 - b. Optional: As noted
 2. Other manufacturers desiring approval comply with Instruction to Bidders
- B. Use only prime quality, new materials, apparatus and equipment.
- C. Use U/L labeled electrical materials where listing has been established for materials or devices in question.
 1. Manufactured items and fabricated assemblies of electrically operating equipment: U/L approval or U/L reexamination listing.
- D. Structural steel for supports: ASTM A36.
 1. Galvanize members installed in areas of high humidity or condensation.
 2. Furnish other members with shop coat of rust inhibiting primer.
 3. Shop fabricate for field assembly using bolts.
 4. Minimize field welding.
 5. Retouch primer and galvanizing after field welding.

PART 3 - EXECUTION

3.01 GENERAL

- A. Use only thorough, highly skilled, and experienced workmen.
 - 1. Divisions 26 equipment shall be installed in a neat and workmanlike manner.
- B. When changes in location of any work are required, obtain approval from the Engineer before making change.
 - 1. Make changes at no extra cost.
- C. Do not change indicated sizes without written approval of Engineer.
- D. Provide all necessary offsets and crossovers in conduits, raceways and ducts.

3.02 INSTALLATION OF EQUIPMENT

- A. Install all equipment in accord with manufacturer's recommendations.
- B. Provide all necessary anchoring devices and supports.
 - 1. Use structural supports suitable for equipment.
 - 2. Check loadings and dimensions of equipment with shop drawings.
 - 3. Do not cut, or weld to, building structural members.
- C. Verify that equipment will fit support layouts indicated.
 - 1. Where substitute equipment is used, revise indicated supports to fit at no additional cost.
- D. Arrange for necessary openings to allow entry of equipment.
- E. Install equipment to permit easy access for normal maintenance.
 - 1. Maintain easy access to switches, pull boxes, non-fused disconnects, receptacles, etc.
 - 2. Relocate items which interfere with access.
- F. Provide concrete foundations or pads for all floor mounted electrical equipment, as indicated or as follows:
 - 1. Where drawings do not show special foundations, install 4 IN high concrete pads.
 - 2. Use 3,000 PSI (14 Kg/s/mm) concrete.
 - 3. Reinforce with 6 x 6 IN W2.9 x W2.9, 10 GA (3.4 mm) mesh, with short dowels into floor at 12 IN OC around perimeter.
 - 4. Chamfer top edges 3/4 IN (18 mm).
 - 5. Make all faces smooth.
 - 6. Set anchor bolts for equipment. Consult with user.
- G. Where equipment components are installed prior to final installation (back boxes, panel tubs, etc.), these components shall be properly protected from construction debris (paint, dirt, plaster, etc.)
- H. In wet and damp locations, use steel channel supports to stand cabinets and panelboards one inch off wall.

3.03 PAINTING

- A. By Electrical Contractor:
 - 1. Touch up or completely paint all factory painted Electrical System components which have become rusted, scratched, or otherwise damaged during construction (which are not painted under Division 09) to match the original finish or pay for restoration of such items as may be stipulated by the AE.

3.04 FIELD QUALITY CONTROL

- A. Perform indicated tests to demonstrate workmanship, operation, and performance.
 - 1. Conduct tests in presence of Owner and, if required inspectors or agencies having jurisdiction.
 - 2. Arrange date of tests in advance with Owner, manufacturer and installer.
 - 3. Give all inspectors minimum of 24 hours' notice.
 - 4. Furnish or arrange for use of electrical energy, required for tests.
 - 5. Furnish all lubricating materials required for test.
 - 6. Provide written report on all tests.
- B. Repair or replace equipment and systems found inoperative or defective and retest.
 - 1. If equipment or system fails retest, replace it with products conforming with Contract Documents.
 - 2. Continue remedial measures and retests until satisfactory results are obtained.
- C. Test equipment and systems as indicated for each item, unless otherwise recommended by manufacturer.

3.05 FINAL PERFORMANCE TEST

- A. At completion of installation, test for operation, panel load balance, short circuits, and ground.
 - 1. Provide written report on final performance test.

3.06 ADJUST AND CLEAN

- A. Inspect all equipment and put in good working order.
- B. Clean all exposed and concealed items.
- C. Where new work occurs in existing areas where no other work has been done, clean area and restore to original condition.
- D. Perform adjustments to lights during the night as needed.

3.07 PUTTING SYSTEMS IN OPERATION - START UP

- A. Prior to energizing any equipment whether installed by this section or not:
 - 1. First make a thorough inspection of it to make sure it has been unpacked correctly and all packing materials and supports have been removed.
 - 2. Be responsible for assisting the equipment start up personnel to assure correct equipment connections and rotation.

- B. Prior to final acceptance, at time agreed to by Owner and Engineer, put all systems in to satisfactory operation.
- C. Operate all systems in good working order for period of 5 working days.

3.08 DEVICE MOUNTING SCHEDULE

- A. Dimensions are to center of item unless otherwise indicated. Coordinate outlet locations with all architectural millwork and/or casework elevations.
- B. Mounting heights as indicated below:

Receptacle _____	18 IN
Safety switch _____	54 IN
Panelboard (to top) _____	72 IN
Lighting override switch _____	46IN

3.09 TRAINING

- A. Electrical Contractor shall be responsible for owner training as specified in other sections of this specification. Provide competent personnel to meet the Owner or his representative to fully explain and familiarize the Owner with the operation of all equipment and systems installed under Division 26.
- B. Use the submitted Operation and Maintenance Manuals as referenced during training sessions.

END OF SECTION

Section 26 01 26 - Testing Electrical System

PART 1 - GENERAL

1.01 DESCRIPTION

- A. Applicable provisions of Division 01 shall apply to all work of this section.

1.02 RELATED WORK AND REQUIREMENTS

- A. Section 26 05 26 - Grounding and Bonding
- B. Section 26 24 16 - Panelboards
- C. Section 26 28 16 – Safety Switches, Circuit Breakers and Fuses

1.03 DESCRIPTION OF WORK

- A. Prior to energizing equipment, retain services of a recognized independent testing contractor for purpose of performing inspections and tests as herein specified.
- B. Assure that electrical equipment is operational within industry and manufacturer's tolerances and is installed in accordance with design specifications.
- C. Items to be tested:
1. Grounding Systems

1.04 QUALITY ASSURANCE

- A. Inspections and tests shall utilize the following references:
1. Project design specifications.
 2. Project design drawings.
 3. Manufacturer's instruction manuals applicable to each particular apparatus.
- B. Testing Agency:
1. Meet federal, state, and local safety requirements for accreditation of testing laboratories, Title 29, Part 1907. Membership in National Electrical Testing Association constitutes proof of meeting such criteria.
 2. Meet Federal **Department of Commerce** requirements for nationally independent testing laboratory certification.
 3. Submit agency name for approval by Engineer.
 4. Electrical Contractor may be Testing Agency if they have the proper certification.
- C. Permanently record checks and tests and make available to Engineer and Owner.

1.05 SUBMITTALS

- A. Test Reports:
1. Electronic copies of complete testing report.
 2. Submit report no later than 30-days after completion of testing.

- B. Submit proof of testing agency qualification.

1.06 JOB CONDITIONS

- A. Contractor's Responsibilities:
 - 1. Supply a source of test power to test laboratory at each test site.
 - 2. Notify testing Subcontractor when equipment becomes available for acceptance tests.
 - 3. Coordinate work to minimize project delay.
 - 4. Supply a complete set of electrical drawings, specifications, and pertinent change orders to testing contractor prior to commencement of testing.
- B. Testing Subcontractor's Responsibilities:
 - 1. Notify Engineer 72 hours prior to commencement of testing.
 - 2. Provide material, equipment, labor, and technical supervision to perform such tests and inspections.
- C. Recommendations for acceptance or rejection shall be given upon consultation of Engineer, Owner, Contractor, and Testing laboratory's Representative.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

3.01 GENERAL

- A. Test work and equipment installed to ensure its proper and safe operation in accordance with intent of drawings and specifications.
- B. Check interlocking and automatic control sequences and test operation of safety and protective devices.
- C. Correct defects.
- D. Cooperate with electrical utility, supplier's, and manufacturer's representatives in order to achieve proper and intended operation of equipment.
- E. Test, adjust, and record operating voltages at each system level before energizing branch circuits.
- F. Where transformer is under utility jurisdiction, obtain services of utility to correct voltage.
- G. Replace devices and equipment damaged due to failure to comply with this requirement.
- H. Balance load among feeders conductors at each panelboard, and reconnect loads as may be necessary to obtain a reasonable balance of load on each

phase. Electrical unbalance shall not exceed 7-1/2% between phases. Submit test results on forms similar to that found on sheets at the end of this section.

3.02 GROUNDING SYSTEMS

A. Visual And Mechanical Inspection:

1. Inspect ground system for compliance with drawings and specifications.

B. Electrical Tests:

1. Fall of Potential test per IEEE Standard No. 81, Section 9.04 on main grounding electrode or system.
2. Two Point Method test per IEEE Standard No. 81, Section 9.03, to determine ground resistance between main grounding system, and major electrical equipment frame, system neutral, and/or derived neutral points.
3. Alternate to two point method:
 - a. Ground continuity test between main ground system and equipment frame, system neutral, and/or derived neutral point.
 - b. This test shall be made by passing a minimum of 10 amp dc current between ground reference system and ground point to be tested.
 - c. Voltage drop shall be measured and resistance calculated by voltage drop method.

3.03 FEEDERS

- A. Each feeder shall be megger tested for insulation resistance.
- B. Test results shall be submitted on forms similar to that found on sheets at the end of this section.
- C. Verify ampere readings on any cable operating in parallel to insure an even division of current.

END OF SECTION

PANEL/TRANSFER SWITCH DESIGNATION _____

MEGGER TEST RESULTS

A-B Phase _____

B-C Phase _____

C-A Phase _____

A-Ground _____

B-Ground _____

C-Ground _____

Bolts Torqued

Visual Inspection Comments:

Tested By _____

Date Tested _____

Time of Day _____

FEEDER FROM _____ **TO** _____

Applied Voltage _____

Resistance Reading _____

Tested By _____

Date Tested _____

Time of Day _____

FEEDER FROM _____ **TO** _____

LOAD IN AMPS

Phase A _____

Phase B _____

Phase C _____

Tested By _____

Date Tested _____

Time of Day _____

Was Balancing Required? ____ Yes ____ No

Section 26 05 02 - Electrical Demolition

PART 1 - GENERAL

1.01 DESCRIPTION

- A. Work Includes:
Furnish all labor, materials, tools, equipment, and services for wiring all equipment furnished by others as indicated, in accord with provisions of Contract Documents.

1.02 WORK INCLUDED

- A. Electrical Demolition

PART 2 - MATERIALS

2.01 MATERIALS AND EQUIPMENT

- A. Materials and equipment for patching and extending work:
As specified in individual sections.

PART 3 - EXECUTION

3.01 DEMOLITION, RENOVATION AND DISPOSITION OF EXISTING EQUIPMENT:

- A. The EC shall do the necessary demolition work in the affected site areas including the removal of conduit, wiring, electrical equipment and pole bases. Pole bases shall be removed 2 feet below finished grade.
- B. Electrical equipment in conflict with construction shall be removed and/or relocated as indicated on the drawings, as directed or required. Remove all electrical equipment, accessible conduit, wire and low voltage exposed cabling back to source released from service as a result of construction, equipment removed shall not be reused, except as specifically directed on the drawings or elsewhere herein. Unless otherwise indicated, all electrical equipment removed shall become the property of the EC and shall be removed from the site by the EC. Equipment to be retained by Owner shall be stored on site at location designated by Owner.
- C. Electrical drawings are based on the best information available. For areas being remodeled, work shown reflects information shown on original construction drawings; it is not guaranteed 100% accurate. This contractor must field verify conditions and make necessary adjustments without extra costs to the project to suit actual needs.

END OF SECTION

Section 26 05 19 - Wire and Cable - 600 Volt and Below

PART 1 - GENERAL

1.01 DESCRIPTION

- A. General:
 - 1. Furnish all labor, materials, tools, equipment, and services for all wire and cable (600 V and below) as indicated, in accord with provisions of Contract Documents.
 - 2. Completely coordinate with work of all other trades.
 - 3. Although such work is not specifically indicated, furnish and install all supplementary or miscellaneous items, appurtenances and devices incidental to or necessary for a sound, secure and complete installation.
 - 4. See Section 26 00 01 for General Electrical Requirements.

1.02 WORK INCLUDED

- A. Underground wire and cable.
- B. Wiring connectors and connections.

1.03 RELATED SECTIONS

Section 26 05 33 – Raceways and Boxes
Section 26 05 53 - Electrical Identification

1.04 REFERENCES

- A. ANSI/NFPA 70- National Electrical Code.

1.05 SHOP DRAWING SUBMITTALS

- A. Submit under provisions of General conditions and Section 26 00 01.
- B. Submit product data: Provide for each cable assembly type.
- C. Submit factory test reports: Indicate procedures and values obtained.
- D. Submit manufacturer's installation instructions: Indicate application conditions and limitations of use stipulated by product testing agency specified under Regulatory Requirements.

1.06 QUALIFICATIONS

- A. Manufacturer: Company specializing in manufacturing products specified in this Section with minimum three years documented experience.

1.07 REGULATORY REQUIREMENTS

- A. Conform to requirements of ANSI/NFPA 70.
- B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and shown.

1.08 PROJECT CONDITIONS

- A. Verify that field measurements are as shown on Drawings.
- B. Conductor sizes are based on copper.
- C. Wire and cable routing shown on Drawings is approximate unless dimensioned. Route wire and cable as required to meet Project Conditions.
- D. Where wire and cable routing is not shown, and destination only is indicated, determine exact routing and lengths required.

1.09 COORDINATION

- A. Coordinate Work under provisions of General conditions and Section 26 00 01.
- B. Determine required separation between cable and other work.
- C. Determine cable routing to avoid interference with other work.

PART 2 - PRODUCTS**2.01 GENERAL**

- A. All wire shall be new, delivered to the site in unbroken cartons and shall be less than one year old out of manufacturer's stock.
- B. All conductors shall be copper.
- C. Insulation shall have a 600 volt rating.
- D. All conductors must be suitable for the application intended. Conductors #14 and larger must be stranded. Conductors #16 and smaller may be solid or stranded with the following requirements or exceptions.
- E. All conductors terminated with crimp type devices must be stranded.
- F. Stranded conductors may only be terminated with UL or ETL Listed type terminations or methods: e.g. stranded conductors may not be wrapped around a terminal screw but must be terminated with a crimp type device if a terminal screw is used or must be terminated in an approved back wired method.

2.02 WIRE

- A. Description: Single conductor insulated wire.
- B. Insulation: Type XHHW insulation for feeders and branch circuits.

- C. Use conductors not smaller than #10 AWG for power and lighting circuits.

2.03 WIRING CONNECTORS

- A. Split Bolt Connectors: Not acceptable.
- B. Solderless Pressure Connectors: High copper alloy terminal. May be used only for cable termination to equipment pads. Not approved for splicing.
- C. Spring Wire Connectors: Solderless spring type pressure connector with insulating covers for copper wire splices and taps. Use for conductor sizes 10 AWG and smaller.
- D. Mechanical Connectors: Bolted type tin-plated; high conductivity copper alloy; spacer between conductors; belled cable entrances.
- E. Compression (crimp) Connectors: Long barrel; seamless, tin-plated electrolytic copper tubing; internally beveled barrel ends. Connector shall be clearly marked with the wire size and type and proper number and location of crimps.
- F. ILSCO type connectors are acceptable.

PART 3 - EXECUTION

3.01 GENERAL WIRING METHODS

- A. All wire and cable shall be installed in conduit.
- B. All conductors shall be sized to prevent excessive voltage drop at rated circuit ampacity. As a minimum use 10 AWG conductor for 20 ampere, 120 volt branch circuit home runs longer than 100 feet.
 - 1. 3% drop for branch circuits.
 - 2. 5% drop for motor circuits.
- C. Make conductor lengths for parallel conductors equal.
- D. Splice only in junction or outlet boxes.

3.02 WIRING INSTALLATION IN RACEWAYS

- A. Pull all conductors into a raceway at the same time. Use Listed wire pulling lubricant for pulling 4 AWG and larger wires and for other conditions when necessary.

- B. Completely and thoroughly swab raceway system before installing conductors.
- C. Place all conductors of a given circuit (this includes phase wires, neutral (if any), and ground conductor) in the same raceway. If parallel phase and/or neutral wires are used, then place an equal number of phase and neutral conductors in same raceway or cable.

3.03 CABLE INSTALLATION

- A. Provide protection for exposed cables where subject to damage.
- B. Neatly train and lace wiring inside boxes, equipment, and panelboards.
- C. Use suitable cable fittings and connectors.

3.04 WIRING CONNECTIONS AND TERMINATIONS

- A. Water proof splice shall only be made in accessible junction boxes.
- B. Wire splices and taps shall be made firm, and adequate to carry the full current rating of the respective wire without soldering and without perceptible temperature rise.
- C. Use solderless spring type pressure connectors with insulating cover for wire splices and taps, 10 AWG and smaller.
- D. Use mechanical or compression connectors for wire splices and taps, 8 AWG and larger. Tape uninsulated conductors and connectors with electrical tape to 150 percent of the insulation value of conductor.
- E. Thoroughly clean wires before installing lugs and connectors.
- F. At all splices and terminations, leave tails long enough to cut splice out and completely resplice.

3.05 FIELD QUALITY CONTROL

- A. Feeders and new branch circuits shall have their insulation tested after installation and before connection to utilization devices such as fixtures, motors, or appliances.
- B. Test shall be performed by meggar and conductors shall test free from short-circuits and grounds.
- C. Test conductors phase-to-phase and phase-to-ground.
- D. The contractor shall furnish the instruments, materials, and labor for these tests.

3.06 WIRE AND CABLE INSTALLATION SCHEDULE

- A. All wire shall be in raceways.

3.07 WIRE COLOR

- A. General:
 - 1. For wire sizes 10 AWG and smaller - Wire shall be colored as indicated below.
 - 2. For wire sizes 8 AWG and larger - Identify wire with colored tape at all terminals, splices and boxes. Colors to be as indicated below.
- B. Neutral Conductors: White. Where there are two or more neutrals in one conduit, each shall be individually identified with the proper circuit. See requirements of NEC 200-6, 200-7, 210-4, and 310-12.
- C. Branch Circuit Conductors: Three or four wire home runs shall have each phase uniquely color coded.
- D. Feeder Circuit Conductors: Each phase shall be uniquely color coded.
- E. Ground Conductors: Green for 6 AWG and smaller. For 4 AWG and larger, identify with green tape at both ends and all visible points including in all junction boxes. See requirements of NEC 210-5 and 310-12.

3.08 BRANCH CIRCUITS

- A. In general, the use of multiwire branch circuits with a common neutral feeding loads producing a high level of harmonics is discouraged due to the problems with overheating of the common neutral.

END OF SECTION

Section 26 05 26 - Grounding and Bonding**PART 1 - GENERAL****1.01 DESCRIPTION**

- A. General:
 - 1. Furnish all labor, materials, tools, equipment, and services for grounding as indicated in accord with provisions of Contract Documents.
 - 2. Completely coordinate with work of all other trades.
 - 3. Although such work is not specifically indicated, furnish and install all supplementary or miscellaneous items, appurtenances and devices incidental to or necessary for a sound, secure and complete installation.
 - 4. See Section 26 00 01 for General Electrical Requirements.

1.02 WORK INCLUDED

- A. Grounding electrodes and conductors.
- B. Equipment grounding conductors.
- C. Bonding.

1.03 RELATED SECTIONS

- A. None

1.04 REFERENCES

- A. ANSI/NFPA 70 - National Electrical Code.
- B. IEEE/ANSI 142-1982 - Recommended Practice for Grounding of Industrial and Commercial Power System.

1.05 GROUNDING ELECTRODE SYSTEM

- A. Rod Electrode

1.06 PERFORMANCE REQUIREMENTS

- A. Grounding System Resistance: 2 ohms.

1.07 SUBMITTALS

- A. Submit under provisions of Section 26 00 01.
- B. Product Data: Provide data for grounding electrodes and connections.
- C. Test Reports: Indicate overall resistance to ground and resistance of each electrode.
- D. Manufacturer's Instructions: Include instructions for storage, handling, protection, examination, preparation and installation of exothermic connectors.

1.08 PROJECT RECORD DOCUMENTS

- A. Submit under provisions of General conditions.
- B. Accurately record actual locations of grounding electrodes.

1.09 QUALIFICATIONS

- A. Manufacturer: Company specializing in manufacturing products specified in this section with minimum three years documented experience.

1.10 REGULATORY REQUIREMENTS

- A. Conform to requirements of ANSI/NFPA 70.
- B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and shown.

PART 2 - PRODUCTS**2.01 ROD ELECTRODE**

- A. Acceptable Manufacturers
 - 1. Burndy
 - 2. Blackburn
 - 3. Or Equal
 - 4. Substitutions: Under provisions of General Conditions and Section 26 00 01.
- B. Material: Copper clad steel.
- C. Diameter: 3/4 inch minimum.
- D. Length: 10 feet minimum rods. Rod shall be driven at least 9'-6" deep.
- E. Provide the number of rods required to obtain proper ground resistance. This applies to manholes, padmount switches, transformers, service entrances, etc.

2.02 MECHANICAL CONNECTORS

- A. Acceptable Manufacturers
 - 1. Burndy Co., Hy-Ground Series
 - 2. Or Equal
 - 3. Substitutions: Under provisions of General Conditions and Section 26 00 01.
- B. Type: Compression type applied with compression tool.
- C. Material: Bronze.

2.03 EXOTHERMIC CONNECTIONS

- A. Manufacturers:
 - 1. Cadweld
 - 2. Or Equal
 - 3. Substitutions: Under provisions of General Conditions Section 26 00 01.

2.04 WIRE

- A. Material: Stranded copper (aluminum not permitted).
- B. Grounding Electrode Conductor: Size as shown on drawings, specifications or as required by NFPA 70, whichever is larger.
- C. Foundation Electrodes: Bare copper #4 wire in the new footing. Center wire in footing and attach to steel reinforcement.
- D. Feeder and Branch Circuit Equipment Ground: Same size as phase conductors or as indicated on plan.

2.05 BUS

- A. Material: copper (aluminum not permitted).
- B. Size: 1/4" x 2" minimum.

2.06 INTERSYSTEM BONDING TERMINATION

- A. Provide an Intersystem Bonding Termination Bar exterior of main service enclosure with a minimum set of six spare termination points. See NEC "250.94 Bonding of Other Systems" for more information.

PART 3 - EXECUTION

3.01 EXAMINATION

- A. Verify that final backfill and compaction has been completed before driving rod electrodes.

3.02 GENERAL

- A. Install Products in accordance with manufacturer's instructions.
- B. Mechanical connections shall be accessible for inspection and checking. No insulation shall be installed over mechanical ground connections.
- C. Ground connection surfaces shall be cleaned and all connections shall be made so that it is impossible to move them.
- D. Attach grounds permanently before permanent building service is energized.
- E. Install rod electrodes at locations indicated or as required by Code, whichever requires the most rods. Install additional rod electrodes as required to achieve specified resistance to ground.

3.03 LESS THAN 600 VOLT SYSTEM GROUNDING

- A. Supplementary Grounding Electrode: Use driven ground rod in main service equipment area.
- B. Provide code sized copper grounding electrode conductor from secondary switchboard ground bus, each separately derived system neutral secondary service system neutral, to street side of water meter, building steel, ground rod, and any concrete encased electrodes. Provide bonding jumper around water meter. Bond conduit as described above.
- C. Receptacle Grounding: All receptacle circuits and permanently wired equipment, except light fixtures, shall have a separate grounding conductor. Receptacles shall be connected to the ground conductor utilizing pigtails. At time of final inspection, any one device found improperly grounded shall mean a complete check by the Contractor of every device on the project at no additional cost to the Owner.
- D. Provide separate ground wire for motors and other equipment items from equipment items to nearest conduit system box. Provide green wire ground continuously from panel to all surface raceway systems and where indicated on plans.
- E. Provide grounding conductor in all non-metallic and flexible raceways. Terminate each end on a grounding lug, bus or bushing.
- F. Bond together system neutrals, service equipment enclosures, exposed non-current carrying metal parts of electrical equipment, metal raceway systems, grounding conductor in raceways and cables, receptacle ground connectors and plumbing systems.
- G. Equipment Grounding Conductor: Provide separate, insulated conductor within each feeder circuit raceway. Terminate each end on suitable lug, bus, or bushing. Where conductors are run in parallel in multiple raceways or cables, the equipment grounding conductors shall be run in parallel in each raceway or cable. Each parallel equipment grounding conductor shall be sized on the basis of the ampere rating of the overcurrent device protecting the circuit conductors in the raceway or cable.
- H. Equipment grounding shall comprise a permanent bonding together of all metallic, noncurrent – carrying parts of the Electrical System (raceways, boxes, panels, cabinets, equipment enclosures, housings, motor frames, lighting fixtures, etc.) to insure a continuous grounding circuit. Provide a grounding bushing on each conduit entering service entrance equipment, bonding same to equipment grounding stud/bar/bus.
- I. Equipment Grounding Conductor: Provide separate, insulated grounding conductor in all branch circuit and feeder raceways. Terminate each end on suitable lug, bus, or bushing.

3.04 FIELD QUALITY CONTROL

- A. Inspect grounding and bonding system conductors and connections for tightness and proper installation.

- B. Measure ground resistance from system neutral connection at service entrance to convenient ground reference point using suitable ground testing equipment. Resistance shall not exceed 2 ohms.

END OF SECTION

Section 26 05 33 – Raceways and Boxes

PART 1 - GENERAL

1.01 DESCRIPTION

- A. Work Includes:
 - 1. Furnish all labor, materials, tools, equipment and services for all raceways as indicated, in accord with provisions of Contract Documents.
 - 2. Completely coordinate with work of all other trades.
 - 3. Although such work is not specifically indicated, furnish and install all supplementary or miscellaneous items, appurtenances and devices incidental to or necessary for a sound, secure and complete installation.
 - 4. See Section 26 00 01 for General Electrical Requirements.

1.02 WORK INCLUDED

- A. Galvanized Rigid and Intermediate Metal Conduit and Fittings
- B. Electrical Metallic Tubing (EMT) and Fittings
- C. Rigid Nonmetallic Conduit and Fittings
- D. Conduit Supports
- E. Expansion Fittings
- F. Conduit Bodies
- G. Outlet Boxes
- H. Pull and Junction Boxes
- I. Conduit Sizing, Arrangement and Support
- J. Underground Conduit
- K. Conduit Installation
- L. Conduit Installation Schedule
- M. Connections and Fittings
- N. Pull and Junction Box Installation
- O. Pull and Junction Box Installation Requirements

1.03 RELATED WORK

Section 26 05 29 – Hangers and Supports for Electrical Systems
Section 26 27 26 – Wiring Devices

PART 2 - PRODUCTS

2.01 GALVANIZED RIGID AND INTERMEDIATE METAL CONDUIT AND FITTINGS

- A. Manufactured lengths, full weight, heavy wall, rigid steel conduit, protected inside and out by hot-dipped galvanized or electro-galvanized coating.
- B. Minimum conduit size shall be 1/2 inch.
- C. Connectors and Couplings: Threaded, liquidtight, insulated throat.

2.02 ELECTRICAL METALLIC TUBING (EMT)

- A. Standard lengths and size.
- B. Minimum conduit size shall be 1/2 inch.
- C. Connectors and Couplings: Threaded, insulated throat, gland compression type, rain and concrete tight. No set screw, push on or indenter type permitted.

2.03 RIGID NONMETALLIC CONDUIT AND FITTINGS

- A. Standard lengths and sizes.
- B. Minimum size 1/2" with the exception that the minimum size conduit for underground site lighting circuits shall be 1".
- C. Schedule 40 or 80, rigid plastic (PVC) conduit manufactured to NEMA TC-2 standards, UL listed, and as required by NEC.
- D. PVC conduit may not be used in plenum rated ceilings.
- E. Rated for 90°C cable.
- F. Connectors and Couplings: Schedule 40 or 80 to match conduit.

2.04 CONDUIT BODIES

- A. Galvanized or cadmium plated with threaded hubs.
- B. PVC in corrosive areas.
- C. Removable cover, with gasket.
- D. Corrosion-resistant screws, 316 stainless steel.

2.05 OUTLET BOXES

- A. Acceptable Manufacturers:
 - 1. Galvanized boxes:
 - a. Base: Appleton Electric Co.; Steel City; and Raco.
 - 2. Corrosion resistant boxes and fittings:
 - a. Base: Crouse-Hinds; and Appleton Electric Co.
 - 3. PVC boxes F Series with ground lug.
 - a. Base: Heritage Plastic Group.

4. Junction box and conduit supports:
 - a. Base: CADDY.
 5. Other manufacturers desiring approval comply with Instruction to Bidders.
- B. Exposed switch and receptacle boxes: Galvanized type.
- C. Weatherproof receptacle boxes: Die Cast Aluminum type
- D. Pull and junction boxes: Code-sized galvanized steel boxes provided with plain blank removable covers held in place with screws unless otherwise indicated.
1. Where sizes are not indicated, use 4 IN square or NEC size.

2.6 PULL AND JUNCTION BOXES

- A. Install pull boxes and junction boxes above accessible ceilings and in unfinished areas only.
- B. Acceptable Manufacturers:
1. For interior work, provide galvanized sheet metal boxes of code thickness with lapped and welded joints, 3/4" flanges and screw covers.
 2. For exterior work, provide galvanized sheet metal boxes of code thickness with lapped and welded joints, 3/4" flanges, bolted covers with full gaskets forming a completely raintight assembly, equal to Keystone 19000 series.
 3. For exterior work in graded areas outside the building, provide heavy duty sidewalk junction boxes externally flanged for flush mounting. Covers shall be fully gasketed, watertight with grounding strap and secured with plated screws or bolts equal to Quazite Type PC. Covers shall have logo naming the type of system, electric, high voltage lighting, etc. Shall comply with NEC 314.

PART 3 - EXECUTION

3.01 CONDUIT SIZING, ARRANGEMENT AND SUPPORTS

- A. Interior conduits for electrical wiring may be electrical metallic tubing (EMT) exceptions to the requirements stated above area as follows:
1. Conduits for feeder conductors shall be EMT regardless of conduit size.
 2. Conduits in poured concrete construction shall be PVC regardless of size.
 3. Conduits installed in corrosive areas shall be PVC conduit.
 4. Conduits installed within 1-1/2" under metal-corrugated sheet roof decking shall be IMC or GRC.
 5. Above ground exterior conduit shall be GRC.
- B. Cut joints shall be square, reamed smooth, and drawn up tight.
- C. Keep conduit plugged, clean, and dry during construction.
- D. Install No. 12 pull wire in empty conduit.
- E. Cap spare conduits.

- F. Provide a watertight conduit system where installed in wet locations such as underground, or where embedded in concrete.

3.02 UNDERGROUND CONDUIT

- A. Exterior underground conduit shall be HDPE – high density polyurethane conduit.
- B. Exterior underground conduit shall be buried at a depth of not less than 30 IN below grade.
- C. Underground conduits shall slope 1/8" per foot for proper drainage. Conduits shall drain toward manholes and junction boxes, not the electrical equipment.
- D. The city will restore the existing surface back to its original condition. Final approval shall come from the City. As part of alternate bid, provide a cost to perform this work.
- E. Conduits under the field are allowed with prior approval from the owner. They should be directionally bored but must avoid irrigation lines and if hit, contractor to have them repaired by irrigation contractor.

3.03 CONDUIT INSTALLATION

- A. Run exposed conduit in straight lines at right angles to or parallel with walls, beams or columns.
- B. Where corrosion protection is necessary and conduit is threaded in field, the threads shall be coated with an approved electrically conductive corrosion-resistant compound.

3.04 CONDUIT INSTALLATION SCHEDULE

- A. Support all conduit systems from structure with approved hangers or supports.
 - 1. Do not support from piping, ducts or support systems for piping or ducts.
- B. Do not install more than the equivalent of three 90° bends (270 degrees total) in any conduit run.
 - 1. Where more bends are necessary, install junction box or pullbox.
 - 2. Make all bends in 1/2 IN and 3/4 IN conduit (1 IN EMT) with a conduit bender.
 - 3. Use machine bends for larger sizes.
- C. Make joints in threaded conduit watertight with white nonlead compound applied to male threads only.
 - 1. Cut square, ream smooth, and properly thread field joints to receive couplings.
 - 2. Do not use running threads.
- D. Fit all conduit ends at switch and outlet boxes with approved tight bond with box when screwed tightly in place.
- E. Remove moisture and debris from conduit before wire is drawn into place. Tightly plug ends of conduit with tapered wood plugs inserts until wire is pulled.

- F. Neatly seal openings around conduits, etc., where they pass through fire rated construction or exterior walls or roof.

3.05 CONNECTIONS AND FITTINGS

- A. Install electrical fittings in accordance with the manufacturer's written instructions and with recognized industry practices to ensure that fittings serve intended purposes.
- B. Rigidly secure connectors at cabinets and boxes with galvanized lock nut and bushing.
- C. Seal conduits that run through different temperature or atmospheric conditions to prevent condensations or moisture from entering electrical equipment and devices.
- D. Locate conduit bodies so as to assure accessibility of electrical wiring.

3.10 PULL AND JUNCTION BOX INSTALLATION

- A. Support pull and junction boxes independent of conduit.

3.11 PULL AND JUNCTION BOX INSTALLATION REQUIREMENTS

- A. Provide junction boxes as shown on drawings and otherwise where required, sized according to number of conductors in box or type of service to be provided. Minimum junction box size 4" square and 2-1/8" deep. Provide screw covers for junction boxes.
- B. Use minimum 16 gauge steel for pull boxes and provide with screw cover.
- C. Install boxes in conduit runs wherever necessary to avoid excessive runs or bends. Do not exceed 100' runs without pull boxes.
- D. Rigidly secure boxes to walls or ceilings. Conduit runs will not be considered as adequate support.
- E. Install boxes with covers in accessible locations. Size boxes in accordance with Article 314 of the latest edition of the National Electric Code.
- F. Do not install pull or junction boxes for joint use of line voltage and signal or low voltage controls unless all conductors are insulated for the highest voltage being used in the same box.
- G. Install all components as indicated.
- H. Tag ends of conduit with system identification letters.
- I. Test conduit for clear passage.
- J. Neatly mark inside of outlet boxes with system identification letters using black felt-ink mark.

END OF SECTION

Section 26 05 53 - Electrical Identification

PART 1 - GENERAL

1.01 DESCRIPTION

- A. Work Includes:
 - 1. Furnish all labor, materials, tools, equipment, and services for wiring all equipment furnished by others as indicated, in accord with provisions of Contract Documents.
 - 2. Completely coordinate with work of all other trades.
 - 3. Although such work is not specifically indicated, furnish and install all supplementary or miscellaneous items, appurtenances and devices incidental to or necessary for a sound, secure and complete installation.
 - 4. See Section 26 00 01 for General Electrical Requirements.

1.02 SECTION INCLUDES

- A. Nameplates
- B. Stenciling
- C. Wire and Cable Markers

1.03 SUBMITTALS

- A. Submit shop drawings under provisions of Section 26 00 01.
- B. Include schedule for nameplates and stenciling.

PART 2 - PRODUCTS

2.01 MATERIALS

- A. Nameplates: Engraved three-layer laminated plastic, black letters on a white background. Emergency system shall use red letters on white background.
- B. Stenciling: Black paint. Emergency system stenciling shall use red paint.
- C. Wire and Cable Markers: Cloth markers, split sleeve or tubing type.
- D. Tape (phase identification only): Scotch #35 tape in appropriate colors for system voltage and phase.
- E. Adhesive type labels not permitted except for phase and wire identification.

PART 3 - EXECUTION

3.01 GENERAL

- A. All branch circuit and power panels must be identified with the same symbol used in circuit directory in main distribution center.
- B. Wording of nameplates and embossed labels shall define the components actual use. Nomenclature used on the Drawings and in Specifications is for construction purposes only. Actual nomenclature shall be verified with the Owner. Identify voltage where other than 120 volts.

3.02 INSTALLATION

- A. Clean surfaces to receive nameplates or stenciling.
- B. Install nameplates parallel to equipment lines.
- C. Secure nameplates to equipment fronts using screws, or rivets. Secure nameplate to inside of recessed panelboards in finished locations.
- D. Embossed tape will not be permitted for any application.
- E. Stenciling may only be used on equipment fronts in unfinished areas or in areas designated by the Architect/Engineer.
- F. Secure nameplate to inside surface of door on panelboard that is recessed in finished locations.
- G. Identify underground conduits using underground warning tape. Install one tape per trench at 6 inches below finished grade.

3.03 WIRE IDENTIFICATION

- A. Provide wire markers on each conductor in panelboard gutters, pull boxes, outlet and junction boxes, and at load connection. Identify with branch circuit or feeder number for power and lighting circuits, and with control wire number as indicated on schematic and interconnection diagrams for control wiring.
- B. Verify label identification numbering systems with the Owner's representative.

3.04 FEEDER IDENTIFICATION

- A. Each feeder within each pulling pit, manhole and pull box will be identified utilizing permanently attached nameplates.
- B. Nameplates shall be engraved three-layer laminated plastic, black on white background for normal power, red on white background for emergency power. Firmly attach to cable with non-aging nylon tie-wraps.
- C. Nameplate shall identify voltage, system (i.e. normal, em-equip or em-life) and destination of feeder (i.e. buildings A, B, C and D, etc.).
- D. Temporary tags are to be utilized during construction and permanent tags to be installed near substantial completion of distribution system.

3.05 NAMEPLATE ENGRAVING AND STENCILING

- A. Provide nameplates or stencils of minimum letter height as scheduled below.
- B. Panelboards and Switchboards: 1 inch; identify equipment designation. 1/2 inch; identify voltage rating and source, and available short circuit current, per the short circuit study.
- C. Individual Circuit Breakers, Switches, and Motor Starters in Panelboards, Switchboards, and Motor Control Centers: 1/4 inch; identify circuit and load served, including location.
- D. Individual Circuit Breakers, Enclosed Switches, and Motor Starters: 1/4 inch; identify load served.
- E. Junction boxes: 1/2 inch; identify system source(s) and load(s) served.

3.06 PANELBOARD DIRECTORIES

- A. Directories for panels must be covered with clear plastic, have a metal frame and shall be typewritten. Room number on directories shall be Owner's numbers, not Plan numbers unless Owner so specifies. Directory shall include panel name, available short circuit current per the short circuit study, circuit description including: breaker amp/pole size, description of devices served, and area served.

3.07 WIRING DEVICE IDENTIFICATION

- A. Receptacles, device plates and box covers, junction boxes, shall be identified with circuit numbers and source. Identifications should be made inside of device covers, unless directed otherwise. Use machine-generated labels, or neatly hand-written permanent marker.

END OF SECTION

Section 26 27 26 - Wiring Devices**PART 1 - GENERAL****1.01 DESCRIPTION****A. General:**

1. Furnish all labor, materials, tools, equipment, and services for all wiring devices as indicated, in accord with provisions of Contract Documents.
2. Completely coordinate with work of all other trades.
3. Although such work is not specifically indicated, furnish and install all supplementary or miscellaneous items, appurtenances and devices and incidental to or necessary for a sound, secure and complete installation.
4. See Section 26 00 01 for General Electrical Requirements.

1.02 SUBMITTALS

- A. Submittals for products in this Section are not required.

PART 2 - PRODUCTS**2.01 MATERIALS - GENERAL****A. Acceptable Manufacturers:**

1. GFI Receptacles:
 - a. Base: Hubbell; Leviton; Pass & Seymour (P&S); and Arrow Hart.
2. Other manufacturers desiring approval comply with Instructions to Bidders.

B. Device and Cover Plate Colors:

1. Cover plates to be white-in-use commercial electric expandable cover or equal.

2.02 DUPLEX AND SINGLE RECEPTACLES**A. Specification Grade (Heavy Duty):**

1. 20 amp, duplex: NEMA 5-20R; Hubbell HBL 5362; Leviton 5362; P&S 5362A.

B. Special Requirements:

1. Ground Fault Circuit Interrupter: 20 amp, with built-in ground fault interruption, 5 mA sensitivity, LED indicator light (on when operable) and reset, UL 2003 compliant. GFI receptacle shall have lock-out feature when GFI protection device fails. Duplex, Leviton 8898.
2. GFI, weather-resistant, tamper-resistant, duplex Hubbell GFTR20 Series.

C. Weatherproof Receptacles: Exterior cover plates to be commercial electric expandable cover or equal.

1. Receptacles shall be GFCI weather-resistant type.

2.03 DEVICE PLATES

- A. Shall be Nylon type.

- B. Device Plates for Surface Type Cast-metal Boxes: Cadmium-plated cast ferrous metal designed for application.

PART 3 - EXECUTION

3.01 INSTALLATION

- A. Install convenience receptacles with grounding pole on top.
- B. Install galvanized steel plates on outlet boxes and junction boxes in unfinished areas, above accessible ceilings, and on surface-mounted outlets.
- C. Receptacles shall have a bonding conductor from grounding terminal to the metal conduit system. Self-grounding receptacles using mounting screws as bonding means are not approved.

3.02 FIELD QUALITY CONTROL

- A. Inspect each wiring device for defects.
- B. Verify that each receptacle device is energized.
- C. Test each receptacle device for proper polarity.
- D. Test each GFCI receptacle device for proper operation.

3.03 ADJUSTING

- A. Adjust devices and wall plates to be flush and level.
- B. Mark all conductors with the panel and circuit number serving the device, at the device.
- C. Mark the panel and circuit number serving the device on the backside of the device plate with a permanent marking system that does not show through the front of the plate.

END OF SECTION

Section 26 28 16 - Safety Switches, Circuit Breakers and Fuses

PART 1 - GENERAL

1.01 DESCRIPTION

- A. General:
 1. Furnish all labor materials, tools, equipment and services for all safety switches, circuit breakers and fuses as indicated, in accord with provisions of Contract Documents.
 2. Completely coordinate with work of all other trades.
 3. Although such work is not specifically indicated, furnish and install all supplementary or miscellaneous items, appurtenances and devices incidental to or necessary for a sound, secure and complete installation.
 4. See Section 26 00 01 for General Electrical Requirements.

1.02 SUBMITTALS (See General Conditions)

- A. Project Data:
 1. Operating and maintenance data: See Section 26 00 01.

1.03 RELATED WORK

- A. Section 26 05 26 - Grounding and Bonding

1.04 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Do not store exposed to weather.
- B. Protect against damage from work of other trades.

PART 2 - PRODUCTS

2.01 ACCEPTABLE MANUFACTURERS

- A. Same as existing gear manufacturer.

2.02 DISCONNECT RATINGS

- A. UL listed short circuit rating:
 1. 200,000 RMS amps with Class R fuses.

2.03 SAFETY SWITCH CONSTRUCTION

- A. NEMA heavy duty Type HD.
- B. Dual cover interlock.
- C. Visible blades.
- D. Provisions for control circuit interlock.
- E. Pin type hinges.

- F. Tin plated copper current carrying parts.
- G. Quick make and break operator mechanism.
- H. Handle attached to box, not cover.
- I. Handle position indication, ON in up position and OFF in down position.
- J. Padlock provisions for up to three padlocks in OFF position.
- K. UL listed lugs for type and size of wire specified.
- L. Spring reinforced fuse clips for Type R fuses.
- M. Provisions for insulated or grounded neutral.

2.04 LIGHTING AND POWER PANEL CIRCUIT BREAKERS

- A. Thermal and magnetic protection.
- B. Single-handle common trip, two and three poles (handle ties not acceptable).
- C. Bolt-on type.
- D. Quick make and break toggle action.
- E. Handle trip indication.
- F. Handle position indication, ON in up position, OFF in down position, and TRIPPING centered.
- G. UL listed for type and temperature rating of wire specified.
- H. UL listed short circuit rating (integrated equipment rating): as indicated on drawings. Series rating is not acceptable.
- I. UL listed for type and temperature rating of wire specified.

2.05 ENCLOSURES

- A. Indoor: NEMA 1 code gauge steel with rust inhibiting primer and baked enamel finish.
- B. Outdoor: NEMA 3R code gauge zinc coated steel with baked enamel finish or NEMA 4 when indicated on drawings.

2.06 NAMEPLATES

- A. In accordance with Section 26 05 53.
- B. Identify per equipment controlled.

PART 3 - EXECUTION

3.01 GENERAL

- A. Provide disconnect switches as indicated on the drawings.

3.02 INSPECTION

- A. Examine area to receive disconnect to assure adequate clearance for installation.
- B. Start work only after unsatisfactory conditions are corrected.

3.03 INSTALLATION

- A. Install in accordance with manufacturer's written instructions, applicable requirements of NEC and NECA's "Standard of Installation," and in accordance with recognized industry practices.
- B. Locate disconnect switches as shown on drawings or as required by NEC.
- C. Install on equipment support where feasible, or anchor firmly to wall or structural surface.
- D. If applicable, Provide adhesive label on inside door of each switch indicating UL fuse class and size for replacement.

3.04 ADJUSTMENT

- A. Adjust covers and operating mechanism for free mechanical movement.
- B. Verify overcurrent protection to provide proper operation and compliance with NEC.
- C. Tighten wire and cable connections.
- D. Clean interior or enclosure.
- E. Touch up scratched or marred surfaces to match original finish.

END OF SECTION

SECTION 26 56 29**EXTERIOR SITE LIGHTING (Athletic)****PART 1 - GENERAL****1.01 DESCRIPTION****A. General:**

1. Furnish all labor, materials, tools, equipment, and services for all exterior site lighting, as indicated, in accord with provisions of Contract Documents.
2. Completely coordinate with work of all other trades.
3. Although such work is not specifically indicated, furnish and install all supplementary or miscellaneous items, appurtenances and devices incidental to or necessary for a sound, secure and complete installation.
4. Each symbol indicated on the drawings shall denote complete lighting fixture assembly consisting of lighting fixture, module/driver, pole or base and concrete base.
5. See Section 26 00 01 for General Electrical Requirements.
6. See Division 1 for General Requirements.

1.02 SUBMITTALS (SEE GENERAL CONDITIONS)**A. Shop Drawings:**

1. Names of manufacturers, cuts, and photometric performance curves of all lighting fixtures to be used.
2. Identify fixtures by fixture schedule number, including special notations for finishes, colors, and mountings.
3. Site photometric calculation.

B. Project Data:

1. Operating and maintenance data: See Division 1.

1.03 SUMMARY

- A. Work covered by this section of the specifications shall conform to the contract documents, engineering plans as well as state and local codes.
- B. The purpose of these specifications is to define the lighting system performance and design standards for Malone Park using an LED Lighting source. The manufacturer / contractor shall supply lighting equipment to meet or exceed the standards set forth in these specifications.
- C. The sports lighting will be for the following venues:
 1. Baseball Field
- D. The primary goals of this sports lighting project are:
 1. Guaranteed Light Levels: Selection of appropriate light levels impact the safety of the players and the enjoyment of spectators. Therefore light levels are guaranteed to not drop below specified target values for a period of 25 years.
 2. Environmental Light Control: It is the primary goal of this project to minimize spill light to adjoining properties and glare to the players, spectators and neighbors.

3. **Cost of Ownership:** In order to reduce the operating budget, the preferred lighting system shall be energy efficient and cost effective to operate. All maintenance costs shall be eliminated for the duration of the warranty.
 4. **Control and Monitoring:** To allow for optimized use of labor resources and avoid unneeded operation of the facility, customer requires a remote on/off control system for the lighting system. Fields should be proactively monitored to detect luminaire outages over a 25-year life cycle. All communication and monitoring costs for 25-year period shall be included in the bid.
- E. All lighting designs shall comply with these specifications.

1.04 LIGHTING PERFORMANCE

- A. **Illumination Levels and Design Factors:** Playing surfaces shall be lit to an average target illumination level and uniformity as specified in the chart below. Lighting calculations shall be developed and field measurements taken on the grid spacing with the minimum number of grid points specified below. Appropriate light loss factors shall be applied and submitted for the basis of design. Average illumination level shall be measured in accordance with the IESNA LM-5-04 (IESNA Guide for Photometric Measurements of Area and Sports Lighting Installations). Illumination levels shall not drop below desired target values in accordance to IES RP-6-15, Page 2, Maintained Average Illuminance and shall be guaranteed for the full warranty period.

Area of Lighting	Average Target Illumination Levels	Maximum to Minimum Uniformity Ratio	Grid Points	Grid Spacing
Baseball	50 Footcandles (infield) 30 Footcandles (outfield)	2.0:1.0 (infield) 2.5:1.0 (outfield)	25 (infield) 107 (outfield)	30' x 30'

- B. **Color:** The lighting system shall have a minimum color temperature of 5700K and a CRI of 75.
- C. **Mounting Heights:** To ensure proper aiming angles for reduced glare and to provide better playability, minimum mounting heights shall be as described below. Higher mounting heights may be required based on photometric report and ability to ensure the top of the field angle is a minimum of 10 degrees below horizontal.

# of Poles	Pole Designation	Pole Height
6	A7,A8, B7, B8,C7,C8	70'

1.05 ENVIRONMENTAL LIGHT CONTROL

- A. **Light Control Luminaires:** All luminaires shall utilize spill light and glare control devices including, but not limited to, internal shields, louvers and external shields. No symmetrical beam patterns are accepted.

- B. Spill Light and Glare Control: To minimize impact on adjacent properties, spill light and candela values must not exceed the following levels taken at 3 feet above grade.

	Average	Maximum
150' Specified Spill Line Horizontal Footcandles	.1 fc	.5 fc
150' Specified Spill Line Max Vertical Footcandles	.5 fc	.7 fc
150' Specified Spill Line Max Candela	5500 cd	10,000 cd

- C. Spill Scans: Spill scans must be submitted indicating the amount of horizontal and vertical footcandles along the specified lines. Light levels shall be taken at 30-foot intervals along the boundary line. Readings shall be taken with the meter orientation at both horizontal and aimed towards the most intense bank of lights. Illumination level shall be measured in accordance with the IESNA LM-5-04 after 1 hour warm up.
- D. The first page of a photometric report for all luminaire types proposed showing horizontal and vertical axial candle power shall be provided to demonstrate the capability of achieving the specified performance. Reports shall be certified by a qualified testing laboratory with a minimum of five years' experience or by a manufacturer's laboratory with a current accreditation under the National Voluntary Laboratory Accreditation Program for Energy Efficient Lighting Products. A summary of the horizontal and vertical aiming angles for each luminaire shall be included with the photometric report.

1.06 LIGHTING PERFORMANCE

- A. Manufacturer shall submit a 25 year Cost of Ownership summary that includes energy consumption, anticipated maintenance costs, and control costs. All costs associated with faulty luminaire replacement - equipment rentals, removal and installation labor, and shipping - are to be included in the maintenance costs.

PART 2 - PRODUCTS

2.01 MATERIALS

- A. Acceptable Manufacturers:
1. Luminaires:
 - a. Base: As indicated in appendices to this section.
 2. Contactors:
 - a. Base: Square D Co.; Allen Bradley; and General Electric.
 3. Selector switches:
 - a. Base: Allen-Bradley; Square D Co.; and General Electric.
 4. Other manufacturers desiring approval comply with Section 01700.
- B. Manufacturing Requirements: All components shall be designed and manufactured as a system. All luminaires, wire harnesses, drivers and other enclosures shall be factory assembled, aimed, wired and tested.
- C. Durability: All exposed components shall be constructed of corrosion resistant material and/or coated to help prevent corrosion. All exposed carbon steel shall be hot dip galvanized per ASTM A123. All exposed aluminum shall be powder coated with high performance polyester or anodized. All exterior reflective inserts shall be anodized, coated, and protected from direct environmental exposure to prevent reflective degradation or corrosion. All exposed hardware

and fasteners shall be stainless steel, passivated and coated with aluminum-based thermosetting epoxy resin for protection against corrosion and stress corrosion cracking. Structural fasteners may be carbon steel and galvanized meeting ASTM A153 and ISO/EN 1461 (for hot dipped galvanizing), or ASTM B695 (for mechanical galvanizing). All wiring shall be enclosed within the cross-arms, pole, or electrical components enclosure.

D. System Description: Lighting system shall consist of the following:

1. Galvanized steel poles and cross-arm assembly.
2. Non-approved pole technology:
 - a. Square static cast concrete poles will not be accepted.
 - b. Direct bury steel poles which utilize the extended portion of the steel shaft for their foundation will not be accepted due to potential for internal and external corrosive reaction to the soils and long term performance concerns.
3. Lighting systems shall use concrete foundations. See Section 2.4 for details.
 - a. For a foundation using a pre-stressed concrete base embedded in concrete backfill the concrete shall be air-entrained and have a minimum compressive design strength at 28 days of 3,000 PSI. 3,000 PSI concrete specified for early pole erection, actual required minimum allowable concrete strength is 1,000 PSI. All piers and concrete backfill must bear on and against firm undisturbed soil.
 - b. For anchor bolt foundations or foundations using a pre-stressed concrete base in a suspended pier or reinforced pier design pole erection may occur after 7 days. Or after a concrete sample from the same batch achieves a certain strength.
4. Manufacturer will supply all drivers and supporting electrical equipment
 - a. Remote drivers and supporting electrical equipment shall be mounted approximately 10 feet above grade in aluminum enclosures. The enclosures shall be touch-safe and include drivers and fusing with indicator lights on fuses to notify when a fuse is to be replaced for each luminaire. Disconnect per circuit for each pole structure will be located in the enclosure. Integral drivers are not allowed.
 - b. Manufacturer shall provide surge protection at the pole equal to or greater than 40 kA for each line to ground (Common Mode) as recommended by IEEE C62.41.2_2002.
5. Wire harness complete with an abrasion protection sleeve, strain relief and plug-in connections for fast, trouble-free installation.
6. All luminaires, visors, and cross-arm assemblies shall withstand 150 mi/h winds and maintain luminaire aiming alignment.
7. Control cabinet to provide remote on-off control and monitoring of the lighting system. See Section 2.3 for further details.

8. Manufacturer shall provide lightning grounding as defined by NFPA 780 and be UL Listed per UL 96 and UL 96A.
 - a. Integrated grounding via concrete encased electrode grounding system.
 - b. If grounding is not integrated into the structure, the manufacturer shall supply grounding electrodes, copper down conductors, and exothermic weld kits. Electrodes and conductors shall be sized as required by NFPA 780. The grounding electrode shall be minimum size of 5/8 inch diameter and 8 feet long, with a minimum of 10 feet embedment. Grounding electrode shall be connected to the structure by a grounding electrode conductor with a minimum size of 2 AWG for poles with 75 feet mounting height or less, and 2/0 AWG for poles with more than 75 feet mounting height.
- E. Safety: All system components shall be UL listed for the appropriate application.

2.02 ELECTRICAL

- A. Electric Power Requirements for the Sports Lighting Equipment:
 1. Electric power: 480 Volt, 3 Phase
 2. Maximum total voltage drop: Voltage drop to the disconnect switch located on the poles shall not exceed three (3) percent of the rated voltage.
- B. Energy Consumption: The kW consumption for the field lighting system shall be 40 or less.

2.03 CONTROL

- A. Instant On/Off Capabilities: System shall provide for instant on/off of luminaires.
- B. Lighting contactor cabinet(s) constructed of NEMA Type 4 aluminum, designed for easy installation with contactors, labeled to match field diagrams and electrical design. Manual off-on-auto selector switches shall be provided.
- C. Dimming: System shall provide for 3-stage dimming (high-medium-low). Dimming will be set via scheduling options (Website, app, phone, fax, email).
- D. Remote Lighting Control System: System shall allow owner and users with a security code to schedule on/off system operation via a web site, phone, fax or email up to ten years in advance. Manufacturer shall provide and maintain a two-way TCP/IP communication link. Trained staff shall be available 24/7 to provide scheduling support and assist with reporting needs.

The Owner may assign various security levels to schedulers by function and/or fields. This function must be flexible to allow a range of privileges such as full scheduling capabilities for all fields to only having permission to execute "early off" commands by phone. Scheduling tool shall be capable of setting curfew limits.

Controller shall accept and store 7-day schedules, be protected against memory loss during power outages, and shall reboot once power is regained and execute any commands that would have occurred during outage.
- E. Remote Monitoring System: System shall monitor lighting performance and notify manufacturer if individual luminaire outage is detected so that appropriate maintenance can be scheduled. The controller shall determine switch position (manual or auto) and contactor status (open or closed).

- F. Management Tools: Manufacturer shall provide a web-based database and dashboard tool of actual field usage and provide reports by facility and user group. Dashboard shall also show current status of luminaire outages, control operation and service. Mobile application will be provided suitable for IOS, Android and Blackberry devices.

Hours of Usage: Manufacturer shall provide a means of tracking actual hours of usage for the field lighting system that is readily accessible to the owner.

1. Cumulative hours: shall be tracked to show the total hours used by the facility
2. Report hours saved by using early off and push buttons by users.

- G. Communication Costs: Manufacturer shall include communication costs for operating the control and monitoring system for a period of 25 years.
- H. Communication with luminaire drivers: Control system shall interface with drivers in electrical components enclosures by means of powerline communication.

2.04 STRUCTURAL PARAMETERS

- A. Wind Loads: Wind loads shall be based on the 2015 International Building Code. Wind loads to be calculated using ASCE 7-10, an ultimate design wind speed of 115 and exposure category C.
- B. Pole Structural Design: The stress analysis and safety factor of the poles shall conform to 2013 AASHTO Standard Specification for Structural Supports for Highway Signs, Luminaires, and Traffic Signals (LTS-6).
- C. Foundation Design: The foundation design shall be based on soil parameters as outlined in the geotechnical report.
- D. Foundation Drawings: Project specific foundation drawings stamped by a registered engineer in the state where the project is located are required. The foundation drawings must list the moment, shear (horizontal) force, and axial (vertical) force at ground level for each pole. These drawings must be submitted at time of bid to allow for accurate pricing.

PART 3 - EXECUTION

3.01 SOIL QUALITY CONTROL

- A. It shall be the Contractor's responsibility to notify the Owner if soil conditions exist other than those on which the foundation design is based, or if the soil cannot be readily excavated. Contractor may issue a change order request / estimate for the Owner's approval / payment for additional costs associated with:
1. Providing engineered foundation embedment design by a registered engineer in the State of Wisconsin for soils other than specified soil conditions;
 2. Additional materials required to achieve alternate foundation;
 3. Excavation and removal of materials other than normal soils, such as rock, caliche, etc.

3.02 DELIVERY TIMING

- A. Delivery Timing Equipment On-Site: The equipment must be on-site 8-12 weeks from receipt of approved submittals and receipt of complete order information.

3.03 FIELD QUALITY CONTROL

- A. Illumination Measurements: Upon substantial completion of the project and in the presence of the Contractor, Project Engineer, Owner's Representative, and Manufacturer's Representative, illumination measurements shall be taken and verified. The illumination measurements shall be conducted in accordance with IESNA LM-5-04.
- B. Field Light Level Accountability
 - 1. Light levels are guaranteed not to fall below the target maintained light levels for the entire warranty period of 25 years. These levels will be specifically stated as "guaranteed" on the illumination summary provided by the manufacturer.
 - 2. The Contractor/Manufacturer shall be responsible for conducting initial light level testing and an additional inspection of the system, in the presence of the Owner, one year from the date of commissioning of the lighting.
 - 3. The Contractor/Manufacturer will be held responsible for any and all changes needed to bring these fields back to compliance for light levels and uniformities. Contractor/Manufacturer will be held responsible for any damage to the fields during these repairs.
- C. Correcting Non-Conformance: If, in the opinion of the Owner or his appointed Representative, the actual performance levels including footcandles and uniformity ratios are not in conformance with the requirements of the performance specifications and submitted information, the Manufacturer shall be required to make adjustments to meet specifications and satisfy Owner.

3.04 WARRANTY AND GUARANTEE

- A. 25-Year Warranty: Each manufacturer shall supply a signed warranty covering the entire system for 25 years from the date of shipment. Warranty shall guarantee specified light levels. Manufacturer shall maintain specifically-funded financial reserves to assure fulfillment of the warranty for the full term. Warranty does not cover weather conditions events such as lightning or hail damage, improper installation, vandalism or abuse, unauthorized repairs or alterations, or product made by other manufacturers.
- B. Maintenance: Manufacturer shall monitor the performance of the lighting system, including on/off status, hours of usage and luminaire outage for 25 years from the date of equipment shipment. Parts and labor shall be covered such that individual luminaire outages will be repaired when the usage of any field is materially impacted. Manufacturer is responsible for removal and replacement of failed luminaires, including all parts, labor, shipping, and equipment rental associated with maintenance. Owner agrees to check fuses in the event of a luminaire outage.

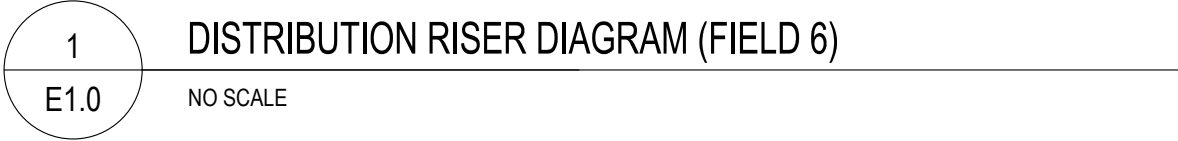
3.05 PRE-BID SUBMITTAL REQUIREMENTS (Non-Musco)

- A. Design Approval: The Owner / Engineer will review pre-bid submittals from all the manufacturers to ensure compliance to the specification 10 days prior to bid per Section 4.0.B. If the design meets the design requirements of the specifications, an addendum will be issued to the manufacturer indicating approval for the specific design submitted.
- B. Approved Product: Musco's Light-Structure SystemTM with TLC for LEDTM is the approved product. All substitutions must provide a complete submittal package for approval as outlined in Submittal Information at the end of this section at least 10 days prior to bid. Special manufacturing to meet the standards of this specification may be required. An addendum will be issued

prior to bid listing any other approved lighting manufacturers and designs.

- C. All listed manufacturers not pre-approved shall submit the information at the end of this section at least 10 days prior to bid. An addendum will be issued prior to bid; listing approved lighting manufacturers and the design method to be used.
- D. Bidders are required to bid only products that have been approved by this specification or addendum by the Owner or Owner's Representative. Bids received that do not utilize an approved system/design will be rejected.

END OF SECTION



1. REPLACE EXISTING 20A/1P SPARE CIRCUIT BREAKERS WITH NEW 20A/3P CIRCUIT BREAKERS TO SERVE NEW SPORTS LIGHTING POLES.

Sheet

LIGHTING FIXTURE SCHEDULE
AND NOTES

Project
MALONE PARK - BALL DIAMOND #6
LIGHTING REPLACEMENT

Date
August 09, 2024

Project No.
19-1011.23

Sheet No.

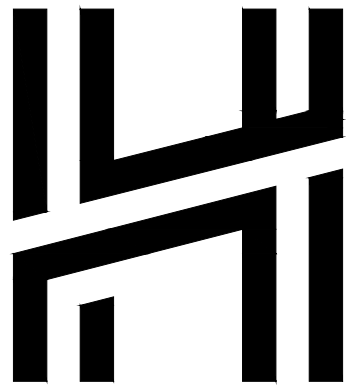
E1.0



NOTE: REMOVE ALL WIRING EXTENDED OUT TO THE EXISTING POLE BASES. ALL ASSESSABLE WIRE SHALL BE CUT DOWN AS LOW TO THE GROUND AS POSSIBLE AND THE RACEWAY SHALL BE SEALED PROPERLY.



NOTE: LOCATE MUSCO'S CONTROL LINK CABINET ON THE BACKSIDE OF THIS EXTERIOR CABINET. SAW CUT AND PATCH EXISTING CONCRETE AS NEEDED TO ACCOMMODATE THE NEW BRANCH CIRCUITS.



HARWOOD
255 North 21st Street Milwaukee, WI 53233
414-475-5554

LIGHTING FIXTURE SCHEDULE													
DES.	DESCRIPTION	LED DATA			VOLT	DEPTH	LIGHTING FIXTURE			DRIVER TYPE	MTG.	MTG. SURF	SEE NOTE LF ---
		TYPE	LUMEN	KELVIN			MFR.	SERIES	OPTIONS/ACCESSORIES				
A7	(5) ADJUST POLE MTD LUMINAIRES (4@10', (1)@16' CROSS ARM MTD. 70% POLE	LED MODULE (3)@150,000 EA. (10' MTG.) (1)@104,000 EA. (16' MTG.)	1170W EA	880W EA	UNV	-	MUSCO	(3)TLC-LED-1200 (1)TLC-LED-800 (1)TLC-81-575 70% POLE SERIES	09.10		DRV	SURF	CONC BASE 8
A8	(5) ADJUST POLE MTD LUMINAIRES (4@10', (1)@16' CROSS ARM MTD. 70% POLE	LED MODULE (3)@150,000 EA. (10' MTG.) (1)@104,000 EA. (16' MTG.)	1170W EA	880W EA	UNV	-	MUSCO	(3)TLC-LED-1200 (1)TLC-LED-800 (1)TLC-81-575 70% POLE SERIES	09.10		DRV	SURF	CONC BASE 8
B7	(6) ADJUST POLE MTD LUMINAIRES (5@10', (1)@16' CROSS ARM MTD. 70% POLE	LED MODULE (2)@150,000 EA. (10' MTG.) (2)@104,000 EA. (16' MTG.)	1170W EA	1410W EA	UNV	-	MUSCO	(2)TLC-LED-1200 (2)TLC-LED-1500 (1)TLC-81-575 70% POLE SERIES	09.10		DRV	SURF	CONC BASE 8
B8	(6) ADJUST POLE MTD LUMINAIRES (5@10', (1)@16' CROSS ARM MTD. 70% POLE	LED MODULE (2)@150,000 EA. (10' MTG.) (2)@104,000 EA. (16' MTG.)	1170W EA	1410W EA	UNV	-	MUSCO	(2)TLC-LED-1200 (2)TLC-LED-1500 (1)TLC-81-575 70% POLE SERIES	09.10		DRV	SURF	CONC BASE 8
C7	(6) ADJUST POLE MTD LUMINAIRES (4@10', (2)@16' CROSS ARM MTD. 70% POLE	LED MODULE (4)@150,000 EA. (10' MTG.) (2)@82,000 EA. (16' MTG.)	1170W EA	570W EA	UNV	-	MUSCO	(4)TLC-LED-1200 (2)TLC-81-575 70% POLE SERIES	09.10		DRV	SURF	CONC BASE 8
C8	(6) ADJUST POLE MTD LUMINAIRES (4@10', (2)@16' CROSS ARM MTD. 70% POLE	LED MODULE (4)@150,000 EA. (10' MTG.) (2)@82,000 EA. (16' MTG.)	1170W EA	570W EA	UNV	-	MUSCO	(4)TLC-LED-1200 (2)TLC-81-575 70% POLE SERIES	09.10		DRV	SURF	CONC BASE 8
EXP	EXPPOSED STRUCTURE	REC	RECESSED		WM	WALL MOUNTED		STD	STANDARD	VAR	VARIABLES		
LIG	LAY-IN GRID	SURF	SURFACE		GRD	GROUND		SPEC	SPECIAL	LAS	LENGTH AS SHOWN		
GYP	GYPSPUM BOARD	PEND	PENDANT		CONC	BASE/CONCRETE BASE		AR	AS REQUIRED	DRV	LED DRIVER		
VER	VERIFY	AC	AIRCRAFT CABLE SUSP.		MTD	MOUNTED		NA	NOT APPLICABLE	DDRV	LED DIMMABLE DRIVER		
OPTIONS/ACCESSORIES CODE LISTING:													
01.	0.125" PATTERN 12 ACRYLIC LENS	10.	STD. FINISH TO BE SELECTED BY OWNER					21.	FURNISH w/ LEAD CALCIUM BATTERY				
02.	0.156" PATTERN 19 ACRYLIC LENS	11.	CUSTOM COLOR					22.	FURNISH w/ NICAD BATTERY				
03.	FLUSH STEEL DOOR FRAME	12.	FURNISH w/ CHAIN HANGERS					23.	FURNISH w/ SELF-DIAGNOSTICS				
04.	FLUSH ALUMINUM DOOR FRAME	13.	FURNISH w/ STEM/SWIVEL CANOPY					24.	FURNISH w/ LED DRIVER, NON-DIMMED				
05.	SEMI-SPECULAR REFLECTOR	14.	FURNISH w/ AIRCRAFT CABLE					25.	FURNISH w/ LED DRIVER, STEP-DIMMED				
06.	LOW INCDESCENT REFLECTOR	15.	FURNISH w/ NEMA HOOK, CORD & PLUG					26.	FURNISH w/ LED DRIVER, DIMMABLE TO 10%				
07.	REFLECTOR MATCHING TRIM RING	16.	FURNISH w/ SAFETY CHAIN					27.	FURNISH w/ LED DRIVER, DIMMABLE TO 5%				
08.	DAMP LOCATION LISTED	17.	FURNISH w/ WIREGUARD					28.	FURNISH w/ LED DRIVER, DIMMABLE TO 1%				
09.	WET LOCATION LISTED	18.	FURNISH w/ AUXILIARY EMERGENCY DRIVER					29.	FURNISH w/ LED DRIVER, DIMMABLE TO 0.1%				
		19.	FURNISH w/ INTEGRAL PHOTOCELL					30.	FURNISH w/ PAINT AFTER FABRICATION				
		20.	FURNISH WITH UNIVERSAL ARROWS AND RED STENCIL FACE										

LIGHTING FIXTURE SCHEDULE NOTES:

NOTES LF1 - LF8 ARE GENERAL NOTES APPLICABLE TO THE ENTIRE LIGHTING FIXTURE SCHEDULE WHERE APPROPRIATE.

LF1 - PROVIDE ALL PAINTED FIXTURES WITH PAINT AFTER FABRICATION AT THE FACTORY USING PRIMER AND POLYESTER PAINT.

LF2 - PROVIDE ALL NECESSARY COMPONENTS AND ACCESSORIES FOR A COMPLETE OPERATING INSTALLATION PER APPLICABLE CODES AND MANUFACTURERS RECOMMENDATIONS.

LF3 - CONTRACTOR SHALL REVIEW THE ENTIRE LIGHTING FIXTURE SCHEDULE INCLUDING THE DESCRIPTION AND CATALOG NUMBER. CONTRACTOR SHALL NOTIFY THE ENGINEER AND OWNER OF ANY DISCREPANCIES PRIOR TO BIDDING.

LF4 - VERIFY ALL FINISHES/COLORS OF FIXTURES WITH ENGINEER AND OWNER PRIOR TO ORDERING.

LF5 - PROVIDE (1) EXTRA LED MODULE (OR LUMINAIRE IF MODULE IS NOT AVAILABLE) AND LED DRIVER OF EACH TYPE INDICATED IN LIGHT FIXTURE SCHEDULE AND TURN OVER TO OWNER FOR STOCK. ALSO, PROVIDE THE OWNER WITH (3) ADDITIONAL FUSES.

LF6 - LIGHT FIXTURES SPECIFIED ESTABLISH A LEVEL OF QUALITY WHICH SHALL BE MET BY ALL FIXTURES PROVIDED. FIXTURES SHALL BE COMPARABLE IN PERFORMANCE, CONSTRUCTION, PHYSICAL APPEARANCE, FINISH AND FEATURES IN ORDER TO BE CONSIDERED EQUIVALENT. FIXTURES NOT DEEMED "EQUIVALENT" MAY NOT BE SUBMITTED AS AN "ALTERNATE" OR "SUBSTITUTE" FIXTURE TO THAT WHICH WAS SPECIFIED. DETERMINATION OF "EQUIVALENCY" SHALL BE THE RESPONSIBILITY OF THE ENGINEER AND OWNER. THERE SHALL BE NO ADDITIONAL COST ASSOCIATED WITH REPLACEMENT OF A FIXTURE NOT DEEMED "EQUIVALENT" BY THE ENGINEER AND OWNER. FOOTCANDLE CALCULATIONS MUST BE PROVIDED TO ENSURE ESNA RECOMMENDED LIGHT LEVELS ARE BEING ACHIEVED PER SPECIFICATION SECTION 29.56.25, 1.04 LIGHTING PERFORMANCE & 1.05 ENVIRONMENTAL LIGHT CONTROL) AND THAT FIXTURES ARE EQUAL IN OUTPUT, DISTRIBUTION, UNIFORMITY, ETC. TO THAT SPECIFIED IN THIS LIGHTING FIXTURE SCHEDULE. AIMING SHALL BE THE RESPONSIBILITY OF THE FIXTURE MANUFACTURER, IN CONJUNCTION WITH THE CONTRACTOR, TO ENSURE ALL FIXTURES ARE PROPERLY AIMED IN ACCORD WITH THE FOOTCANDLE CALCULATIONS.

LF7 - PROVIDE (1) GALLON OF TOUCH UP PAINT AND TURN OVER TO THE OWNER.

LF8 - ALL LUMINAIRE AND POLE HARDWARE, INCLUDING BUT NOT LIMITED TO SCREWS, WASHERS, NUTS, ETC. MUST BE #304 STAINLESS STEEL TO COMPLY WITH CITY ORDINANCES. COORDINATE WITH MANUFACTURER WHEN ORDERING.

SYMBOLS LIST NOTE:

ANY SYMBOLS UTILIZED ON THE FLOOR PLANS NOT OTHERWISE ON THE SYMBOLS LIST SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEERS PRIOR TO BIDDING FOR CLARIFICATION.

LIGHTING



LED POLE FIXTURE - REFER TO LIGHT FIXTURE SCHEDULE FOR QUANTITY OF HEADS (MUSCO'S LIGHTING DESIGN)

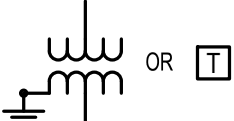
POWER & DIAGRAMS



ELECTRICAL DISTRIBUTION PANEL - EXISTING



GROUND



TRANSFORMER



JUNCTION BOX

MISCELLANEOUS SYMBOLS



INDICATES DETAIL NUMBER



SEE DETAIL



INDICATES SHEET NUMBER



INDICATES NOTE NUMBER



SEE NOTE



INDICATES SHEET NUMBER

CIRCUIT DESIGNATIONS

———— BRANCH CIRCUIT - COMMON CONTROL, INCLUDES GREEN GROUND WIRE, NEUTRAL AND PHASE WIRES.

----- BRANCH CIRCUIT - SEPARATE CONTROL, INCLUDES GREEN GROUND WIRE, NEUTRAL AND PHASE WIRES.

SYMBOLS LIST NOTE:

ANY SYMBOLS UTILIZED ON THE FLOOR PLANS NOT OTHERWISE ON THE SYMBOLS LIST SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEERS PRIOR TO BIDDING FOR CLARIFICATION.

ELECTRICAL DRAWING ABBREVIATIONS

A/E	ARCHITECT/ENGINEER	I	INSTALLED
AF	AMP FUSE	IU	INTEGRAL TO UNIT
AFC	AVAILABLE FAULT CURRENT	KW	KILOWATT
AFF	ABOVE FINISHED FLOOR	L/G	LAY-IN GRID
ARCH	ARCHITECT	LOC	LOCATION
AFS	ABOVE FINAL GRADE	LTG	LIGHTING
AR	AS REQUIRED	MAG	MAGNETIC STARTER
AS	AMP SWITCH	MAN	MANUAL STARTER
B	JUNCTION BOX	MC	MECHANICAL CONTRACTOR
BKR	BREAKER	MLO	MAIN LUGS ONLY
BFG	BELOW FINAL GRADE	MSB	MAIN SWITCHBOARD
C	MOUNTED 6" ABOVE COUNTER	MTD	MOUNTED
CAB	CABINET	NU	NEAR UNIT
CB	CIRCUIT BREAKER	NIC	NOT IN CONTRACT
CKT	CIRCUIT	O	OTHERS
CLG	CEILING	OC	ON CENTER
CONC	CONCRETE	ORS	OVER RIDE SWITCH
CP	CONTROL PANEL	OU	ON UNIT
CS	COMBINATION STARTER/DISC. SWITCH	P	POLE
D	DISCONNECT SWITCH	PC	PHOTOCELL
DISC	DISCONNECT SWITCH	PEND	PENDANT
DN	DOWN	PLBG	PLUMBING CONTRACTOR
DNLT	DOWN LIGHT	PNL	PANEL
EWC	ELECTRIC WATER COOLER	PB	PUSH-BUTTON
E.C	ELECTRICAL CONTRACTOR	R	RECEPTACLE
ELEV	ELEVATION	REC	RECESSED
EMT	ELECTRICAL METALLIC TUBING	SS	SWITCH STATION
ENT	ELECTRICAL NON-METALLIC TUBING	SURF	SURFACE
ER	EXISTING TO BE REMOVED	SUSP	SUSPENDED
EXP	EXPOSED	SW	SWITCH
EXR	EXISTING IN NEW LOCATION	TC	TIME CLOCK
EX	EXISTING TO REMAIN	TCC	TEMPERATURE CONTROL CONTRACTOR
F	FURNISHED	TYP	TYPICAL
FIXT	FIXTURE	UM	UNIT MANUFACTURER
FLUOR	FLUORESCENT	VER	VERIFY
G.C.	GENERAL CONTRACTOR	VFD	VARIABLE FREQUENCY DRIVE
G.F.	GROUND FAULT INTERRUPTING	W	WIRED
GRC	GALVANIZED RIGID CONDUIT	WP	WEATHERPROOF
GYP	GYPSPUM BOARD	XFMR	TRANSFORMER
HOA	HAND-OFF-AUTO SELECTOR SWITCH		
HP	HORSEPOWER		

GENERAL RENOVATION/DEMOLITION NOTES:

- ELECTRICAL DRAWINGS ARE BASED ON THE BEST INFORMATION AVAILABLE. WORK SHOWN REFLECTS INFORMATION SHOWN ON AS-BUILT PLANS AND FIELD OBSERVATIONS. IT IS NOT GUARANTEED 100% ACCURATE. THIS CONTRACTOR MUST FIELD VERIFY CONDITIONS AND MAKE NECESSARY ADJUSTMENTS WITHOUT EXTRA COSTS TO THE PROJECT TO SUIT ACTUAL NEEDS.
- THE CONTRACTOR SHALL REVIEW/RELOCATE/RELOCATE AS REQUIRED DUE TO CONSTRUCTION, ALL EXISTING CIRCUITS AND EQUIPMENT WHICH ARE TO CONTINUE IN OPERATION.
- MAINTAIN THE INTEGRITY OF ALL SYSTEMS AFFECTED BY THE REMOVAL OR ADDITION OF ELECTRICAL EQUIPMENT.
- PAIN ALL EXPOSED CONDUIT.
- ALL WORK SHALL BE DONE IN A MANNER AND TIME ACCEPTABLE TO OWNER. OUTAGES AND OTHER WORK RENDERING EXISTING EQUIPMENT INOPERATIVE SHALL BE HELD TO A MINIMUM. PRIOR ARRANGEMENTS FOR EACH SHALL BE MADE WITH OWNER AND SHALL BE ACCEPTABLE AS TO TIME AND DURATION. ALL SHUTDOWNS SHALL BE COORDINATED WITH OWNERS/PARKS TWO WEEKS IN ADVANCE. E.G. SHALL ALSO COORDINATE TIMING OF CONSTRUCTION WITH THE OWNERS/PARKS TO AVOID ANY CONFLICTS WITH VARIOUS SCHOOLS SCHEDULED GAMES AND PRACTICES THAT TAKE PLACE ON THIS FIELD.
- THE CONTRACTOR SHALL DO THE NECESSARY DEMOLITION WORK IN THE AFFECTED AREAS INCLUDING THE REMOVAL OF WIRING, ACCESSIBLE CONDUIT, AND ELECTRICAL EQUIPMENT. ALSO, WHERE NECESSARY TO MAINTAIN SERVICE IN OTHER AREAS, PROVIDE NECESSARY AND REQUIRED SOURCES OF POWER AND TEMPORARY WIRING. REMOVE ALL CONDUIT AND WIRING OF EQUIPMENT BEING REMOVED AND/OR ABANDONED BACK OF SOURCE. EXISTING POLE BASES SHALL BE REMOVED 2 FEET BELOW FINISHED GRADE.
- ALL EXTERIOR UNDERGROUND CONDUIT SHALL BE HOPE "HIGH DENSITY POLYETHYLENE CONDUIT" PER ARTICLE 303. SAVING CUTTING EXISTING ASPHALT IS NOT PERMITTED. PROVIDE A PLAN SHOWING THIS WORK PRIOR TO COMMENCING ANY EXTERIOR WORK. NO UNDERGROUND CONDUIT IS ALLOWED WITHIN THE FIELD. ALL ELECTRICAL SHALL BE RUN OUTSIDE THE FIELD AREA. NOTE THAT THERE ARE EXISTING IRRIGATION LINES THAT SHOULD BE AVOIDED.

Revisions

Sheet

SYMBOLS, ABBREVIATIONS,
GENERAL NOTES AND
SCHEDULES

Project

MALONE PARK - BALL DIAMOND #6
LIGHTING REPLACEMENT

Date

August 09, 2024

Project No.

19-1011.23

Sheet No.

EL

SHEET INDEX

EL	SYMBOLS, ABBREVIATIONS, GENERAL NOTES AND SCHEDULES
ES1.0	ELECTRICAL SITE PLAN - DIAMOND #6
E1.0	REBAR DIAGRAM AND DETAILS



1. DEMOLISH EXISTING POLES INCLUDING CONCRETE BASES. BASES SHALL BE DEMOLISHED A MINIMUM OF 2' BELOW GRADE.
2. APPROXIMATE LOCATION OF FUTURE SCOREBOARD. PROVIDE A 20A1P CIRCUIT (2#10, 1"Ø, 1"Ø) AND AN EMPTY 1" CONDUIT FOR FUTURE CONTROLS. FINAL LOCATION SHALL BE COORDINATED WITH THE OWNER PRIOR TO COMMENCING ANY WORK.
3. APPROXIMATE LOCATION OF NEW SPORTSLIGHTING POLES. COORDINATE EXACT LOCATION PRIOR TO ROUGH-IN.

1. THE OWNER HAS AGREED TO RESTORE REASONABLE DAMAGE TO THE GROUND AROUND THE FIELD. COORDINATE THIS WORK PRIOR TO BIDDING THIS PROJECT. PROVIDE AN ALTERNATE BID TO PERFORM THE WORK.
2. EXISTING ELECTRICAL CONTRACTORS SERVING EXISTING POLES SHALL NOT BE REUSED. REMOVE AND DISPOSE ALL EXISTING BRANCH CIRCUITS BACK TO SOURCE.
3. ALL NEW POLES SHALL BE SERVED WITH NEW CIRCUITS. ALL EXTERIOR UNDERGROUND CONDUIT SHALL BE HDPE "HIGH DENSITY POLYETHYLENE CONDUIT" PER ARTICLE 353. SAW CUTTING EXISTING ASPHALT IS PERMITTED BUT WILL NEED TO BE PATCHED BY AN APPROVED CONTRACTOR. PROVIDE A PLAN FOR APPROVAL, SHOWING THIS WORKING PRIOR TO COMMENCING ANY EXTERIOR WORK. UNDERGROUND CONDUITS ARE ALLOWED WITHIN THE FIELD. CONTRACTOR SHALL AVOID EXISTING IRRIGATION LINES AND WILL BE HELD RESPONSIBLE FOR REPAIRING ANY DAMAGED LINES. NOTE THAT THERE ARE EXISTING UTILITY LINES THAT SHOULD BE AVOIDED.

evisions

Sheet
ELECTRICAL SITE PLAN -
DIAMOND #6

SCALE: 1/16" = 1'-0"

project
MALONE PARK - BALL DIAMOND #6
LIGHTING REPLACEMENT

MALONE PARK
NEW BERLIN, WI

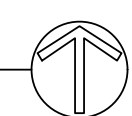
August 09, 2024

Project No.
19-1011.23

Sheet No.

ES1.0

1 ELECTRICAL SITE PLAN - DIAMOND 6
1/16" = 1'-0"



BG-2024-1 Malone Park Diamond #6 Lighting Replacement
Bid Results
October 2, 2024 @ 10:00 AM

BIDDER	BID BOND	BASE BID	ALTERNATE 1	ALTERNATE 2	ALTERNATE 3	ALTERNATE 4	RANKING
Pieper Electric, Inc.	X	\$ 298,440.00	\$ 2,500.00	\$ -	\$ 4,000.00	\$ -	1
WIL-Surge Electric, Inc.	X	\$ 307,970.00	\$ 5,942.00	\$ 11,285.00	\$ 10,800.00	\$ 15,600.00	2
Steiner Electric, Inc.	X	\$ 316,327.00	\$ 2,700.00	\$ 1,800.00	\$ 20,727.00	\$ -	3
Pro Electric, Inc.	X	\$ 360,400.00	\$ 13,500.00	\$ 5,000.00	\$ 7,900.00	\$ 1.00	4
J. Miller Electric, Inc.	X	\$ 377,000.00	\$ 6,200.00	\$ 3,200.00	\$ 14,000.00	\$ 18,000.00	5



REQUESTED ACTION STATEMENT

DATE: October 4, 2024

TO: Mayor
Common Council
Parks, Buildings and Grounds Commission

FROM: Lucas Pichler – Director of Public Works

ISSUE: Malone Park Diamond #6 Lighting Project

REQUESTED:

Recommend to Common Council to award the Malone Park Diamond #6 Lighting Project to the most responsive and responsible bidder, Pieper Electric, Inc., for the Base Bid and Alternate 1 in the amount of \$300,940.00, and to reject alternates 2, 3, and 4. The total project cost, including contingencies, is not to exceed \$346,000.00 from account 04252900 61118 C2024.

FISCAL IMPACT:

Funding Source:

CIP account 04252900 61118 C2024	2024 Approved Amount:	\$400,000.00
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Project Costs:

Construction: \$300,940.00
Contingency (~15%): \$45,060

Total Cost: \$346,000.00

RATIONALE:

The Department received five bids on October 2, 2024, and recommends award of the project to the lowest, responsive, responsible bidder, Pieper Electric, Inc. The Department recommends the rejection of Alternates 2, 3, and 4., and acceptance of Alternate 1.

A copy of the bid tabulation is attached.

**CITY OF NEW BERLIN
REQUEST FOR PROPOSAL
FIRE TRAINING GROUNDS and TOWER REHABILITATION**

The City of New Berlin (City) desires to retain the professional services of an engineering consultant to complete the designs and preparation of final plans and specifications for the rehabilitation of the City of New Berlin Fire Training Grounds and Tower

Qualified consultants are invited to submit proposals to accomplish the scope of work hereinafter defined. The consultant will be expected to work directly with the City of New Berlin appointed staff for this project. The Department of Public Works, Facilities Division will be the lead agent for the Project with the inclusion of Fire department appointed staff.

1. Project Description and Scope of Services

The project consists of the design of the rehabilitation of the City of New Berlin Fire Training Grounds and Tower located at 3845 S. Casper Drive New Berlin, WI 53151. Rehabilitation shall consist of:

- Evaluation of the Fire Room on the second floor for structural integrity.
- Addition of a Fire Room on the first floor.
- Inspection and replacement of electrical receptables in the stairwell.
- Addition of lighting in the stairwell
- Repair of concrete spalling throughout the facility.
- Installation of drywall finishes on east wall and removal of existing OSB.
- Installation of perimeter fencing with gates.
- Window replacement
- Door replacement
- Addition of forcible entry door to training tower.
- Construction of a window bailout area with appropriate anchor points.
- Extension of hydrant water service and addition of hydrant within the Training Grounds.
- Addition of water-tight containment boxes for smoke machines.
- Addition of natural gas props for car fires and Gas & Electrical meters.
- Addition of garage door prop.
- Removal and replacement of existing splash board.
- Repairs noted in the attached training tower inspection report.
- New gate between City Hall parking lot and Training grounds.
- Asphalt replacement and drive addition to City Hall parking lot.
- Site lighting and building exterior lighting upgrades.

2. Data Collection

- A. A field survey of the fire training grounds shall be completed by the selected consultant or sub-consultant as necessary to complete the design.

- B. The selected consultant shall compile existing topographic, cadastral and utility as-built information as needed from the City of New Berlin data files.
- C. The field survey shall be completed based upon state plane coordinates. The Elevation Datum the City of New Berlin uses is 'NAVD 1988 (US Survey Feet)'. The X/Y Coordinate system the City uses is NAD 1927 State Plane Wisconsin South 4803. Verify the accuracy of City topographic data by comparing to field survey data.

3. Preliminary Design and Specifications (30% Design)

- A. Based upon the field survey data and the information compiled from the City, prepare facility designs including the features outlined in the Project Description and Scope of Services.
- B. Submit the preliminary designs to the City for review.
- C. Prepare preliminary specifications including front-end documents (template provided by the City) and specifications for all improvements.

4. Final Construction Plans and Bidding Documents (90% Design & 100% Design)

- A. Following review by the City of the preliminary design and specifications, complete the 90% construction plans and bidding documents.
- B. The 90% design and specifications shall be reviewed by the City and approved for final design.
- C. Plans shall be prepared on sheets measuring 30" high by 36" wide. The sheets shall be sealed and signed by the professional engineer responsible for the design.
- D. Specifications shall detail the scope of work, new equipment specifications, component specifications, and any other pertinent information and supporting documentation.
- E. Upon final approval, the final design and specification shall be provided to the City to publish for bidding.

5. Bidding Phase

- A. Provide digital construction plans and bidding documents to be uploaded by the City to Questcdn.com for perspective bidders.
- B. Provide plan and specification clarifications to perspective bidders.
- C. Attend the Bid Opening.

- D. Evaluate bids received, prepare a letter of recommendation for award and submit it to the City.

6. Administration

- A. Attend up to five meetings with the City. It is anticipated that these meetings will include:

1. Pre-design project scope and introduction meeting.
2. Preliminary design submittal and review.
3. 90% Design submittal and review.
4. Final Design submittal.
5. Bid opening attendance.

- B. Prepare and submit construction cost estimates to the City.

- C. Deliverables shall include:

1. Five hard copy and one electronic copy of the construction plans in AutoCad format.
2. Three hard copies of the bidding documents.
3. No bidding documents and construction plans will be produced for distribution to perspective bidders.

7. Schedule

- A. Based on the evaluation of the Proposals received, a consultant will be selected. Proposals will be reviewed based on consultant's experience, project approach, committed workload, and staff qualifications.

- B. The following time schedule is anticipated:

- | | |
|--|--------------------|
| 1. Receipt of all Proposals | September 27, 2024 |
| 2. Proposal Recommendation Council | October 22, 2024 |
| 3. Award of contract and Notice to Proceed | November 15, 2024 |
| 4. Preliminary designs completed | March 14, 2025 |

- | | |
|----------------------------|---------------|
| 5. 90% Design completed | May 16, 2025 |
| 6. Final Designs completed | June 13, 2025 |
| 7. Bidding Phase Completed | July 30, 2025 |

C. Submittal

1. Five copies of proposals should be submitted to the Department of Public Works by 10:00 AM., Friday, September 27, 2024. Late submittals will not be accepted and will be returned unopened. Proposals should be mailed or delivered to:

Lucas Pichler, DPW Director
3805 South Casper Drive
New Berlin, WI 53151

2. All questions regarding proposals should be directed to Lucas Pichler at the following e-mail address: lpichler@newberlin.org.



REQUESTED ACTION STATEMENT

DATE: October 4, 2024

TO: Mayor
Common Council
Parks, Buildings and Grounds Commission

FROM: Lucas Pichler – Director of Public Works

ISSUE: Fire Training Tower Rehabilitation Design Contract

REQUESTED:

Recommend to Common Council to award the Fire Training Tower Rehabilitation Design Contract to the most qualified consultant, Perspective Design, Inc, in the amount of \$96,000.00 from account 04251300 61319 C2024.

FISCAL IMPACT:

Funding Source:

CIP account 04251300 61319 C2024	2024 Approved Amount:	\$50,000.00
Transfer from 04251300 61516 C2022	Residual Amount:	\$10,500.00
Transfer from 04251300 61414 C2024	Residual Amount:	\$35,500.00

Project Costs:

Design: \$96,000.00
Estimated Construction: \$210,000.00

RATIONALE:

The Department solicited three firms and received one proposal on September 25, 2024, and recommends award of the project to the most qualified consultant, Perspective Design, Inc.. A request is being made in the 2025 CIP budget for the estimated \$210,000.00 construction cost.



PERSPECTIVE DESIGN, INC.

11525 W. North Avenue
Wauwatosa, WI 53226
Tel (414) 302-1780 Fax (414) 302-1781

09/27/24

City of New Berlin
Attn: Lucas Pichler, DPW Director
3805 South Casper Drive
New Berlin, WI 53151
Via e-mail: lpichler@newberlin.org

Project: Fire Training Grounds and Tower
Rehabilitation of New Berlin Fire Department Fire Tower
3845 S. Casper Drive, New Berlin, WI 53151

Dear Mr Pichler,

Thank you for allowing Perspective Design (PDI) to present the following proposal for architectural and engineering services for the referenced project. Please review the description of the services provided below:

- Scope of Project
 - Evaluation of the Fire Room on the second floor for structural integrity.
 - Addition of a Fire Room on the first floor.
 - Inspection and replacement of electrical receptables in the stairwell.
 - Addition of lighting in the stairwell
 - Repair of concrete spalling throughout the facility.
 - Installation of drywall finishes on east wall and removal of existing OSB.
 - Installation of perimeter fencing with gates.
 - Window and door replacement.
 - Addition of forcible entry door to training tower.
 - Construction of a window bailout area with appropriate anchor points.
 - Extension of hydrant water service and addition of hydrant within the Training Grounds.
 - Addition of water-tight containment boxes for smoke machines.
 - Infrastructure for natural gas props. Gas props by others.
 - Gas & Electric meters.
 - Addition of garage door prop.
 - Removal and replacement of existing splash board.
 - Repairs noted in the training tower inspection report dated April 17, 2023.
 - New gate between City Hall parking lot and Training grounds.
 - Asphalt replacement and driveway addition to City Hall parking lot.
 - Site lighting and building exterior lighting upgrades.
- Design Services
 - Data Collection and Preliminary Design (PD) documents based on Client provided program, agreed upon schedule and approximate budget requirements.
 - We have included time to field measure existing building/site conditions.

C O M M E R C I A L A R C H I T E C T S

- Design will be based on the assumption that the building will remain a Class A fueled only structure (no natural gas props within the building).
 - Client to provide any existing survey including topography and utility information.
 - Client to provide a current title report with supporting documents.
- Prepare new survey, site plan, architectural floor plan, and building elevations.
- We have included a total of (2) Client meetings to outline project scope and review initial design. Additional meetings will be billed as an Additional Service at our time and reimbursable rates.
- We have included one minor revision based on Client comments.
- We have included, as an additional service, Construction Manager services to produce preliminary estimating.
- Environmental investigation and remediation services are excluded.
- NFPA 1402 and NFPA 1403 expert consultant services are included.
- Infrastructure for natural gas props on exterior of building is included.
- Natural gas prop design is excluded.
- Construction Documents (CD) based on approved Preliminary Design documents, including architectural, survey, civil, structural, and mechanical, electrical, plumbing (MEP) design services.
 - Geotechnical services are excluded. It is strongly recommended Client undertake geotechnical investigation of the site. Without a geotechnical report, the paving contractor will be responsible for final pavement design.
 - Prepare drawings necessary for government plan review, bidding and construction.
 - Includes survey, civil engineering, new sight lighting, architecture, structural engineering, HVAC engineering (venting), electrical/lighting engineering, and plumbing engineering.
 - Site lighting photometric is included.
 - NFPA 1402 & NFPA 1403 expert consultant review of drawings is included.
 - Specifications on drawings.
 - Specification “front-end” to be provided by the City or the Fire Department.
 - Major changes to the design after starting construction document preparation are excluded. If requested, major design changes will be an Additional Service billed at our time and reimbursable rates.
 - Assist Client in government plan review approval.
 - Bidding and procurement information is excluded. We have included Pre-Construction Construction Manager services as a separate additional service below.
 - Plan review and permit fees are the Client’s responsibility.

- We have included a total of (2) Client meetings to review final design. Additional meetings will be billed as an Additional Service at our time and reimbursable rates.
 - The following services are Additional Services and will be provided at our time and reimbursable rates if they become necessary or if requested by Client.
 - Phased release of construction documents, including phased submittal to the state/municipality for plan approval or phased release of documents to accommodate the construction schedule.
 - Revisions to documents after the construction documents have been submitted for state/municipal plan approval; whether to incorporate comments or redlines of the Client, contractor or any other party.
 - Value engineering to modify the design or drawings to adjust design based on cost estimates after release of drawings.
 - Stormwater sewer.
 - Design work for the structure if gas props will be used within the structure (NFPA 1402, Chapter 8).
 - Cost estimating. We have included Construction Manager services as an additional service that will provide cost estimating.
- Construction Procurement Services (Bidding & Negotiation)
 - It is our understanding that the project will be bid at the General Contractor level. We will provide electronic documents to the Client for their use in soliciting bids.
 - Consider requests for substitutions, prepare addenda, answer questions and provide clarification or interpretation.
 - We have included Pre-Construction Construction Manager services as a separate additional service listed below. Construction Manager will assist in the following:
 - Organize and conduct the Bid Opening.
 - Preparing specification front end/general requirements.
 - Publicly notify the bid.
 - Review bids and make recommendations for contract award.
 - The following services are Additional Services and will be provided at time and reimbursable rates, if requested by Client.
 - Reproduction and distribution of bidding documents.
 - Organize and conduct a pre-bid conference.
 - Interview of contractor(s).
 - Assist Client during negotiations.
- Services During Construction (SDC)
 - Services during construction are limited to the personnel-hours listed in this proposal. If additional services become necessary, they will be billed as an Additional Service at our time and reimbursable rates.
 - If requested, advise and consult with Client.
 - Review requests for additional information. All questions from sub-contractors should be directed to the General Contractor or Client and forwarded to the Architect via a phone call followed by a written summary of that question.

- Observation of work, including site visits at intervals as requested by the Client. Upon Client request for a site observation, Architect will determine if timing is appropriate and if such service is included in this Agreement. Quality of the work, safety, and means and methods of construction are the sole responsibility of the contractors. We have not included services to attend General Contractor site meetings.
- If requested, review payment applications submitted by the contractor(s). Owner is responsible for verification and final approval of contractor payment applications.
- Review and approve submittals provided by the contractor(s) for consistency with design intent; including shop drawings, samples and product data. All submittals shall be reviewed and approved by the General Contractor before submittal to the Architect; if documents are not approved by the General Contractor prior to submittal to the Architect, the Architect's review shall be void.
- If necessary, as an Additional Service billed at our time and reimbursable rates, review requests for changes in the work; including preparing change orders, and minor changes in work for Client's approval and execution in accordance with the contract documents.
- Conduct review to determine substantial completion date and, if requested, issue Substantial Completion Certificate.
- Attend punchlist walkthrough. Prior to PDI attending a punchlist walk-through, PDI shall be provided with a preliminary punchlist prepared by the General Contractor based on their visit to the site and their own evaluation of the project. All punchlists to be prepared and maintained by the General Contractor.
- The General Contractor is responsible for assembly and delivery of any maintenance and operation manuals, and any end-user training.
- Startup and commissioning services are excluded.
- If required, issue Compliance Statement.
- The Client shall provide a construction schedule to allow us to schedule services during construction appropriately.
- Final inspection and compliance certificate by NFPA 1402 & NFPA 1403 expert consultant is excluded (to be completed outside of contract).
- Schedule of Services
 - Services above and beyond the following shall be provided as an Additional Service at the time and reimbursable rates.
 - Sixteen personnel-hours to review shop drawings, product data, or samples.
 - Four total site visit(s) including those listed below.
 - One specific observation(s) for contractor progress.
 - One review(s) to determine substantial completion.
 - One "punchlist" observation.
 - One review(s) to determine final completion.
 - Services listed below would be provided as an Additional Service at our time and reimbursable rates.

- Response to contractor's requests for information that is already available.
- Change orders, or change directives requiring evaluation of proposals.
- Provide consultation concerning replacement of work due to factors during construction.
- Evaluating extensive claims submitted by the Client's consultant(s) or contractor(s).
- Evaluation of substitutions by Client's consultant(s) or contractor(s), or making subsequent revisions to the Instruments of Service.
- Preparation of design documents for alternate bids or proposals requested by Client.
- Services provided 60 days after substantial completion.
- As-built field measuring or documents.
- Reimbursable expenses and consultant fees to be billed at cost plus eight percent (8%).
 - Transportation including mileage.
 - Government fees for securing approvals by jurisdiction authorities.
 - Reproduction, plots, postage, handling, and deliveries.
 - Overtime work, if requested by the Client.
 - Presentation documents (models, renderings, mock-ups) beyond those listed in this proposal, if requested by the Client.
 - Consultant services.

The scope of work and contract requirements for Consultant work listed in this proposal shall be governed by the Consultant's proposal to Perspective Design. No other services are planned for this project. Services not specifically listed in this proposal are excluded. Peter Ogorek is the licensed architect that will directly supervise the staff working on this project. Changes in service or circumstances that affect the architectural service will be made with written agreement, including adjustment of schedule and compensation. Any Additional Services for architectural work required, above and beyond the services outlined above, will be billed on a time and reimbursable expense basis at a rate of \$125.00 per hour for Principals, \$105.00 per hour for Senior Project Managers, \$85.00 per hour for Project Managers and \$75.00 per hour for Project Assistants. Reimbursable expenses listed in this proposal are estimates only and are in addition to our proposed fees. Any estimates included in this proposal for government fees are estimates for plan review fees only; permit fees are excluded.

Service Fee Schedule:

**We propose to provide these services for a fixed fee (excluding reimbursables) of:
Eighty-eight Thousand Dollars (\$88,000.00)**

We proposed to provide additional Construction Manager services for a fixed fee (excluding reimbursables) of: Seven Thousand Dollars (\$7,000.00)

**We estimate our architectural reimbursable expenses to be approximately:
One Thousand Dollars (\$1,000.00) (Excluding government review fees)**

This proposal is held open for your consideration for a period of 90 days after which it shall be null and void. If necessary, Perspective Design would appreciate meeting with you to further discuss this proposal. If you find this proposal acceptable, please sign and return a copy for our records. We assume that the person executing this agreement is either the Owner or the Owner's Representative.

Sincerely,

Kurt Johansen
Project Manager
11525 W. North Avenue
Wauwatosa, WI 53226
Tele: (414) 302-1780
Fax: (414) 302-1781

Accepted by:

Signature_____

Printed Name_____

Date_____

See attachment for Standard Contract Terms for Professional Services.

Standard Contract Terms for Professional Services – copyright 2024

This document has important legal consequences, consult with an attorney. The Client shall provide and keep up-to-date the following Project parameters: objective or use, physical parameters, program, legal parameters, financial parameters including overall budget for the Project, proposed procurement or delivery method for the Project and any other parameters provided to Architect. The Client shall provide the following Project team information: the Client's Designated Representative, persons or entities who are required to review the Architect's submittal to the Client and Client's other consultants and contractors. The Client and Architect may reasonably rely upon the information contained above in determining the Architect's compensation. The Client shall provide all information and render decisions in a timely manner. The Client shall procure the services of all consultants, including engineering, legal, insurance and accounting as necessary to complete the Project. The Architect is entitled to rely upon the accuracy and completeness of the information provided by the Client or the Client's consultants. The Client shall promptly notify the Architect of any inconsistencies in the documents.

This Agreement shall be governed by the laws of the State of Wisconsin and the County of Milwaukee. Definitions for terms in this Agreement shall be as defined by the current edition of the AIA Document A201 except that in this Agreement, the term Architect shall mean the Architect and any Consultants providing services under the Architect's contract with the Client. The Architect may have interest in other entities performing services for this Project. Architect will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing in the same location under similar circumstances and for similar fees. In no event shall the statutes of limitations or repose commence to run any later than the date when the end-user begins to occupy the project or 30 days after Architect's final invoice whichever occurs first, the date of which shall be considered the completion of the Architect's service. The Client and Architect bind themselves, their partners, successors, assigns and legal representatives to the other party of this Agreement. The Client and Architect have agreed to the scope of services covered by this Agreement and any services not specifically identified in the Agreement are excluded. Architect's services rendered under this Agreement are being performed solely for the Client's benefit and no other party or entity shall have right to any claim against the Architect due to this Agreement. The Architect shall have no responsibility or liability for environmental conditions or hazardous materials related to this Project, including but not limited to mold, lead, PCB's and asbestos. The Architect shall have no obligation to inspect the work of any contractor or subcontractor and shall have no control or right of control over and shall not be responsible for the construction quality, means, methods, techniques, sequences, equipment or procedures of construction (including temporary bracing) or for safety precautions and programs in connection with the construction. The Architect is not a contractor and has no control over the cost of materials, equipment and labor necessary to complete the project; for this reason, the Architect does not warrant or represent that any estimates provided for the cost of the project will be accurate – any estimates provided shall not be relied upon by the Client. Also, the Architect shall have no obligation for any delays, defects or deficiencies or other acts or omissions of any contractor(s), subcontractor(s) or material supplier(s), or for the failure of any of them to carry out the construction in accordance with applicable laws or the contract documents, including the plans & specifications.

All documents prepared by the Architect (including electronic documents) are Instruments of Service for the sole use on this Project. The Architect is deemed the author, creator and owner of the Instruments of Service and retains all common law, statutory and other reserved rights to these documents including copyrights. Upon prompt payment of all sums due, the Architect may grant a one-time, non-transferable license to the Client for use of the Instruments of Service for this Project. If the Agreement between the Client and Architect is terminated the license to use the Instruments of Service shall be terminated and Client shall promptly return all Instruments of Service to the Architect. The Client shall not use the Instruments of Service for additions or alterations to this Project or for completion of this Project by others or on other Projects. Any unauthorized use of the Instruments of Service or use without the participation of the Architect is at the Client's sole risk and without liability to the Architect.

The scope of any review or other action taken by the Architect or their Consultants with respect to any contractor or supplier submittal, such as shop drawings, shall be for the limited purpose of determining if the submission generally conforms with the overall design intent of the work, but not for purposes of determining accuracy, completeness or other details such as dimensioning, quantities, or for substantiating applicability, instructions or performance of materials, equipment or systems. The Architect shall not be liable or responsible for any error, omission, defect or deficiency in any contractor or supplier submittal. The installing contractor or material supplier is responsible for determining that the material being installed is suitable for the application and the contractor is also responsible to install all products or materials per the manufacturer's recommendations, guidelines and instructions.

Changes to this Agreement shall be accomplished by a mutually agreeable, written change and shall not invalidate the original Agreement. The following items will require a written change: change in previous instruction or approval of the Client, enactment or revision of codes, laws, regulations or in interpretation of

them, Client's failure to act in a timely manner, failure on the part of the Client's consultants or contractors, Architect's participation in dispute resolution or legal proceedings that the Architect is not a party.

Any disputes or claims shall be subject to Mediation as a condition precedent to Arbitration. Any disputes or claims unresolved by Mediation shall be subject to final and binding Arbitration. Demand for Mediation or Arbitration shall be made in a timely manner, but in no event shall a claim be made more than 10 years after the completion date of the Architect's service, and shall not include any additional individual or entity not a party to this Agreement unless agreed to by Architect. Mediation and/or Arbitration shall be administered by a mutually agreed upon Mediator or Arbitrator and will be conducted by rules agreeable to all parties to this Agreement. If Client and Architect fail to agree, then the Arbitrator and rules shall be governed by the rules of the American Arbitration Association. Client and Architect agree to equally share all Mediation and Arbitration fees. Any and all legal fees for each party will be the responsibility of each respective party. Pending Mediation or Arbitration shall not limit in any way the right for the Architect or their Consultant(s) to file lien notices or liens by the required deadlines. In the event of any dispute, Client agrees to make claim solely against the Architect's business entity and not against any owner, principal or employee of the business entity. Waiver of Consequential Damages - the Client and Architect waive all consequential damages arising out of claims or disputes relating to this Agreement. Waiver of Subrogation - the Client and Architect waive all rights against each other for losses and damages covered by insurance.

If Client or any other party are required by contract or otherwise afforded Additionally Insured coverage under Architect's insurance, the Architect shall only be liable to Client or any other party for losses caused in whole or substantially in part by Architect's professional acts or omissions. Architect shall not be liable for any claims that is not covered by Architect's insurance policies.

The Client agrees to limit Architect's (including Architect's Consultants) total liability to the Client, other Consultants, Contractors and Subcontractors on the Project and any other party, due to Architect's or their Consultants' professional negligent acts, errors, omissions, strict liability, breach of contract, or breach of warranty and for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this Agreement from any cause or causes, such that the total aggregate liability of Architect or Architect's Consultants to any party shall not exceed Ten Thousand Dollars (\$10,000.00) or the Architect's total fee for services rendered under this Agreement, whichever is greater.

The Architect may suspend services and seek adjustment of the Contract Sum and Completion Date for failure of the Client or Client's Representatives to respond in a timely manner or for Client's failure to make timely payment. Upon seven days' written notice, the Architect may terminate services for the Client's failure to make timely payments. If the Project is suspended for more than 30 days, the Contract Sum and Completion Date shall be equitably adjusted. If the Project has been suspended for more than 90 days, upon seven days' written notice, the Architect may terminate this Agreement. Upon seven days' written notice, either party may terminate this Agreement for convenience without cause. If the Client suspends or terminates this Agreement for any reason, the Client shall compensate the Architect for the services performed (including reimbursable expenses and profit) to the date of suspension or termination.

Payments are due within 7 days of date of Architect's invoice or statement. Amounts outstanding after 15 days will be subject to 1% (12% annual) interest to accrue monthly. Reimbursable expenses will be billed at cost plus eight percent (8%). Third party costs (consultants, etc.) will be billed at cost plus eight percent (8%). For time and expense or cost-plus agreements, our fee schedule is \$125.00 per hour for Principals, \$105.00 per hour for Senior Project Managers \$85.00 per hour for Project Managers and \$75.00 per hour for Project Assistants, which includes direct personnel expenses and profit. Client agrees to pay Architect for all expenses incurred, including attorney's fees, for recovery of unpaid balances.

This Agreement constitutes the entire agreement between the parties, all prior oral or written agreements and negotiations and other representations are superseded by this Agreement. Client and Architect consent that this document represents a "meeting of the minds" with relation to this Agreement. In the event that any term, provision or condition of this Agreement is unenforceable under the law, the balance of the Agreement shall remain in full force and affect.

As required by Wisconsin Lien Law, Architect hereby notifies the Client that persons or companies furnishing labor for design or observation of the construction on Owner's land, may have lien rights on Owner's land and building if not paid. Those entitled to lien rights, in addition to the Architect are those who give Client and/or Owner notice within 60 days after they furnish labor or material for the design or construction. Accordingly, Client and/or Owner will likely receive notices from those who furnish labor or materials for the Project and Client must provide a copy of each notice received to the Owner and mortgage lender, if any. If Client is not the property owner, it is Client's responsibility, on behalf of the Architect, to promptly notify the Owner of these lien rights. Architect agrees to cooperate with the Client and the Client's lender, if any, to see that all potential lien claimants are duly paid, if applicable.

RESOLUTION NUMBER 2024-23

A RESOLUTION AMENDING THE 2024 CAPITAL PROJECTS BUDGET

WHEREAS, it was determined the fire training tower is in need of rehabilitation and repair. A 2024 budget account exists for design work for this project, however after receiving proposals, the costs for the design exceeds the budget amount. The requested funds are from budget accounts for projects that have been completed under budget, and will allow the City to complete the design of the project based on the cost received.

WHEREAS, It was determined that the Capital Projects Budget had to be amended to accomplish these goals.

NOW THEREFORE BE IT RESOLVED, by the Common Council of the City of New Berlin that the Capital Projects Fund Budget be amended as follows:

EXPENDITURES - Increase

04251300-61319-C2024	FIRE TRAINING TOWER	\$ 46,000
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REVENUES - Increase

04251300-61516-C2022	3 ROOF TOP UNITS-PARKS	\$ 10,500
04251300-61414-c2024	ROOF REPLACEMENT – GOLF COURSE	\$ 35,500

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to publish this resolution in the The Freeman within 10 days of adoption by the Common Council.

RESOLUTION ADOPTED by the New Berlin Common Council this 22nd day of October 2024.

David Ament, Mayor

Countersigned:

Rubina R Medina, City Clerk

SPONSORSHIP/USE AGREEMENT

This Sponsorship/Use Agreement (hereinafter “Agreement”) is made and entered into this ____ day of October, 2024, by and between the CITY OF NEW BERLIN (hereinafter referred to as the “City”) and Kowalske Brewing, LLC, d/b/a Component Brewing, a Wisconsin limited liability company, duly organized and validly existing under the laws of the State of Wisconsin (hereinafter referred to as “Sponsor”);

WHEREAS, the City owns and operates Malone Park, which has various amenities (hereinafter the “Premises”); and

WHEREAS, the City owns and operates Historical Park, which has various amenities (hereinafter the “Premises”); and

WHEREAS, the New Berlin Public Library Board operates the New Berlin Public Library, which has an associated green space area adjacent to the library, which are also considered part of the Premises; and

WHEREAS, the City is desirous of conducting beer garden events on selected Saturdays and Sundays between January 2025 and October 2025 (more specifically described on the attached Exhibit A).

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby covenant and agreed as follows:

1. The City does hereby grant access to the Malone Park pavilion, as depicted on the attached maps, Exhibit B. Alternative locations shall include other New Berlin City Park locations, including Historical Park, City Center Plaza, as well as the New Berlin Public Library green area, which may be utilized in the event that the proposed locations are not available for use.

2. The City hereby grants said access on Saturdays and Sundays on the dates and times outlined in Exhibit A. These dates and times are subject to modifications as may be made, in writing, from time to time, between the Sponsor and the Recreation Division Office.

3. In addition to the use of the Premises, the City agrees to provide picnic tables, and trash and recycling receptacles, for the use of the patrons during the course of the events.

4. Sponsor is hereby permitted to sell beer with an alcohol content no greater than 8%, subject to the approval of a State license.

5. Sponsor is authorized to work with licensed food truck vendors to provide food for purchase during the hours outlined in Exhibit A. Any such food truck vendor must comply with the health and safety requirements outlined by the Waukesha County Health Department and must obtain appropriate permits required by the City of New Berlin.

6. Sponsor will serve beer provided for hereunder, and further agrees to arrange for the performance of music with either a DJ or a live performer, using minimally amplified music.

The applicant will be required to apply for a loudspeaker permit through the New Berlin Clerks Department.

7. The hours of operation shall be Saturdays, 12pm-8pm & Sundays from 1pm-4pm. Sponsor may engage in restocking or cleanup activities outside of these hours; however, the performance of these activities shall not last more than one hour before or after the aforementioned hours of operation.

8. Responsibilities of Sponsor:

- a. Sponsor acknowledges that the Park is a public space and must remain open and accessible to the public throughout the course of the event.
- b. Sponsor agrees to abide by all local, state and federal regulations concerning the sale and service of alcoholic beverages.
- c. Sponsor agrees not to discriminate against anyone desiring to participate in the event on the basis of age, race, sex, marital status or any other prohibited basis of discrimination.
- d. Sponsor agrees that the space that is being utilized shall be maintained so as to permit access as required under the Americans with Disabilities Act.
- e. Sponsor agrees to pay all taxes or fees associated with the operation of the event.
- f. Sponsor agrees, at its own expense, to keep the premises and surrounding area clean and sanitary at all times. Garbage shall be collected during the course of the event, which will be picked up by the City daily.
- g. No equipment being provided by the City shall be removed or replaced without the written consent of the City and any such use will be at the expense of the Sponsor.
- h. Sponsor agrees that they will obtain all necessary licenses or permits to conduct the operations as contemplated hereunder, and will comply with all local Health Code requirements, as well as Building Code requirements.

9. The parties shall mutually perform an inspection of the Premises both prior to the commencement of this Agreement, as well as following it, so as to verify that the condition of the Premises meets the requirements as set forth in this Agreement. Sponsor agrees to return the Premises to the City following the conclusion of the event in the condition that existed prior to the commencement of the event, reasonable wear and tear excepted.

10. Sponsor agrees to indemnify and hold harmless the City as and against any and all claims, demands, actions, causes of action, or fees, including actual attorney fees, arising from the activities of the Sponsor, their agents, subcontractors or assigns, in conducting the beer garden events, as well as the performance of the terms of this Agreement. This indemnification shall include the acts or omissions of any contractors or subcontractors that they may engage for the performance of the event.

11. Sponsor agrees that this Agreement is exclusive to them and to the extent they wish to engage other entities to assist with the performance of the event, such entities must be approved by the Common Council or their designee, and such subcontractors must agree to the same indemnity and insurance requirements as required of the Sponsor.

12. Sponsor acknowledges that they are ultimately responsible for the acts or omissions of any subcontractors with which they may engage.

13. The parties agree to mutually perform advertising for the event.

14. Sponsor agrees to allow the City to hold events coordinated by the City in conjunction with the beer garden. This use is not exclusive.

15. Sponsor acknowledges that they are not permitted to bring in additional lighting without the express written permission of the City. Strings of lights are permitted, provided that each bulb is not greater than 25 watts in capacity. The Sponsor may also bring in and set up a point of sale station and credit card station at their expense.

16. City agrees to maintain the bathrooms on the premises during the course of this event consistent with its normal operating policies; meaning that the bathrooms will be maintained daily.

17. Sponsor agrees to restrict the areas in which beer consumption is permitted to those that are shown on the attached maps (Exhibit B). The City will create fencing and/or signage directing patrons that alcohol may only be consumed within the designated area.

18. As part of the consideration for this Agreement, the Sponsor agrees to pay to the City the amount of Three Hundred (\$300.00) Dollars per day, for each day of the event, not less than thirty (30) days following the completion of the event. Sponsor further agrees to provide the City with sales records satisfactory to the City to monitor their use of the City facilities. Should the event not be completed due to rain, no payment shall be collected.

19. Sponsor shall provide security during the event and will ensure that the terms of this Agreement, as well as all other applicable City Rules and City Ordinances, including the Rules of the New Berlin Public Library Board, are followed. Any criminal activity shall be reported immediately to the New Berlin Police Department.

20. Sponsor agrees to provide evidence of comprehensive, general liability insurance with limits of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate, which insurance shall list the City as an Additional Insured on a primary and non-contributory basis.

21. In the event Sponsor fails to abide by the terms of this Agreement, or in the event the events create a public nuisance, the use may be terminated.

22. This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.

23. Each party acknowledges that the person signing the Agreement has been duly authorized by the governing body of each entity.

24. This Agreement represents the complete understanding of the parties with respect to the subject matter set forth herein, and may only be amended in a subsequent agreement executed by all parties.

25. To the extent that any portion of the Agreement is deemed to be unenforceable by a court of competent jurisdiction, the parties agree that the balance of the Agreement shall remain in full force and effect.

CITY :
City of New Berlin

SPONSOR:
Kowalske Brewing LLC
d/b/a Component Brewing

By: _____
David Ament, Mayor

By: _____

By: _____
Katie Roth, Recreation Manager

By: _____

EXHIBIT A

Dates/Times/Places of Beer Garden Events

Malone Park

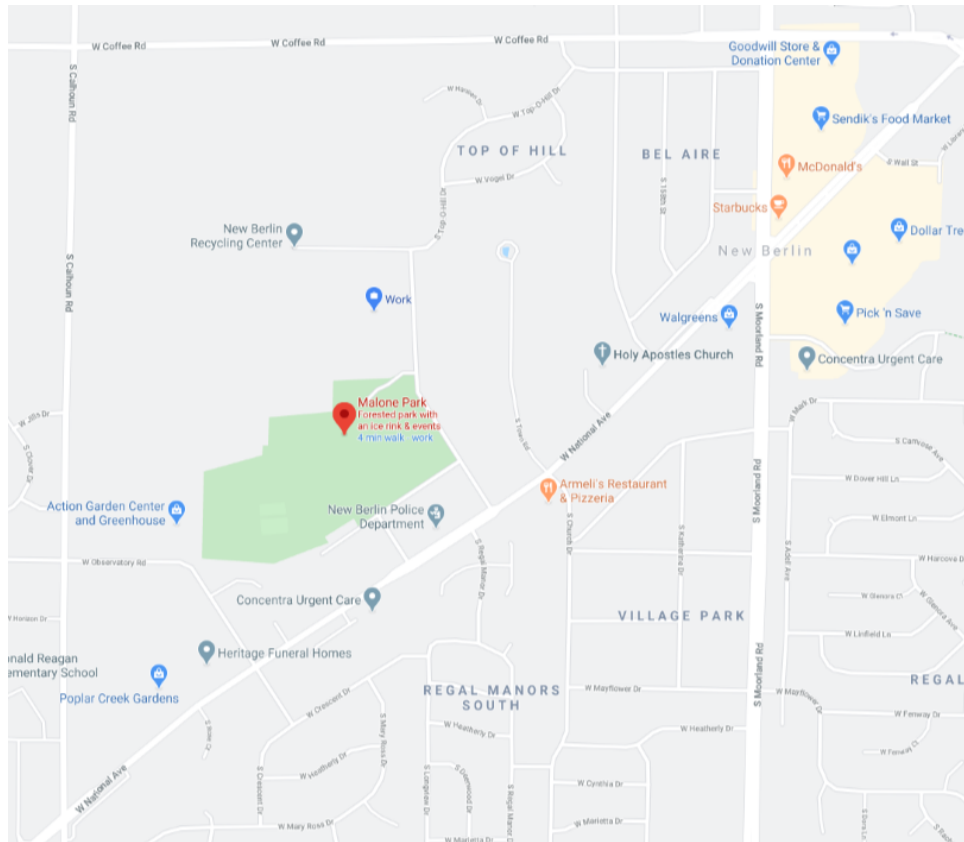
Saturday, January 11 th , 2025	12-6pm	Winterfest at Malone Park
Saturday, May 24 th , 2025	12-6pm	Malone Park
Saturday, June 14 th , 2025	12-6pm	Malone Park
Saturday, July 12 th , 2025	12-6pm	Malone Park
Saturday, August 16 th , 2025	12-6pm	Malone Park
Saturday, September 6 th , 2025	12-6pm	Malone Park
Saturday, October 11 th , 2025	12-6pm	Malone Park

Historical Park

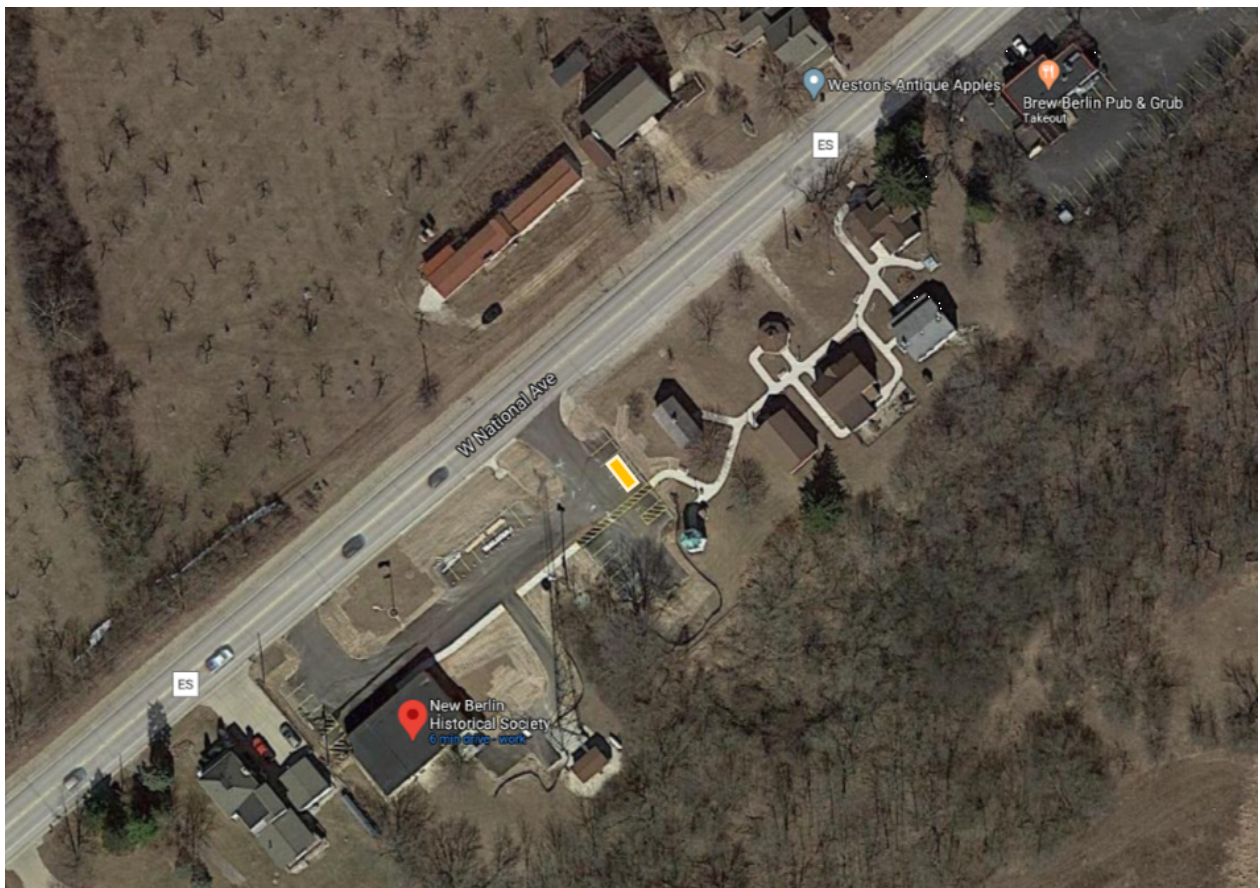
Sunday, June 15 th , 2025	1-4pm	Historical Park- Open House-Fathers Day
Sunday, July 13 th , 2025	1-4pm	Historical Park- Open House-Ice Cream Social
Sunday, September 7 th , 2025	1-4pm	Historical Park- Open House-Historic Day
Sunday, October 12 th , 2025	1-4pm	Historical Park- Open House-Applefest

EXHIBIT B

Malone Park



Historic Park





REQUESTED ACTION STATEMENT

DATE: October 3, 2024

TO: Parks, Buildings & Grounds Commission

FROM: Katie Roth, Recreation Manager

ISSUE: Approval of Beer Garden Contract with Component Brewing

REQUESTED: Recommend to the Common Council approval of a contract with Kowalske Brewing, LLC. d/b/a Component Brewing to host beer garden events between January 11th, 2025 and October 12th 2025 at Malone Park and Historical Park.

FISCAL IMPACT: The City will receive \$300 upon completion of each day of service with a total of 11 days included in the agreement.

RATIONALE: Per the New Berlin Municipal Code 184-3 (D)(2), the Parks, Buildings and Grounds Commission along with the Common Council must approve granting a group or individual to sell or dispense fermented malt beverages in any park or parkway.

In an effort to provide passive recreational community gathering opportunities, the Recreation Department has worked in coordination with Component Brewing to host beer gardens this Winter, Spring, Summer and Fall at Malone Park and Historical Park in New Berlin. These events will provide community members the opportunity to spend time outdoors at New Berlin Parks while maintaining safe social distances.

Each beer garden would take place in conjunction with either a Historical Park special event, Recreation Division's Special Event, or a Saturday at Malone Park. Food truck vendors and music may also be present at the request of the sponsor.

Malone Park

Saturday, January 11 th , 2025	Winterfest at Malone Park
Saturday, May 24 th , 2025	Malone Park
Saturday, June 14 th , 2025	Malone Park
Saturday, July 12 th , 2025	Malone Park
Saturday, August 16 th , 2025	Malone Park
Saturday, September 6 th , 2025	Malone Park
Saturday, October 11 th , 2025	Malone Park

Historical Park

Sunday, June 15th, 2025

Sunday, July 13th, 2025

Sunday, September 7th, 2025

Sunday, October 12th, 2025

Historical Park- Open House-Fathers Day

Historical Park- Open House-Ice Cream Social

Historical Park- Open House-Historic Day

Historical Park- Open House-Applefest

RECOMMENDATION: Please consider recommending the Common Council approve the contract with Component Brewing.



REQUESTED ACTION STATEMENT

DATE: October 7, 2024

TO: Mayor
Common Council
Parks, Buildings and Grounds Commission

FROM: Lucas Pichler – Director of Public Works

ISSUE: New Berlin Public Library Chiller Replacement Design Contract

REQUESTED:

Recommend to Common Council to award the New Berlin Public Library Chiller Replacement Design Contract to the most qualified consultant, IBC Engineering Services, Inc. in the amount of \$58,155.00 from account 04251300 61477 C2024.

FISCAL IMPACT:

Funding Source:

CIP account 04251300 61477 C2024	2024 Approved Amount:	\$600,000.00
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Project Costs:

Design: \$58,155.00

RATIONALE:

The Department solicited three firms and received three proposals on October 4, 2024, and recommends award of the project to the most qualified consultant, IBC Engineering Services, Inc.

**CITY OF NEW BERLIN
REQUEST FOR PROPOSAL
LIBRARY CHILLER REPLACEMENT
DESIGN**

The City of New Berlin (City) desires to retain the professional services of an engineering consultant to complete a design and preparation of final plans and specifications, for a Chiller replacement within the City of New Berlin Public Library located at 15105 W. Library Ln.

Qualified consultants are invited to submit proposals to accomplish the scope of work hereinafter defined. The consultant will be expected to work directly with the City designees. The Department of Public Works, Facilities Division will be the lead agent for the Project with other City departments to be included as necessary.

1. Project Description and Scope of Services

- Replace Chiller at the City of New Berlin Public Library.
- Replace and or repair the underground leaking Chiller water lateral.
- Addition of Emergency Chiller Connections.
- Controls system upgrade for Chiller from existing system to a new system using controls to match one of the City's currently utilized systems.

2. Data Collection

- A. A field survey of the Library shall be completed by the selected consultant or sub-consultant necessary to complete the design.
- B. The selected consultant shall compile existing topographic, cadastral and utility as-built information as needed from the City of New Berlin data files.
- C. The field survey shall be completed based upon state plane coordinates. The Elevation Datum the City of New Berlin uses is 'NAVD 1988 (US Survey Feet)'. The X/Y Coordinate system the City uses is NAD 1927 State Plane Wisconsin South 4803. Verify the accuracy of City topographic data by comparing to field survey data.

3. Preliminary Design

- A. Based upon the field survey data and the information compiled from the City, prepare chiller designs including the features outlined in the Project Description and Scope of Services.
- B. Submit the preliminary designs to the City designee for review and approval.

4. Final Construction Plans and Bidding Documents

- A. Upon receiving approval of the preliminary designs by the City, complete the final construction plans and bidding documents.
- B. Prepare appropriate construction details.
- C. Prepare a construction erosion control plan.
- D. Prepare bidding documents based upon City of New Berlin standards.
- E. Submit the final construction plans and bidding documents to the City for review and approval prior to release for bidding.

5. Bidding Phase

- A. Prepare the official bidding notice and submit the notice to the City designee.
- B. Provide digital construction plans and bidding documents to be uploaded to Questcdn.com for perspective bidders.
- C. Provide plan and specification clarifications to perspective bidders.
- D. Attend the Bid Opening.
- E. Evaluate bids received with the City designee, prepare a letter of recommendation for award and submit it to the City.

6. Administration

- A. Attend up to five meetings with the City. It is anticipated that these meetings may include:
 - 1. Pre-design project scope and introduction meeting.
 - 2. Preliminary design submittal and review.
 - 3. 90% Design submittal and review.
 - 4. Final Design submittal.
 - 5. Bid opening attendance.
- B. Prepare and submit construction cost estimates to the City designee.
- C. Deliverables shall include:
 - 1. Five hard copy and one electronic copy of the construction plans in

AutoCad format.

2. Three hard copies of the bidding documents.
3. No bidding documents and construction plans will be produced for distribution to perspective bidders.

7. Schedule

A. Based on the evaluation of the Proposals received, a consultant will be selected. A proposed contract will then be prepared and negotiated with the most responsive, responsible consultant.

B. The following time schedule is anticipated:

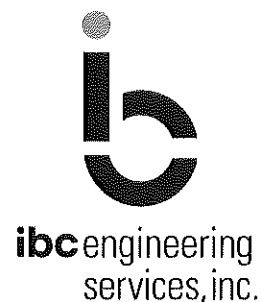
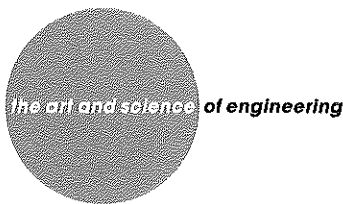
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|--|-------------------|
| 1. Receipt of all Proposals | October 4, 2024 |
| 2. Staff selection of Consultant | October 22, 2024 |
| 3. Award of contract and Notice to Proceed | November 15, 2024 |
| 4. Preliminary designs completed | January 10, 2025 |
| 5. 90% designs completed | February 7, 2025 |
| 6. Final Designs completed | February 28, 2025 |
| 7. Bidding Phase Completed | March 14, 2025 |

C. Submittal

1. Three copies of proposals should be submitted to the Department of Public Works by 10:00 AM., Friday, October 4th Late submittals will not be accepted and will be returned unopened. Proposals should be mailed or delivered to:

Lucas Pichler, DPW Director
3805 South Casper Drive
New Berlin, WI 53151

2. Proposals will be evaluated based on the consultants professional qualifications, the experience and qualification of the project team, Consultant present and committed work load, project approach, consultant effort, and cost.
3. All questions regarding proposals should be directed to Lucas Pichler at the following e-mail address: lpichler@newberlin.org.



October 4th, 2024

Luchas Pichler
DPW Director
3805 South Casper Dr
New Berlin, WI 53151

RE: Library Chiller Replacement
MEP Engineering Services

Dear Mr. Pichler:

IBC Engineering Services, Inc. (IBC) is pleased to provide this proposal for engineering services for the New Berlin Library Chiller Replacement. IBC has been in business for over 30 years and specialize in designing and commissioning Lighting, Electrical, HVAC, Plumbing, and Fire Protection systems.

When you choose IBC, you choose an award-winning firm that is dedicated to delivering high-performance buildings. We have not become a recognized and respected firm by chance. Our culture is infused with a progressive spirit that embraces innovation, creativity, and sustainability.

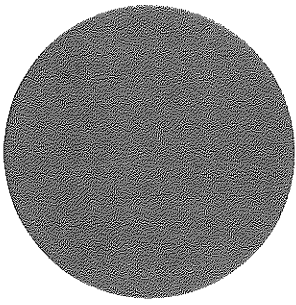
We have reviewed the Request for Proposal for this project and have a solid understanding of the City of New Berlin's intent.

On every project, our highly qualified team seeks to build bridges of communication between the Owner, designers and contractors, enabling the project team to successfully deliver projects that meet the needs of the building occupants.

IBC believes strongly in providing our clients with excellence, value, and service. We are committed to developing and maintaining lasting relationships with our clients based on professional integrity, technical expertise, clear communication, and personalized attention. We appreciate the opportunity to submit our qualifications and look forward to working with Chicago Public Schools. Please contact me at 262.522.4415 or alexandraz@ibcengineering.com with any questions.

Sincerely,
Scott Beglinger

President
IBC ENGINEERING SERVICES, INC



Certified Small Business Enterprise

IBC ENGINEERING SERVICES, INC. is an award-winning engineering firm specializing in high performance buildings. Integrated Building Concepts was founded 33 years ago on three foundational principals:

Integrated Design

We approach every project with an open mind, striving to understand the unique needs of each project. We highly value the opportunity to engage with the project stakeholders as early as possible in the project cycle. Our engineers make the most positive impact by working with the Owner and design team with a holistic view to create the best design solutions for project.

Broad Perspective – Detailed Focus

Every project is unique. Each building, no matter how similar to another, has its own set of needs – requirements that will determine the project's success.

Rather than focus on a few specific project types, we have had the good fortune to work on a wide range of projects in our 30+ years of practice. From museums to office buildings to factories to schools to sports arenas, we bring insights and perspectives from our incredibly diverse experiences to each project.

Commitment to Sustainability

Throughout our history it has been called many things: socially responsible, green building, sustainable design, high performance. No matter what it's called, making buildings better by improving energy efficiency, indoor environmental quality and water efficiency has been at the core of every project we undertake. While few projects can achieve the highest standards of sustainable design, every project can benefit from thoughtful integration of sustainable technologies and approaches. We work diligently with the project team to add performance enhancing design as the project budget and other goals allow.

OUR AREAS OF EXPERTISE

PLUMBING ENGINEERING

- Stormwater reuse
- Solar water heating
- Medical gas
- Fire protection.

HVAC ENGINEERING

- Energy recovery
- Geothermal heating and cooling.
- Displacement air systems.

ELECTRICAL ENGINEERING

- Emergency power
- Photovoltaic power generation.

LIGHTING DESIGN

LOW VOLTAGE DESIGN

- Fire Alarm
- Telecommunications
- Security/Access Control

AUXILIARY SERVICES

- Building Commissioning
- Energy Analysis & Modeling
- Facilities Performance Evaluation / Energy Audits

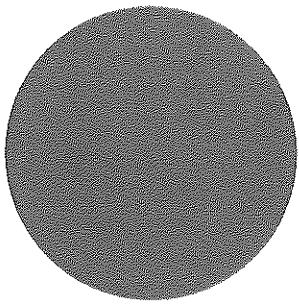
Inc.

■ THE GREEN 50 ■■■■■■

In 2006 Inc. Magazine named IBC Engineering as one of the top 50 companies in the nation advancing sustainability in the building industry.

Since then we have been proud to improve the performance of every building we touch, achieving LEED certification on many of our projects:

LEED Platinum:	4 projects:
LEED Gold:	16 projects
LEED Silver.	12 projects
LEED Certified:	6 projects



Project Experience



LIBRARY PROJECTS

RYERSON WOODS WELCOME CENTER
Deerfield, Illinois

ALICIA ASHMAN LIBRARY
Madison, Wisconsin

BATAVIA PUBLIC LIBRARY
Batavia, Illinois

BOERNER BOTANICAL GARDENS LIBRARY
Milwaukee, Wisconsin

BROWN COUNTY LIBRARY HVAC REPLACEMENT
Green Bay, Wisconsin

CUDAHY PUBLIC LIBRARY
Cudahy, Wisconsin

GOOD HOPE LIBRARY
Milwaukee, Wisconsin

IOWA CITY PUBLIC LIBRARY
Iowa City, Iowa

MARTIN LUTHER KING LIBRARY
Milwaukee, Wisconsin

NORTH SHORE LIBRARY
Bayside, Wisconsin

NORTHEAST NEIGHBORHOOD LIBRARY
Washington, DC

PAULINE HAASS PUBLIC LIBRARY
Sussex, Wisconsin

SHOREWOOD PUBLIC LIBRARY
Shorewood, Wisconsin

ST. CROIX FALLS LIBRARY
St. Croix Falls, Wisconsin

TIPPECANOE LIBRARY
Milwaukee, Wisconsin

WASHINGTON PARK LIBRARY
Milwaukee, Wisconsin

CHILLER REPLACEMENT PROJECTS

CASE HIGH SCHOOL CHILLER REPLACEMENT
Racine, Wisconsin

**GATEWAY TECHNICAL COLLEGE – ELKHORN
NORTH BUILDING CHILLER REPLACEMENT**
Elkhorn, Wisconsin

GATEWAY TECHNICAL COLLEGE – KENOSHA
Kenosha, Wisconsin

GATEWAY TECHNICAL COLLEGE – RACINE
Racine, Wisconsin

HARPER COLLEGE
Palatine, IL

KORNWOLF SERVICE CENTER
Racine, Wisconsin

MCGOVERN PARK CHILLER REPLACEMENT
Milwaukee, Wisconsin

**MILWAUKEE HOUSE OF CORRECTIONS CHILLER
REPLACEMENT**
Milwaukee, Wisconsin

**MILWAUKEE PUBLIC MUSEUM CHILLER
REPLACEMENT**
Milwaukee, Wisconsin

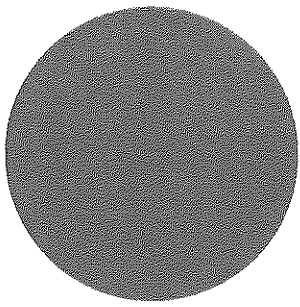
PICKARD ELEMENTARY SCHOOL
Chicago, Illinois

**RACINE COUNTY LAW ENFORCEMENT CENTER CHILLER
REPLACEMENT**
Racine, Wisconsin

**ROCK COUNTY DIVERSION BUILDING CHILLER
REPLACEMENT**
Janesville, Wisconsin

WAUKESHA POLICE DEPARTMENT
Waukesha, Wisconsin

WAUWATOSA MUNICIPAL BUILDING CHILLER STUDY
Wauwatosa, Wisconsin



Milwaukee Public Museum

Chiller Replacement

Milwaukee, Wisconsin

Size:

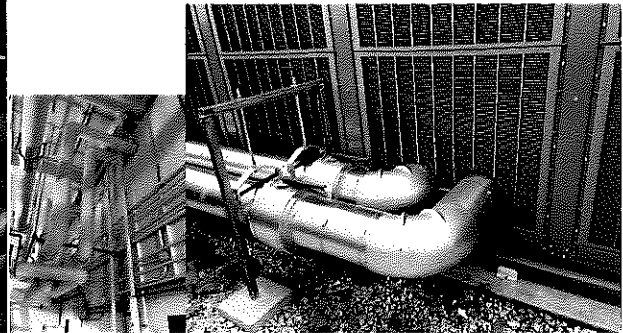
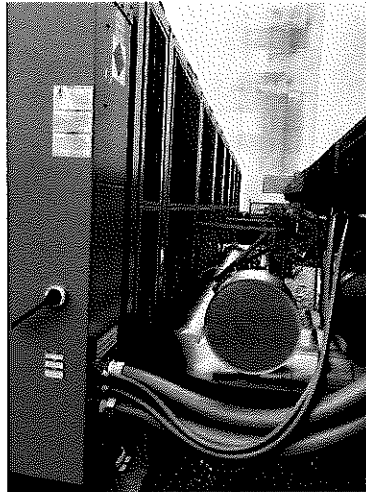
300 Ton Chiller

Construction Cost:

\$500,000

Completion:

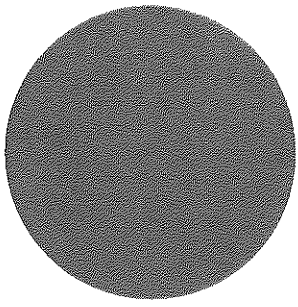
2021



IBC Engineering was retained by Milwaukee County to prepare design documents for the replacement of a 300-ton air-cooled chiller at the Milwaukee Public Museum.

The existing chiller was beyond its useful service life and prone to costly shutdowns for repairs. IBC Engineering worked with Milwaukee County to procure an air-cooled chiller while the design documents were finalized. This allowed for the chiller to be on site soon after the contractor was awarded the project. This approach considerably reduced the construction period and allowed for the chiller replacement to occur ahead of the next cooling season.

IBC also noted other existing chilled water system deficiencies during our quality review for the air-cooled chiller replacement. These observations included unstable operation and system pressures during partial flow conditions. The solutions to these issues included adding a flow meter to help control sequencing of system pumps and the addition of a high-capacity air separator to vent air from the system. These corrective measures incorporated as part of the chiller replacement project.



Racine County Law Enforcement Center Chiller Replacement

Racine, Wisconsin

Size:

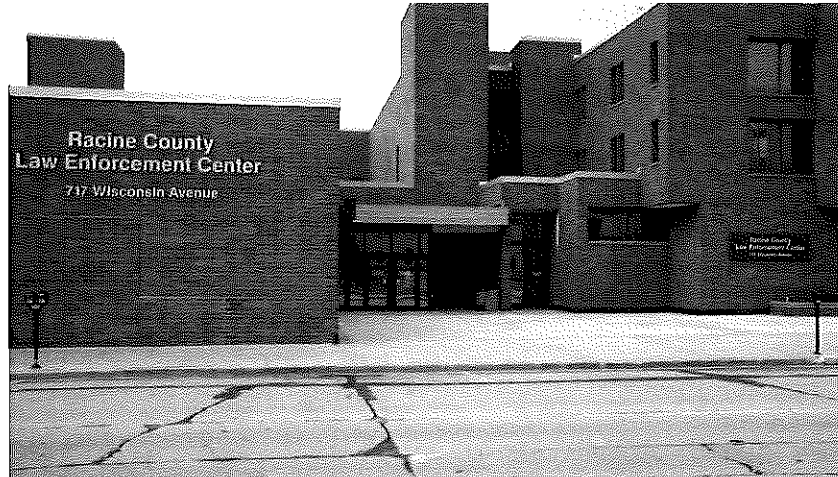
750 Ton Chiller Plant

Construction Cost:

\$800,000

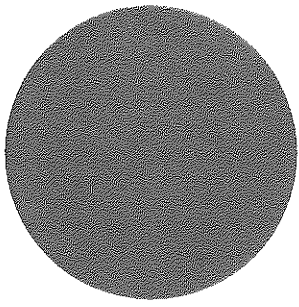
Completion:

2020



IBC Engineering was retained by Racine County to provide an analysis to replace the three (3) 250-ton York air cooled rotary screw chillers currently serving the Law Enforcement Center. Although the existing chillers were installed in 2007, they had a large maintenance cost largely due to replacement of leaking refrigerant which was a chronic issue. The units were also loud when operating which interfered with outdoor public events located at the County Courthouse which is located directly across the street.

Based on IBC's recommendation, IBC was retained to design a replacement Chiller system which included the use of three (3) 250-ton Trane air cooled rotary screw chillers with an additional sound deadening package included. The project included removal of the existing chillers and exterior chilled water piping, the installation of the new chillers utilizing the existing support stands and replacement of all the exterior chilled water piping including new insulation and aluminum jacketing. Work also included incorporating the new chillers into the existing Niagara based building management controls.



Washington Park Senior Center HVAC Upgrades

Milwaukee County, Wisconsin

Size:

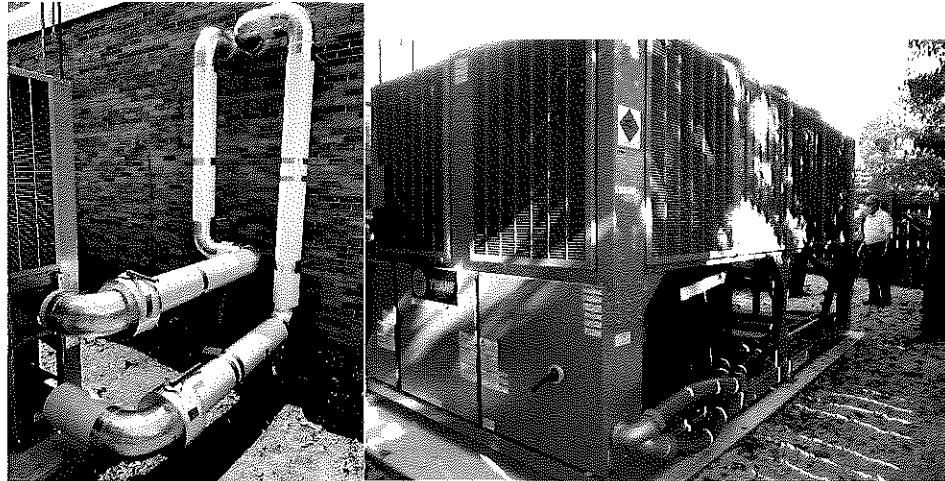
35,000 sq. ft.

Construction Cost:

\$277,000

Completion:

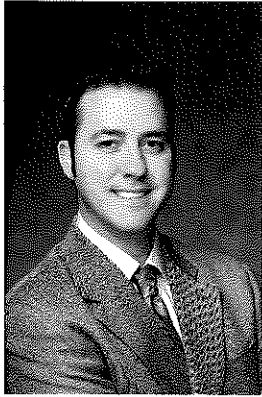
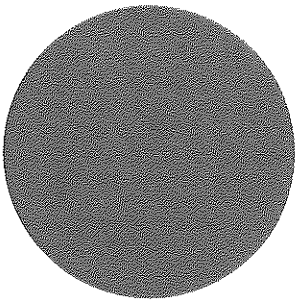
2021



IBC Engineering was retained by Milwaukee County to observe the existing HVAC system and make recommendations for the upgrade or replacement of various components of the HVAC system at the Washington Park Senior Center.

Many of the existing HVAC systems were original to the building which was built in 1967. IBC visually observed the existing conditions and contracted with a local Mechanical Contractor to perform a video observation of the interior condition of existing piping and ductwork. A test and balance contractor was also retained to take pre-design readings of the existing air and water systems to help identify any additional issues with the building's HVAC systems.

Though many recommendations were made, the final design and construction project consisted of a complete replacement of the existing water-cooled chiller with a new air-cooled chiller and pumps. New DDC controls were also installed as part of the system upgrades.



KEITH ORŁOWSKI, P.E.

Principal in Charge/Project Manager

Keith brings over twenty-five years of experience in the mechanical and electrical engineering fields. He specializes in commercial systems including educational, municipal, federal, industrial, and restaurant projects. Keith's range of experience also includes energy studies and feasibility reports focusing on long term solutions and energy savings. He excels at managing projects with concise timelines without compromising the quality of the design or owner expectations.

Pickard Elementary School Chiller – Chicago, Illinois: Replacement of a 150 ton air cooled chiller for a 90,000 sq ft elementary school. The design included a new pumping system, converting the old primary-secondary loop into a variable primary flow system for improved efficiency.

311 W Huron – Chicago, Illinois: 301 Huron is a 210,000 sq. ft, 15 story mixed use high rise that includes 1st floor retail, 4 levels of parking deck, and 9 floors of tenant office space and a top floor amenity level including a fitness center, meeting rooms, lounge and roof deck offering spectacular views of downtown Chicago. IBC Engineering was retained to provide back-of-house lighting design, controls, and engineering verification of back and front-of-house lighting as provided by architect.

Gateway Technical College: Annual IDIQ Contract for Engineering Services – Wisconsin: IBC Engineering services has been working with Gateway Technical College since 2009. With three major campuses and several satellite facilities, our work has included renovations and expansions for dental labs, surgical technology labs, a new student center, dining, and various engineering system upgrades, as well as consulting and design work as they move forward toward more sustainable and energy efficient operation. Construction Cost: \$1-\$80Million.

Racine Unified School District – Racine, Wisconsin: Feasibility study provided for upgrading existing systems in three schools within the district. Study compared a traditional system verses a highly sustainable system including a central geothermal plan. Energy modeling and cost analysis were included to assist school district in long term budget planning.

Milwaukee Area Technical College Annual IDIQ Facilities Projects – Milwaukee, WI: IBC Engineering services has been working with MATC since 2017 to provide engineering design services for plumbing (including fire protection), HVAC, Electrical, and LEED Consulting Services for annual facilities projects for the renovation/remodeling, expansion, and improvement of its facilities throughout the district which consists of the Milwaukee Campus and three regional campuses. Construction Cost: \$18 Million

EDUCATION

B.S., Electrical
Engineering, University of
Illinois,
Urbana/Champaign, IL

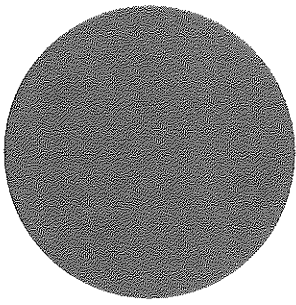
LICENSES/ CERTIFICATIONS

Registered Professional
Engineer:
Illinois, California,
Delaware, Georgia,
Indiana, Kansas, Missouri,
Nevada, North Carolina,
North Dakota,
Pennsylvania, Virginia,
Washington DC, Wisconsin

National Council of
Examiners for Engineering
and Surveying:
Model Law Engineer

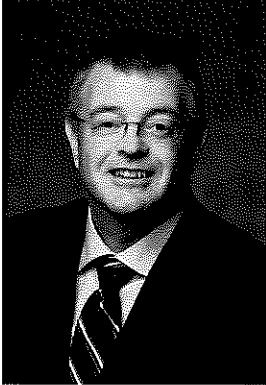
PROFESSIONAL ORGANIZATIONS

American Society of
Heating, Refrigeration & Air
Conditioning Engineers
(ASHRAE)



DENNIS HESS, P.E.

Senior Electrical Engineer



EDUCATION

B.S., Electrical
Engineering,
Milwaukee School of
Engineering, Milwaukee,
Wisconsin

LICENSES/ CERTIFICATIONS

Registered Professional
Engineer, State of
Wisconsin

AWARDS

2014 ABC Project of
Distinction Gold Award

2022 Daily Reporter
Newsmakers Award –
Electrical Engineer of Year

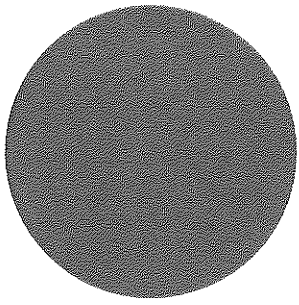
Mr. Hess has over 30 years of experience as an electrical design engineer and is knowledgeable in power distribution design, lighting design, fire alarm system design and development of electrical specifications. Highly skilled in electrical estimating, field coordination, overall project management and construction administration.

Minocqua Public Library Expansion and Remodel – Minocqua, Wisconsin: Lead Electrical Engineer that expanded and remodeled an existing library. Responsible for electrical specifications, power distribution including modifying the existing services with new and larger service and adding additional distribution through the existing areas and new areas and adding a new elevator. Assisted in lighting design and lighting controls. Systems included expanding the fire alarm system, security system and designed the 2-way communication for the new elevator. Coordinated power and raceways for communication system.

Lakeshore Technical College Campus-Wide Building Renovations and Expansions – Cleveland, Wisconsin: Lead Electrical Engineer for campus wide maintenance contract. The project included assessments of the campus wide primary electrical and distribution system along with building assessments. Provided design for remodeled and addition of existing buildings that included welding shops, CNC shops, classrooms, auto paint lab, auto maintenance lab, Simulation City for first responder training, shooting range and a new building for the facilities department. Responsibilities included electrical specifications, expansion of the primary service for building addition, modifying existing building electrical services and fire alarm system. Coordinated power and raceway requirements for communication systems, security and door access.

Elkhorn Matheson Memorial Library Expansion and Remodel – Elkhorn, Wisconsin: Responsibilities included Electrical Specifications, providing a new electrical service and back feeding the existing electrical distribution system. Assisted in lighting design and controls. Expanded the existing fire alarm system into the addition and revised the existing areas to meet current fire alarm codes. Coordinated power and raceways for HVAC, plumbing, communication systems, security systems and CCTV system.

Waukesha Police Department – Waukesha, Wisconsin: Lead Electrical Engineer for an addition and remodel to the police department. Responsibilities include electrical specifications, modifying the existing distribution system to accommodate the new addition and remodeled areas, design the replacement of the existing generator and distribution systems with new equipment. Designed lighting design and lighting controls. System design included fire alarm systems, and coordination with communication designer, door access and camera systems vendor, paging, and radio systems vendor.



Project Approach



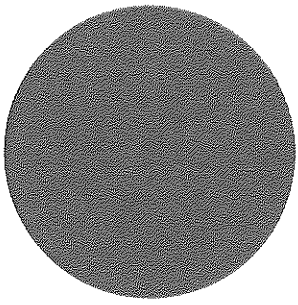
At IBC Engineering we believe every project is unique. While it may share characteristics of other projects we have done, the stakeholders and circumstances surrounding each project present a unique set of needs for that project's success. To ensure our engineering work meets the needs of each project, our standard process is to:

- **Listen** Defining the requirements and priorities of each project is the critical foundation of success. Engaging with all the project stakeholders early to understand their needs is crucial.
- **Analyze** Understanding the needs of the project, IBC's engineers utilizes our expertise in a wide variety of MEP systems to determine which options best fit the needs of this project. This analysis can include functional performance comparisons and life cycle cost analysis.
- **Inform** Occasionally the analysis reveals a clear choice, but more often there are compromises to be made. As subject matter experts, we recommend options, inform the team as to the benefits of each option and work to provide the project team with the best information we can to choose options that are the best fit for the project.
- **Develop** Armed with the decisions about which systems to design, IBC monitors the development of the design as well as changing needs/priorities of the project to make sure the design meets those critical needs.

On this project, we apply that philosophy starting with this question: "What is the best replacement strategy for this chiller and this facility?" Implied in this question is the fact that a simple one-for-one replacement may not be the best option to serve the Library for the next 20-30 years.

DESIGN PHASE:

- Listen/Investigate:
 - Interview facility staff to determine how well the existing chiller plant has served the facility. What is the current chiller plant configuration? What equipment does the chilled water system serve? What maintenance issues or other problems have been experienced?
 - What are the goals for the system for the next 20-30 years?
 - What building changes might be expected in the next 20-30 years?
- Analyze/Inform:
 - IBC will perform a building block load calculation to confirm the capacity requirements for the new chiller.
 - Working with the stakeholder team, IBC may, at the City's request, provide options to analyze whether a single large chiller is the best option or if the advantages of multiple smaller chillers provide the best performance for the next phase of the building's operation.
 - Provide a schematic design report outlining the replacement approach or approaches for the City to approve, enabling the team to move into implementation of the chosen strategy.
- Develop:



Project Approach



- The IBC mechanical and electrical design teams will develop plans and specifications for bidding and construction.
- Work with the City to determine appropriate milestone touchpoints and reviews, eg. 50% CD's 90% CD's, etc.

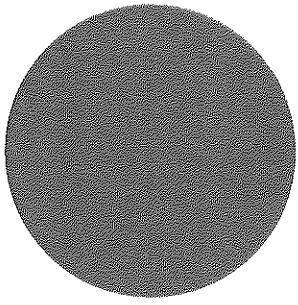
BIDDING AND CONSTRUCTION PHASE:

IBC will provide full bidding and construction support, including:

- Submit plans for plan review by the AHJ.
- Conduct pre-bid walk-through with contractors.
- Issue Addenda as necessary to address project scope clarifications during the bid phase.
- Attend regular construction progress meetings conducted by the contractor.
- Review contractor pay requests.
- Answer requests for information (RFI)'s generated by the contractor.
- Review equipment submittals.
- Provide regular site visits and reports of observations of the construction progress.
- Provide final punch list.

WARRANTY PHASE:

IBC will check in with the City and Library staff prior to the end of the warranty phase to assess how well the system has been working and whether any corrective action is required.

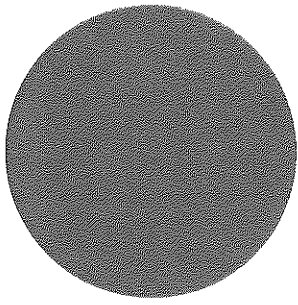


Statement of Workload



The IBC team has reviewed the project schedule listed in the RFP and understands the intent to complete bid documents by February 28, 2025.

Keith Orlowski, our Project Manager and Senior Mechanical Engineer for the project and Dennis Hess our Senior Electrical Engineer for the project both have capacity to take on this project starting in mid-November and lead our team of designers to complete bid documents on time and provide support during construction.



Proposed Fees



IBC Proposes to provide the services described in this proposal for the lump sum fee of \$58,155

This fee does not include direct reimbursable costs such as plan review fees, etc.

A breakdown of hours and fees is in the following pages..

Project: New Berlin Library Chiller Replacement
 Preparer: SMB Date: 10/4/24



Design Services Cost Summary

Phase/Category Breakdown		Labor Hours	Labor \$'s	Expense \$'s	Total \$'s
DESIGN PHASE - PHASE 1					
Schematic Design Phase					
MEP		54	\$9,470	\$0	\$9,470
Design Development Phase					
MEP		91	\$12,655	\$0	\$12,655
Construction Document Phase					
MEP		139	\$19,455	\$0	\$19,455
DESIGN PHASE TOTALS			\$41,580	\$0	\$41,580
BIDDING/CSPHASE - PHASE 2					
Bidding Phase					
MEP		18	\$2,970	\$0	\$2,970
Construction Support Phase					
MEP		81	\$13,605	\$0	\$13,605
BIDDING/CS TOTALS			\$16,575	\$0	\$16,575
PROJECT TOTALS			\$58,155	\$0	\$58,155
PROJECT TBE TOTALS AS PART OF THE BASE SERVICES (INCLUDED IN PROJECT TOTAL ABOVE)					
IBC Engineering (Prime and MEP)					\$58,155
Total TBE					\$58,155

SERVICES AGREEMENT



This Services Agreement (“Agreement”) is made and entered into this _____ day of _____, 2024 by and between the CITY OF NEW BERLIN, a Wisconsin municipal corporation, with its principal office located at 3805 South Casper Drive, New Berlin, Wisconsin, 53151 (hereinafter referred to as the “City”) and FIELD 99 LLC (hereinafter referred to as “Instructor”).

WHEREAS, the City offers recreational classes to the public; and

WHEREAS, Instructor provides Soccer instruction classes; and

WHEREAS, the parties are desirous of establishing the relationship where Instructor provides classes to the City during 2025.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby covenant and agree as follows:

1. Instructor holds themselves out as being qualified to provide soccer instructional services. The City does hereby retain the Instructor to perform soccer class instruction as provided for hereunder.

2. All classes are to be held at the New Berlin Activity and Recreation Center in the City of New Berlin in a space to be assigned by the City. The specific class schedule shall be established, occurring once per month, by the parties. Instructor agrees to work with the City to develop class offerings and scheduling to be advertised in each New Berlin Activity Guide. A sampling of class offerings is attached to this document, and subject to change seasonally.

3. Instructor agrees to provide City with a rate they would like to collect per participant before seasonal activity guides are finalized. City may then charge participants any amount at or above what Instructor receives. The Instructor agrees all non-residents will be charged at the resident rate and the City keeps the non-resident fees. The Instructor will provide City with an invoice after classes. Payment of services shall follow City Finance Department policies. The Instructor agrees to provide the City with a signed IRS W9 form.

4. City will provide Instructor with a class participant list. City acknowledges if participant has registered for the designated classes before the class has begun, but they are not on the class participant list, then that participant may present a receipt at the class as proof of registration.

5. Instructor agrees to provide such staff as may be necessary to supervise the class and understands that it is a requirement of the City that when classes are offered to minors that there shall be not less than two (2) adults present during the instruction time. The City acknowledges that if the door to the classroom remains open and parents are allowed to wait and

observe from the hall, that this would satisfy this requirement in this instance. The Instructor agrees to maintain supervision of class participants who are minors until the minor is picked up by a parent, guardian or authorized adult. The Instructor agrees not to permit minor class participants to wander about the ARC outside of the class schedule.

6. That Instructor agrees to carry comprehensive general liability insurance with limits of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate, which insurance coverage shall provide that the City is named as an Additional Insured on a primary and non-contributory basis.

7. The Instructor is solely responsible for and shall have sole control of the performance of the services. The parties acknowledge that the Instructor is not an employee of the City of New Berlin and is responsible to determine the instruction methods and performance of the instruction provided for in this Agreement.

8. Instructor acknowledges that neither they, nor their employees, are employees of the City for purposes of income tax retirement system or social security withholding.

9. Instructor accepts liability for damage to participant's equipment that occurs from Instructor's instruction during class. City acknowledges Instructor is only responsible for the area of the building the class is programmed in during the time the class advertised. Instructor will check the building area upon leaving, turn off lights, and restore the room to previous set-up. Instructor is not liable for damage to building after the class has ended and participants have left.

10. Either party may terminate this contract, in whole or in part, for the convenience of the parties at such time as either party determines that the continuation of the work is not in the best interests of said party upon thirty (30) days written notice to the other.

11. Instructor will defend and hold harmless the City as and against any and all claims, demands, actions or causes of action brought by a third party for damages or losses arising out of the Instructor's performance of the work under this Agreement. Said indemnification shall include the City's actual attorney fees. Notwithstanding the foregoing, the obligation to indemnify shall not exist to the extent of the City's gross negligence or intentional conduct. The Instructor's obligation to indemnify shall include her employees and/or agents.

12. This Agreement represents the complete understanding of the parties with respect to the subject matter herein, and may only be modified in a subsequent agreement executed by each party.

13. This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.

CITY:

City of New Berlin

INSTRUCTOR:

FIELD 99 LLC

By: _____

By: _____



Class Offerings Sample

Technical Soccer Training - 60 Minute Session

Athletes spend 60 minutes in a class working on their own individual growth. Professional soccer players as coaches push to increase performance of first touches, receiving, sending, speed, agility and ball control. Each athlete is different which is why their focus is individual work - within a group setting of no more than 12 athletes. Join a class to see for yourself or buy a package!



REQUESTED ACTION STATEMENT

TO: Recreation Commission
Common Council
Mayor Dave Ament

FROM: Katie Roth, Recreation Manager

RE: Requested Action Statement for the approval of Soccer Instruction Services Agreement from Field 99 LLC.

DATE: October 3, 2024

REQUESTED ACTION: Requested Action Statement for the recommendation of approval to the Common Council of the vendor agreements with Field 99 LLC to provide recreation soccer programming.

FISCAL IMPACT: The City will receive 25% of each participant fee.

RATIONALE/BACKGROUND: To ensure the continued success and growth of our recreational athletic programs, the Recreation Department is actively seeking a strategic partnership with Field 99 LLC. This collaboration will complement the programs offered at the New Berlin Activity and Recreation Center (ARC), providing enhanced athletic programs. By utilizing Field 99 LLC, we aim to expand our program offerings, accommodate a broader range of activities, and increase community engagement. This partnership will support a sustainable model for the future of recreational athletics in our community.

REQUESTED ACTION STATEMENT

MEMO TO: Recreation Commission
Common Council
Mayor David Ament

MEMO FROM: Gregory W. Kessler, AICP - Director

DATE: October 21, 2024

REQUESTED: Recommend to the Common Council approval of the Athletic Field Use Guidelines for the 2025 Outdoor Sports Season.

FISCAL IMPACT: The Athletic Field Use Guidelines fees are increased to cover the cost for City staff to prepare the fields. These fees do not account for general maintenance outside of preparing the field for games.

Estimated Baseball/Softball Field Maintenance Per Game (est. 235 Game)				
Item	Quantity	Unit	Unit Cost	Total Cost
Pre-Game Preparation	1.63	Hour	\$ 55.33	\$ 90.19
Diamond Dry	0.7	Bags	\$ 13.50	\$ 9.45
Paint	0.0021	Pallet	\$ 2,000.00	\$ 4.26
Chalk	0.0128	Pallet	\$ 600.00	\$ 7.66
			Total	\$ 111.55

Estimated Soccer Costs Per Game (est. 205 games)				
Item	Quantity	Unit	Unit Cost	Total Cost
Field Preparation Labor	0.878	Hour	\$ 55.33	\$ 48.58
Paint	0.008	Pallet	\$ 2,000.00	\$ 15.14
Replacement Nets	0.012	Each	\$ 200.00	\$ 2.42
Mowing Labor	0.142	Hour	\$ 55.33	\$ 7.87
Field Striping Labor	0.284	Hour	\$ 55.33	\$ 15.73
Routine Weed Control	0.088	Field	\$ 500.00	\$ 43.90
			Total	\$ 133.64

RATIONALE: The implementation of these fee adjustments is vital to the continued provision of high-quality, safe, and well-maintained athletic fields for the benefit of our local sports community. We remain committed to ensuring that these facilities meet the standards necessary to foster a vibrant and thriving sports culture within our community.



New Berlin Recreation
15321 W National Ave
New Berlin, WI 53151
(262) 797-2443
recreation@newberlin.org
www.newberlinwi.gov

CITY OF NEW BERLIN

ATHLETIC FIELD USE PROCEDURES

An Athletic Field Use Permit may be submitted in November for the following calendar year for use of a city owned athletic facility. Reservation requests can be made by email or mail. The person reserving the athletic facilities must be 21 years of age or older.

Approval from the Recreation Commission is required for all athletic field use requests prior to the event. Resident status includes individuals living in New Berlin, New Berlin School District and City employees, all students enrolled in New Berlin Public or Private Schools and their families, and non-resident taxpayers of New Berlin. New Berlin based groups/organizations will have priority. The department will determine who has priority based on prior use and conditions left by the groups/organizations. Independent Organizations must verify their status as a bona fide organization as well as provide a copy of the organization's bylaws to the Recreation Department. Participation on any independent team is restricted to a minimum of 80% of New Berlin resident players. A copy of all team rosters listing the names and addresses of all players must be submitted to the Recreation Department 30 days prior to league play.

Park Rules and Regulations

Penalties for violation of the rules are outlined in the Municipal Code, Chapter 184. The Parks, Buildings & Grounds Commission may also impose additional rules, penalties, suspensions, etc., to properly manage the parks and assure the greatest comfort, safety, convenience and public welfare of the citizens of New Berlin. Any observation of misuse of City property by any individual utilizing the parks should be reported immediately to Parks Staff and the Police Department.

- Park hours are dawn to dusk, unless otherwise posted.
- No person shall damage any vegetation, structure or other property within a park.
- Motorized vehicles may only operate or park in designated parking areas or along appropriate roadways, unless posted otherwise.
- Park restrooms and other amenities within the park are open for general public use.
- The use of athletic fields and courts is on a first-come, first-served basis unless they are reserved. No reservations are made for practice times, teams are expected to share the fields. Goals will not always be available for practice. Inspect the field for safe conditions before beginning your practice. If you observe standing water on a field, do not use it.
- Horses are not permitted in public parks.
- Commercial solicitation and transactions are prohibited, as are the use of the parks for the sales of goods and services not specifically permitted by the City.

Food and Beverages

No glass beverage containers shall be permitted in any park or parkway at any time.

No person or group shall make or kindle any fire for any purpose except in the cooking grills provided. The use of private charcoal burners in picnic areas is permitted, providing there is no damage to park property. For pig/chicken roasts, the roasting unit must be elevated and completely self-contained. No heated parts of the roasting unit or coal may touch park property.

Alcoholic beverages

Alcoholic beverages may be consumed in parks with a Park Shelter Use Permit in designated picnic areas.

- Alcohol must be served by an adult at least age 18 and older. A caterer may supply personnel to dispense alcoholic beverages at catered functions. Person's selling alcohol must have an operator permit. Alcohol sales are only permitted with applicable alcohol permits from the City Clerk.
- No alcohol may be served if the event is designated as a "Youth" event (the majority of the participants are under the age of 21).
- Serving alcohol must end at least 30 minutes prior to scheduled departure time.

Vendors

If a caterer is hired for a private event, all monetary charges for services must take place at the caterer's licensed premise (a copy of the caterer's license should be provided for the city's files to ensure the caterer holds the correct license). There shall be no direct or indirect charge (monetary, tickets, etc.) within the park.

All mobile vendors selling within the parks shall obtain a Direct Sellers Permit from the Clerk's Office. Approval from the Parks, Buildings and Grounds Commission is required for non-City sponsored events. A Special Event Permit is required for events that are significant to City operations.

Fundraising

Fundraisers are only permitted on behalf of eligible Community Based Non-Profit Organizations, or on behalf of benevolent, philanthropic, patriotic, or charitable organizations. A Park Shelter Use Permit is required for any donations that are solicited/collected. Person's selling alcohol must have an operator permit. Alcohol sales are only permitted with applicable alcohol permits from the City Clerk. Approval from the Parks, Buildings and Grounds Commission is required.

Individual Profit

No individual may utilize publicly owned park facilities for personal profit, including but not limited to, clinics, lessons, tournaments, or the sale of athletic items or concessions, without a Direct Sellers Permit from the Clerk's Office. Approval from the Parks, Buildings and Grounds Commission is required. A Special Event Permit is required for events that are significant to City operations.

Temporary Structures

No temporary or permanent structure shall be erected unless a Fire Department Permit is issued, insurance requirements and public liability are required. No stakes of any size shall be used to secure tents or structures to the ground. Bounce houses, inflatables, dunk tanks, and other large party items are not permitted in the parks due to insurance liability. Signs, decorations and fasteners are allowed, but must be removed at the end of the rental period.

Capacity

An Athletic Field Use Permit is required for the exclusive use of an athletic facility only. Park restrooms and other amenities within the park are open for public use.

The City of New Berlin reserves the right to limit the size of groups based upon the capacity of the facilities, available parking, and to protect public health and safety. Events exceeding the total area capacity of the park shelter shall apply for a Special Event Permit. A portable restroom package is required for such events to ensure the facilities are not overused. An additional trash dumpster is required for every 400 persons in attendance. Additional electric service may be required depending on the scope of services requiring electricity.

Caution is advised when using the electrical service. Circuit breakers can be overloaded by plugging in too many devices. It is the responsibility of the permit holder to avoid overloading and tripping the circuit breakers. Each outlet has 2 plug-ins.

Payment

Upon approval of the Athletic Field Use Permit by the Recreation Commission, payment shall be made in full within 30 days.

Non-profit groups may request a waiver of rental fees. Direct costs, such as vehicle costs, traffic control, staff time or other City fees, and security deposits, are not eligible for waiver. A group may only request a waiver of fees for (1) Facility Rental per calendar year, not to exceed \$500. Organizations must comply with the following criteria to be considered:

- The principal office and place of business for the organization must be in the City of New Berlin and be composed of at least 80% New Berlin residents. Organizations may not exclude any New Berlin resident from membership in their group. The organization shall provide documentation of non-profit status. If fees are required for membership in the organization, they must be used for expenses directly related to the activities conducted.
- Reservations occurring during regular business hours Monday-Thursday that do not qualify as a Special Event. Events or services must be open to attendance by the public. The event shall not exceed 12 hours in duration.
- Any profits from a community event or service must be used for the benefit of the New Berlin community or have a clear civic purpose. Examples include donations of equipment or funds to schools, donations of park equipment, construction of community facilities, and funding programs to assist community residents.

Changes / Cancellation

Cancellations made up to 60 days prior to the reservation will receive a full refund.

Cancellations made up to 7 days prior to the reservation will receive a 50% refund.

Cancellations made less than 7 days prior to the reservation will not receive a refund. The Recreation Department reserves the right to limit park use due to weather or field conditions. In the event of inclement weather cancellation, the event may be rescheduled for the same calendar year. No refund will be given for cancellations due to inclement weather.

Indemnity

Groups may be required to submit a certificate of general liability insurance coverage depending upon the nature of the activity. Additional insurance coverage is required in the following amount: General Liability Limits - \$1,000,000 for each occurrence/\$2,000,000 aggregate includes contractual and personal liability injury. This policy must also name the City of New Berlin as additional insured on a primary and non-contributory basis. This policy must be submitted no later than 30 days prior to the event.

Day of Event

Park hours are from dawn to dusk unless otherwise posted. The times listed on the application shall include set-up and take-down time.

Many recreational items are available for checkout through the library.

If you experience any problems during your event, please call:

- Weekend Park Cell Phone: (262) 527-4843
- New Berlin Police Department: (262) 782-6640.

The permit holder will be invoiced for damage to park property, excessive cleanup costs, or for significantly underestimating attendance.

Clean Up

All litter, including paper, garbage, cans, or any other trash, shall be deposited in the waste receptacles provided.

Unburned coals and ash shall be disposed of in such a manner as to prevent littering, fire, or damage to park property.

Pig/chicken roast clean up. Disposal of carcasses, bones, etc. must be removed from the park by the permit holder. Failure to comply will result in an invoice to the permit holder for the disposal fee equal to the cost incurred.

All equipment and supplies utilized at the event must be removed from the park upon completion of the event and the site restored to the condition existing before the event, reasonable wear and tear excepted. The permit holder will be invoiced for damage to park property, excessive cleanup costs, or for significantly underestimating attendance.



New Berlin Recreation
15321 W National Ave
New Berlin, WI 53151
(262) 797-2443
recreation@newberlin.org
www.newberlinwi.gov

ATHLETIC FIELD USE FEES

The units that will be charged and the need for them are determined in the sole discretion of City parks staff.

Baseball/Softball Diamonds

Setup includes pre-game preparation, diamond dry, paint and chalk.

- \$110/day (per field)
- Tournaments/Events – \$25/day, in addition to per field rental

Soccer Fields

Setup includes pre-game preparation, paint, replacement nets, mowing, field striping and routine weed control.

- \$130/day (per field)
- Tournaments/Events – \$25/day, in addition to per field rental

Disc Golf Course

- \$25/week of league play
- Tournaments/Events – \$250/day, plus \$100 deposit

Athletic Field Add-ons

- Floodlights – \$40/day
- Portable Restroom Package for groups of 300+ – \$275



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AMENITIES, BY PARK

	Activity and Recreation Center	Biwer Park	Buena Park	Calhoun Park	City Center Plaza	Gatewood Park	Hickory Grove Center	High Grove Park	Historic Park	Lions Park	Malone Park	Maple Ridge Park	New Berlin Athletic Complex	New Berlin Hills Golf Course	ProHealth Care Park	Regal Park	Valley View Park	Veteran's Memorial Park	Weatherstone Park
Archery Range																	1		
Ball Diamond, game			2	3						1					1	1	2		
Ball Diamond, game lit											8								
Ball Diamond, practice		1	1				2	1				1							1
Basketball Court, indoor	3																		
Basketball Court, outdoor		1	1	1		1	1	1		1	2	1			1	1	1		1
Cross Country Ski																	X		
Disc Golf Course																	1		
Fishing Pond				1		1				2						1			
Golf Course														1					
Ice Rink, synthetic					1														
Mountain Biking																			
Parking Lots	1		1	2	2		1		1	2	2		1	1	1		5	1	
Pickleball Court, indoor	9																		
Pickleball Court, permanent			3																
Pickleball Court, pop-up										8							8		
Playground	1	1	2	2		1		1		1	1	1			1	1	2		1
Restrooms	X		1	1	1				X	1	1				1		2		
Shelter	X	1	2	3	1	1		1	X	2	3	1			2		2		1
Sledding				X		X											X		
Soap Box Derby																	1		
Soccer Field, grass			1	2		2	1			4	10	1	6		2	1	9		
Trail		X	X	X	X	X		X	X	X	X	X	X		X	X	X		X
Tennis Court			2							4							4		
Tennis Court, lit											4								
Volleyball Court, indoor	6																		
Volleyball Court, sand		1								1						1			
Volleyball Court, sand lit											4								



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Athletic Field Use Permit

NAME: _____ GROUP/COMPANY NAME: _____

ADDRESS: _____ CITY, STATE, ZIP: _____

NON-PROFIT 501(C)3 TAX ID NUMBER: _____

PHONE: _____ EMAIL: _____

Leagues

EVENT DESCRIPTION: _____

EVENT DATE(S): _____ EVENT START TIME: _____ EVENT END TIME: _____

ESTIMATED ATTENDANCE: _____ ☐ RESIDENT ☐ NON-RESIDENT

☐ Ball Diamond ☐ Soccer ☐ Disc Golf
Field Name: _____ Field Name: _____ # of weeks: _____
of days: _____ # of days: _____
Base length: _____ Pitching distance: _____ Full: _____ U12: _____ U10: _____ U8: _____

Tournaments

EVENT DESCRIPTION: _____

EVENT DATE(S): _____ EVENT START TIME: _____ EVENT END TIME: _____

ESTIMATED ATTENDANCE: _____ ☐ RESIDENT ☐ NON-RESIDENT

☐ Ball Diamond # of fields: _____ ☐ Soccer # of fields: _____ ☐ Disc Golf
Field Names: _____ Field Names: _____ # of days: _____
of days: _____ # of days: _____
Base length: _____ Pitching distance: _____ Full: _____ U12: _____ U10: _____ U8: _____

I/we the undersigned assume all responsibility for the proper care and utilization of the above stated park area and/or facilities, including all equipment and grounds contained therein, in accordance with the policies and regulations of the Parks, Buildings and Grounds Commission as stated in the New Berlin Municipal Code. The undersigned agrees to indemnify and hold harmless and release the City of New Berlin its officers, elected officials, agents and insurers as and against any and all actions, demands, damages, causes of actions and claims of any kind or nature, including actual attorney's fees arising from, or in any way attributed to, in whole or in part, the granting of this application and/or the use of the New Berlin facilities by the applicant or anyone participating in or involved with the event which is the subject of the application. Notwithstanding the foregoing the applicant shall not be required to indemnify the City against the City's own negligent or intentional conduct. By signing this agreement, I/we acknowledge that I/we have read it in its entirety, have given its terms due consideration, understand said terms and understand that I/we are freely and voluntarily giving up certain rights. I/we further intend that this agreement shall be binding upon all our heirs' successors and assigns.

SIGNATURE _____ DATE _____

PLEASE DO NOT WRITE BELOW THIS LINE

Accepted by: _____ Date: _____
REC Meeting Date: _____
Total Fee: _____
File Number: _____

☐ Direct Sellers Permit
☐ Portable restrooms package
☐ Sign Permit

☐ Special Event Permit
☐ Temporary Class B Retailer's License
☐ Tent Permit

REQUESTED ACTION STATEMENT

MEMO TO: Recreation Commission
Common Council
Mayor David Ament

MEMO FROM: Gregory W. Kessler, AICP - Director

DATE: October 21, 2024

REQUESTED: Recommend to the Common Council approval of the Park Shelter Rental Guide for the 2025 Season.

FISCAL IMPACT: The Park Shelter Rental fees cover the cost for City staff to prepare for rentals. The fees also consider site specific amenities, such as restrooms, electricity and water.

RATIONALE: The implementation of these fee adjustments is vital to the continued provision of high-quality, safe, and well-maintained park shelters for the benefit of our local community. We remain committed to ensuring that these facilities meet the standards necessary to foster a vibrant and thriving community.



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CITY OF NEW BERLIN

PARK SHELTER USE PROCEDURES

A Park Shelter Use Permit can be submitted for the current calendar year beginning in January for New Berlin residents and March for non-residents. Resident status includes individuals living in New Berlin, New Berlin School District and City employees, all students enrolled in New Berlin Public or Private Schools and their families, and non-resident taxpayers of New Berlin.

Park Rules and Regulations

Penalties for violation of the rules are outlined in the Municipal Code, Chapter 184. The Parks, Buildings & Grounds Commission may also impose additional rules, penalties, suspensions, etc., to properly manage the parks and assure the greatest comfort, safety, convenience and public welfare of the citizens of New Berlin. Any observation of misuse of City property by any individual utilizing the parks should be reported immediately to Parks Staff and the Police Department.

- Park hours are dawn to dusk, unless otherwise posted.
- No person shall damage any vegetation, structure or other property within a park.
- Motorized vehicles may only operate or park in designated parking areas or along appropriate roadways, unless posted otherwise.
- Park restrooms and other amenities within the park are open for general public use.
- The use of athletic fields and courts is on a first-come, first-served basis unless they are reserved. No reservations are made for practice times, teams are expected to share the fields. Goals will not always be available for practice. Inspect the field for safe conditions before beginning your practice. If you observe standing water on a field, do not use it.
- Horses are not permitted in public parks.
- Commercial solicitation and transactions are prohibited, as are the use of the parks for the sales of goods and services not specifically permitted by the City.

Food and Beverages

No glass beverage containers shall be permitted in any park or parkway at any time.

No person or group shall make or kindle any fire for any purpose except in the cooking grills provided. The use of private charcoal burners in picnic areas is permitted, providing there is no damage to park property. For pig/chicken roasts, the roasting unit must be elevated and completely self-contained. No heated parts of the roasting unit or coal may touch park property.

Alcoholic beverages

Alcoholic beverages may be consumed in parks with a Park Shelter Use Permit in designated picnic areas.

- Alcohol must be served by an adult at least age 18 and older. A caterer may supply personnel to dispense alcoholic beverages at catered functions. Person's selling alcohol must have an operator permit. Alcohol sales are only permitted with applicable alcohol permits from the City Clerk.
- No alcohol may be served if the event is designated as a "Youth" event (the majority of the participants are under the age of 21).
- Serving alcohol must end at least 30 minutes prior to scheduled departure time.

Vendors

If a caterer is hired for a private event, all monetary charges for services must take place at the caterer's licensed premise (a copy of the caterer's license should be provided for the city's files to ensure the caterer holds the correct license). There shall be no direct or indirect charge (monetary, tickets, etc.) within the park.

All mobile vendors selling within the parks shall obtain a Direct Sellers Permit from the Clerk's Office. Approval from the Parks, Buildings and Grounds Commission is required for non-City sponsored events. A Special Event Permit is required for events that are significant to City operations.

Fundraising

Fundraisers are only permitted on behalf of eligible Community Based Non-Profit Organizations, or on behalf of benevolent, philanthropic, patriotic, or charitable organizations. A Park Shelter Use Permit is required for any donations that are solicited/collected. Person's selling alcohol must have an operator permit. Alcohol sales are only permitted with applicable alcohol permits from the City Clerk. Approval from the Parks, Buildings and Grounds Commission is required.

Individual Profit

No individual may utilize publicly owned park facilities for personal profit, including but not limited to, clinics, lessons, tournaments, or the sale of athletic items or concessions, without a Direct Sellers Permit from the Clerk's Office. Approval from the Parks, Buildings and Grounds Commission is required. A Special Event Permit is required for events that are significant to City operations.

Temporary Structures

No temporary or permanent structure shall be erected unless a Fire Department Permit is issued, insurance requirements and public liability are required. No stakes of any size shall be used to secure tents or structures to the ground. Bounce houses, inflatables, dunk tanks, and other large party items are not permitted in the parks due to insurance liability. Signs, decorations and fasteners are allowed, but must be removed at the end of the rental period.

Capacity

A Park Shelter Use Permit is required for the exclusive use of a picnic area and shelter only. Park restrooms and other amenities within the park are open for public use. The seating capacity represents the capacity of the picnic tables underneath the shelter.

The City of New Berlin reserves the right to limit the size of groups based upon the capacity of the facilities, available parking, and to protect public health and safety. Events exceeding the total area capacity of the park shelter shall apply for a Special Event Permit. A portable restroom package is required for such events to ensure the facilities are not overused. An additional trash dumpster is required for every 400 persons in attendance. Additional electric service may be required depending on the scope of services requiring electricity.

Caution is advised when using the electrical service. Circuit breakers can be overloaded by plugging in too many devices. It is the responsibility of the permit holder to avoid overloading and tripping the circuit breakers. Each outlet has 2 plug-ins.

Payment

Payment in full is required at the time of booking. Reservations are accepted online on a first-come, first-served basis.

Non-profit groups may request a waiver of rental fees. Direct costs, such as vehicle costs, traffic control, staff time or other City fees, and security deposits, are not eligible for waiver. A group may only request a waiver of fees for (1) Facility Rental per calendar year, not to exceed \$500. Organizations must comply with the following criteria to be considered:

- The principal office and place of business for the organization must be in the City of New Berlin and be composed of at least 80% New Berlin residents. Organizations may not exclude any New Berlin resident from membership in their group. The organization shall provide documentation of non-profit status. If fees are required for membership in the organization, they must be used for expenses directly related to the activities conducted.
- Reservations occurring during regular business hours Monday-Thursday that do not qualify as a Special Event. Events or services must be open to attendance by the public. The event shall not exceed 12 hours in duration.
- Any profits from a community event or service must be used for the benefit of the New Berlin community or have a clear civic purpose. Examples include donations of equipment or funds to schools, donations of park equipment, construction of community facilities, and funding programs to assist community residents.

Changes / Cancellation

Cancellations made up to 60 days prior to the reservation will receive a full refund.

Cancellations made up to 7 days prior to the reservation will receive a 50% refund.

Cancellations made less than 7 days prior to the reservation will not receive a refund. No refund will be given for cancellations due to inclement weather.

Indemnity

Groups may be required to submit a certificate of general liability insurance coverage depending upon the nature of the activity. Additional insurance coverage is required in the following amount: General Liability Limits - \$1,000,000 for each occurrence/\$2,000,000 aggregate includes contractual and personal liability injury. This policy must also name the City of New Berlin as additional insured on a primary and non-contributory basis. This policy must be submitted no later than 30 days prior to the event.

Day of Event

Park hours are from dawn to dusk unless otherwise posted. The times listed on the application shall include set-up and take-down time.

Many recreational items are available for checkout through the library.

If you experience any problems during your event, please call:

- Weekend Park Cell Phone: (262) 527-4843
- New Berlin Police Department: (262) 782-6640.

The permit holder will be invoiced for damage to park property, excessive cleanup costs, or for significantly underestimating attendance.

Clean Up

All litter, including paper, garbage, cans, or any other trash, shall be deposited in the waste receptacles provided.

Unburned coals and ash shall be disposed of in such a manner as to prevent littering, fire, or damage to park property.

Pig/chicken roast clean up. Disposal of carcasses, bones, etc. must be removed from the park by the permit holder. Failure to comply will result in an invoice to the permit holder for the disposal fee equal to the cost incurred.

All equipment and supplies utilized at the event must be removed from the park upon completion of the event and the site restored to the condition existing before the event, reasonable wear and tear excepted. The permit holder will be invoiced for damage to park property, excessive cleanup costs, or for significantly underestimating attendance.

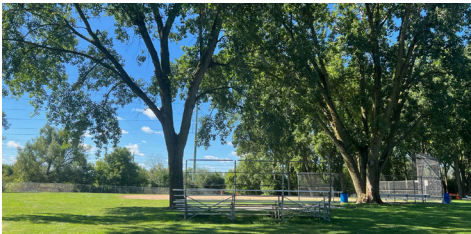
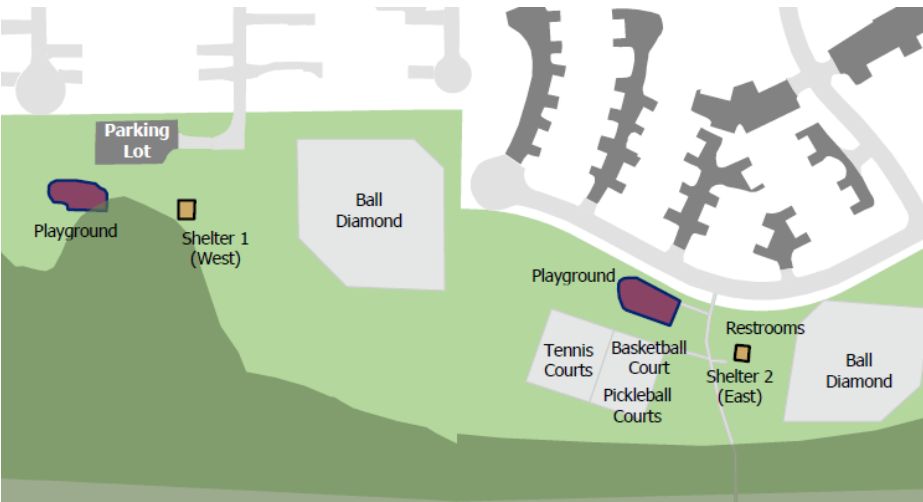
BUENA PARK

Park Shelter #1 (West)

1700 S 165th Street

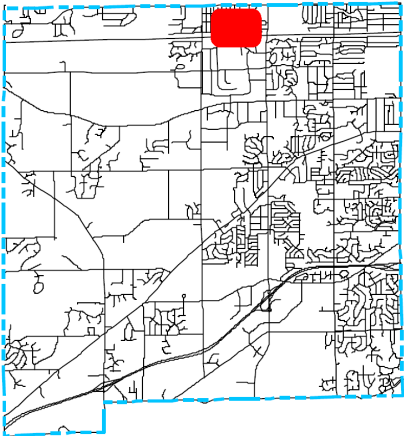


Seating Capacity	20
Area Capacity	40
Rental Fees	\$108 Resident \$144 Non-resident
Shelter Amenities	Restrooms nearby Grills Water nearby



Park Amenities

- Ball Diamonds
- Basketball Court
- Bike Trail Access
- 23 Parking Stalls
- Pickleball Courts
- Picnic Area
- Playgrounds
- Restrooms
- Shelters
- Soccer Field
- Tennis Courts



Park restrooms and other amenities within the park are open for public use.

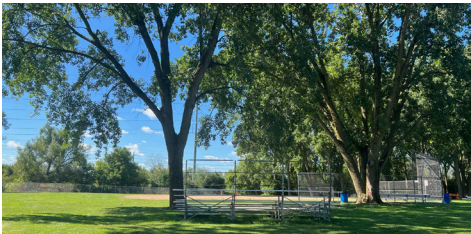
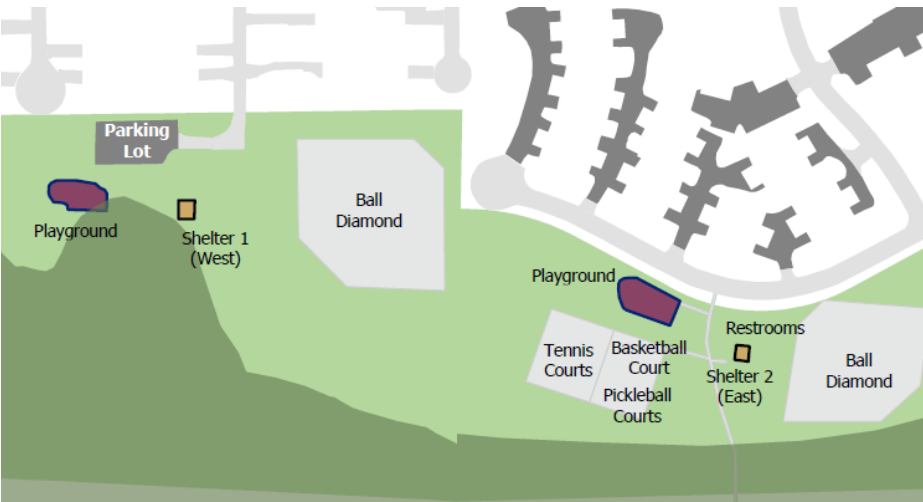
BUENA PARK

Park Shelter #2 (East)

16301 W Coachlight Drive

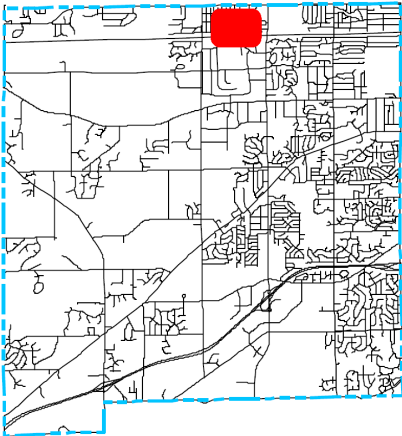


Seating Capacity	30
Area Capacity	60
Rental Fees	\$138 Resident \$184 Non-resident
Shelter Amenities	Restrooms nearby Electricity (20 amps/4 outlets) Grills Water



Park Amenities

- Ball Diamonds
- Basketball Court
- Bike Trail Access
- 23 Parking Stalls
- Pickleball Courts
- Picnic Area
- Playgrounds
- Restrooms
- Shelters
- Soccer Field
- Tennis Courts



Park restrooms and other amenities within the park are open for public use.

CALHOUN PARK

Park Shelter #1 (North)

5500 S Calhoun Road



Seating Capacity

50

Area Capacity

100

Rental Fees

\$138 Resident

\$184 Non-resident

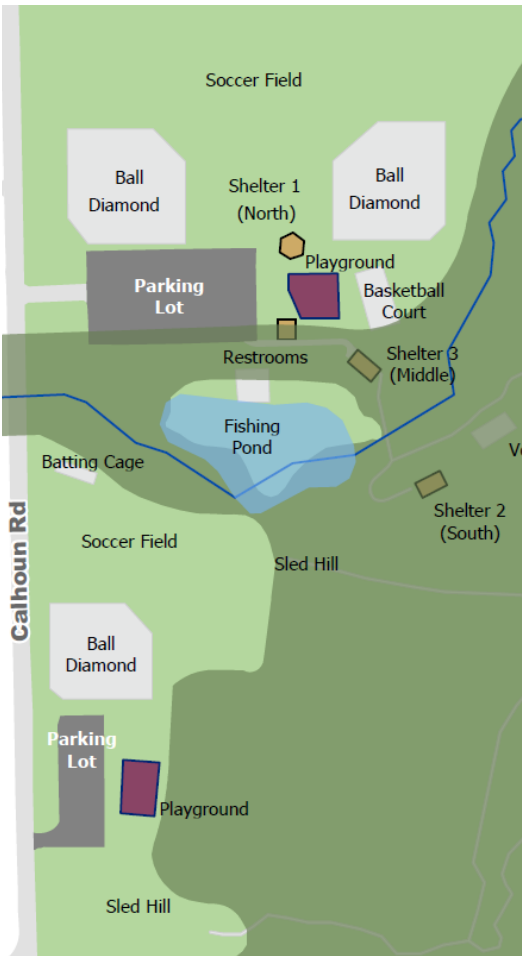
Shelter Amenities

Restrooms nearby

Electricity
(10 amps/4 outlets)
(20 amps/elec box)

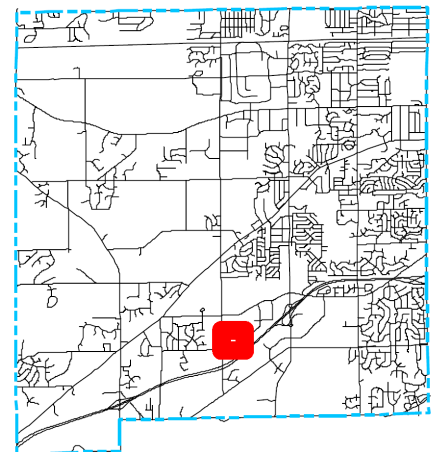
Grills

Water nearby



Park Amenities

- Ball Diamonds
- Basketball Court
- Fishing Pond
- Hiking Trails
- 113 Parking Stalls
- Playgrounds
- Picnic Area
- Restrooms
- Shelters
- Sledding
- Soccer Field



Park restrooms and other amenities within the park are open for public use.

CALHOUN PARK

Park Shelter #2 (South)

5500 S Calhoun Road



Seating Capacity

50

Area Capacity

100

Rental Fees

\$138 Resident

\$184 Non-resident

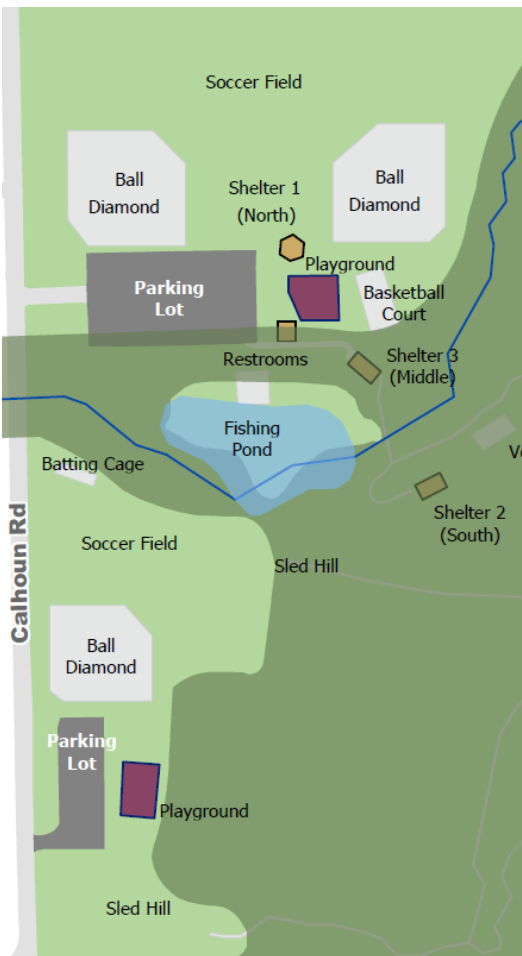
Shelter Amenities

Restrooms nearby

Electricity
(10 amps/2 outlets)

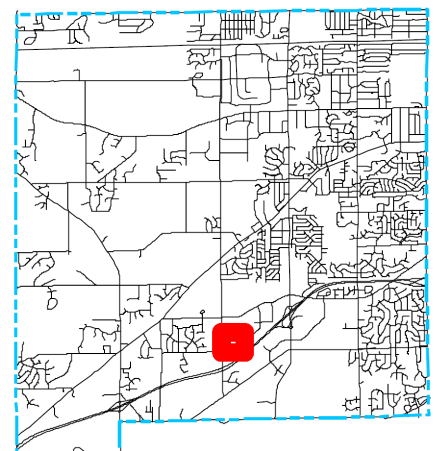
Grills

Water nearby



Park Amenities

- Ball Diamonds
- Basketball Court
- Fishing Pond
- Hiking Trails
- 113 Parking Stalls
- Playgrounds
- Picnic Area
- Restrooms
- Shelters
- Sledding
- Soccer Field



Park restrooms and other amenities within the park are open for public use.

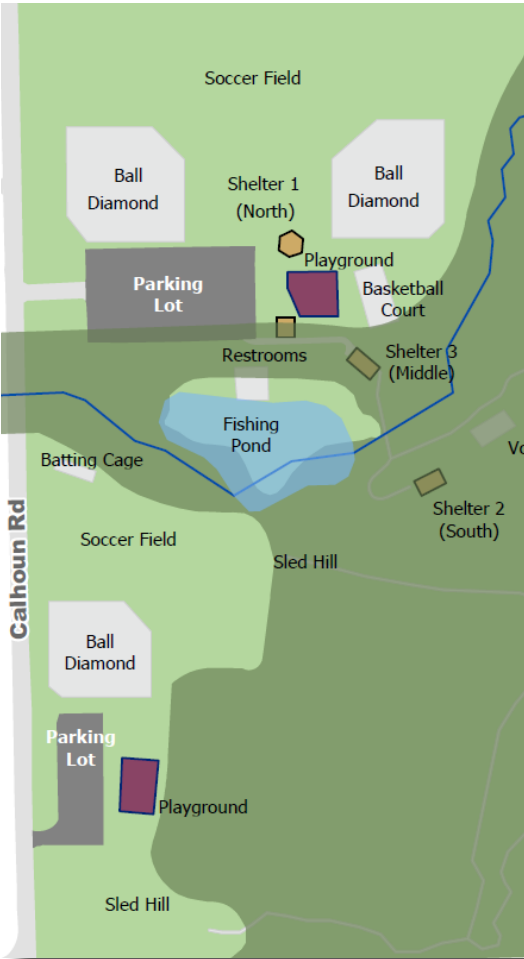
CALHOUN PARK

Park Shelter #3 (Middle)

5500 S Calhoun Road

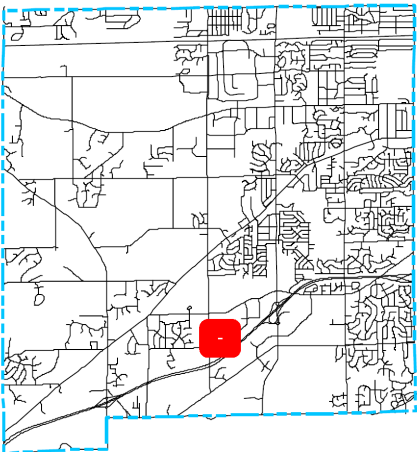
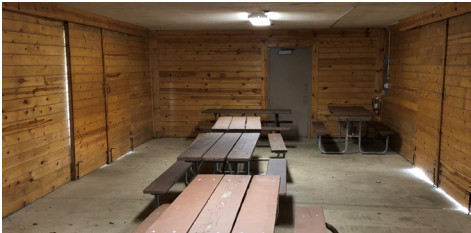


Seating Capacity	45
Area Capacity	60
Rental Fees	\$138 Resident \$184 Non-resident \$50 deposit for key
Shelter Amenities	Restrooms nearby Electricity (20 amps/4 outlets) Grills Water No vehicle access



Park Amenities

- Ball Diamonds
- Basketball Court
- Fishing Pond
- Hiking Trails
- 113 Parking Stalls
- Playgrounds
- Picnic Area
- Restrooms
- Shelters
- Sledding
- Soccer Field



Park restrooms and other amenities within the park are open for public use.

CITY CENTER PLAZA

Pergola and Concessions Building

15040 W Library Lane

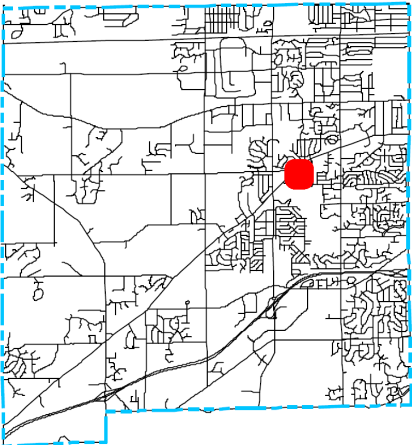


Seating Capacity	25
Area Capacity	50
Rental Fees	\$138 Resident \$184 Non-resident \$50 deposit for key
Shelter Amenities	Restrooms nearby Electricity Water



Park Amenities

- Concessions
- Fire Pit
- Ice Rink (synthetic)
- 65 Parking Stalls, plus on street parking
- Restrooms
- Shelter
- Trail



Park restrooms and other amenities within the park are open for public use.

LIONS PARK

Park Shelter #1 (East)

14800 W Overland Trail

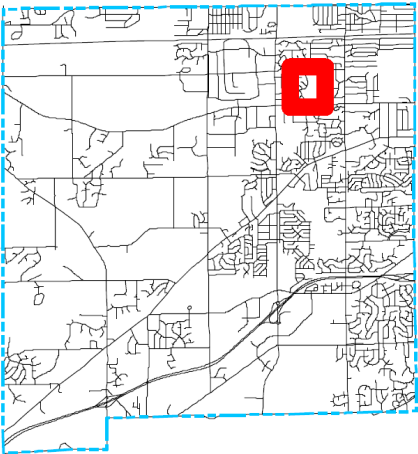
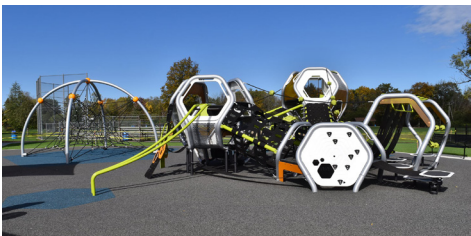


Seating Capacity	30
Area Capacity	60
Rental Fees	\$138 Resident \$184 Non-resident
Shelter Amenities	Restrooms nearby Electricity (10 amps/4 outlets) Grills Water nearby



Park Amenities

- Ball Diamond
- Basketball Court
- Community Center
- Fishing Ponds
- 213 Parking Stalls
- Picnic Areas
- Playground
- Restrooms
- Shelters
- Soccer Fields
- Tennis Courts
- Trail
- Volleyball Court



Park restrooms and other amenities within the park are open for public use.

LIONS PARK

Park Shelter #2 (West)

14800 W Lincoln Avenue

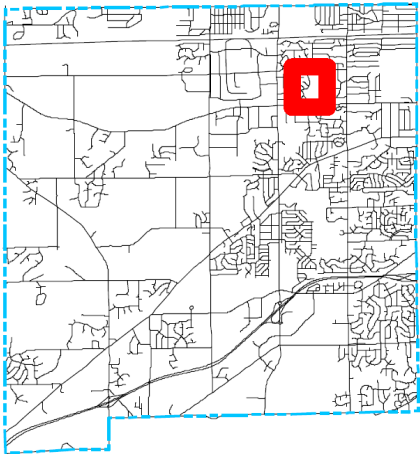
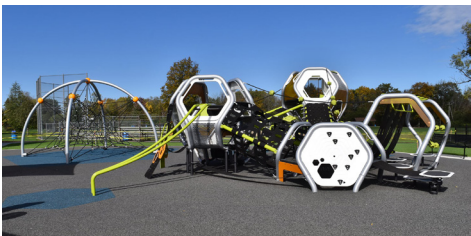


Seating Capacity	30
Area Capacity	60
Rental Fees	\$138 Resident \$184 Non-resident
Shelter Amenities	Restrooms nearby Electricity (10 amps/4 outlets) (20 amps/elec box) Grills Water nearby



Park Amenities

- Ball Diamond
- Basketball Court
- Community Center
- Fishing Ponds
- 213 Parking Stalls
- Picnic Areas
- Playground
- Restrooms
- Shelters
- Soccer Fields
- Tennis Courts
- Trail
- Volleyball Court



Park restrooms and other amenities within the park are open for public use.

MALONE PARK

Park Shelter #1

16400 W Al Stigler Parkway



Seating Capacity

100

Area Capacity

200

Rental Fees

\$168 Resident
\$224 Non-resident
\$50 deposit for key

Shelter Amenities

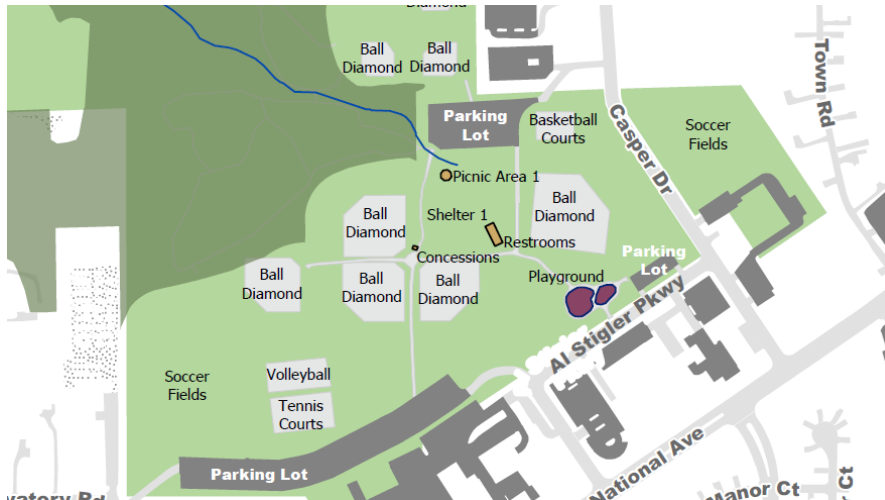
Restrooms

Electricity
(10 amps/6 outlets)
(20 amps/elec box)

Grills

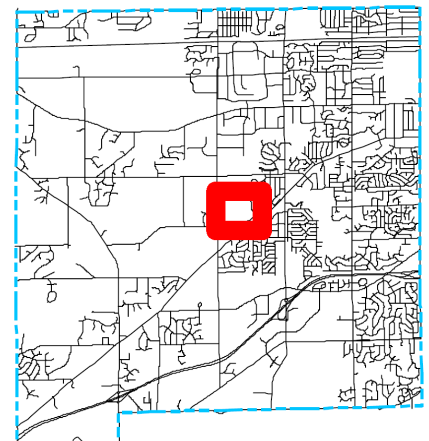
Water

Kitchen



Park Amenities

- Ball Diamonds (lit)
- Basketball Courts
- Concessions
- Cornhole Courts
- Hiking Trails
- 393 Parking Stalls, plus on street parking
- Picnic Area
- Playground
- Restrooms
- Shelters
- Soccer Fields
- Tennis Courts (lit)
- Volleyball Courts (lit)



Park restrooms and other amenities within the park are open for public use.

MALONE PARK

Picnic Area #1

16400 W Al Stigler Parkway

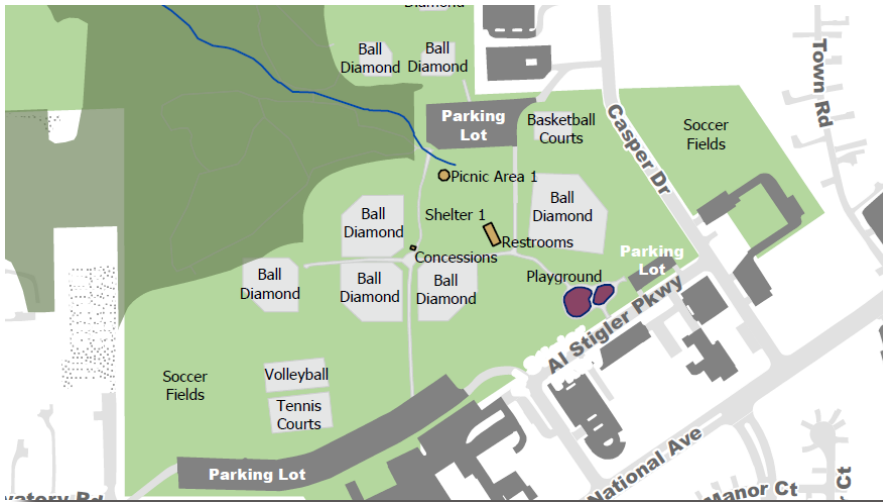


Seating Capacity 25 (4-6 picnic tables)

Area Capacity 50

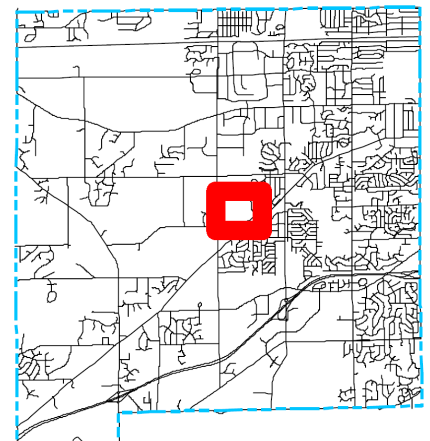
Rental Fees \$54 Resident
\$72 Non-resident

Shelter Amenities Restrooms nearby
Water nearby



Park Amenities

- Ball Diamonds (lit)
- Basketball Courts
- Concessions
- Cornhole Courts
- Hiking Trails
- 393 Parking Stalls, plus on street parking
- Picnic Area
- Playground
- Restrooms
- Shelters
- Soccer Fields
- Tennis Courts (lit)
- Volleyball Courts (lit)



Park restrooms and other amenities within the park are open for public use.

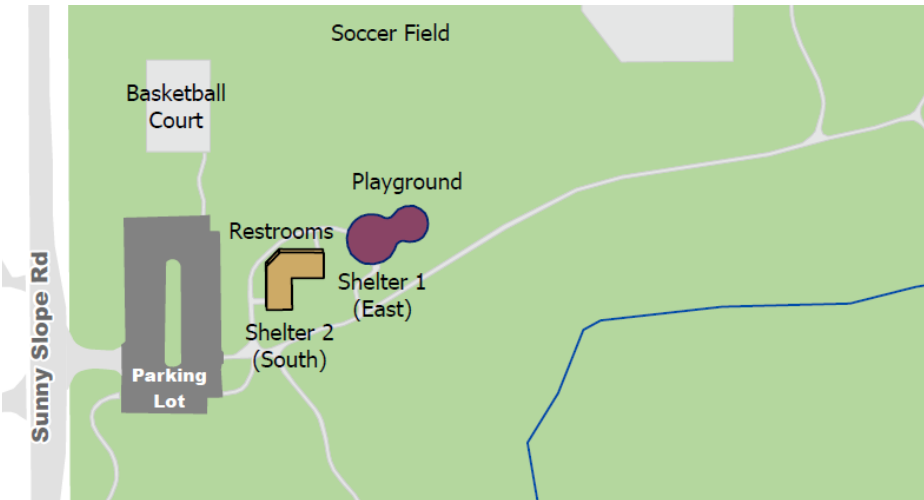
PROHEALTH CARE PARK

Park Shelter #1 (East)

2950 S Sunny Slope Road

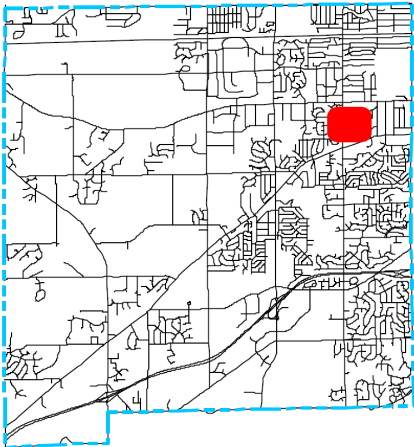


Seating Capacity	50
Area Capacity	100
Rental Fees	\$138 Resident \$184 Non-resident
Shelter Amenities	Restrooms Electricity (10 amps/5 outlets) Grills Water



Park Amenities

- ☐ Ball Diamond
 ☐ Restrooms
- ☐ Basketball Court
 ☐ Shelters
- ☐ 34 Parking Stalls
 ☐ Soccer Fields
- ☐ Picnic Area
 ☐ Walking Paths
- ☐ Playground



Park restrooms and other amenities within the park are open for public use.

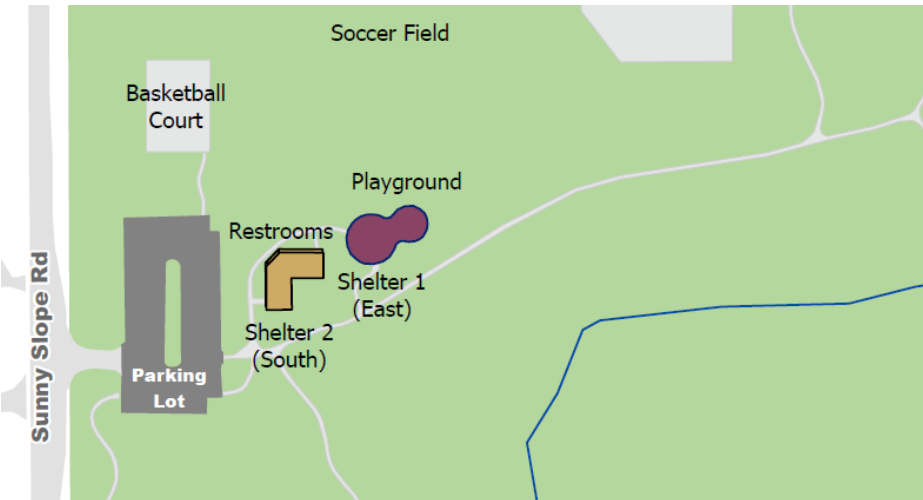
PROHEALTH CARE PARK

Park Shelter #2 (South)

2950 S Sunny Slope Road



Seating Capacity	50
Area Capacity	100
Rental Fees	\$138 Resident \$184 Non-resident
Shelter Amenities	Restrooms Electricity (10 amps/5 outlets) Grills Water



Park Amenities

- ☐ Ball Diamond

☐ Basketball Court

☐ 34 Parking Stalls

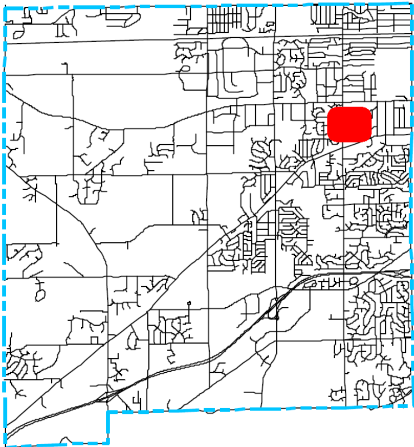
☐ Picnic Area

☐ Playground
- ☐ Restrooms

☐ Shelters

☐ Soccer Fields

☐ Walking Paths



Park restrooms and other amenities within the park are open for public use.

VALLEY VIEW PARK

Park Shelter #1 (North)

5051 S Sunny Slope Road

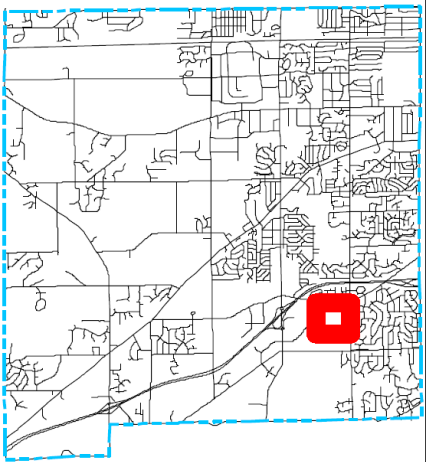


Seating Capacity	75
Area Capacity	150
Rental Fees	\$138 Resident \$184 Non-resident
Shelter Amenities	Restrooms nearby Electricity (10 amps/4 outlets) (20 amps/elec box) Grills Water nearby



Park Amenities

- ☐ Archery Range
 ☐ Picnic Area
- ☐ Ball Diamonds
 ☐ Playgrounds
- ☐ Basketball Court
 ☐ Restrooms
- ☐ Cross Country Ski
 ☐ Shelters
- ☐ Disc Golf Course
 ☐ Sledding
- ☐ Hiking Trails
 ☐ Soap Box Derby
- ☐ 203 Parking Stalls
 ☐ Soccer Fields
- ☐ Pickleball Courts
 ☐ Tennis Courts
- Park restrooms and other amenities within the park are open for public use.*



VALLEY VIEW PARK

Park Shelter #2 (South)

5051 S Sunny Slope Road



Seating Capacity	50
Area Capacity	100
Rental Fees	\$138 Resident \$184 Non-resident
Shelter Amenities	Restrooms nearby Electricity (10 amps/4 outlets) (20 amps/elec box) Grills Water nearby



Park Amenities

- ☐ Archery Range
 ☐ Picnic Area

☐ Ball Diamonds
 ☐ Playgrounds

☐ Basketball Court
 ☐ Restrooms

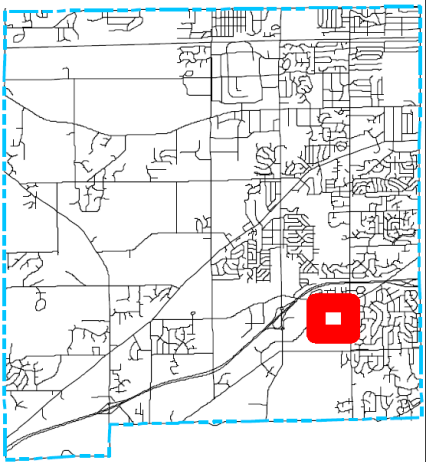
☐ Cross Country Ski
 ☐ Shelters

☐ Disc Golf Course
 ☐ Sledding

☐ Hiking Trails
 ☐ Soap Box Derby

☐ 203 Parking Stalls
 ☐ Soccer Fields

☐ Pickleball Courts
 ☐ Tennis Courts
- Park restrooms and other amenities within the park are open for public use.*





New Berlin Recreation
 15321 W National Ave
 New Berlin, WI 53151
 (262) 797-2443
recreation@newberlin.org
www.newberlinwi.gov

AMENITIES, BY PARK

	Activity and Recreation Center	Biwer Park	Buena Park	Calhoun Park	City Center Plaza	Gatewood Park	Hickory Grove Center	High Grove Park	Historic Park	Lions Park	Malone Park	Maple Ridge Park	New Berlin Athletic Complex	New Berlin Hills Golf Course	ProHealth Care Park	Regal Park	Valley View Park	Veteran's Memorial Park	Weatherstone Park
Archery Range																	1		
Ball Diamond, game			2	3						1					1	1	2		
Ball Diamond, game lit											8								
Ball Diamond, practice		1	1				2	1				1							1
Basketball Court, indoor	3																		
Basketball Court, outdoor		1	1	1		1	1	1		1	2	1			1	1	1		1
Cross Country Ski																	X		
Disc Golf Course																	1		
Fishing Pond				1		1				2						1			
Golf Course														1					
Ice Rink, synthetic					1														
Mountain Biking																			
Parking Lots	1		1	2	2		1		1	2	2		1	1	1		5	1	
Pickleball Court, indoor	9																		
Pickleball Court, permanent			3																
Pickleball Court, pop-up										8							8		
Playground	1	1	2	2		1		1		1	1	1			1	1	2		1
Restrooms	X		1	1	1				X	1	1				1		2		
Shelter	X	1	2	3	1	1		1	X	2	3	1			2		2		1
Sledding				X		X											X		
Soap Box Derby																	1		
Soccer Field, grass			1	2		2	1			4	10	1	6		2	1	9		
Trail		X	X	X	X	X		X	X	X	X	X	X		X	X	X		X
Tennis Court			2							4							4		
Tennis Court, lit											4								
Volleyball Court, indoor	6																		
Volleyball Court, sand		1								1						1			
Volleyball Court, sand lit											4								



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Park Shelter Use Permit

NAME: _____ GROUP/COMPANY NAME: _____

ADDRESS: _____ CITY, STATE, ZIP: _____

NON-PROFIT 501(C)3 TAX ID NUMBER: _____

PHONE: _____ EMAIL: _____

EVENT DESCRIPTION: _____

EVENT DATE: _____ EVENT START TIME: _____ EVENT END TIME: _____

ESTIMATED ATTENDANCE: _____ ☐ RESIDENT ☐ NON-RESIDENT

Rental/Use

- ☐ Buena Park
- ☐ Calhoun Park
- ☐ City Center Plaza
- ☐ Lions Park
- ☐ Malone Park
- ☐ ProHealth Care Park
- ☐ Valley View Park

Shelter Name(s)

Check all that apply

- ☐ Beer and/or liquor, consumption of
- ☐ Beer and/or liquor, sale of
- ☐ Fundraising
- ☐ Pig/Chicken Roast
- ☐ Selling
- ☐ Signs
- ☐ Tent Erection
- ☐ Other:

I/we the undersigned assume all responsibility for the proper care and utilization of the above stated park area and/or facilities, including all equipment and grounds contained therein, in accordance with the policies and regulations of the Parks, Buildings and Grounds Commission as stated in the New Berlin Municipal Code. The undersigned agrees to indemnify and hold harmless and release the City of New Berlin its officers, elected officials, agents and insurers as and against any and all actions, demands, damages, causes of actions and claims of any kind or nature, including actual attorney's fees arising from, or in any way attributed to, in whole or in part, the granting of this application and/or the use of the New Berlin facilities by the applicant or anyone participating in or involved with the event which is the subject of the application. Notwithstanding the foregoing the applicant shall not be required to indemnify the City against the City's own negligent or intentional conduct. By signing this agreement, I/we acknowledge that I/we have read it in its entirety, have given its terms due consideration, understand said terms and understand that I/we are freely and voluntarily giving up certain rights. I/we further intend that this agreement shall be binding upon all our heirs' successors and assigns.

SIGNATURE _____ DATE _____

PLEASE DO NOT WRITE BELOW THIS LINE

Accepted by: _____ Date: _____

PBG Meeting Date: _____

Total Fee: _____

File Number: _____

- ☐ Direct Sellers Permit
- ☐ Portable restrooms package
- ☐ Sign Permit
- ☐ Special Event Permit
- ☐ Temporary Class B Retailer's License
- ☐ Tent Permit



MOTION SHEET

TO: Common Council
Mayor Ament
Ald. Harenda

FROM: Water Resource Management

DATE: October 22, 2024

RE: October 8, 2024, WRM items requiring Common Council action

A.	Approval of 2025 Water Resource Management Operating Budget.
<u>Council Motion:</u>	
	This item was considered at the WRM meeting on October 8, 2024. It was recommended to the Common Council by a unanimous vote. I do hereby make a motion to recommend to the Common Council the approval of the 2025 Water Resource Management Operating Budget.

Department of Community Development

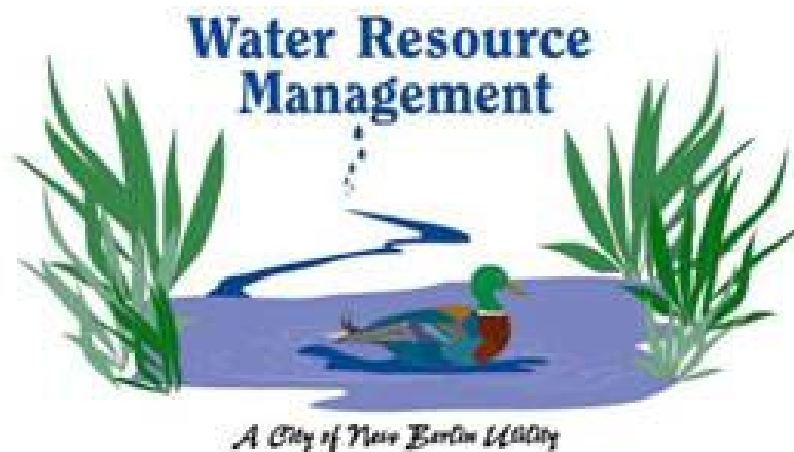
Engineering Services Division

GIS/LIS Services Division

Inspection Services Division

Planning Services Division

Water Resource Management Utility



2025 WATER RESOURCE MANAGEMENT OPERATING BUDGET

Submitted to the Water Resource Management Committee October 8, 2024

Revised to include narrative section, per Committee. October 22, 2024

Submitted to Common Council October 22, 2024

Prepared for:

Mayor David Ament &

Common Council, City of New Berlin

By:

Nicole Hewitt, P.E.

Division Engineer, Water Resources

October 8, 2024

Greg Kessler, Director

Department of Community Development

2025 DEPARTMENT PERSONNEL

Gregory W. Kessler, AICP	Director of Community Development
Nicole Hewitt, P.E.	Water Resources Utility Manager
Vacant	Water Resources Utility Assistant Manager
Dan Hogan	Code Compliance Specialist (Inspection)
Lucas Pichler, P.E.	Director of Public Works
Michael Eder	Assistant Director of Public Works
Jason Bednarz	Streets Supervisor
Cynthia Tesch	Streets/Stormwater Administration
Jim Burns	Emergency Management Manager
Tamara Simonson, P.E.	City Engineer

Vision Statement

Promote a Three-Dimensional approach to efficiently and effectively manage storm water and to protect the water resource needs of the City of New Berlin.

Mission Statement

Dedicated to the management, construction, maintenance, protections, control, regulation, use, and enhancement of storm & surface water systems, flood protection, water quality, and groundwater recharge through education, coordination, development, maintenance and management of projects & programs in concert with other community development programming in an efficient and cost effective manner that considers the needs for protection of public health, private property, the natural environment, and economic development.

Responsibilities

The Utility was established by City Ordinance No. 2147. The activities of the Utility are guided by a comprehensive Storm Water Management Master Plan (SWMMP) completed in 2000 (updated by addendum in 2009), the City of New Berlin 2020 Comprehensive Plan, and by the Water Resources Management Committee.

As part of the 2020 Comprehensive Plan, the SWMMP was updated by addendum. The addendum to the SWMMP updates the Water Resources Management Utility's overall Vision, Mission, Goals and Objectives. The addendum also refocuses the Utility for the next ten (10) years. The following contributed to the necessity of refocusing: new regulatory requirements, the resolution of historical flooding issues, the further degradation of drainage systems, and an increase in reports of localized drainage issues. The objectives of the Water Resource Utility as identified in the SWMMP are as follows:

1. Provide water quality suitable to support the designated potential recreational and biological uses of the streams;
2. Provide storm water drainage and flood control facilities to prevent flood damages to property, prevent health and safety hazards, and prevent drainage-related nuisance and inconvenience;
3. Develop a storm water management system that effectively serves both existing and anticipated future land uses at the lowest practicable cost;
4. Reduce erosion and sedimentation from construction of new development and agricultural activities; and
5. Protect environmentally sensitive areas that provide significant surface water quantity or quality benefits.

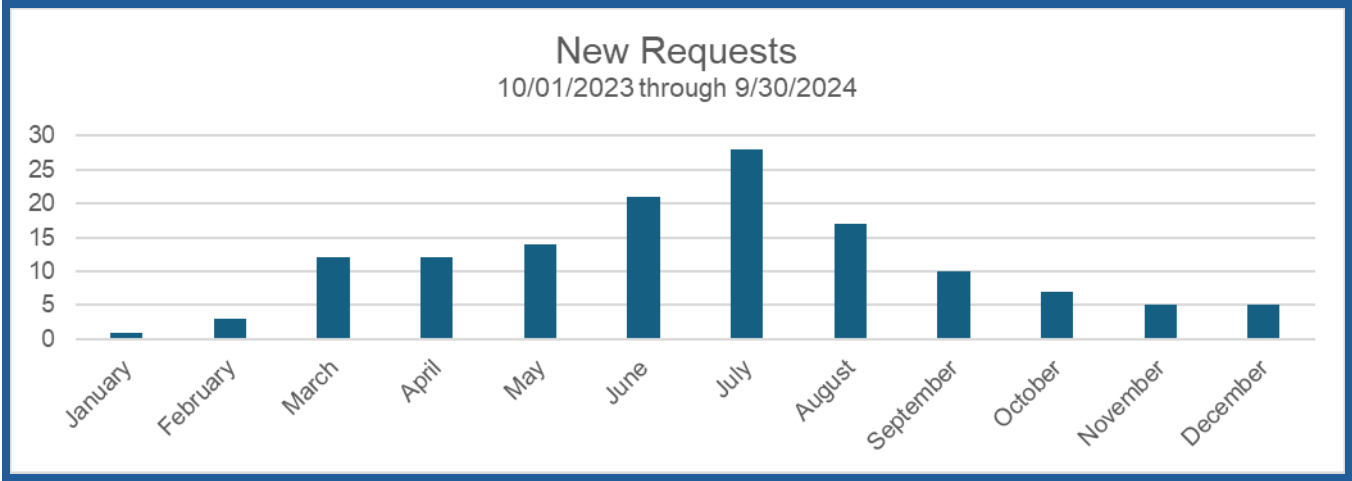
2024 Department Achievements

Agency Submittals

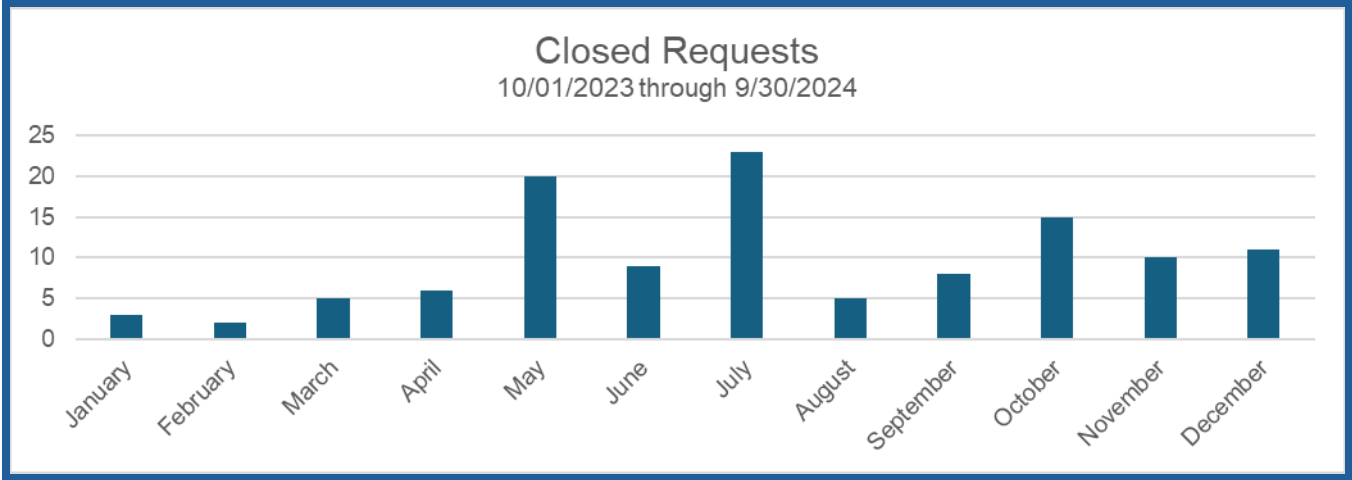
- Annual report to MMSD for Chapter 13
- Annual Report to WDNR for WPDES Permit
 - Public Education Partnership for WPDES Education Requirements
 - Illicit Discharge Outfall Screening
- NFIP-CRS Recertification

Drainage Requests

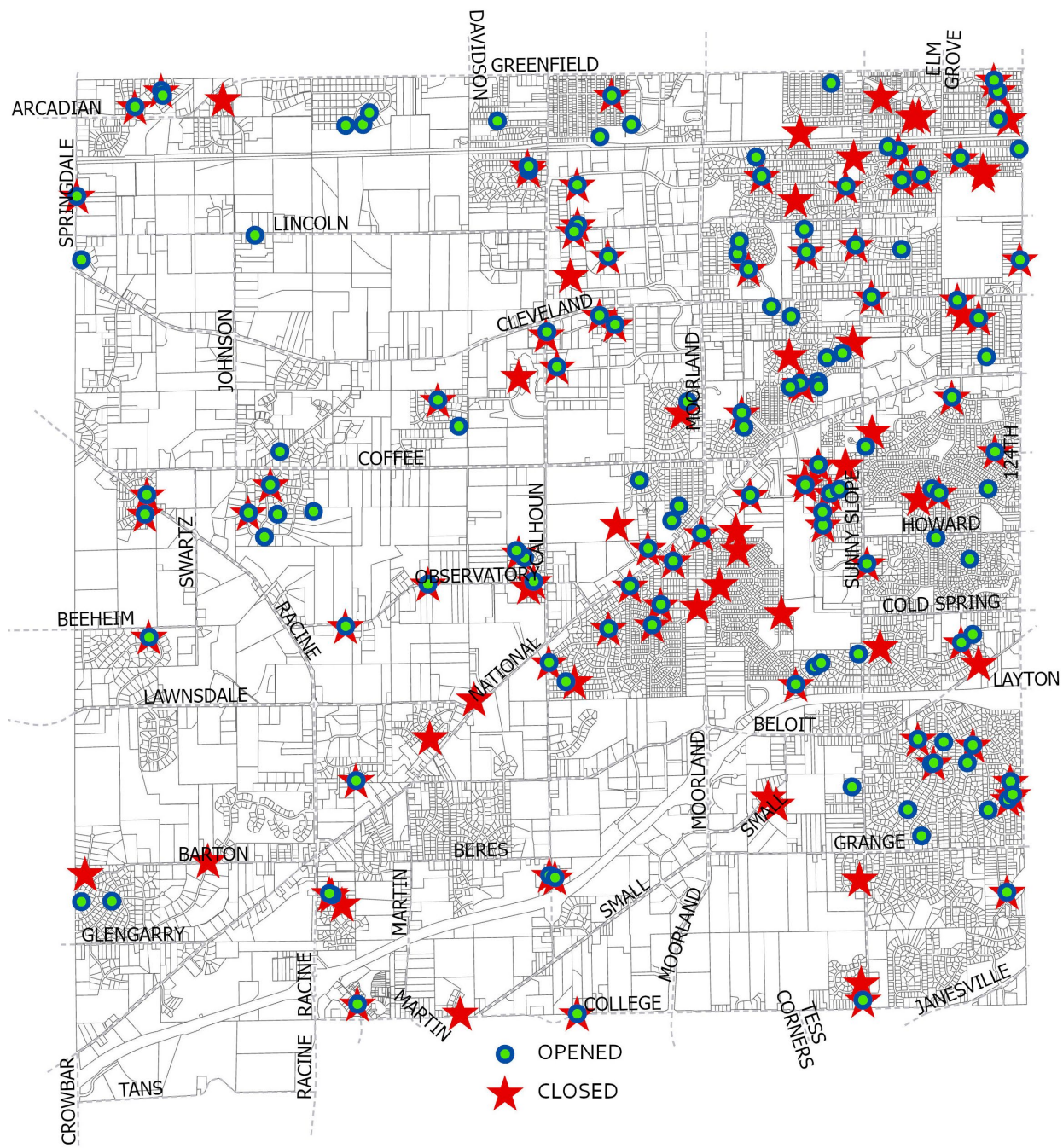
- New Requests – 135.



- Closed Requests -117



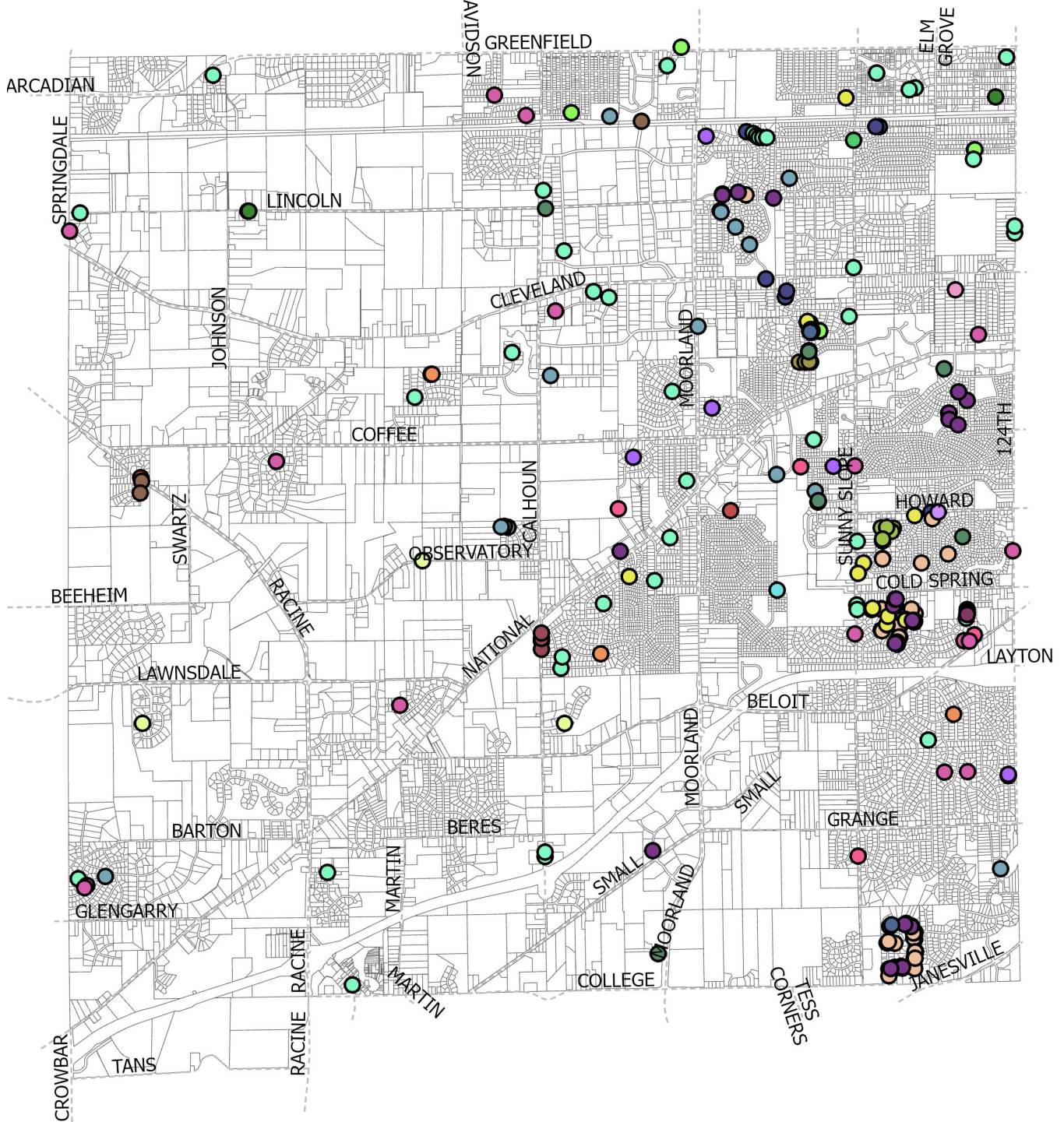
Drainage Requests
(10/01/2023 – 09/30/2024)



Drainage Projects Completed

Activity	#
Clean Storm Channel	20
Clean Storm Culvert	5
Clean Storm Inlet	2
Clean Storm Pipe	3
Ditch - Asphalt Upgrade Storm Channel	3
Drainage Engineering Survey Storm Channel	16
Grade Ditch Storm Channel	46
Install Storm Channel	1
Install Storm Culvert	3
Maintain - Vegetation Management Storm Channel	3
Maintain Storm Channel	1
Maintain Storm Culvert	1
Rebuild (Partial) Storm Inlet	62
Relocate Storm Culvert	1
Remove - Debris Storm Channel	3
Repair Storm Channel	4
Repair Storm Culvert	3
Repair Storm Inlet	9
Repair Storm Manhole	1
Repair Storm Outlet	1
Repair Storm Pipe	1
Replace - Endwall Storm Culvert	5
Replace - Lid Storm Manhole	9
Replace Storm Culvert	16
Replace Storm Inlet	19
Replace Storm Pipe	1
Tuckpoint Storm Inlet	25
Tuckpoint Storm Manhole	2
Grand Total	266

Completed Drainage Projects (10/01/2023 – 09/30/2024)



- Clean Storm Channel (20)
- Clean Storm Culvert (5)
- Clean Storm Inlet (2)
- Clean Storm Pipe (3)
- Ditch - Asphalt Upgrade Storm Channel (3)
- Drainage Engineering Survey Storm Channel (16)
- Grade Ditch Storm Channel (46)
- Install Storm Channel (1)
- Install Storm Culvert (3)

- Maintain Storm Channel (1)
- Maintain Storm Culvert (1)
- Rebuild (Partial) Storm Inlet (62)
- Relocate Storm Culvert (1)
- Remove - Debris Storm Channel (3)
- Repair Storm Channel (4)
- Repair Storm Culvert (3)
- Repair Storm Inlet (9)
- Repair Storm Manhole (1)

- Repair Storm Pipe (1)
- Replace - Endwall Storm Culvert (5)
- Replace - Lid Storm Manhole (9)
- Replace Storm Culvert (16)
- Replace Storm Inlet (19)
- Replace Storm Pipe (1)
- Retire Storm Culvert (3)
- Tuckpoint Storm Inlet (25)
- Tuckpoint Storm Manhole (2)

Drainage Projects – Contracted Out

- Wilbur Drive Survey
- Canary Rd Clean and Televis

Engineering Design Work

- Survey and Design work completed for:
 - 129th St
 - 149th St
 - Honey Ln
 - Rogers Dr

System Maintenance and Repair

- System maintenance is scheduled and completed in coordination with the City Engineer and the City's 5-year Road Work Plan and the Department of Public Works. See below for current schedule of events.

Road Work	Storm Maintenance	Storm Inspections
2025	2024	2023
2026	2025	2024
2027	2026	2025

Street Sweeping

- 300 Miles of Street Sweeping Completed

Permit Processing

- Driveway Culverts Permits – 63 (Set grades for contractors and inspected)

Code Compliance

- Construction BMP Inspections (Erosion Control) - 24 initial inspections. Sites are inspected at least once a month until completion.
- Post-Construction BMP Inspections

Utility Fee Investigations

- Quarterly Reviews of Fee Changes

Building Permit Reviews

- 134 reviews completed

Development Review

- 21 reviews completed

Chase Bank
Elite Exteriors

Theofilia Subdivision
Tsunami Car Wash

Welcome East Side
Wenthe Davidson Addition

Departmental Overview

The Water Resources Management Division works, under the oversight of the Water Resource Management Committee, with the management of surface water runoff from urban and rural lands. This Division completes and coordinates design and engineering work for large-scale storm water projects and assists the Transportation Division with the storm water components of road projects.

Several of the projects that were completed in 2023/2024 included:

- construction of drainage improvements along Rogers Dr
- construction of Elm Grove Road/Meadow Lane drainage improvements
- joint design and construction project with Engineering Division for Lincoln Ave Road Project.

In 2024/2025, the Division is designing and reconstructing:

- Wilbur Dr Storm Sewer Extension
- Clover Knoll Storm Sewer Replacement.

The Division also tracks flooding and storm water issues throughout the City and provides construction direction and oversight for City crews. The Division also assists residents with floodplain questions, tracks storm and flood data, and applies and administers state and federal storm water and flood control regulations.

The Division administers the City's WPDES permit for storm water discharges which includes responsibilities for pollution prevention, illicit discharge screening, public education and outreach, construction site pollutant control and post-construction storm water management and represents the City in the Clean Water Network. The Division also performs experimental work with new technologies and natural methods and practices, and promotes Low Impact and Green Development with the goal of eliminating development impact on the environment.



ENVIRONMENTAL SCAN

Departmental Strengths

Management Principles and Practice. Management is committed to purposeful quality improvement and opportunities it offers to improve efficiency, reduce costs, and provide customer-focused service.

Knowledgeable and Dedicated Employees. Employees in the Water Resource's Utility are dedicated professionals with a high level of integrity and technical knowledge. Staff often respond to storm water situations at a moments notice during rain events. Staff meet with other professionals in the field and attend courses to remain up to date on regulations, practices and technologies to better serve the community and the environment.

Technology. The WRM relies on advanced technology to assess infrastructure deficiencies, log drainage complaints, investigate drainage issues and to design solutions. Staff rely on current new technologies when designing projects and working with new development projects.

Departmental Weaknesses

Aging Systems. The City's drainage systems continue to be in need of maintenance. Over the years, drainageways have been overtaken by debris, brush and sediment deposits. As we focus on drainage list (complaint driven) projects, these systems continue to deteriorate and increase the drainage issues that the community experiences. We are continuing to shift to a more purposeful, system wide maintenance program.

Weather Dependent. The majority of projects require dry weather for construction. Any rain event could delay a project from a day to a week and beyond. 2014 was a very wet season preventing quick progress.

Initiatives for 2025

- Coordination with the Utility Department to televise storm pipes 2 years ahead of Road Projects.
- Continue to Complete drainage list projects to maintain overall backlog of no more than 2 years.
- Potential for contracting out City-wide BMP Inspection and Maintenance for WDNR WPDES permit compliance.
- Evaluation of Lincoln Avenue Bioswales.
- Continued implementation of a drainage system tracking and maintenance program.

Revenue Enhancements

- Continue to verify billing accuracies and to track and evaluate new development in order to maintain current and equitable storm water fee charges for all customers.

IDENTIFIED PRIORITIZED BUDGET ISSUES (including CIP)

ISSUE – WPDES Permit Compliance

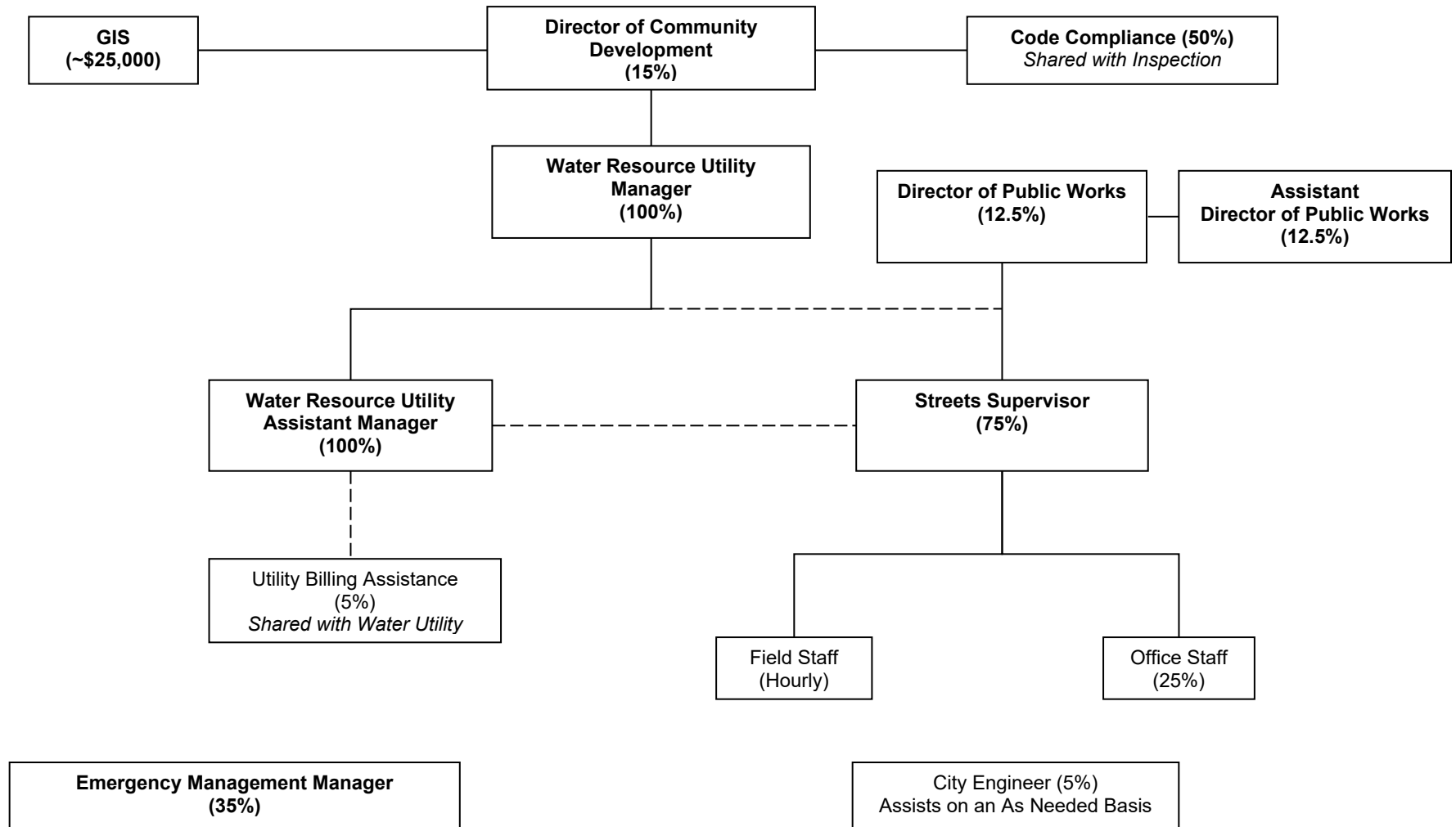
As we move forward with completing drainage and storm water projects, there is the goal of adding a water quality element to each project. The objective being to avoid the need for a large independent project directed solely at water quality.

Total Maximum Daily Loads (TMDL) will be the next permit compliance hurdle. To date we have not had to tackle this, but it will be coming shortly. At this time, we should continue to look for opportunities to improve water quality in every project.

ISSUE – Focus on Preventative Maintenance and System Inspection Increase

The focus will be on completing inspections and required maintenance in coordination with road work projects so that they are completed before the road work occurs. The plan currently is to contract out only those projects that are needed so that, at the same time, we can begin to complete inspection of all storm water system components, and repair or replacement of defects in the system the year before road construction is scheduled. Some of this work may need to be contracted out, depending upon the availability of Streets Department crews. Documentation of these activities are monitored in GIS/Cartegraph with the future intent of having preventative maintenance scheduled once a base line is established.

2025 WATER RESOURCE MANAGEMENT DEPARTMENTAL ORGANIZATION CHART



**EXECUTIVE BUDGET SUMMARY
YEAR 2025
OFFICE OF THE WATER RESOURCE MANAGEMENT UTILITY**

REVENUES										
ORG	Object		2022	2023	2024	2024	2024 EST	2025	COMMITTEE	2025
			ACTUAL	ACTUAL	ADOPTED	6 MONTHS	TOTAL	PROPOSED	CHANGES	ADOPTED
		OPERATING REVENUES:								
70710000	46110	RESIDENTIAL	757,887	759,248	761,000	380,220	761,000	762,000		762,000
70710000	46120	COMMERCIAL	738,751	739,545	739,000	372,290	745,000	745,000		745,000
70710000	46130	INDUSTRIAL	179,532	187,938	184,000	96,819	193,600	195,000		195,000
70710000	46140	PUBLIC	86,613	86,604	87,000	42,938	86,000	86,000		86,000
70710000	46200	PENALTIES	17,386	17,845	15,000	4,633	16,000	16,500		16,500
70710000	46301	CONTRACT WORK	-	-		280	280	-		-
70710000	46302	WATER QUALITY FEE	-	-	-	-				
			-----	-----	-----	-----	-----	-----	-----	-----
		SUBTOTAL-OPERATING REVENUES	1,780,169	1,791,180	1,786,000	897,180	1,801,880	1,804,500	-	1,804,500
		NON-OPERATING REVENUES:								
70711000	41000	GRANTS-FEDERAL			-		-	-		-
70711000	41010	GRANTS-STATE			-		-	-		-
70711000	41020	GRANTS-LOCAL			-		-	-		-
70711000	44062	CLAIM SETTLEMENT		17,414						
70711000	47000	INTEREST INCOME	58,879	192,958	120,000	118,109	218,000	180,000		180,000
70713000	42400	CAPITAL CONTRIBUTION	231,179	1,500,957	-	-				-
			-----	-----	-----	-----	-----	-----	-----	-----
		SUBTOTAL-NON-OPERATING REVENUES	290,058	1,711,329	120,000	118,109	218,000	180,000		180,000
		TOTAL REVENUES	2,070,227	3,502,509	1,906,000	1,015,289	2,019,880	1,984,500		1,984,500

**EXECUTIVE BUDGET SUMMARY
YEAR 2025
OFFICE OF THE WATER RESOURCE MANAGEMENT UTILITY**

EXPENSES										
			2022	2023	2024	2024	2024 EST	2025	COMMITTEE	2025
			ACTUAL	ACTUAL	ADOPTED	6 MONTHS	TOTAL	PROPOSED	CHANGES	ADOPTED
		OPERATING EXPENSES:								
70710710	50010	SALARY-FULLTIME	290,786	296,657	308,840	135,239	308,840	381,883		381,883
70710710	50020	SALARY-PARTTIME					-	-		-
70710710	51010	RETIREMENT	11,956	27,578	21,311	8,625	21,311	26,541		26,541
70710710	51020	FICA	20,785	21,222	23,627	9,707	23,627	29,215		29,215
70710710	51030	HEALTH INSURANCE	63,240	65,198	81,711	28,354	81,711	87,966		87,966
70710710	51060	LONG TERM DISABILITY	249	226	248	91	248	270		270
70710710	51065	VISION/DENTAL INS	1,291	1,293	1,373	570	1,373	1,605		1,605
70710710	51070	LIFE INSURANCE	520	543	551	230	551	749		749
70710710	52070	PRE-EMPLOYMENT TEST					-	-		-
70710710	52080	AUDIT FEES		2,000			-			
70710710	52110	ADMIN CHARGE-UTILITY	21,000	22,650	22,650	-	22,650	22,650		22,650
70710710	52130	ADMIN CHARGE-STREETS LABOR	278,338	383,510	309,500	84,900	309,500	309,500		309,500
70710710	52130	ADMIN CHARGE-STREETS EQUIP	65,500	65,500	65,500	32,750	65,500	65,500		65,500
70710710	52030	CONTRACTED SERVICES/CARTE	15,877	22,849	34,000		34,000	45,000		45,000
70710710	53040	TELEPHONE/CELL PHONE	1,137	1,087	3,000	456	3,000	3,000		3,000
70710710	54020	R&M VEHICLES	2,659	5,989	15,000	922	15,000	15,000		15,000
70710710	54060	PRINTING/ADVERTISING	-		1,000		1,000	1,000		1,000
70710710	54120	OFFICE SUPPLIES	1,943	2,428	2,000	724	2,000	2,000		2,000
70710710	54170	POSTAGE	16,097	17,120	18,000	8,964	18,000	18,000		18,000
70710710	54190	GAS,OIL,LUBRICANTS	1,784	1,486	12,000	2,135	12,000	12,000		12,000
70710710	54275	CITY CENTER HOA			5,300		5,300	5,300		5,300
70710710	54300	CONFERENCE/TRAINING/MEETING	449	640	6,000	240	6,000	6,000		6,000
70710710	54320	MILEAGE	103	68	500		500	500		500
70710710	54350	PROMOTION/RELATIONS	13,696		6,000		6,000	7,000		7,000
70710710	54420	LANDSCAPING	7,893	14,071	17,000	4,825	17,000	17,000		17,000
70710710	54440	STONE	11,121	2,605	15,000	1,436	15,000	15,000		15,000
70710710	54480	CULVERTS/DRAINTILE	119,069	195,951	90,000	34,256	90,000	90,000		90,000
70710710	53030	SPOILS DISPOSAL	4,378	3,847	10,000	1,901	10,000	10,000		10,000
70710710	59021	STREAMBANK STABILIZATION					-	-		-
70710710	59010	EQUIPMENT		1,325			-	-		-
70710710	59060	DRAINAGE	100,691	27,213	100,000	6,600	100,000	117,000		117,000
70710710	56190	BAD DEBT						-		-
		SUBTOTAL-OPERATING EXPENSES	1,050,562	1,183,056	1,170,111	362,925	1,170,111	1,289,679		1,289,679
		NON-OPERATING EXPENSES:								
70710711	58010	DEPRECIATION	530,175	561,679	530,000	85,832	562,000	565,000		565,000
70710711	57015	LOSS ON DISPOSAL	4,080				-	-		-
70711000	52050	GRANT PROJECTS				-	-	-		-
70711714	58040	AMORTIZATION	-	-	-	-	-	-		-
70711713	57010	INTEREST EXPENSE	6,325	3,162	1,650	1,513	-	-		-
70711713	60001	ARBITRAGE EXPENSE	-	-	-	-	-	-		-
		SUBTOTAL-NON-OPERATING EXPENSES	540,580	564,841	531,650	87,345	562,000	565,000		565,000
		TOTAL EXPENSES	1,591,142	1,747,897	1,701,761	450,270	1,732,111	1,854,679		1,854,679

2025 Budget Overview

SALARY & FRINGES SUMMARY

Item	2024 ADOPTED	2024 EST TOTAL	2025 PROPOSED	+/-
50010 SALARY-FULLTIME	308,840	308,840	381,883	73,043
50020 SALARY-PARTTIME	-	-	-	-
51010 RETIREMENT	21,311	21,311	26,541	5,230
51020 FICA	23,627	23,627	29,215	5,588
51030 HEALTH INSURANCE	81,711	81,711	87,966	6,255
51060 LONG TERM DISABILITY	248	248	270	22
51065 VISION/DENTAL INS	1,373	1,373	1,605	232
51070 LIFE INSURANCE	551	551	749	198
52070 PRE-EMPLOYMENT TEST	-	-	-	-
52110 ADMIN CHARGE-UTILITY	309,500	22,650	22,650	-
52130 ADMIN CHARGE-STREETS LABOR	65,500	309,500	309,500	-
52131 ADMIN CHARGE-STREETS EQUIP	34,000	65,500	65,500	-
TOTAL	846,661	835,311	925,879	90,568

Staffing

Position	2022 Actual	2023 Actual	2024 Budget	2025 Proposed
DCD Director	15%	15%	15%	15%
Administrative	25%	25%	25%	25%
DPW Director	12.5%	12.5%	12.5%	12.5%
Assistant DPW Director	37.5%	37.5%	37.5%	12.5%
Emergency Management Manager	0.0%	0.0%	0.0%	35%
Streets Manager	50%	50%	50%	75%
Code Compliance	50%	50%	50%	50%
Division Engineer	75%	75%	75%	100%
Water Resource Engineer	100%	100%	100%	100%
Land & Water Resource Specialist	0%	0%	0%	0%
City Engineer	5%	5%	5%	5%
Total	3.7	3.7	3.7	4.3

52110 Administration Charge Utility

This is the amount the Water Utility would be reimbursed for the billing clerk processing the Water Resource Management Utility charges on the Water Utility bill and the amount reimbursed to the Utility for storm system Utility locates.

- 5% of Part time Billing Clerk Salary and Fringe..... \$ 2,650
- Utility Locate Reimbursement \$ 20,000
- Total..... \$ 22,650

52130 Administration Charge City Streets

Labor costs associated with Water Resource Utility projects.

- Streets Department Labor and fringe \$ 260,000
- 50% Operator Position \$ 38,380
- Total..... \$ 309,500

52130 Equipment Maintenance/Replacement

This is the amount the City Street Department would be reimbursed for their equipment and machinery usage.

- Equipment and machinery usage..... \$ 65,500

52030 Contracted Services

This is the amount to cover anticipated and unanticipated professional services from other City Departments and outside sources associated with design and policy as related to storm water issues. Includes GIS and Cartegraph for ~\$25,000.

- Contracted Services..... \$ 29,000

53040 Telephone/Cell Phone

This is the for Telephone/Cell Phone expenses.

- Telephone/Cell Phone..... \$3,000

54020 R&M VEHICLES

2024 REQUEST	\$	15,000
2025 REQUEST	\$	15,000
+/-	\$	-

Street Sweeper & Hydroseeder Maintenance and Supplies.

54060 PRINTING & ADVERTISING

2024 REQUEST	\$	1,000
2025 REQUEST	\$	1,000
+/-	\$	-

This is the amount for publication of legal notices and printing of contract documents.

54120 OFFICE SUPPLIES

2024 REQUEST	\$	2,000
2025 REQUEST	\$	2,000
+/-	\$	-

This amount is for the typical supplies such as paper, envelopes, ink, glue, pencils, scissors, paper clips, stapler and staples, etc. that will be used in the billing and operations of the Storm Water Utility.

54170 POSTAGE

2024 REQUEST	\$	18,000
2025 REQUEST	\$	18,000
+/-	\$	-

This is the amount for printing quarterly Water Resource Utility bills, and for the additional postage necessary for sending bills to the customers who are not currently on the Water Utility billing system.

54190 GAS, OIL, AND LUBRICANTS

2024 REQUEST	\$	12,000
2025 REQUEST	\$	12,000
+/-	\$	-

Supplies are for the Street Sweeper & Hydroseeder.

54275 CITY CENTER HOA

2024 REQUEST	\$	5,300
2025 REQUEST	\$	5,300
+/-	\$	-

This is the City's share for taxes and stormwater management for the City Center Association which we are a member due to lands we own in City Center.

54300 CONFERENCES/TRAINING/MEETING

2024 REQUEST	\$	6,000
2025 REQUEST	\$	6,000
+/-	\$	-

This amount is to update staff on code regulations and new technology including a National Conference on system design & modeling/StormCon.

54320 MILEAGE

2024 REQUEST	\$	500
2025 REQUEST	\$	500
+/-	\$	-

This amount is for reimbursement of mileage.

54350 PROMOTIONS/RELATIONS

2024 REQUEST	\$ 6,000
2025 REQUEST	\$ 7,000
+/-	\$ 1,000

The promotion fund is for the educational requirements of the WPDES Permit and any additional information in storm water notices

54420 LANDSCAPING MATERIALS

2024 REQUEST	\$ 17,000
2025 REQUEST	\$ 17,000
+/-	\$ -

This account will pay for the landscaping of storm water related projects (i.e. sod, seed, mulch, fertilizer, riprap, new technology for stabilization etc.).

54440 STONE

2024 REQUEST	\$ 15,000
2025 REQUEST	\$ 15,000
+/-	\$ -

This account will pay for backfill material used in the replacement or repair of culvert pipes and storm sewers.

54480 CULVERTS/DRAIN TILE

2024 REQUEST	\$ 90,000
2025 REQUEST	\$ 90,000
+/-	\$ -

This account will be used to pay for material costs of culvert pipe, drain tile, flared end sections, replacement grates, masonry endwalls and other materials used in the replacement and repair of storm sewers and culvert pipes.

53030 SPOILS DISPOSAL

2024 REQUEST	\$ 10,000
2025 REQUEST	\$ 10,000
+/-	\$ -

This account will be used to pay for disposal of spoil material from ditching projects and street sweeping operations.

59060 DRAINAGE

2024 REQUEST	\$ 100,000
2025 REQUEST	\$ 117,000
+/-	\$ 17,000

- Illicit Discharge Screening \$ 10,000
- City Wide Storm Water Permit Fee \$ 7,000
- Contracted Drainage List Projects and System Inspection..... \$ 100,000
- Total..... \$ 117,000**

58010 DEPRECIATION

2024 REQUEST	\$ 530,000
2025 REQUEST	\$ 565,000
+/-	\$ 35,000

Depreciation of Fixed Assets.

58040 AMORITIZATION

2024 REQUEST	\$ -
2025 REQUEST	\$ -
+/-	\$ -

Allocation of Bond Issue Costs.

57010 INTEREST EXPENSE

2024 REQUEST	\$ 1,650
2025 REQUEST	\$ -
+/-	\$ (1,650)

Interest of Borrowing for Storm Water CIP Projects.



DATE: October 16, 2024

TO: Rubina Medina
City Clerk

FR: Mayor Dave Ament

RE: Mayoral Appointments for the October 22, 2024 Common Council Mtg

Tourism Commission

Tom O'Loughlin
New Berlin, WI 53151
toloughlin@thgproperties.com
262-785-2707
(Re-Appointment)

Expiration Date

11/14/2025

For Office Purposes Only						
T	Em	We	Provo	Lt	Ethc	H
T	I	b	x	r	s	B

Tourism Commission

John Rocco
3645 S Brentwood Road
New Berlin, WI 53151
414-640-6706
johngrocco@gmail.com
(Re-Appointment)

Expiration Date

11/14/2025

For Office Purposes Only						
T	Em	We	Provo	Lt	Ethc	H
T	I	b	x	r	s	B

Tourism Commission

Gary Szpara
4380 S. Deerwood Drive
New Berlin, WI 53151
414-943-9312
garyszparabanker@gmail.com
(Re-Appointment)

Expiration Date

11/14/2025

For Office Purposes Only						
T	Em	We	Provo	Lt	Ethc	H
T	I	b	x	r	s	B



Committee of the Whole MEETING MINUTES

October 8, 2024 - 6:00 PM
Council Chambers
3805 S. Casper Drive

Please note: Minutes are unofficial until approved at the next scheduled meeting.

MINUTES

1. CALL MEETING TO ORDER

Mayor Ament called the meeting to order at 6:00 PM.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

City Clerk Rubina R. Medina took the roll call as follows:

Present: Alderperson Hopkins, Alderperson Maxey, Alderperson Harenda, Alderperson Stribl, Alderperson Kroupa, Alderperson La Fever

Excused: Alderperson Dennis Horbinski

Staff Present: City Attorney Mark Blum, City Clerk Rubina R. Medina, Human Resources Director Melissa Beck, Police Chief Hingiss

City Clerk Medina stated that a quorum had been established, and the meeting had been properly noticed.

3. APPROVAL OF MINUTES

A. September 24, 2024, Committee of the Whole Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Stribl
Motion Passed 6-0

4. UTILITY & FINANCE

A. Recommendation to the Common Council for approval of the October 9th, 2024, Water Utility claims in the amount of \$21,950.11, Sewer Utility claims in the amount of \$710,023.68, and General City claims in the amount of \$675,891.88.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Kroupa
Second by: None
Motion Passed 6-0

5. MISCELLANEOUS

A. New Berlin Police Department Update

Police Chief Hingiss provided a department update. A PDF of the update is attached to the agenda packet.

- B.** Discussion and possible action to recommend approval to the Common Council of Ordinance No. 2698, an ordinance to amend Section 24-8 of the City of New Berlin Municipal Code regarding expenses of Emergency Management

Ald. Harenda made a friendly amendment to the last sentence in the paragraph in Section One to include the Common Council in the last sentence.

MOTION: Motion to Approve with the friendly amendment

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Stribl
Motion Passed 6-0

- C.** Discussion and possible action to recommend approval to the Common Council of Resolution No. 2024-22, a resolution amending the 2024 Capital Projects Budget as outlined in the RAS

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Hopkins
Motion Passed 6-0

- D.** Discussion and possible action to recommend approval to the Common Council for the extension of the City Attorney's contract between the City of New Berlin and Hippenmeyer, Reilly, Blum, Schmitzer & Fabian, S.C., commencing January 1, 2025, and concluding December 31, 2026.

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Hopkins
Motion Passed 6-0

6. ADJOURN

MOTION: Motion to Adjourn at 6:22 PM

VOTE: Motion by: Alderperson Harenda
Second by: Alderperson Maxey
Motion Passed 6-0

Respectfully Submitted:
Rubina R. Medina, City Clerk

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	New Berlin
License Period	6-1-24 to 6-30-25

License(s) Requested: (up to two boxes may be checked)

- ☒ Class "A" Beer \$ 300 ☐ Class "B" Beer \$ _____
- ☒ "Class A" Liquor \$ 500 ☐ "Class B" Liquor \$ _____
- ☐ "Class A" Liquor (cider only) \$ _____ ☐ Reserve "Class B" Liquor \$ _____
- ☐ "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$ <u>900</u>
Background Check Fee	\$ <u>10</u>
Publication Fee	\$ <u>85</u>
Total Fees	\$ <u>639.</u>

594.

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <u>19 BUCKS INC.</u>		
2. Business Trade Name or DBA <u>BR GREENFIELD</u>		
3. FEIN <u>99-5141665</u>	4. Wisconsin Seller's Permit Number <u>456-1031829898-04</u>	
5. Entity Type (check one) ☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☒ Corporation ☐ Nonprofit Organization		
6. State of Organization <u>WI</u>	7. Date of Organization <u>09/27/24</u>	8. Wisconsin DFI Registration Number
9. Premises Address <u>16401 W GREENFIELD AVE</u>		
10. City <u>NEW BERLIN</u>	11. State <u>WI</u>	12. Zip Code <u>53151</u>
13. County <u>WAUKESHA</u>	14. Governing Municipality: ☒ City ☐ Town ☐ Village of: <u>NEW BERLIN</u>	15. Aldermanic District
16. Premises Phone <u>262 7891865</u>	17. Premises Email <u>BUCKS19LLC@gmail.com</u>	18. Website
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>GAS STATION WITH CONVENIENCE STORE</u> <u>WALKIN COOLER / LIQUOR ON SHELF / CIGARETTE COUNTER</u>		
20. Mailing Address (if different from premises address)		
21. City	22. State	23. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☒ No		
If yes, list the details of violation below. Attach additional sheets if necessary.		
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . ☐ Yes ☒ No
 beverages.
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . ☐ Yes ☒ No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? ☐ Yes ☒ No
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity 4b. Business Entity FEIN

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ☒ Yes ☐ No

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

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? ☐ Yes ☒ No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
BAINS	RASVIR	MANAGER	2624022733
SINGH	NARDEV	OWNER	6318388392

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name BAINS	First Name RASVIR	M.I. S
Title MANAGER	Email BUCKS19LLC@gmail.com	Phone 2624022733
Signature 	Date 10/01/24	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 10-8-24	License Number 2024-24	Date License Granted 10-22-24	Date License Issued 10-23-24
Signature of Clerk/Deputy Clerk 		Date Provisional License Issued (if applicable)	

Alcohol Beverage
Individual Questionnaire

Date

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

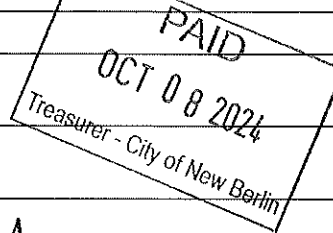
1. Legal Business Name (individual name if sole proprietor)

19 BUCKS INC.

2. Business Trade Name or DBA

BP GREENFIELD

3. Entity Type (check one)

☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☒ Corporation ☐ Nonprofit Organization

Part B: Individual Information

1. Last Name

SINGH

2. First Name

HARDEV

3. M.I.

4. Relationship to Business (Title)

OWNER

5. Email

HARDEV.SINGH135@gmail.com

6. Phone

631.838.8593

7. Home Address

1840 CLUB CIR #6

8. City

BROOKFIELD

9. State

WI

10. Zip Code

53005

11. Date of Birth

06/25/1972

12. Drivers License/State ID Number

S520 3207 2225 07

13. Drivers License/State ID State of Issuance

WI

Part C: Address History

1. Do you currently reside in Wisconsin? ☒ Yes ☐ No

If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application?

Years
1Months
5

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address 1

135 HORSE BLOCK RD.

City

CENTREARCH

State

WI

Zip Code

53117-22

Previous Address 2

City

State

Zip Code

Previous Address 3

City

State

Zip Code

Previous Address 4

City

State

Zip Code

Previous Address 5

City

State

Zip Code

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County
NY	SOPFOLK	WI	WAUKESHA				

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
------------------------	----------	-----------------

Penalty Imposed	Was sentence completed? ☐ Yes ☐ No
-----------------	--

Law/Ordinance Violated	Location	Conviction Date
------------------------	----------	-----------------

Penalty Imposed	Was sentence completed? ☐ Yes ☐ No
-----------------	--

Law/Ordinance Violated	Location	Conviction Date
------------------------	----------	-----------------

Penalty Imposed	Was sentence completed? ☐ Yes ☐ No
-----------------	--

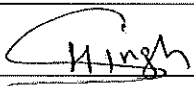
2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature



Date

10/01/2024

Alcohol Beverage
Individual QuestionnaireDate
10/01/24

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor) 19 BUCKS INC.	
2. Business Trade Name or DBA BP GREENFIELD	
3. Entity Type (check one) ☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☒ Corporation ☐ Nonprofit Organization	

Part B: Individual Information					
1. Last Name BAINS		2. First Name RAJIV		3. M.I. S	
4. Relationship to Business (Title) MANAGER		5. Email BUCKS19LLC@gmail.com		6. Phone 2624022783	
7. Home Address 1165 CLUB CIR # W203					
8. City WAUKESHA		9. State WI	10. Zip Code 53005	11. Date of Birth 08/23/1990	
12. Drivers License/State ID Number B520 7379 0303 09			13. Drivers License/State ID State of Issuance WI		

Part C: Address History							
1. Do you currently reside in Wisconsin? ☒ Yes ☐ No							
If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application?						Years 5	Months 5
2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.							
Previous Address 1 9025 SOUP LN.				City GREENFIELD		State WI	Zip Code 53228
Previous Address 2				City		State	Zip Code
Previous Address 3				City		State	Zip Code
Previous Address 4				City		State	Zip Code
Previous Address 5				City		State	Zip Code
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.							
State NY	County SUFFOLK	State WI	County MILWAUKEE	State WI	County WAUKESHA	State	County
State	County	State	County	State	County	State	County

- Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☐ Yes ☒ No
- If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 	Date 10/01/24
---	---------------

Alcohol Beverage
Appointment of AgentDate
10/01/2024

Agent Type (check one)

☒ Original (no fee)☒ Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

19 BUCKS INC.

2. Business Trade Name or DBA

BR GREENFIELD

3. Entity Type (check one)

☐ Limited Liability Company☒ Corporation☐ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

☒ Municipal Retail License☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name

BAINS

2. First Name

RAJIV

3. M.I.

S

4. Email

RAJIV SINGH BAINS @ gmail . com

5. Phone

262 402 2733

6. Home Address

1165 CLUB CIR # W203

7. City

BROOKFIELD

8. State

WI

9. Zip Code

53005

10. Age

34

11. Drivers License/State ID Number

B520 7379 0303 09

12. Drivers License/State ID State of Issuance

WI

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire*? ☒ Yes ☐ No
Submit a completed Form AB-100 with this form.3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.

Continued →

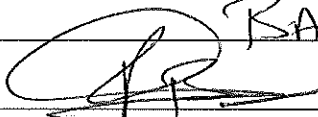
Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name BAINS		First Name RAJIVIR		M.I. S
Title MANAGER	Email RAJIVIR SINGH BAINS@gmail.com		Phone 262-402-2737	
Signature 			Date 10/01/24	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name BAINS		First Name RAJIVIR		M.I. S
Signature 			Date 10/01/24	



LEARN 2 SERVE

CERTIFICATE OF COMPLETION

This certifies that

Rajvir Bains

is awarded this certificate for

Wisconsin Responsible Beverage Server Training



Completion Date
06/09/2023



Expiration Date
06/08/2025



Certificate #
WI-00614473

Official Signature

This certificate is non-transferable and represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6) and 134.66(2m), Wis. Stats.

5000 Plaza on the Lake Suite 305 | Austin, TX 78746 | 377.831.2235 | www.360training.com

DRIVER LICENSE
REGULAR

USA
WISCONSIN

4d **S520-3207-2225-07** 9 CLASS **D**

1 **SINGH**
2 **HARDEV**

8 **1240 CLUB CIR #6**
BROOKFIELD, WI 53005

16 SEX **M** 18 HGT **5'-04"** 17 WGT **165** 15
18 EYES **BRO** 19 HAIR **BLK**

3 DOB **06/25/1972** 4a END **NONE**
4a ISS **08/01/2024**
5 BD **OTGFF2024080111042046** 4b EXP **06/25/2033**

JUN 72



Date of this notice: 09-27-2024

Employer Identification Number:
99-5141665

Form: SS-4

Number of this notice: CP 575 A

19 BUCKS INC
16401 W GREENFIELD AVE
NEW BERLIN, WI 53151

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 99-5141665. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did not apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

Based on the information received from you or your representative, you must file the following forms by the dates shown.

Form 941	01/31/2025
Form 940	01/31/2025
Form 1120	04/15/2025

If you have questions about the forms or the due dates shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, *Accounting Periods and Methods*.

We assigned you a tax classification (corporation, partnership, etc.) based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2020-1, 2020-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, *Entity Classification Election*. See Form 8832 and its instructions for additional information.

IMPORTANT INFORMATION FOR S CORPORATION ELECTION:

If you intend to elect to file your return as a small business corporation, an election to file a Form 1120-S, U.S. Income Tax Return for an S Corporation, must be made within certain timeframes and the corporation must meet certain tests. All of this information is included in the instructions for Form 2553, *Election by a Small Business Corporation*.



WISCONSIN DEPARTMENT OF REVENUE
PO BOX 8902
MADISON, WI 53708-8902

Contact Information:

2135 RIMROCK RD PO BOX 8902
MADISON, WI 53708-8902
ph: 608-266-2776 fax: 608-224-5761
email: DORBusinessTax@wisconsin.gov
website: revenue.wi.gov

000050

Letter ID L0072059696

19 BUCKS INC
16401 W GREENFIELD AVE
NEW BERLIN WI 53151-1422

Wisconsin Department of Revenue Seller's Permit

Legal/real name: 19 BUCKS INC

Business name:
16401 W GREENFIELD AVE
NEW BERLIN WI 53151-1422

- This certificate confirms you are registered with the Wisconsin Department of Revenue and authorized in the business of selling tangible personal property and taxable services.
- You may not transfer this permit.
- This permit must be displayed at the place of business and is not valid at any other location.
- If your business is not operated from a fixed location, you must carry or display this permit at all events.

Tax Type	Account Type	Account Number
Sales & Use Tax	Seller's Permit	456-1031829898-04

Save

Print

Clear

Form

AB-105

Producer Full-Service Retail Sales Application

Date

Part A: Producer Information

1. Business Legal Name (individual name if sole proprietor)

MobCraft Beer Inc

2. Business Name or DBA

MobCraft Beer

3. Agent Name

Henry Schwartz

4. FEIN

47-1811957

5. Wisconsin Seller's Permit Number

456-1027741903-02

6. Wisconsin Producer Permit Number

09-10277741903-09 309-10277741903-12

7. Producer Type

☒ Brewery☒ Winery☐ Liquor Manufacturer/Rectifier

8. Contact Person's First Name

Henry

9. Last Name

Schwartz

10. M.I.

W

11. Contact Person's Phone

608.346.3003

12. Contact Person's Email

henry@mobcraftbeer.com

Part B: Production Quantity

Note: Check appropriate quantity for permit held (see instructions). If you hold more than one producer permit, check the total aggregate quantity produced for each type of permit. Enter the highest quantity produced in any of the last three calendar years.

Brewery	Manufacturer/Rectifier	Winery
☐ Less than 250 barrels ☐ 250 - 2,499 barrels ☒ 2,500 - 7,499 barrels ☐ 7,500 or more barrels	☐ Less than 1,500 liters ☐ 1,500 - 4,999 liters ☐ 5,000 - 34,999 liters ☐ 35,000 or more liters	☐ Less than 1,000 gallons ☒ 1,000 - 4,999 gallons ☐ 5,000 - 24,999 gallons ☐ 25,000 or more gallons
Calendar year: 2023	Calendar year:	Calendar year: 2021
Quantity: 2501.41	Quantity:	Quantity: 1253

Complete only ONE of Part C, D or E.

Part C: Request for Full-Service Retail Sales at the Production Premises

1. Start Date	2. Production Premises Address		
3. City	4. State	5. Zip Code	
6. County	7. Governing Municipality ☐ City ☐ Town ☐ Village of:		

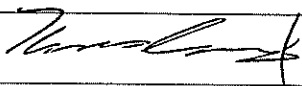
Part D: Request for Fixed Full-Service Retail Outlet

1. Are you transferring one fixed full-service retail outlet to a new location? ☐ Yes ☐ No If yes, complete boxes 2 through 9.			
2. Current Outlet Name			
3. Current Outlet Premises Address			
4. City	5. State	6. Zip Code	
7. County	8. Governing Municipality ☐ City ☐ Town ☐ Village of:		9. Premises Phone Number

Continued →

Part D: Request for Fixed Full-Service Retail Outlet (Cont.)			
New Fixed Retail Outlet Information (complete boxes 10 through 23)			
10. Start Date		11. New Outlet Name	
12. New Outlet Premises Address			
13. City		14. State	15. Zip Code
16. County	17. Governing Municipality ☐ City ☐ Town ☐ Village of: _____		18. Premises Phone Number
19. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.			
20. Will you operate a restaurant on the premises? ☐ Yes ☐ No			
21. What alcohol beverages will be offered for sale? (check all that apply) ☐ Beer ☐ Wine ☐ Intoxicating Liquor (other than wine)			
22. What alcohol beverages does the permittee produce? (check all that apply) ☐ Beer ☐ Wine ☐ Intoxicating Liquor (other than wine)			
23. How will customers be served? (check all that apply) ... ☐ Samples ☐ On-premises consumption ☐ Off-premises consumption			

Part E: Request for Unlimited Transfer Full-Service Retail Outlet		
1. Name of Event (if applicable) Boos & Brews at Malone Park		
2. Dates of Operation (attach a schedule, if necessary) 10/26/24		3. Hours of Operation 11am - 3pm
4. Premises Address 16400 W Al Stigler Pkwy		
5. City New Berlin		6. State WI
		7. Zip Code 53151
8. County Waukesha		9. Governing Municipality ☒ City ☐ Town ☒ Village of: New Berlin
10. Organizer of Event (if not the named applicant) MobCraft Beer		11. Email and/or Phone Number for Organizer of Event henry@mobcraftbeer.com
12. Organizer Website mobcraftbeer.com		13. Event Website N/A
14. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Beer sales and consumption will be confined to the boundaries of Malone Park.		
15. On-Site Contact (Last Name, First Name) Gregory Manlove	16. On-Site Contact Phone 414-305-0264	17. On-Site Contact Email gregmanlove@gmail.com
18. Will you operate a restaurant on the premises? ☐ Yes ☒ No		
19. What alcohol beverages will be offered for sale? (check all that apply) ☒ Beer ☐ Wine ☐ Intoxicating Liquor (other than wine)		
20. What alcohol beverages does the permittee produce? (check all that apply) ☒ Beer ☐ Wine ☐ Intoxicating Liquor (other than wine)		
21. How will customers be served? (check all that apply) ... ☐ Samples ☒ On-premises consumption ☐ Off-premises consumption		

Part F: Attestation			
Who must sign this application?			
• sole proprietor • general partner of a partnership • corporate officer • member of an LLC			
READ CAREFULLY BEFORE SIGNING:			
I understand and agree to the following: • I will not operate this location outside of the dates and times approved by the municipality and Division of Alcohol Beverages. • I will operate this location according to municipal ordinance and restrictions imposed as a condition of receiving this authorization. • I will purchase alcohol beverages I do not produce from an authorized source, such as a Wisconsin-permitted wholesaler. • I will operate this location according to Wisconsin law and administrative regulation including but not limited to: underage restrictions, closing hours, licensed operators, and record keeping requirements.			
Further, under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the authorization. Further, I agree that the rights and responsibilities conferred by the authorization, if granted, will not be assigned to another individual or entity. I understand that lack of access to any portion of a premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this authorization. I understand that any authorization issued contrary to Wis. Stats. Chapter 125 shall be void under penalty of Wisconsin law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.			
Signature 		Date	
Last Name Schwartz		First Name Henry	M.I. W
Title President	Email henry@mobcraftbeer.com	Phone 608.346.3003	

Part G: For Municipal Use Only (Complete if Requesting Authorization in Part D or E)		
1. Will the municipality limit the scope of alcohol beverages offered for sale? ☐ Yes ☐ No		
2. Will the municipality impose any requirements or restrictions for the full-service retail outlet? ☐ Yes ☐ No		
3. Describe municipal restrictions indicated in questions 1 or 2 above.		
4. Last Name of Municipal Official	5. First Name	6. M.I.
7. Signature of Municipal Official		8. Date October 15, 2024
9. Date Application was Filed with Clerk 10-15-24		10. Date Full-Service Retail Outlet Approved by Governing Body 10-22-24

Save

Print

Clear

Form

AB-105

Producer Full-Service Retail Sales Application

Date

Part A: Producer Information

1. Business Legal Name (individual name if sole proprietor)

MobCraft Beer Inc

2. Business Name or DBA

MobCraft Beer

3. Agent Name

Henry Schwartz

4. FEIN

47-1811957

5. Wisconsin Seller's Permit Number

456-1027741903-02

6. Wisconsin Producer Permit Number

09-10277741903-09 309-10277741903-12

7. Producer Type

☒ Brewery☒ Winery☐ Liquor Manufacturer/Rectifier

8. Contact Person's First Name

Henry

9. Last Name

Schwartz

10. M.I.

W

11. Contact Person's Phone

608.346.3003

12. Contact Person's Email

henry@mobcraftbeer.com

Part B: Production Quantity

Note: Check appropriate quantity for permit held (see instructions). If you hold more than one producer permit, check the total aggregate quantity produced for each type of permit. Enter the highest quantity produced in any of the last three calendar years.

Brewery	Manufacturer/Rectifier	Winery
☐ Less than 250 barrels	☐ Less than 1,500 liters	☐ Less than 1,000 gallons
☐ 250 - 2,499 barrels	☐ 1,500 - 4,999 liters	☒ 1,000 - 4,999 gallons
☒ 2,500 - 7,499 barrels	☐ 5,000 - 34,999 liters	☐ 5,000 - 24,999 gallons
☐ 7,500 or more barrels	☐ 35,000 or more liters	☐ 25,000 or more gallons
Calendar year: 2023	Calendar year:	Calendar year: 2021
Quantity: 2501.41	Quantity:	Quantity: 1253

Complete only ONE of Part C, D or E.

Part C: Request for Full-Service Retail Sales at the Production Premises

1. Start Date

2. Production Premises Address

3. City

4. State

5. Zip Code

6. County

7. Governing Municipality ☐ City ☐ Town ☐ Village
of:

Part D: Request for Fixed Full-Service Retail Outlet

1. Are you transferring one fixed full-service retail outlet to a new location? ☐ Yes ☐ No
If yes, complete boxes 2 through 9.

2. Current Outlet Name

3. Current Outlet Premises Address

4. City

5. State

6. Zip Code

7. County

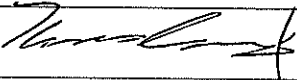
8. Governing Municipality ☐ City ☐ Town ☐ Village
of:

9. Premises Phone Number

Continued →

Part D: Request for Fixed Full-Service Retail Outlet (Cont.)			
New Fixed Retail Outlet Information (complete boxes 10 through 23)			
10. Start Date		11. New Outlet Name	
12. New Outlet Premises Address			
13. City		14. State	15. Zip Code
16. County		17. Governing Municipality ☐ City ☐ Town ☐ Village of: _____	
18. Premises Phone Number			
19. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.			
20. Will you operate a restaurant on the premises? ☐ Yes ☐ No			
21. What alcohol beverages will be offered for sale? (check all that apply) ☐ Beer ☐ Wine ☐ Intoxicating Liquor (other than wine)			
22. What alcohol beverages does the permittee produce? (check all that apply) ☐ Beer ☐ Wine ☐ Intoxicating Liquor (other than wine)			
23. How will customers be served? (check all that apply) . . . ☐ Samples ☐ On-premises consumption ☐ Off-premises consumption			

Part E: Request for Unlimited Transfer Full-Service Retail Outlet			
1. Name of Event (if applicable) Small Business Saturday Pop-Up @ 1848 Coffee			
2. Dates of Operation (attach a schedule, if necessary) 11/30/24		3. Hours of Operation 9am - 1pm	
4. Premises Address 13575 W National Ave			
5. City New Berlin		6. State WI	7. Zip Code 53151
8. County Waukesha		9. Governing Municipality ☒ City ☐ Town ☒ Village of: New Berlin	
10. Organizer of Event (if not the named applicant) MobCraft Beer		11. Email and/or Phone Number for Organizer of Event henry@mobcraftbeer.com	
12. Organizer Website mobcraftbeer.com		13. Event Website N/A	
14. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Beer sales and consumption will be confined to the boundaries of Malone Park.			
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		17. On-Site Contact Email gregmanlove@gmail.com	
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20. What alcohol beverages does the permittee produce? (check all that apply) ☒ Beer ☐ Wine ☐ Intoxicating Liquor (other than wine)			
21. How will customers be served? (check all that apply) . . . ☐ Samples ☒ On-premises consumption ☐ Off-premises consumption			

Part F: Attestation			
Who must sign this application?			
• sole proprietor • general partner of a partnership • corporate officer • member of an LLC			
READ CAREFULLY BEFORE SIGNING:			
I understand and agree to the following:			
• I will not operate this location outside of the dates and times approved by the municipality and Division of Alcohol Beverages. • I will operate this location according to municipal ordinance and restrictions imposed as a condition of receiving this authorization. • I will purchase alcohol beverages I do not produce from an authorized source, such as a Wisconsin-permitted wholesaler. • I will operate this location according to Wisconsin law and administrative regulation including but not limited to: underage restrictions, closing hours, licensed operators, and record keeping requirements.			
Further, under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the authorization. Further, I agree that the rights and responsibilities conferred by the authorization, if granted, will not be assigned to another individual or entity. I understand that lack of access to any portion of a premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this authorization. I understand that any authorization issued contrary to Wis. Stats. Chapter 125 shall be void under penalty of Wisconsin law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.			
Signature 		Date	
Last Name Schwartz		First Name Henry	M.I. W
Title President	Email henry@mobcraftbeer.com	Phone 608.346.3003	

Part G: For Municipal Use Only (Complete if Requesting Authorization in Part D or E)		
1. Will the municipality limit the scope of alcohol beverages offered for sale? ☐ Yes ☐ No		
2. Will the municipality impose any requirements or restrictions for the full-service retail outlet? ☐ Yes ☐ No		
3. Describe municipal restrictions indicated in questions 1 or 2 above.		
4. Last Name of Municipal Official	5. First Name	6. M.I.
7. Signature of Municipal Official		8. Date October 15, 2024
9. Date Application was Filed with Clerk 10-15-24		10. Date Full-Service Retail Outlet Approved by Governing Body



Office of the City Clerk

City of New Berlin ▪ 3805 S. Casper Drive ▪ New Berlin, Wisconsin 53151-0921 ▪ (262)786-8610 ▪ www.NewBerlinWI.gov

REQUESTED ACTION STATEMENT

DATE: October 21, 2024
TO: Mayor Ament and Common Council
FROM: City Clerk Rubina R. Medina

Agenda Item:

- *Discussion and possible action to recommend to the Common Council approval of the amended City Clerk Department fee schedule, reflecting a \$2.00 increase in dog and cat license fees effective 2025. This is in response to the Waukesha County Board's decision to increase the license fee by \$2.00 per tag starting in 2025.*

ISSUE:

The Waukesha County Board recently passed an ordinance increasing the fees collected by the County for animal tags by \$2.00 to support the rabies control program. This increase will take effect in 2025. Consequently, the City of New Berlin will be billed at this new rate, and it is now up to the City to determine whether this fee increase will be passed on to our residents.

REQUESTED:

I respectfully recommend that the \$2.00 fee increase be applied to our residents in alignment with the County's updated ordinance. Therefore, I am requesting the Common Council's approval of the amended City Clerk fee chart, which includes this \$2.00 adjustment to the animal license fees, effective January 2025.

ATTACHMENTS:

1. **Proposed City Clerk Fee Chart** – reflecting a \$2.00 increase for animal licenses.

OFFICE OF THE CITY CLERK FEE LIST



License Type	Comments	Fee
Adult-Oriented		
Adult-Oriented Establishment	<i>Per license year</i>	\$ 250.00
Adult-Oriented Establishment - late renewal penalty	<i>If filed after the deadline</i>	\$ 100.00
Alarm System License		
Alarm System License - Commercial	<i>One-time fee</i>	\$ 100.00
Alarm System License - Residential	<i>One-time fee</i>	\$ 50.00
Alcohol License		
Class "A" (beer)	<i>Per license year</i>	\$ 300.00
"Class A" (liquor)	<i>Per license year</i>	\$ 500.00
Class "B" (beer)	<i>Per license year</i>	\$ 100.00
"Class B" (liquor)	<i>Per license year</i>	\$ 500.00
"Class B RESERVE (limited to quota)	<i>One-time fee</i>	\$ 10,000.00
"Class C" (Wine)	<i>Per license year</i>	\$ 100.00
Alcohol - Extension of Premise	<i>Per event</i>	\$ 50.00
Alcohol - Change of Agent	<i>Must also pay background check fee</i>	\$ 10.00
Alcohol - Temporary Retail (often referred to as picnic license)	<i>Per event</i>	\$ 10.00
Publication Fee (for all liquor applications)	<i>Per publication</i>	\$ 35.00
Late Renewal Penalty	<i>If filed after the deadline</i>	\$ 100.00
Amusement		
Amusement Device (pool table, juke box, electronic games, etc.)	<i>Per device, per license year</i>	\$ 35.00
Amusement Vendor	<i>Per license year</i>	\$ 150.00
Archery Range	<i>Per license year</i>	\$ 50.00
Background Check		
Background Check Fee - In State	<i>Per license year</i>	\$ 10.00
Background Check Fee - Out of State	<i>Per license year</i>	\$ 18.00
Burn Permit Fee		
Burn Permit	<i>per calendar year</i>	\$ 10.00
Animal License		
Cat - Neutered Male / Spayed Female	<i>per license year</i>	\$ 12.00
Cat - Non-neutered male / non-spayed female	<i>per license year</i>	\$ 17.00
Dog - Dangerous Yearly Admin Fee	<i>per license year</i>	\$ 50.00
Dog - Late Applicant Fee	<i>per license year</i>	\$ 5.00
Dog - Neutered Male / Spayed Female	<i>per license year</i>	\$ 12.00
Dog - Non-neutered male / non-spayed female	<i>per license year</i>	\$ 17.00
Dog - Potentially Dangerous Yearly Admin Fee	<i>per license year</i>	\$ 50.00
Cigarette / Tobacco / Vape		
Cigarette/Vape Products	<i>per license year</i>	\$ 100.00
City Map / Computer Generated / Copies		
City Map	<i>per map</i>	\$ 10.00
Computer Generated Data - CDRom	<i>per cd-rom</i>	\$ 15.00
Computer Generated Data - DVD	<i>per dvd</i>	\$ 15.00
Computer Generated Data - Labels	<i>per label</i>	\$ 0.08
Computer Generated Data - USB	<i>per usb</i>	\$ 10.00
Computer Generated Data - WisVote Data Reports	<i>\$25 plus \$5 per 1,000 voters</i>	\$ 25.00
Copy Fee - Black and white	<i>each page copied</i>	\$ 0.25
Copy Fee - Color	<i>each page copied</i>	\$ 0.50

License Type	Comments	Fee
Direct Seller		
Direct Seller - Mobile Food Vendor	<i>Per year, per mobile food unit</i>	\$ 300.00
Direct Seller - Mobile Food Vendor	<i>Per month, per mobile food unit</i>	\$ 50.00
Direct Seller - Mobile Food Vendor	<i>Fee waived if part of a city-sponsored event (i.e. 4th of July Festival, Winter Fest, etc.)</i>	\$ -
Direct Seller	<i>Per year, per person</i>	\$ 100.00
Direct Seller	<i>Per month, per person</i>	\$ 20.00
Direct Seller	<i>Fee waived if part of a city-sponsored event (i.e. 4th of July Festival, Winter Fest, etc.)</i>	\$ -
Entertainment - Dance		
Entertainment (Dancing)	<i>Per license year</i>	\$ 25.00
Escort License		
Escort License (per applicant)	<i>Per license year</i>	\$ 250.00
Fireworks		
Fireworks		\$ 125.00
Massage		
Massage Establishment License	<i>Per license year</i>	\$ 150.00
Massage Technician/Therapist	<i>Applicant must be licensed with the State of WI. Fee is waived, but application material must be completed and background check fee must be paid</i>	\$ -
Massage Establishment Admin/Transfer Fee	<i>For applicant that wishes to surrender license mid-year so another applicant can apply</i>	\$ 100.00
Operator / Bartender		
Operator/Bartender License - Regular	<i>2 year license - must also pay background check fee</i>	\$ 60.00
Operator/Bartender License - Provisional	<i>(must apply for the Regular license to qualify)</i>	\$ 15.00
Operator/Bartender License - Temporary	<i>2 week license</i>	\$ 15.00
Rubbish		
Rubbish Collection - includes 1 vehicle	<i>Per license year</i>	\$ 75.00
Rubbish Collection - each vehicle over one	<i>Per license year</i>	\$ 25.00
Secondhand Article Dealer		
Secondhand Article Dealer	<i>Per event</i>	\$ 50.00
Special Council Meeting		
Special Council Meeting to consider Late Filing Applicant	<i>For applicants that fail to apply by the deadline and need their application to be approved by Council.</i>	\$ 350.00
Special Events		
Class I	<i>more than 5,000 people</i>	\$ 500.00
Class II	<i>501-5,000 people</i>	\$ 300.00
Class III	<i>151-500 people</i>	\$ 100.00
Class IV	<i>150 people or less</i>	\$ 20.00
Taxi		
Taxi Cab Business	<i>Per license year</i>	\$ 125.00
Taxi Cab Driver	<i>Per license year</i>	\$ 25.00

License Type	Comments	Fee
Theatre		
Theatres - 1201 or more seats	<i>Per license year</i>	\$ 200.00
Theatres - 1-700 seats	<i>Per license year</i>	\$ 100.00
Theatres - 701 - 1200 seats	<i>Per license year</i>	\$ 125.00
Transient Lodging		
*Transient Lodging/Short Term Lodging License	<i>Per calendar year</i>	\$ 200.00
Trapshooting		
Trapshooting	<i>Per license year</i>	\$ 50.00
Weights & Measures		
Weights & Measures License	<i>Per license year</i>	\$ 25.00

CITY OF NEW BERLIN
PROPOSED 2025 BUDGET

EXPENDITURES	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
GENERAL GOVERNMENT	6,424,631	6,704,383	7,783,542	3,602,300	7,589,313	8,076,147
PUBLIC SAFETY	17,878,116	18,752,016	20,879,703	9,747,160	20,638,867	22,127,862
PUBLIC WORKS	4,063,939	4,342,772	4,458,071	2,216,218	4,465,704	4,568,265
COMMUNITY DEVELOPMENT	721,629	710,754	757,210	349,203	757,210	736,920
LIBRARY	1,543,056	1,714,996	1,757,642	824,362	1,757,642	1,754,876
PARK AND RECREATION	1,637,082	1,834,775	2,063,522	921,907	2,063,522	2,308,504
EQUIPMENT REPLACEMENT	341,414	265,000	240,000	240,000	240,000	300,000
UNCLASSIFIED	-	-	275,164	3,799	3,799	300,000
DEBT SERVICE	9,022,425	10,195,807	12,336,068	10,845,665	12,336,068	14,445,762
TOTAL EXPENDITURES	41,632,292	44,520,503	50,550,922	28,750,614	49,852,125	54,618,336
REVENUES						
TAXES:						
GENERAL PROPERTY TAX	29,748,131	32,440,834	34,087,231	29,611,734	34,087,231	36,320,579
OTHER TAXES	772,560	768,136	832,500	440,129	833,593	833,600
INTERGOVERNMENTAL	5,294,641	5,934,536	6,524,855	2,247,269	6,578,504	6,527,930
LICENSES AND PERMITS	1,449,436	1,130,716	1,343,250	690,077	1,353,610	1,309,962
FINES & FORFEITURES	304,270	336,532	330,000	218,217	330,000	350,000
PUBLIC CHARGES FOR SERVICES	2,018,568	2,529,142	2,665,198	1,157,954	2,415,800	3,023,060
INTERDEPARTMENTAL	559,821	677,078	640,099	152,587	610,341	640,449
COMMERCIAL	544,659	2,466,096	1,322,279	1,502,823	2,333,828	2,356,863
APPROPRIATION FROM SURPLUS	1,000,000	1,000,000	1,000,000	-	-	1,500,000
TRANSFERS:						
GOLF COURSE RESERVE FUND	235,828	236,500	232,000	-	232,000	232,375
SCHOOL LEASE PAYMENT	78,110	-	-	-	-	-
DEBT SERVICE FUND	308,529	234,053	621,192	-	621,192	797,422
IMPACT FEE FUND	20,000	10,000	10,000	-	10,000	-
TAX INCREMENT DISTRICT	248,528	413,415	942,319	-	942,319	726,096
TOTAL REVENUES	42,583,081	48,177,038	50,550,922	36,020,789	50,348,418	54,618,336

CITY OF NEW BERLIN
 PROPOSED BUDGET OF EXPENDITURES FOR 2025
 COMPARED WITH ACTUAL EXPENDITURES FOR 2022, 2023 AND BUDGETED FOR 2024

GENERAL GOVERNMENT	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
501 MAYOR	266,684	240,646	249,729	119,906	248,315	342,986
502 COUNCIL	88,536	89,616	90,299	52,346	90,299	90,299
503 CUSTOMER SERVICE COMMI	520	373	1,500	22	1,500	1,800
504 HUMAN RESOURCES	655,274	645,866	741,477	365,390	756,595	777,910
505 FINANCE	512,361	551,157	594,037	312,113	591,438	615,022
506 ASSESSOR	463,772	450,229	528,995	243,552	524,099	547,570
508 CITY ATTORNEY	312,048	303,892	303,300	172,173	303,300	318,300
509 MUNICIPAL COURT	175,703	205,511	216,590	105,946	215,572	223,961
510 SAFETY SATURDAY	6,997	7,000	9,386	9,386	9,386	9,386
513 BUILDINGS & GROUNDS	1,349,611	1,415,858	1,888,055	741,122	1,888,055	2,072,133
514 INSURANCE	793,468	729,454	698,799	397,493	721,306	762,050
515 INFORMATION TECHNOLOGY	1,159,033	1,447,194	1,719,372	719,279	1,498,745	1,778,877
516 CITY CLERK/COMMUNITY RE	639,349	617,487	740,003	363,532	738,703	533,853
528 LANDMARK COMMISSION	1,275	100	2,000	40	2,000	2,000
	6,424,631	6,704,383	7,783,542	3,602,300	7,589,313	8,076,147

CITY OF NEW BERLIN
PROPOSED BUDGET OF EXPENDITURES FOR 2025
COMPARED WITH ACTUAL EXPENDITURES FOR 2022, 2023 AND BUDGETED FOR 2024

	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
PUBLIC SAFETY						
517 FIRE/POLICE COMMISSION	33,397	14,165	12,000	12,992	18,000	15,000
521 POLICE DEPARTMENT	10,440,607	10,907,097	11,862,246	5,497,930	11,646,094	12,461,424
523 FIRE DEPARTMENT	6,001,760	6,405,856	7,542,256	3,425,042	7,251,028	7,798,582
524 EMERGENCY MANAGEMENT	83,296	102,950	108,077	40,193	108,790	100,420
525 PUBLIC FIRE PROTECTION	705,893	705,893	705,893	439,207	964,674	1,050,934
526 INSPECTION DIVISION	605,963	611,655	642,031	323,546	642,031	693,252
527 SEALER OF WEIGHTS & MEASURES	7,200	4,400	7,200	8,250	8,250	8,250
	17,878,116	18,752,016	20,879,703	9,747,160	20,638,867	22,127,862
COMMUNITY DEVELOPMENT						
529 DCD ADMINISTRATION	377,396	388,567	406,868	191,065	406,868	378,467
530 PLANNING SERVICES DIVISION	344,233	322,187	350,342	158,138	350,342	358,453
	721,629	710,754	757,210	349,203	757,210	736,920
PUBLIC WORKS						
511 ENGINEERING SERVICES DIVISION	466,328	515,089	550,736	311,510	550,736	555,116
561 PUBLIC WORKS	132,662	138,752	144,131	76,992	150,620	301,680
562 STREETS	3,464,949	3,688,931	3,763,204	1,827,716	3,764,348	3,711,469
	4,063,939	4,342,772	4,458,071	2,216,218	4,465,704	4,568,265
EDUCATION						
581 LIBRARY	1,543,056	1,714,996	1,757,642	824,362	1,757,642	1,754,876

CITY OF NEW BERLIN
 PROPOSED BUDGET OF EXPENDITURES FOR 2025
 COMPARED WITH ACTUAL EXPENDITURES FOR 2022, 2023 AND BUDGETED FOR 2024

	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
PARKS AND RECREATION						
591 PARKS	885,600	982,201	1,044,081	461,684	1,044,081	1,077,559
592 RECREATION	702,847	805,054	984,141	447,625	984,141	1,215,945
595 NB ATHLETIC ASSOCIATION	28,635	27,520	20,300	7,000	20,300	-
599 FOURTH OF JULY COMMISSION	20,000	20,000	15,000	5,598	15,000	15,000
	1,637,082	1,834,775	2,063,522	921,907	2,063,522	2,308,504
UNCLASSIFIED						
612 CITY ACCOUNTS	-	-	-	3,799	3,799	-
613 EQUIPMENT REPLACEMENT	341,414	265,000	240,000	240,000	240,000	300,000
616 CONTINGENCY FUND	-	-	275,164	-	-	300,000
	341,414	265,000	515,164	243,799	243,799	600,000
DEBT SERVICE						
621 CAPITAL PROJECTS DEBT	9,022,425	10,195,807	12,179,361	10,797,255	12,179,361	13,573,512
622 HICKORY GROVE	-	-	-	-	-	715,878
623 INTERFUND ADVANCE	-	-	156,707	48,410	156,707	156,372
	9,022,425	10,195,807	12,336,068	10,845,665	12,336,068	14,445,762
TOTALS	41,632,292	44,520,503	50,550,922	28,750,614	49,852,125	54,618,336

CITY OF NEW BERLIN
PROPOSED BUDGET OF EXPENDITURES FOR 2025
COMPARED WITH ACTUAL EXPENDITURES FOR 2022, 2023 AND BUDGETED FOR 2024

Org	Object	TAXES	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
1000000	40110	GENERAL TAXES	29,748,131	32,440,834	34,087,231	29,611,734	34,087,231	36,320,579
1000000	40130	OMITTED TAXES	2,368	-	-	-	-	-
1000000	40140	PAYMENT IN LIEU OF TAXES	16,409	17,740	17,500	18,593	18,593	18,600
1000000	40170	INT/PENALTY ON TAX	68,252	77,922	70,000	49,035	70,000	70,000
1000000	40174	AG USE CONVERSION	-	7,553	-	-	-	-
1011600	40160	WATER UTILITY EQUIV	685,531	664,921	745,000	372,500	745,000	745,000
		TOTAL	30,520,691	33,208,970	34,919,731	30,051,863	34,920,824	37,154,179
		INTERGOVERNMENTAL						
1010100	41000	GRANTS-FEDERAL-ARPA	1,542,127	1,500,000	500,000	500,000	500,000	-
1010100	41000	GRANTS-FEDERAL-FIRE SAFER	-	497,699	870,429	-	870,429	811,216
1010100	41010	GRANTS-STATE	1,488	-	-	2,883	2,883	-
1010100	41020	GRANTS-LOCAL	-	26,782	20,343	20,353	20,353	-
1010400	44310	2% FIRE DUES	250,648	282,038	282,038	-	315,920	315,920
1010100	41022	NEW BERLIN SCHOOL DIST-PD RE STATE SHARED TAX	117,402	125,129	277,843	277,843	277,843	290,742
1010100	41030	SPECIAL UTILITY TAX	175,244	213,179	168,325	-	168,325	208,849
1010100	41040	SHARED REVENUE	542,953	516,379	1,517,603	-	1,517,603	1,552,437
1010100	41045	PERSONAL PROPERTY AID DIST	365,004	365,004	365,004	365,004	365,004	365,004
1010100	41047	PERSONAL PROPERTY ACT 12	-	-	-	-	-	443,618
1010100	41050	EXEMPT COMPUTER AID	150,089	150,089	150,089	-	150,089	150,089
1010100	41046	VIDEO PROVIDER	117,681	117,681	117,681	-	117,681	117,681
1010100	41070	MEDICAL CARE TRANSPORT	14,196	20,385	110,000	-	110,000	110,000
1010100	41080	ROAD AIDS	2,017,809	2,120,171	2,145,500	1,081,187	2,162,374	2,162,374
		TOTAL	5,294,641	5,934,536	6,524,855	2,247,269.48	6,578,504	6,527,930

Org	Object	LICENSES & PERMITS	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
1010200	42000	LIQUOR LICENSES	35,193	41,965	36,000	41,028	41,028	38,000
1010200	42001	RESERVE LICENSES	-	-	3,600	-	-	-
1010200	42031	SEALER OF WEIGHTS & MEAS FEI	7,625	4,925	8,125	4,425	8,125	7,200
1010200	42040	BARTENDERS	16,670	11,700	13,550	12,885	12,885	8,000
1010200	42090	SUNDRY - OTHER	31,829	32,313	25,525	21,617	32,000	32,312
1010200	42120	BUILDING PERMITS	507,783	316,109	381,000	261,572	400,000	390,000
1010200	42130	ELECTRICAL PERMITS	134,424	105,643	127,000	101,623	135,000	135,000
1010200	42140	PLUMBING PERMITS	70,879	65,622	100,000	61,754	100,000	115,000
1010200	42150	WELL PERMITS	-	-	39,000	5,920	39,000	-
1010200	42160	FIRE PERMITS	33,001	13,318	30,000	13,972	20,000	20,000
1010200	42190	SUNDRY PERMITS	124,478	77,625	100,000	52,957	110,000	110,000
1010200	42200	SIGN PERMITS	11,463	9,357	4,450	5,572	5,572	4,450
1010200	42210	CABLE TV INCOME	476,091	452,139	475,000	106,752	450,000	450,000
Total Licenses & Permits			1,449,436	1,130,716	1,343,250	690,077	1,353,610	1,309,962
FINES, FORFEITURES & PENALTIES								
1010300	43000	COURT FINES	304,270	336,532	330,000	218,217	330,000	350,000
PUBLIC CHARGES FOR SERVICES								
1010400	44010	ENGINEERING SERVICE FEES	18,275	157,146	26,550	19,975	24,400	25,300
1010400	44011	PLANNING SERVICE FEES	15,722	28,571	36,000	18,198	20,000	36,000
1010400	44020	DOG LICENSE REFUND	3,097	3,105	3,105	3,069	3,069	3,100
1010400	44030	FIRE INSPECTIONS	134,116	133,964	133,823	133,809	133,809	133,809
1010400	44040	CAT LICENSE	785	1,020	700	760	760	800
1010400	44060	WC WAGE REIMB	6,117	-	-	-	-	-
1010400	44090	AMBULANCE SERVICE FEES	1,214,283	1,423,370	1,400,000	575,693	1,400,000	1,450,000
1010400	44091	ENGINE RESPONSE FEE	4,992	17,171	9,000	3,093	6,000	7,500
1010400	44092	INTER-FACILITY TRANSPORTS	61,560	4,484	5,000	-	-	-
1010400	44110	LIBRARY FINES	23,527	23,181	29,500	14,067	29,500	36,000
1010400	44111	LIBRARY - COPIES	6,726	7,004	7,500	4,234	7,500	8,500
1010400	44112	LIBRARY - OTHER SYSTEM	27,643	28,895	26,000	21,165	26,000	23,231
1010400	44120	CURB & DITCH	1,425	2,350	1,500	2,100	2,400	2,000
1010400	44130	BOARD OF APPEALS	1,600	400	800	1,200	1,200	1,000
1010400	44140	REZONING	3,700	6,715	3,600	1,325	1,325	3,600
1010400	44141	ZONING LETTER	2,200	1,500	-	750	750	-
1010400	44160	PLANNED UNIT DEVELOPMENT	-	-	600	-	-	600
1010400	44170	DOG LICENSE	6,905	4,608	-	-	4,600	4,600
1010400	44180	REOCCUPANCY	14,285	17,350	13,000	5,900	5,900	13,000
1010400	44190	SALE OF COMPUTER INFORMATI	300	150	-	-	-	-
1010400	44200	USE APPROVAL	11,583	31,557	14,000	5,390	5,389	14,000
1010400	44210	HIGHWAY LABOR CHG.	10,200	12,480	25,000	7,052	15,000	15,000

2024

2025

PUBLIC CHARGES FOR SERVICE			2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	ESTIMATED TOTAL	MAYOR PROPOSED
1010400	44220	CONDITIONAL USE	3,030	1,815	3,600	600	3,600	3,600
1010400	44240	HOME OCCUPATION	-	-	600	-	-	600
1010400	44250	EROSION CONTROL FEES	13,986	14,298	5,000	5,669	5,700	5,000
1010400	44260	CONCEPTUAL REVIEW	-	-	900	-	-	900
1010400	44280	LAND DIVISION	4,340	8,280	11,000	700	700	11,000
1010400	44300	NR135	3,425	3,421	4,000	3,425	3,425	4,000
1010400	44301	PLANNING MISC FEES	9	-	5,000	-	-	-
1010400	44320	FILING FEE - PLANNING	9,350	10,050	8,750	4,450	4,450	8,750
1010400	44340	RECREATION PROGRAMS	331,571	500,816	475,000	274,058	591,760	600,000
1010400	44341	RECREATION CENTER	-	-	325,000	18,243	60,000	250,000
1010400	44342	RECREATION CENTER-CONCESSION	-	-	-	337	1,000	2,000
1010400	44343	NBAA - FEES	-	-	-	-	-	250,000
1010400	44360	PARK PERMITS/FEES	58,763	57,656	62,000	23,477	31,795	35,000
1010400	44361	RECREATION FACILITY RENTAL	15,641	10,705	14,000	3,855	10,098	60,000
1010400	44362	EVENT RENTAL	-	5,420	5,420	-	5,420	5,420
1010400	45050	SP. ASSESS-WRITTEN	7,662	10,760	7,500	5,060	8,500	7,000
1010400	48042	RECREATION - ADVERTISEMENT	1,750	900	1,750	300	1,750	1,750
Total Public Charges for Services			2,018,568	2,529,142	2,665,198	1,157,954	2,415,800	3,023,060
INTERDEPARTMENTAL								
1010500	46010	ADMIN CHG.-UTILITY	69,874	69,874	64,874	34,937	64,874	64,874
1010500	46011	ADMIN CHG.-STORMWATER	343,838	449,010	429,500	117,650	429,500	429,500
1010500	46012	ADMIN CHG.- GARBAGE\RECYCLI	144,725	144,725	144,725	-	114,725	144,725
1010500	46013	ADMIN CHARGES - OTHER	1,384	13,469	1,000	-	1,242	1,350
Total Interdepartmental			559,821	677,078	640,099	152,587	610,341	640,449
COMMERCIAL								
1010400	47010	DIV - WORKMEN'S COMP	95,662	54,211	20,000	-	-	20,000
1010400	47020	CVMIC DIVIDEND	-	29,433	29,433	24,982	24,982	25,519
1010600	47000	INTEREST ON INVESTMENTS	147,862	2,032,050	1,000,000	1,304,854	2,000,000	2,000,000
1010700	48010	RENTAL INCOME	171,266	187,299	168,846	114,072	168,846	171,144
1010400	44270	POLICE-MISC. RECEIPT	77,705	92,311	40,000	43,646	75,000	75,000
1010700	48000	MISCELLANEOUS REVENUES	44,887	60,062	56,000	10,660	56,000	56,000
1010700	48003	PURCHASE CARD REVENUE	7,277	10,730	8,000	4,609	9,000	9,200
Total Commercial			544,659	2,466,096	1,322,279	1,502,823	2,333,828	2,356,863
TOTAL OPERATING REVENUE			40,692,086	46,283,070	47,745,411	36,020,789	48,542,907	51,362,443

Org	Object	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
1011700	49990 APPROPRIATION FROM SURPLUS	1,000,000	1,000,000	1,000,000	-		1,500,000
TRANSFERS							
31600000	49060 IMPACT FEE FUND	20,000	10,000	10,000	-	10,000	-
1011600	49010 GOLF FUND	135,000	135,000	135,000	-	135,000	135,000
	GOLF FUND - DEBT SERVICE	100,828	101,500	97,000	-	97,000	97,375
31600000	49065 SCHOOL DISTRICT	78,110	-	-	-	-	
31600000	49020 DEBT SERVICE FUND	308,529	234,053	621,192	-	621,192	797,422
01011600	49000 TAX INCREMENT DISTRICT	248,528	413,415	942,319	-	942,319	726,096
	Total Transfers	890,995	893,968	1,805,511	-	1,805,511	1,755,893
	TOTALS	42,583,081	48,177,038	50,550,922	36,020,789	50,348,418	54,618,336

CITY OF NEW BERLIN
2025 PROPOSED BUDGET

Org	Object	501 - MAYOR	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15010000	50010	SALARY-FULL TIME	175,911	152,143	153,208	76,776	153,552	215,981
		<i>SALARY-ADJUSTMENT</i>					-	2,542
15010000	51010	RETIREMENT	11,147	10,740	10,420	5,613	11,226	14,903
15010000	51020	FICA	13,490	11,629	11,720	5,970	11,940	16,523
15010000	51030	HEALTH INSURANCE	45,474	44,313	50,961	23,981	47,962	65,679
15010000	51060	LONG-TERM DISABILITY	100	77	85	38	76	170
		<i>BENEFIT ADJUSTMENT</i>					-	371
15010000	51065	VISION/DENTAL INSURANCE	838	774	774	413	826	1,161
15010000	51070	LIFE INSURANCE	298	204	270	100	200	424
15010000	53040	TELEPHONE/CELL PHONE	705	544	566	710	1,420	1,582
15010000	54120	OFFICE SUPPLIES	294	489	500	339	500	500
15010000	54240	SUBSCRIPTIONS	186	270	275	40	275	275
15010000	54270	MEMBERSHIP DUES	163	163	175	138	138	175
15010000	54280	BUSINESS EXPENSES	1,200	1,200	1,200	600	1,200	1,200
15010000	54300	CONFERENCE/SEMINAR/MEETING	275	200	1,000	105	500	1,000
15010000	54350	PROMOTION/RELATIONS	13,603	14,748	15,000	1,809	15,000	17,000
15010000	54390	SPECIAL PROJECTS	3,000	3,000	3,000	3,000	3,000	3,000
15010000	54521	TECHNOLOGY/SOFTWARE			75	-	-	-
15010000	59010	EQUIPMENT	-	152	500	274	500	500
		TOTAL	266,684	240,646	249,729	119,906	248,315	342,986
		502 - COMMON COUNCIL						
15020000	50020	SALARY-PART TIME	49,600	49,600	49,600	24,800	49,600	49,600
15020000	51020	FICA	5,296	5,294	5,296	2,643	5,296	5,296
15020000	54270	MEMBERSHIP DUES	12,640	13,722	14,403	14,403	14,403	14,403
15020000	54280	BUSINESS EXPENSES	21,000	21,000	21,000	10,500	21,000	21,000
		TOTAL	88,536	89,616	90,299	52,346	90,299	90,299
		503 - COMMUNITY RELATIONS						
15030000	54060	PRINTING/ADVERTISING	-	188	300		300	300
15030000	54350	PROMOTION/RELATIONS	520	185	1,200	22	1,200	1,500
		TOTAL	520	373	1,500	22	1,500	1,800

Org	Object	504 - HUMAN RESOURCES	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15040000	50010	SALARY-FULL TIME	206,330	190,156	217,529	90,783	205,865	230,164
15040000	50020	SALARY-PART TIME		4,403	-		2,500	-
15040000	50070	SALARY-OVERTIME		146				
		<i>SALARY-ADJUSTMENT</i>			-			4,603
15040000	51010	RETIREMENT	12,889	12,851	14,798	6,202	14,142	15,881
15040000	51020	FICA	15,263	13,856	16,641	6,071	14,874	17,607
15040000	51030	HEALTH INSURANCE	28,585	32,006	31,101	22,238	52,691	57,969
15040000	51040	RETIREE HEALTH INS	191,918	173,874	240,538	77,686	225,000	252,564
15040000	51050	POLICE RETIREE HEALTH TRUST	84,993	89,313	90,653	90,653	90,653	92,013
15040000	51060	LONG TERM DISABILITY	83	72	241	36	36	36
		<i>BENEFIT ADJUSTMENT</i>						672
15040000	51065	VISION/DENTAL INSURANCE	739	606	1,092	420	966	1,092
15040000	51070	LIFE INSURANCE	332	364	377	170	397	454
15040000	51080	UNEMPLOYMENT COMP.	(7,042)	10,669	14,000	4,359	14,000	14,000
15040000	51090	FLEXIBLE BENEFITS	14,051	16,529	14,500	7,170	14,500	14,500
15040000	52010	PROFESSIONAL SERVICES	8,159	12,685	37,336	27,576	37,336	12,500
15040000	52060	LABOR ATTORNEY	81,638	52,393	30,000	5,615	30,000	30,000
15040000	52070	EMPLOYMENT TESTING	6,188	4,327	8,235	6,806	8,235	8,235
15040000	53040	TELEPHONE/CELL PHONE	1,522	1,458	1,656	535	1,620	1,620
15040000	54060	PRINTING/RECRUITING	2,255	5,256	5,280	121	5,280	5,500
15040000	54120	OFFICE SUPPLIES	664	1,438	1,000	612	1,000	1,000
15040000	54220	BOOKS & PAMPHLETS		374			-	
15040000	54270	MEMBERSHIP DUES	717	2,147	1,500	2,500	2,500	1,500
15040000	54300	CONFERENCE/SEMINAR/MEETING	966	7,467	2,000	-	2,000	2,000
15040000	54330	SAFETY & WELLNESS	1,532	3,615	8,500	54	8,500	8,500
15040000	54350	EMPLOYEE SERVICE AWARDS	3,492	9,861	4,500	682	4,500	5,500
15040000	54521	TECHNOLOGY/SOFTWARE		0	-	15,101	20,000	-
		TOTAL	655,274	645,866	741,477	365,390	756,595	777,910

Org	Object	505 - FINANCE	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15050005	50010	SALARY-FULL TIME	264,729	299,968	323,778	157,261	320,000	326,462
15050005	50020	SALARY-PART TIME	61,529	70,892	71,600	38,997	75,000	76,000
15050005	50070	SALARY-OVERTIME	10,670	1,575	2,500	622	2,000	2,500
		<i>SALARY-ADJUSTMENT</i>						7,304
15050005	51010	RETIREMENT	20,306	22,978	25,114	12,310	24,800	25,382
15050005	51020	FICA	24,962	27,184	30,438	14,066	30,371	30,769
15050005	51030	HEALTH INSURANCE	55,684	63,380	70,974	35,487	70,974	77,166
15050005	51060	LONG TERM DIS	213	164	245	77	154	245
		<i>BENEFIT ADJUSTMENT</i>						1,067
15050005	51065	VISION/DENTAL INSURANCE	702	502	1,242	444	888	915
15050005	51070	LIFE INSURANCE	874	570	561	291	562	327
15050005	52010	PROFESSIONAL FEES	6,622	8,036	7,500	-	8,100	8,300
15050005	52080	AUDIT FEES	51,037	47,241	51,500	50,382	51,500	50,000
15050005	54120	OFFICE SUPPLIES	1,701	1,153	1,200	-	1,200	1,200
15050005	54140	DATA PROC SUPPLIES	4,501	1,681	1,500	-	1,500	1,500
15050005	54270	MEMBERSHIP DUES	85	85	85	85	85	85
15050005	54300	CONFERENCE/SEMINAR/MEETING	784	0	2,000	504	504	2,000
15050005	54521	TECHNOLOGY/SOFTWARE	3,300	2,152	-	-	-	-
15050005	56110	SERVICE CHARGE	4,662	3,596	3,800	1,587	3,800	3,800
		TOTAL	512,361	551,157	594,037	312,113	591,438	615,022

Org	Object	506 - ASSESSOR	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15060000	50010	SALARY-FULL TIME	314,048	300,818	336,226	160,318	336,226	339,014
		<i>SALARY-ADJUSTMENT</i>			-	-	-	6,780
15060000	51010	RETIREMENT	20,397	20,506	23,200	11,062	23,200	23,561
15060000	51020	FICA	22,860	22,158	25,721	12,033	25,721	25,935
15060000	51030	HEALTH INSURANCE	59,350	58,255	66,172	40,452	66,172	87,391
15060000	51060	LONG TERM DISABILITY	253	205	171	77	171	171
		<i>BENEFIT ADJUSTMENT</i>			-	-	-	990
15060000	51065	VISION/DENTAL INSURANCE	1,242	1,095	1,161	238	1,161	1,161
15060000	51070	LIFE INSURANCE	603	510	584	297	584	667
15060000	52020	CONSULTING FEES	-	0	3,500	-	3,500	3,500
15060000	52030	CONTRACTED SERVICES	23,568	23,553	25,200	-	25,200	25,900
15060000	53040	TELEPHONE/CELL PHONE	508	505	540	209	540	500
15060000	54030	MAINTENANCE CONTRACT	14,958	15,085	16,500	14,568	14,568	16,000
15060000	54120	OFFICE SUPPLIES	87	725	1,200	279	1,200	1,200
15060000	54220	BOOKS & PAMPHLETS	-	484	600	-	600	600
15060000	54240	SUBSCRIPTIONS	3,907	119	6,500	129	6,500	7,100
15060000	54270	DUES/MEMBERSHIPS	1,958	5,490	1,700	3,256	3,256	1,600
15060000	54330	TRAINING	-	121	5,020	80	500	4,500
15060000	54130	SUPPLIES	33	600	15,000	554	15,000	1,000
		TOTAL	463,772	450,229	528,995	243,552	524,099	547,570
		508 - CITY ATTORNEY						
15080000	52030	RETAINED COUNSEL	292,844	292,800	292,800	170,800	292,800	307,800
15080000	52040	OUTSIDE SERVICES	17,861	8,240	10,000	814	10,000	10,000
15080000	54110	SUPPLIES	1,343	2,852	500	559	500	500
		TOTAL	312,048	303,892	303,300	172,173	303,300	318,300

Org	Object	509 - MUNICIPAL COURT	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15090000	50010	SALARY-FULL TIME	66,734	68,419	71,044	34,305	71,044	71,747
15090000	50020	SALARY-PART TIME	79,449	84,289	87,358	44,020	89,101	89,725
		<i>SALARY-ADJUSTMENT</i>						1,435
15090000	51010	RETIREMENT	6,584	7,226	7,610	3,750	7,691	7,824
15090000	51020	FICA	11,117	11,636	12,072	5,963	12,205	12,307
15090000	51030	HEALTH INSURANCE	2,500	21,982	23,658	11,829	23,658	25,722
		<i>BENEFIT ADJUSTMENT</i>			-			210
15090000	51065	VISION/DENTAL INSURANCE	-	-	-			
15090000	51070	LIFE INSURANCE	117	133	123	64	128	141
15090000	54030	CONTRACT/SERVICE FEES	1,500	1,500	1,500	750	1,500	1,500
15090000	54120	OFFICE SUPPLIES	1,074	2,639	3,100	2,192	3,600	2,100
15090000	54170	POSTAGE	1,490	121	200	159	200	200
15090000	54270	DUES/MEMBERSHIPS	845	1,571	900	945	945	1,000
15090000	54300	CONFERENCE/SEMINAR/MEETING		845	-			
15090000	54330	TRAINING	289	772	2,350	-	1,000	2,350
15090000	54370	DETENTION CHARGES	790	375	3,000	65	500	3,000
15090000	54380	TRAFFIC VIOLATION	93	127	250	135	200	400
15090000	54130	OTHER SUPPLY	60	3,369	425	38	300	800
15090000	56110	CREDIT CARD FEES	3,061	507	3,000	1,731	3,500	3,500
		TOTAL	175,703	205,511	216,590	105,946	215,572	223,961
		510 - SAFETY SATURDAY						
15100000	54350	PROMO & RELATIONS	6,997	7,000	9,386	9,386	9,386	9,386

Org	Object	511 - ENGINEERING SERVICES DI'	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15110029	50010	SALARY-FULL TIME	172,194	180,461	188,859	87,848	188,859	190,728
15110029	50020	SALARY-PART TIME	16,697	8,363	15,000	2,959	15,000	15,000
15110029	50070	SALARY-OVERTIME		248				
		<i>SALARY-ADJUSTMENT</i>						3,815
15110029	51010	RETIREMENT	11,186	12,259	13,031	6,062	13,031	13,160
15110029	51020	FICA	13,268	14,218	14,448	6,843	14,448	14,591
15110029	51030	HEALTH INSURANCE	25,026	30,271	32,615	15,321	32,615	35,436
		<i>BENEFIT ADJUSTMENT</i>						557
15110029	51065	VISION/DENTAL INSURANCE	754	368	755	196	755	755
15110029	51070	LIFE INSURANCE	300	347	328	163	328	374
15110029	52030	CONTRACTED SERVICES	20,864	32,548	30,000	31,848	30,000	25,000
15110029	53040	TELEPHONE/CELL PHONE	1,576	1,649	2,200	636	2,200	2,200
15110029	54270	MEMBERSHIP DUES	337	0	500	-	500	500
15110029	54300	CONFERENCE/SEMINAR/MEETINC	-	0	3,000	2,098	3,000	3,000
15110029	54330	TRAINING	125		-		-	-
15110029	59040	ROADWAY MAINTENANCE	204,001	234,357	250,000	157,536	250,000	250,000
		TOTAL	466,328	515,089	550,736	311,510	550,736	555,116

Org	Object	513 - BUILDINGS & GROUNDS	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15131029	50010	SALARY-FULL TIME	306,538	369,258	471,326	232,875	471,326	538,627
15131029	50020	SALARY-PART TIME	29,164	19,370	39,000	8,597	39,000	117,000
15131029	50070	SALARY-OVERTIME	7,563	5,667	20,000	2,493	20,000	15,000
		<i>SALARY-ADJUSTMENT</i>						10,669
15131029	51010	RETIREMENT	22,369	26,213	36,093	16,834	36,093	40,891
15131029	51020	FICA	24,195	26,900	43,324	17,043	43,324	48,090
15131029	51030	HEALTH INSURANCE	102,010	125,961	186,861	85,145	186,861	200,504
15131029	51060	LONG TERM DISABILITY	253	218	222	152	222	222
		<i>BENEFIT ADJUSTMENT</i>						1,557
15131029	51065	VISION/DENTAL INSURANCE	2,133	2,515	2,515	1,719	2,515	2,321
15131029	51070	LIFE INSURANCE	626	1,131	814	431	814	1,052
15131029	52030	CONTRACTED SERVICES	47,383	66,611	93,000	43,198	93,000	88,000
15131029	53010	ELECTRICITY	245,502	256,002	410,000	99,790	410,000	400,000
15131029	53020	WATER/SEWER	36,801	37,315	51,000	8,553	51,000	53,000
15131029	53030	TRASH CONTAINERS		837	-			-
15131029	53040	TELEPHONE	2,751	2,928	4,000	1,799	4,000	4,000
15131029	53050	HEATING GAS/FUEL	129,452	95,487	170,000	56,873	170,000	170,000
15131029	54030	MAINTENANCE	210,947	173,763	175,700	56,477	175,700	190,000
15131029	54080	LEASES EQUIPMENT	-	0	1,000	-	1,000	1,000
15131029	54130	SUPPLIES	134,512	164,394	130,000	88,990	130,000	135,000
15131029	54180	HOUSEKEEPING SUPPLY	27,746	35,881	45,000	12,474	45,000	47,000
15131029	54270	MEMBERSHIP DUES	-	348	200	-	200	200
15131029	54300	CONFERENCE/SEMINAR/MEETING	-	0	1,000	-	1,000	1,000
15131029	54320	MILEAGE	1,606	1,647	2,000	1,000	2,000	2,000
15131029	54330	TRAINING	-	75	1,000	-	1,000	1,000
15131029	59010	EQUIPMENT	18,060	3,337	4,000	6,679	4,000	4,000
		TOTAL	1,349,611	1,415,858	1,888,055	741,122	1,888,055	2,072,133

Org	Object	514 - INSURANCE	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15140000	56020	WORKER'S COMP	404,316	316,088	306,872	140,351	316,452	329,000
15140000	56030	MOTOR VEHICLE	45,580	49,812	48,665	60,281	52,000	56,000
15140000	56040	CVMIC PREMIUM	143,504	150,954	150,954	162,499	151,000	160,000
15140000	56045	VOLUNTEER PRACTICES	251	189	264	214	214	250
15140000	56050	BUILDINGS & GROUNDS	83,335	96,659	73,000	14,659	87,659	100,000
15140000	56060	CRIME	1,788	1,734	2,146	1,635	1,635	1,800
15140000	56070	EMPLOYMENT PRACTICES	14,694	14,018	16,898	12,346	12,346	15,000
15140000	56080	RESERVE CVMIC	50,000	50,000	50,000	9,819	50,000	50,000
15140000	56090	RESERVE COLLISION	30,000	30,000	30,000	(7,301)	30,000	30,000
15140000	56100	RESERVE FOR ERD	20,000	20,000	20,000	2,990	20,000	20,000
TOTAL			793,468	729,454	698,799	397,493	721,306	762,050

Org	Object	515 - INFORMATION TECHNOLOG	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15150005	50010	SALARY-FULL TIME	265,623	327,426	357,719	173,267	341,422	362,372
		<i>SALARY-ADJUSTMENT</i>			-			7,247
15150005	51010	RETIREMENT	16,487	22,154	24,683	11,955	21,000	25,185
15150005	51020	FICA	19,796	23,877	27,365	12,717	22,250	27,721
15150005	51030	HEALTH INSURANCE	33,142	59,234	71,898	25,971	23,202	56,397
15150005	51060	LONG-TERM DISABILITY	123	77	341	38	296	341
		<i>BENEFIT ADJUSTMENT</i>						1,058
15150005	51065	VISION/DENTAL INSURANCE	811	1,451	937	825	908	327
15150005	51070	LIFE INSURANCE	400	631	620	321	520	610
15150005	52030	CONTRACTED SERVICES	31,254	19,990	30,000	5,670	30,000	37,000
15150005	53040	TELEPHONE/CELL PHONE	70,232	76,944	54,112	16,575	63,700	41,432
15150005	54030	MAINTENANCE CONTRACT	636,743	821,703	990,736	425,691	840,523	1,049,298
15150005	54080	LEASES-EQUIPMENT	42,800	41,523	61,000	23,411	54,963	61,893
15150005	54140	DATA PROCESS SUPPLY	24,203	16,346	40,000	3,849	40,000	40,000
15150005	54270	MEMBERSHIP DUES	250	150	500	150	500	500
15150005	54330	TRAINING	-		3,625		3,625	5,000
15150005	54520	INTERNET	17,169	35,688	55,836	18,839	55,836	62,496
TOTAL			1,159,033	1,447,194	1,719,372	719,279	1,498,745	1,778,877

Org	Object	516 - CITY CLERK\COMMUNITY RE	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15160000	50010	SALARY-FULL TIME	314,116	368,898	371,066	185,458	371,066	318,510
15160000	50020	SALARY-PART TIME	-	972	-	-	-	-
15160000	50060	SALARY-POLL WORKERS	86,976	46,981	115,000	25,489	106,000	45,000
15160000	50070	SALARY-OVERTIME	5,765	3,809	-	1,062	3,500	-
		<i>SALARY-ADJUSTMENT</i>						6,370
15160000	51010	RETIREMENT	20,014	24,814	25,604	12,157	25,604	21,977
15160000	51020	FICA	24,753	27,371	28,386	13,619	28,386	24,336
15160000	51030	HEALTH INSURANCE	33,422	47,128	51,942	18,856	51,942	30,675
15160000	51060	LONG-TERM DISABILITY	219	230	338	83	338	252
		<i>BENEFIT ADJUSTMENT</i>						930
15160000	51065	VISION/DENTAL INSURANCE	1,423	1,484	1,934	621	1,934	1,547
15160000	51070	LIFE INSURANCE	516	700	643	328	643	626
15160000	52010	PROFESSIONAL FEES	7,010	1,463	11,000	12,582	13,200	9,000
15160000	53040	TELEPHONE/CELL PHONE	2,646	1,630	1,860	878	1,860	1,860
15160000	54030	MAINTENANCE CONTRACT	5,775	16,209	9,500	6,829	9,500	10,000
15160000	54050	RECORD CHECKS	3,514	2,735	3,000	1,288	2,000	2,000
15160000	54060	PRINTING/ADVERTISING	7,835	7,952	8,000	2,148	8,000	2,000
15160000	54110	SUPPLIES-ELECTION	56,520	15,131	27,000	35,186	40,000	18,000
15160000	54120	OFFICE SUPPLIES	14,927	6,505	10,000	4,973	8,000	9,000
15160000	54170	POSTAGE	48,847	35,920	65,000	34,730	57,000	25,000
15160000	54270	MEMBERSHIP DUES	1,403	1,209	1,500	569	1,500	1,750
15160000	54300	CONFERENCE/SEMINAR/MEETINC	3,278	5,547	6,500	5,155	6,500	4,500
15160000	54330	TRAINING EXPENSES		74	-		-	
15160000	54350	PROMOTIONS/RELATIONS	390	725	1,730	1,521	1,730	520
15160000	54352	BANNERS, FLAGS	-		-			
		TOTAL	639,349	617,487	740,003	363,532	738,703	533,853
		517 - FIRE/POLICE COMMISSION						
15170000	52060	LABOR ATTORNEY	7,282		-			
15170000	52090	TESTS	26,115	14,060	12,000	12,992	18,000	15,000
15170000	54120	OFFICE SUPPLIES		105				
		TOTAL	33,397	14,165	12,000	12,992	18,000	15,000

Org	Object	521 - POLICE DEPARTMENT	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15212000	50010	SALARY-FULL TIME	6,644,122	6,892,342	7,311,373	3,481,618	7,200,000	7,424,464
15212000	50020	SALARY-PART TIME	29,532	23,845	50,716	12,948	33,000	29,637
15212000	50040	HOLIDAY PAY	279,345	281,761	309,124	909	309,124	317,315
15212000	50070	SALARY-OVERTIME	359,796	371,024	348,918	159,157	348,918	344,386
		<i>SALARY-ADJUSTMENT</i>			-			264,402
15212000	51010	RETIREMENT	842,093	961,900	1,090,136	500,481	1,090,136	1,180,755
15212000	51020	FICA	538,429	557,328	613,188	267,696	613,188	626,577
15212000	51030	HEALTH INSURANCE	1,080,652	1,130,697	1,294,310	592,061	1,200,000	1,384,168
15212000	51060	LONG TERM DISABILITY	483	612	635	264	635	559
		<i>BENEFIT ADJUSTMENT</i>						59,421
15212000	51065	VISION/DENTAL INSURANCE	23,531	23,742	23,197	12,569	23,197	22,728
15212000	51070	LIFE INSURANCE	10,766	13,330	12,915	6,275	12,915	14,557
15212000	52010	PROFESSIONAL FEES	16,240	16,908	20,000	9,994	25,000	23,000
15212000	52030	CONTRACTED SERVICES	53,541	63,694	91,000	92,298	103,897	105,469
15212000	53040	TELEPHONE	-	-	23,618	12,196	23,618	23,302
15212000	54030	MAINT. CONTRACTS	51,197	52,149	68,430	44,759	68,430	32,955
15212000	54040	R&M-EQUIPMENT	12,662	13,695	17,000	4,354	14,000	14,000
15212000	54060	PRINTING/ADVERTISING	2,189	1,198	2,500	35	2,000	2,200
15212000	54070	UNIFORM/LAUNDRY SERVICE	323	773	1,000	485	1,000	1,000
15212000	54080	LEASES EQUIPMENT	4,549	7,969	8,040	4,458	8,040	95,945
15212000	54090	ANIMAL CONTROL	13,310	13,310	13,310	13,310	13,310	14,000
15212000	54110	SUPPLIES	3,972	3,889	5,700	2,678	5,700	5,231
15212000	54111	TOW BILLS	1,396	331	4,500	682	3,000	4,500
15212000	54120	OFFICE SUPPLIES	10,588	8,997	13,500	2,432	13,500	13,500
15212000	54150	EVIDENCE COLLECTION & PROCE	218	2,391	2,500	159	1,400	1,500
15212000	54170	POSTAGE	2,433	2,839	3,000	1,259	2,600	3,000
15212000	54200	CANINE CORP.	6,023	5,079	6,794	1,834	4,000	6,794
15212000	54210	UNIFORMS & EQUIPMENT	103,339	96,307	108,634	27,351	108,000	107,260
15212000	54220	BOOKS & PAMPHLETS	125	-	-	-	-	-
15212000	54270	MEMBERSHIP DUES	1,767	1,819	2,230	2,433	2,508	2,338
15212000	54300	CONFERENCE/SEMINAR/MEEETINC	229	-	-	-	-	-
15212000	54330	TRAINING EXPENSES	44,360	48,005	48,500	36,281	48,500	48,500
15212000	54350	PUBLIC RELATIONS	6,151	6,000	6,000	1,076	6,000	6,000
15212000	54370	PRISONER CARE	3,898	3,933	5,000	1,524	4,000	5,000
15212000	54410	POLICE AUXILIARY	-	1,971	-	-	-	-
15212000	59011	BODY CAMERAS	71,364	69,664	62,202	53,250	62,202	-
15212000	59010	EQUIPMENT	-	3,560	4,000	1,206	4,000	4,350
15212000	59050	CAPITAL-VEHICLES	221,984	226,035	290,276	149,898	290,276	272,611
		TOTAL	10,440,607	10,907,097	11,862,246	5,497,930	11,646,094	12,461,424

Org	Object	523 - FIRE DEPARTMENT	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15232900	50010	SALARY-FULL TIME	3,570,407	3,765,497	4,235,299	1,998,043	4,000,000	4,227,721
15232900	50010	GRANT SALARY FULL		357,571	566,123	269,606	550,000	592,608
15232900	50020	SALARY-PART TIME	191,553	25,998		273	273	-
15232900	50025	SALARY-FULL TIME - INTRF	8,575	1,190	-	70	70	-
15232900	50040	HOLIDAY PAY	137,473	144,941	174,455		174,455	187,100
15232900	50070	SALARY-OVERTIME	303,466	175,631	108,918	93,640	225,000	108,918
15232900	50071	SALARY - FLSA STRAIGHT	5,549	15,256	10,000	32,833	40,000	15,000
		SALARY-ADJUSTMENT						169,231
15232900	51010	RETIREMENT	490,734	562,011	744,065	337,047	725,000	799,103
15232900	51020	FICA	308,511	316,658	395,003	174,652	380,000	408,186
15232900	51030	HEALTH INSURANCE	723,819	753,837	984,449	403,535	813,327	924,160
15232900	51050	PEHP	33,710	31,740	39,653	17,658	39,653	45,231
15232900	51060	LONG TERM DISABILITY	2,924	3,166	2,806	1,587	2,806	2,888
		BENEFIT ADJUSTMENT						38,178
15232900	51065	VISION/DENTAL INSURANCE	13,217	14,694	17,305	7,920	17,305	17,692
15232900	51070	LIFE INSURANCE	6,525	7,375	8,001	3,806	8,001	9,377
15232900	52010	PROFESSIONAL SERVICES	19,350	22,494	17,000	8,050	22,000	17,000
15232900	53040	TELEPHONE	2,028	475	7,638	6,266	14,138	4,638
15232900	54020	R&M - VEHICLES	1,160	145	-	-	-	-
15232900	54030	MAINT CONTRACTS	3,567	7,953	7,500	1,379	7,500	7,500
15232900	54040	R&M - EQUIPMENT	16,379	23,012	26,500	7,237	26,500	26,000
15232900	54100	AMBULANCE SUPPLIES	77,242	86,931	91,000	25,627	91,000	92,000
15232900	54110	SUPPLIES	7,901	10,409	15,000	4,067	15,000	15,000
15232900	54120	OFFICE SUPPLIES	2,595	1,984	3,000	1,366	3,000	3,000
15232900	54210	UNIFORMS & EQUIPMENT	61,867	61,586	68,253	23,456	75,000	68,253
15232900	54220	BOOKS & PAMPHLETS	-	2,828	2,500	15	2,500	2,000
15232900	54270	MEMBERSHIP DUES	1,829	2,881	2,288	2,273	2,500	2,298
15232900	54300	CONFERENCE/SEMINAR/MEETINC	335	0	1,000	-	1,000	1,000
15232900	54330	TRAINING	7,945	7,626	12,000	2,972	12,000	12,000
15232900	54350	PUBLIC RELATIONS	3,099	1,967	2,500	1,664	3,000	2,500
		TOTAL	6,001,760	6,405,856	7,542,256	3,425,042	7,251,028	7,798,582

Org	Object	524 - EMERGENCY MANAGEMENT	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15240000	50010	SALARY-FULL TIME	17,486	-	-	-	-	57,559
15240000	50020	SALARY-PART TIME	36,569	50,244	56,675	27,096	56,675	-
		<i>SALARY-ADJUSTMENT</i>						-
15240000	51010	RETIREMENT	3,501	3,819	3,911	2,073	3,911	4,066
15240000	51020	FICA	4,086	-	4,336	100	4,336	4,475
15240000	51030	HEALTH INSURANCE	2,403	-	-	-	-	-
		<i>BENEFIT ADJUSTMENT</i>						-
15240000	51065	VISION/DENTAL INSURANCE	22	-	-	-	-	-
15240000	51070	LIFE INSURANCE	24	-	-	-	-	114
15240000	52010	PROFESSIONAL FEES	-	-	4,800	-	4,800	4,800
15240000	53010	ELECTRICITY	2,974	2,981	3,050	1,050	3,050	3,263
15240000	53040	TELEPHONE	1,890	1,604	7,299	586	7,299	7,299
15240000	54030	MAINT CONTRACTS	-	0	-	-	-	-
15240000	54040	R & M EQUIPMENT	9,546	2,917	4,081	1,430	4,081	4,081
15240000	54041	R & M SIRENS	-	22,443	10,000	335	10,000	-
15240000	54060	PRINTING/ADVERTISING	554	235	600	3,188	600	600
15240000	54080	LEASES EQUIPMENT	864	4,261	-	35	-	6,410
15240000	54081	LEASE PHONE	-	417	-	-	-	408
15240000	54120	OFFICE SUPPLIES	1,637	3,009	1,900	230	1,900	1,400
15240000	54220	BOOKS & PAMPHLETS	-	195	150	-	150	150
15240000	54240	SUBSCRIPTIONS	750	3,185	225	-	225	225
15240000	54300	CONFERENCE/SEMINAR/MEETING	-	-	-	713	713	-
15240000	54330	TRAINING EXPENSES	-	125	1,400	449	1,400	1,500
15240000	56081	HAZMAT SUPPLIES & EQUIPMENT	-	-	6,250	-	6,250	670
15240000	59010	EQUIPMENT	990	4,120	3,400	1,038	3,400	3,400
		TOTAL	83,296	102,950	108,077	40,193	108,790	100,420

Org	Object	525 - PUBLIC FIRE PROTECTION	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15250000	53000	PUBL FIRE PROTECTION	705,893	705,893	705,893	439,207	964,674	1,050,934

Org	Object	526 - INSPECTION SERVICES DIVI	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15260029	50010	SALARY-FULL TIME	434,008	450,921	467,910	227,126	467,910	474,258
15260029	50070	SALARY-OVERTIME		165	-			
		<i>SALARY-ADJUSTMENT</i>			-			8,597
15260029	51010	RETIREMENT	28,238	30,614	32,286	15,672	32,286	32,724
15260029	51020	FICA	31,628	33,175	35,795	16,473	35,795	36,281
15260029	51030	HEALTH INSURANCE	103,191	87,926	94,632	59,144	94,632	128,610
15260029	51060	LONG TERM DISABILITY	140	77	85	38	85	85
		<i>BENEFIT ADJUSTMENT</i>						1,255
15260029	51065	VISION/DENTAL INSURANCE	2,196	2,128	2,209	1,134	2,209	2,209
15260029	51070	LIFE INSURANCE	741	921	814	423	814	933
15260029	53040	TELEPHONE/CELL PHONES	3,234	3,180	3,900	1,316	3,900	3,900
15260029	54060	PRINTING/ADVERTISING	-	0	500	-	500	500
15260029	54220	CODE BOOKS & PAMPHLETS	132		-			
15260029	54270	MEMBERSHIP DUES	415	453	600	220	600	600
15260029	54330	TRAINING	2,040	2,095	3,300	2,000	3,300	3,300
		TOTAL	605,963	611,655	642,031	323,546	642,031	693,252
		527 - SEALER OF WEIGHTS/MEASURES						
15270000	52030	SEALER FEES	7,200	4,400	7,200	8,250	8,250	8,250
		528 - LANDMARKS COMMISSION						
15280000	54110	OTHER SUPPLIES	1,275	100	2,000	40	2,000	2,000
		TOTAL	1,275	100	2,000	40	2,000	2,000

Org	Object	529 - DCD ADMINISTRATION	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15290029	50010	SALARY-FULL TIME	269,659	275,953	286,566	138,370	286,566	264,208
15290029	50020	SALARY-PART TIME		29	-			
		<i>SALARY-ADJUSTMENT</i>			-			5,788
15290029	50070	SALARY - OVERTIME				11		
15290029	51010	RETIREMENT	17,518	18,758	19,773	9,548	19,773	18,218
15290029	51020	FICA	19,724	20,090	21,922	10,036	21,922	20,212
15290029	51030	HEALTH INSURANCE	45,652	41,632	44,879	22,440	44,879	42,314
15290029	51060	LONG TERM DISABILITY	180	161	179	81	179	158
		<i>BENEFIT ADJUSTMENT</i>			-			845
15290029	51065	VISION/DENTAL INSURANCE	404	807	402	432	402	305
15290029	51070	LIFE INSURANCE	476	553	497	257	497	519
15290029	52030	CONTRACTED SERVICES	7,933	8,700	10,000	2,000	10,000	3,000
15290029	53040	TELEPHONE/CELL PHONE	1,705	1,529	2,300	633	2,300	2,300
15290029	54060	PRINTING	2,801	4,680	5,000	2,027	5,000	5,000
15290029	54130	OTHER SUPPLY/EXPENSES	7,312	10,212	6,000	2,971	6,000	6,000
15290029	54160	IMAGING/FILE UPDATE	-	1	2,000		2,000	2,000
15290029	54220	BOOKS/MAGAZINES	-	30	50	11	50	50
15290029	54270	DUES/MEMBERSHIPS	1,309	1,892	2,050	1,290	2,050	2,050
15290029	54300	CONFERENCE/SEMINAR/MEETINC	-	529	1,500	156	1,500	1,500
15290029	54330	TRAINING EXPENSES	350	350	3,000	350	3,000	3,000
15290029	59010	NEW EQUIPMENT	2,373	2,661	750	452	750	1,000
		TOTAL	377,396	388,567	406,868	191,065	406,868	378,467
Org	Object	530 - PLANNING SERVICES DIVISION						
15300029	50010	SALARY-FULL TIME	244,166	227,352	229,969	110,855	229,969	228,402
15300029	50020	SALARY-PART TIME	7,126	5,896	25,000	1,406	25,000	25,000
		<i>SALARY-ADJUSTMENT</i>						4,912
15300029	51010	RETIREMENT	15,862	15,470	15,868	7,649	15,868	15,757
15300029	51020	FICA	17,975	16,594	19,505	7,836	19,505	19,385
15300029	51030	HEALTH INSURANCE	53,460	51,817	54,858	27,429	54,858	59,113
15300029	51060	LONG TERM DISABILITY	171	146	154	69	154	150
		<i>BENEFIT ADJUSTMENT</i>						717
15300029	51065	VISION/DENTAL INSURANCE	878	799	779	403	779	760
15300029	51070	LIFE INSURANCE	440	447	399	205	399	447
15300029	53040	TELEPHONE/CELL PHONE	1,630	1,630	700	759	700	700
15300029	54220	BOOKS/MAGAZINES	363	357	590	278	590	590
15300029	54270	DUES/MEMBERSHIPS	227	0	920	-	920	920
15300029	54300	CONFERENCE/SEMINAR/MEETINC	1,935	670	1,600	1,054	1,600	1,600
		TOTAL	344,233	322,187	350,342	158,138	350,342	358,453

Org	Object	561 - PUBLIC WORKS	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15610000	50010	SALARY-FULL TIME	99,154	103,824	105,847	57,107	110,000	217,261
		<i>SALARY-ADJUSTMENT</i>			-			4,198
15610000	51010	RETIREMENT	6,441	7,043	7,304	3,868	7,590	14,991
15610000	51020	FICA	7,312	7,637	8,097	4,214	8,415	16,621
15610000	51030	HEALTH INSURANCE	18,711	19,235	20,701	11,213	22,400	45,014
15610000	51060	LONG TERM DISABILITY	75	67	74	34	68	159
		<i>BENEFIT ADJUSTMENT</i>			-			613
15610000	51065	VISION/DENTAL INSURANCE	338	339	339	180	360	726
15610000	51070	LIFE INSURANCE	171	200	184	101	202	427
15610000	53040	TELEPHONE/CELL PHONE	272	0	560	275	560	1,120
15610000	54120	OFFICE SUPPLIES	-	407	150	-	150	150
15610000	54270	DUES/MEMBERSHIPS	-	0	75	-	75	200
15610000	54300	CONFERENCE/SEMINAR/MEEETINC	188	0	800	-	800	200
		TOTAL	132,662	138,752	144,131	76,992	150,620	301,680

Org	Object	562 - STREETS - ADMINISTRATION	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15620000	50010	SALARY-FULL TIME	1,480,203	1,476,292	1,600,007	702,620	1,600,007	1,550,732
15620000	50020	SALARY-PART TIME	24,900	29,322	26,000	10,436	26,000	26,000
15620000	50070	SALARY-OVERTIME	30,738	32,265	36,000	19,333	36,000	36,000
		<i>SALARY-ADJUSTMENT</i>						30,569
15620000	51010	RETIREMENT	99,028	101,115	112,884	48,398	112,884	109,485
15620000	51020	FICA	111,948	109,396	127,297	52,171	127,297	123,374
15620000	51030	HEALTH INSURANCE	445,752	412,775	512,540	202,330	512,540	467,629
15620000	51060	LONG-TERM DISABILITY	1,132	1,070	1,006	514	1,006	959
		<i>BENEFIT ADJUSTMENT</i>						4,464
15620000	51065	VISION/DENTAL INSURANCE	7,758	7,101	7,385	3,651	7,385	7,143
15620000	51070	LIFE INSURANCE	2,557	3,062	2,785	1,262	2,785	2,814
15620000	52030	CONTRACTED SERVICES	5,826	5,711	6,500	3,874	6,500	6,500
15620000	53010	ELECTRICITY	83,115	88,173	86,000	29,490	86,000	88,000
15620000	53030	WASTE DISPOSAL	4,920	6,201	6,000	1,153	6,000	6,000
15620000	53040	TELEPHONE	2,933	2,663	3,900	727	3,900	5,100
15620000	54020	R&M VEHICLES	262,020	330,313	265,000	173,941	265,000	265,000
15620000	54040	R&M EQUIPMENT	24,795	56,179	17,500	9,309	17,500	20,500
15620000	54080	MACHINE RENTAL	3,000	0	3,000	-	3,000	3,000
15620000	54120	OFFICE SUPPLIES	2,439	877	1,000	99	1,000	1,500
15620000	54130	SUPPLIES		18,322	5,000	5,778	5,000	5,000
15620000	54190	GAS,OIL,LUBRICANTS	460,955	381,528	440,000	176,221	440,000	446,000
15620000	54270	MEMBERSHIP DUES	126	239	200	80	200	200
15620000	54300	CONFERENCE/SEMINAR/MEETING	258	0	500	-	500	500
15620000	54330	TRAINING	2,838	2,672	4,000	933	4,000	4,000
15620000	54350	BANNERS, FLAGS & WREATHS	4,372	169	2,000	-	2,000	3,500
15620000	54360	VEHICLE REGISTRATION	65	327	750	77	750	750
15620000	54420	LANDSCAPE EQUIP & MATERIALS	2,148	6,634	2,800	5,759	2,800	2,800
15620000	54430	ASPHALT-ROAD OIL	17,817	44,723	19,000	1,901	19,000	19,000
15620000	54431	CURB REPAIR	-	1,045	1,500	1,000	1,500	1,800
15620000	54432	SIGNAL/STREET LIGHT R & M	1,478	19,584	5,000	203	5,000	5,000
15620000	54440	SAND/STONE/GRAVEL	9,315	2,300	6,900	2,426	6,900	6,900
15620000	54450	CALC CHLORIDE/SALT	339,853	478,056	438,500	370,009	438,500	438,500
15620000	54460	LINE PAINT	639	667	1,500	941	1,500	2,000
15620000	54470	SIGNS & POSTS	16,833	35,557	15,000	1,350	15,000	15,000
15620000	54130	OTHER SUPPLIES	8,484		-			
15620000	54480	CULVERTS/DRAINAGE	2,179	117	-	1,144	1,144	
15620000	54500	WEED CONTROL	1,400	1,366	1,500	-	1,500	1,500
15620000	54510	RECYCLING SUPPLIES	3,125	7,201	4,250	586	4,250	4,250
15620000	59010	EQUIPMENT		25,909	-			
		TOTAL	3,464,949	3,688,931	3,763,204	1,827,716	3,764,348	3,711,469

Org	Object	581 - LIBRARY	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15810000	50010	SALARY-FULL TIME	454,013	479,923	496,617	249,340	496,617	505,748
15810000	50020	SALARY-PART TIME	356,923	405,939	475,000	216,716	475,000	451,464
15810000	50070	SALARY-OVERTIME			-		-	
		<i>SALARY-ADJUSTMENT</i>						10,206
15810000	51010	RETIREMENT	38,829	42,738	48,068	23,582	48,068	48,068
15810000	51020	FICA	62,546	66,657	73,528	35,158	73,528	75,027
15810000	51030	HEALTH INSURANCE	48,761	70,142	75,600	45,300	75,600	123,338
15810000	51060	LONG-TERM DISABILITY	81	77	81	-	81	81
		<i>BENEFIT ADJUSTMENT</i>						1,490
15810000	51065	VISION/DENTAL INSURANCE	2,321	2,321	1,161	1,306	1,161	1,161
15810000	51070	LIFE INSURANCE	704	937	861	461	861	861
15810000	52010	PROFESSIONAL FEES			-		-	-
15810000	53010	ELECTRICITY	90,274	87,566	69,000	22,985	69,000	70,000
15810000	53020	WATER/SEWER	3,479	3,659	3,876	908	3,876	3,876
15810000	53040	TELEPHONE	2,430	2,410	2,300	1,611	2,300	3,756
15810000	53050	HEATING FUEL	22,171	16,955	19,500	8,015	19,500	19,500
15810000	54010	MAINT BLDGS/GROUNDS	32,124	85,326	55,000	16,829	55,000	40,000
15810000	54030	MAINTENANCE CONTRACT	44,008	49,364	69,300	28,343	69,300	60,000
15810000	54040	R&M EQUIPMENT	7,987	1,634	2,000	-	2,000	-
15810000	54060	MARKETING	311	1,550	500	124	500	1,000
15810000	54080	LEASES EQUIPMENT	59,080	48,634	48,000	8,571	48,000	48,000
15810000	54110	SUPPLIES	20,744	34,376	37,400	3,562	37,400	27,000
15810000	54170	POSTAGE	447	450	450	400	450	900
15810000	54180	HOUSEKEEPING SUPPLY	14,585	10,009	16,000	2,016	16,000	-
15810000	54230	LIBRARY MATERIALS	221,601	228,387	220,000	117,197	220,000	220,700
15810000	54250	MAGAZINES/NEWSPAPERS	17,843	238	-	-	-	-
15810000	54270	DUES/MEMBERSHIPS	163	0	200		200	-
15810000	54300	CONFERENCE/SEMINAR/MEEETINC	489	0	500	421	500	-
15810000	54330	TRAINING	-	526	500	210	500	500
15810000	54521	TECHNOLOGY/SOFTWARE (CAFÉ	37,884	37,454	38,000	39,127	38,000	38,000
15810000	55090	PROGRAMS - JUVENILE	1,197	1,181	1,200	580	1,200	1,200
15810000	55095	PROGRAMS - YOUNG ADULT	1,189	1,206	1,800	600	1,800	1,800
15810000	55100	PROGRAMS - ADULT	872	1,312	1,200	1,000	1,200	1,200
15810000	57043	EQUIPMENT REPLACEMENT FUND		34,025	-	-	-	
		TOTAL	1,543,056	1,714,996	1,757,642	824,362	1,757,642	1,754,876

Org	Object	591 - PARKS	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15910000	50010	SALARY-FULL TIME	443,237	515,629	539,153	257,016	539,153	544,499
15910000	50020	SALARY-PART TIME	111,156	69,360	76,000	28,600	76,000	89,600
15910000	50070	SALARY-OVERTIME	26,291	21,503	26,000	7,788	26,000	28,000
		<i>SALARY-ADJUSTMENT</i>						10,922
15910000	51010	RETIREMENT	33,302	37,139	40,031	18,456	40,031	40,399
15910000	51020	FICA	43,954	45,264	49,048	21,940	49,048	49,151
15910000	51030	HEALTH INSURANCE	77,729	111,956	141,772	60,209	141,772	128,291
15910000	51060	LONG TERM DISABILITY	510	544	599	272	599	599
		<i>BENEFIT ADJUSTMENT</i>						1,595
15910000	51065	VISION/DENTAL INSURANCE	2,061	2,452	2,462	1,380	2,462	2,463
15910000	51070	LIFE INSURANCE	818	982	938	458	938	1,072
15910000	52030	CONTRACTED SERVICES	24,525	21,858	38,260	9,681	38,260	42,000
15910000	53010	ELECTRICITY	18,490	20,500	23,000	5,061	23,000	23,000
15910000	53020	WATER/SEWER	22,472	22,946	23,000	5,022	23,000	23,000
15910000	53040	TELEPHONE/CELL PHONE	2,707	2,628	3,000	1,872	3,000	3,750
15910000	53050	HEATING FUEL	543	295	500	122	500	500
15910000	54010	R&M-BLDGS & GROUNDS	27,129	33,325	27,000	19,189	27,000	30,000
15910000	54020	R&M-VEHICLES	159	-	-	-	-	-
15910000	54070	UNIFORMS	920	1,171	1,000	672	1,000	1,500
15910000	54080	LEASES/RENTALS	10,906	13,949	11,500	8,531	11,500	11,500
15910000	54490	ROAD-OTHER MATERIALS	2,135	7,897	5,000	-	5,000	5,000
15910000	54110	OTHER SUPPLIES	28,747	43,229	25,000	13,272	25,000	27,000
15910000	54270	MEMBERSHIP DUES	935	290	300	290	300	700
15910000	54271	CONDO ASSOCIATION FEES	5,724	7,061	8,018	-	8,018	10,518
15910000	54300	CONFERENCE/SEMINAR/MEETING	925	367	500	-	500	500
15910000	54330	TRAINING EXPENSES	203	1,240	1,000	1,827	1,000	1,000
15910000	54360	VEHICLE REGISTRATION	22	-	-	26	-	-
15910000	59010	EQUIPMENT	-	616	1,000	-	1,000	1,000
		TOTAL	885,600	982,201	1,044,081	461,684	1,044,081	1,077,559

Org	Object	592 - RECREATION	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15924000	50010	SALARY-FULL TIME	279,595	287,903	471,341	194,856	471,341	536,764
15924000	50020	SALARY-PART TIME	202,929	196,425	200,000	72,635	200,000	217,300
15924000	50021	SALARY-PART TIME - NBAA						20,000
15924000	50070	SALARY-OVERTIME	2,964	2,538	2,000	8	2,000	2,000
		SALARY-ADJUSTMENT			-		-	9,435
15924000	51010	RETIREMENT	18,135	19,574	32,061	14,225	32,061	39,193
15924000	51020	FICA	36,858	36,870	51,281	19,815	51,281	57,839
15924000	51030	HEALTH INSURANCE	17,603	49,670	122,916	44,775	122,916	102,569
		BENEFIT ADJUSTMENT						1,378
15924000	51060	LONG-TERM DISABILITY		62		62		-
15924000	51065	VISION/DENTAL INSURANCE	1,401	1,758	2,931	1,203	2,931	3,140
15924000	51070	LIFE INSURANCE	468	551	811	354	811	927
15924000	52030	CONTRACTED SERVICES	73,157	122,664	50,000	59,728	50,000	90,000
15924000	52070	EMPLOYMENT TESTING - NBAA	-	-	-	-	-	300
15924000	53040	TELEPHONE/CELL PHONE	2,440	2,295	2,000	1,743	2,000	4,200
15924000	54030	MAINTENANCE CONTRACT				985		10,000
15924000	54060	PRINTING/ADVERTISING	6,579	7,445	4,000	2,958	4,000	5,000
15924000	54170	POSTAGE	-	319	1,400		1,400	1,400
15924000	54270	DUES/MEMBERSHIPS	2,003	763	1,500	913	1,500	1,500
15924000	54300	CONFERENCE/SEMINAR/MEETING	4,139	3,401	3,000	3,695	3,000	3,000
15924000	55010	SUMMER PLAYGROUND	12,801	5,913	14,000	51	14,000	20,000
15924000	55030	SENIOR CITIZENS	-	-	900	-	900	-
15924000	55040	BASEBALL - NBAA	-	-	-	-	-	5,000
15924000	55050	BASKETBALL - NBAA	-	-	-	-	-	5,000
15924000	55070	SOCCER - NBAA	-	-	-	-	-	5,000
15924000	55080	OTHER PROGRAMS	39,017	65,218	23,000	29,509	23,000	75,000
15924000	56110	CREDIT CARD FEES	900	0	1,000	110	1,000	-
15924000	55140	TRANSPORTATION	1,858	1,685	-	-	-	-
		TOTAL	702,847	805,054	984,141	447,625	984,141	1,215,945

Org	Object	595 - NB-ATHLETIC ASSOCIATION	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15950000	52070	EMPLOYMENT TESTING	189	574	300	-	300	-
15950000	55040	BASEBALL	11,621	18,598	7,000	-	7,000	-
15950000	55050	BASKETBALL	7,003	8,348	7,000	7,000	7,000	-
15950000	55070	SOCCER	9,822		6,000	-	6,000	-
		TOTAL	28,635	27,520	20,300	7,000	20,300	-
599 - FOURTH OF JULY COMMISSION								
15990000	50020	SALARIES-PART TIME	11,360	10,596	13,538	5,200	13,538	13,538
15990000	51020	FICA	926	826	990	398	990	990
15990000	52030	CONTRACTED SERVICES	2,960	7,964	-	-	-	-
15990000	54080	LEASE/RENTALS	4,754	614	472	-	472	472
		TOTAL	20,000	20,000	15,000	5,598	15,000	15,000

Org	Object	- CITY ACCOUNTS	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 6 MOS.	2024 ESTIMATED TOTAL	2025 MAYOR PROPOSED
15070000	55110	DELINQUENT PP TAXES	-		-	3,799	3,799	-
16000000	57043	EQUIPMENT REPLACEMENT FUNI	341,414	265,000	240,000	240,000	240,000	300,000
16000000	56120	CONTINGENCY FUND	-		275,164	-	-	300,000
		TOTAL OPERATIONAL BUDGET	32,609,867	34,324,696	38,190,018	17,904,949	37,516,057	40,172,574
30031000	57010	INTEREST ON CITY DEBT	1,897,544	2,585,807	3,154,361	1,772,255	3,154,361	3,058,512
		Hickory Grove Borrowing						715,878
30031000	57021	Interfund Advance	-		156,707	48,410	156,707	156,372
30031000	57020	PRINCIPAL PAYMENT	7,124,881	7,610,000	9,025,000	9,025,000	9,025,000	10,515,000
		GRAND TOTAL	41,632,292	44,520,503	50,526,086	28,750,614	49,852,125	54,618,336

CITY OF NEW BERLIN
General Obligation Debt
Projected 12/31/25

Year	Issue	Final Maturity	Interest Rates	Original Issue	Outstanding 1/1/2025	To Be Issued 2025	To Be Retired 2025	Projected Outstanding 12/31/2025	Interest 2025
General Fund									
2016A	GO Promissory Notes	6/1/2026	1.35-2.00%	7,735,000	2,115,000		1,115,000	1,000,000	24,362.50
2017A	GO Promissory Notes	6/1/2027	2.00%	8,215,000	3,190,000		1,065,000	2,125,000	53,150.00
2018A	GO Promissory Notes	6/1/2028	2.25-3.00%	9,060,000	5,815,000		1,450,000	4,365,000	150,887.50
2019A	GO Promissory Notes	6/1/2029	1.80-3.00%	8,095,000	4,875,000		615,000	4,260,000	81,040.00
2020A	GO Promissory Notes	6/1/2030	1.10-3.00%	9,815,000	7,380,000		665,000	6,715,000	95,820.00
2021A	GO Promissory Notes	6/1/2031	1.50-5.00%	19,325,000	12,760,000		1,705,000	11,055,000	335,500.00
2022A	GO Promissory Notes	6/1/2032	4.00-5.00%	7,825,000	7,385,000		745,000	6,640,000	300,225.00
2013A	Refunding Bonds	6/1/2028	2.00-3.375%	4,685,000	1,435,000		340,000	1,095,000	40,712.50
2021B	GO Corporate Purpose Bond	6/1/2041	2.125-5%	9,550,000	9,120,000		100,000	9,020,000	191,706.26
2022B	GO Corporate Purpose Bond	6/1/2042	4.00-5.00%	13,865,000	13,865,000		545,000	13,320,000	616,531.26
2023A	GO Promissory Notes	6/1/2033	4.00-5.00%	13,150,000	11,520,000		825,000	10,695,000	524,775.00
2023B	GO Community Development	6/1/2036	4.00-5.00%	6,150,000	6,150,000		-	6,150,000	280,150.00
2024A	GO Promissory Notes	6/1/2044	4.00-5.00%	1,395,000	13,950,000		1,725,000	12,225,000	699,530.14
2025 Notes - CIP **		6/2/2031			-	-		-	-
TOTAL GENERAL OBLIGATION DEBT					\$ 99,560,000	\$ -	\$ 10,895,000	\$ 88,665,000	\$ 3,394,390

** 2025 Estimated, to be issued September 2025

Sewer Interfund Loan	12/1/2032	3.00%	666,666	553,766	61,450	492,316	16,612
Sewer Interfund Loan	12/1/2033	3.00%	666,666	613,666	59,900	553,766	18,410
				\$ 1,167,432	\$ -	\$ 121,350	\$ 1,046,082
				\$ 100,727,432	\$ -	\$ 11,016,350	\$ 89,711,082
TOTAL				\$ 100,727,432	\$ -	\$ 11,016,350	\$ 89,711,082
				\$ 3,429,412			

CITY of NEW BERLIN
2025 Budget Summary
Non-Major (Special Revenue and Capital Projects) Funds

	ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 BUDGET
REVENUES						
Taxes -						
Lodging Taxes	255,871	239,974	237,053	35,185	237,053	237,053
Tax Increment	534,958	689,121	724,415	778,090	895,690	925,000
Intergovernmental revenues -						
Federal Grants	-	88,551	7,500	81,480	85,980	24,500
State Grants	171,212	208,719	17,500	8,804	18,000	18,000
Local Grants	-	-	-	-	-	-
Intergovernmental Agreement	-	-	-	-	-	-
Fines, Forfeitures & Penalties						
Sieved Funds	49,170	51,517	28,000	50,362	52,500	28,000
Public Improvement Revenues						
Development Fees	96,643	249,294	32,000	183,882	210,789	89,000
Public Charges for Services -						
Parks & Recreation	42,416	56,414	32,000	30,710	32,960	37,000
Library	25,154	16,540	500	11,622	12,000	7,000
Garbage/Recycling fee	1,775,160	1,779,906	2,166,372	2,169,867	2,170,000	2,171,000
Miscellaneous	40,530	20,000	5,500	61	3,793	7,000
Special Assessment revenues -						
Interest on special assessments	4,863	531	-	54,770	80,000	50,000
Commercial Revenues -						
Golf Course Rental	323,696	454,273	240,000	75,000	225,000	225,000
Sale of Land	-	-	-	-	-	-
Cemetery Fees	-	-	-	-	-	-
Donations	214,504	212,792	153,200	163,799	183,824	191,500
Interest Income	<u>46,682</u>	<u>197,142</u>	<u>152,600</u>	<u>119,992</u>	<u>201,000</u>	<u>175,100</u>
Total Revenues	<u>3,580,859</u>	<u>4,264,774</u>	<u>3,796,640</u>	<u>3,763,624</u>	<u>4,408,589</u>	<u>4,185,153</u>
EXPENDITURES						
General Government -						
Mayor	-	-	-	-	-	-
Building Maintenance	30,131	52,831	30,060	16,373	27,848	30,140
Tourism	45,509	27,904	120,000	18,182	107,190	125,000
Protection of persons & properties -						
Police department	150,923	371,881	59,000	128,507	149,880	79,500
Fire department	31,275	44,027	15,500	9,130	10,300	15,000
Garbage/Recycling fee	2,033,510	2,098,630	2,154,725	832,479	2,146,725	2,148,225
Park & Recreation	195,489	236,756	261,816	134,207	199,067	206,195
Library	13,842	50,874	13,000	14,730	42,000	25,000
Tax Increment District	1,403,195	7,474,218	450	94,745	1,503,057	450
Capital Expenditures	266,463	201,620	300,000	104,690	240,000	300,000
Conservation & Development	<u>75,329</u>	<u>39,487</u>	<u>50,000</u>	<u>3,425</u>	<u>134,546</u>	<u>60,900</u>
Total Expenditures	<u>4,245,666</u>	<u>10,598,228</u>	<u>3,004,551</u>	<u>1,356,468</u>	<u>4,560,613</u>	<u>2,990,410</u>
Revenues over Expenditures	(664,807)	(6,333,454)	792,089	2,407,156	(152,024)	1,194,743
OTHER FINANCING SOURCES (USES)						
Debt Issue Costs	(6,804)	(150,534)	-	-	-	-
Debt Proceeds	421,525	9,225,000	-	-	-	-
Debt Premium	-	694,889	-	-	-	-
Transfer from General Fund	341,414	265,000	300,000	240,000	240,000	300,000
Transfer to Debt Service Fund	(369,356)	(385,183)	(850,579)	-	(850,579)	(934,854)
Transfer to Capital Projects Fund	-	-	-	-	-	-
Transfer to General Fund	<u>(135,000)</u>	<u>(135,000)</u>	<u>(135,000)</u>	<u>-</u>	<u>(135,000)</u>	<u>(135,000)</u>
Total Other Financing Sources (Uses)	<u>251,779</u>	<u>9,514,172</u>	<u>(685,579)</u>	<u>240,000</u>	<u>(745,579)</u>	<u>(769,854)</u>
Net Change in Fund Balance	(413,028)	3,180,718	106,510	2,647,156	(897,603)	424,889
Fund Balance - Beginning	<u>7,672,659</u>	<u>7,259,631</u>	<u>10,440,349</u>		<u>10,440,349</u>	<u>9,542,746</u>
Fund Balance - Ending	<u>\$ 7,259,631</u>	<u>\$ 10,440,349</u>	<u>\$ 10,546,859</u>		<u>\$ 9,542,746</u>	<u>\$ 9,967,635</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

BUILDING MAINTENANCE FUND			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES								
22200000	40150	Room Tax (43.75%)	117,054	117,053	117,053	27,366	117,053	117,053
22200000	48040	Donation	-	1,000	-	-	-	-
		Total Revenues	<u>117,054</u>	<u>118,053</u>	<u>117,053</u>	<u>27,366</u>	<u>117,053</u>	<u>117,053</u>
EXPENDITURES								
22200000	61120	Historic Park	-	-	-	-	11,358	-
22200000	54030	R&M Equipment	<u>30,041</u>	<u>52,691</u>	<u>30,000</u>	<u>16,350</u>	<u>16,350</u>	<u>30,000</u>
		Total Expenditures	<u>30,041</u>	<u>52,691</u>	<u>30,000</u>	<u>16,350</u>	<u>27,708</u>	<u>30,000</u>
		Revenues over (under) Expenditures	87,013	65,362	87,053	11,016	89,345	87,053
		Net Change in Fund Balance	87,013	65,362	87,053	11,016	89,345	87,053
		Fund Balance - Beginning	<u>504,816</u>	<u>591,829</u>			<u>657,191</u>	<u>746,536</u>
		Fund Balance - Ending	<u>\$ 591,829</u>	<u>\$ 657,191</u>			<u>\$ 746,536</u>	<u>\$ 833,589</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

TOURISM COMMISSION FUND			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES								
22210000	40150	Room Tax	138,817	122,921	120,000	7,819	120,000	120,000
22210000	41010	Grants - State	<u>24,825</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
		Total Revenues	<u>163,642</u>	<u>122,921</u>	<u>120,000</u>	<u>7,819</u>	<u>120,000</u>	<u>120,000</u>
EXPENDITURES								
22210000	50020	Salary	17,814	6,935	13,228	6,580	13,228	13,762
22210000	51020	Benefits	1,345	1,800	1,700	1,945	3,890	2,131
22210000	54060	Marketing/Events		6,090	51,572	1,185	51,572	45,607
22210000	54110	Supplies	1,384	1,051	5,000	170	2,000	5,000
22210000		Grant Expense	22,531	-	-	-	-	-
22210000	54300	Conference/seminar/training	-	2,096	5,000	783	1,000	5,000
22210000	54390	Special Projects	2,435	9,500	35,000	7,399	35,000	45,000
22210000	54520	Internet Expense	<u>-</u>	<u>432</u>	<u>8,500</u>	<u>120</u>	<u>500</u>	<u>8,500</u>
		Total Expenditures	<u>45,509</u>	<u>27,904</u>	<u>120,000</u>	<u>18,182</u>	<u>107,190</u>	<u>125,000</u>
		Net Change in Fund Balance	118,133	95,017	-	(10,363)	12,810	(5,000)
		Fund Balance - Beginning	<u>46,389</u>	<u>164,522</u>			<u>259,539</u>	<u>272,349</u>
		Fund Balance - Ending	<u>\$ 164,522</u>	<u>\$ 259,539</u>			<u>\$ 272,349</u>	<u>\$ 267,349</u>

* Approved by the Tourism Commission at the 8/7/274 meeting

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

RECREATION CENTER			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES								
21151000	48040	Donations	6,500	-	-	224	224	-
21151000	48041	Sponsorships	10,000	1,200	15,000	30,000	30,000	30,000
Total Revenues			16,500	1,200	15,000	30,224	30,224	30,000
EXPENDITURES								
21151000	55080	Program Supplies	16,985	4,442	1,000	9,342	12,000	-
21151000	59010	Equipment	34,991	57,120	70,000	-	-	20,000
Total Expenditures			51,976	61,562	71,000	9,342	12,000	20,000
Net Change in Fund Balance			(35,476)	(60,362)	(56,000)	20,882	18,224	10,000
Fund Balance - Beginning			103,209	67,733			7,371	25,595
Fund Balance - Ending			\$ 67,733	\$ 7,371			\$ 25,595	\$ 35,595

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

PARK & OPEN SPACE			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES								
21110000	45020	Subdivider's Fees	1,938	65,147	15,000	118,194	118,194	40,000
21110000	47000	Interest Income	13,663	56,560	50,000	31,793	55,000	50,000
		Total Revenues	15,601	121,707	65,000	149,987	173,194	90,000
EXPENDITURES								
21110000	59070	Park Improvement	-	-	-	-	-	-
21110000	61123	Park Land	-	-	-	-	-	-
		Total Expenditures	-	-	-	-	-	-
		Revenues over (under) Expenditures	15,601	121,707	65,000	149,987	173,194	90,000
		Net Change in Fund Balance	15,601	121,707	65,000	149,987	173,194	90,000
		Fund Balance - Beginning	1,251,085	1,266,686			1,388,393	1,561,587
		Fund Balance - Ending	<u>\$ 1,266,686</u>	<u>\$ 1,388,393</u>			<u>\$ 1,561,587</u>	<u>\$ 1,651,587</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

IMPACT FEES			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
		REVENUES						
22186500	45040	Library	2,772	3,080	2,000	8,921	11,000	2,000
22186500	47000	Library - Interest Income	147	252	200	221	400	200
22186900	45040	Parks	2,556	2,840	2,000	7,373	9,000	2,000
22186900	47000	Parks - Interest	504	2,134	1,800	1,162	2,000	1,800
22187000	45040	Fire Dept	7,763	4,077	3,000	11,294	13,000	3,000
22187000	47000	Fire Dept - Interest	239	684	600	430	800	600
		Total Revenues	<u>13,981</u>	<u>13,067</u>	<u>9,600</u>	<u>29,401</u>	<u>36,200</u>	<u>9,600</u>
		OTHER FINANCING SOURCES (USES)						
22186500	57030	Transfer to Debt Service Fund	(10,000)	-	(5,000)	-	(5,000)	(5,000)
22187000	57030	Transfer to Debt Service Fund	<u>(10,000)</u>	<u>(10,000)</u>	<u>(5,000)</u>	<u>-</u>	<u>(5,000)</u>	<u>(5,000)</u>
		Total Other Financing Sources (Uses)	<u>(20,000)</u>	<u>(10,000)</u>	<u>(10,000)</u>	<u>-</u>	<u>(10,000)</u>	<u>(10,000)</u>
		Net Change in Fund Balance	(6,019)	3,067	(400)	29,401	26,200	(400)
		Fund Balance - Beginning	<u>71,539</u>	<u>65,520</u>			<u>68,587</u>	<u>94,787</u>
		Fund Balance - Ending	<u>\$ 65,520</u>	<u>\$ 68,587</u>			<u>\$ 94,787</u>	<u>\$ 94,387</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

TAX INCREMENT DISTRICT #3, 4 & 5			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES								
20350000	40120	Tax Increment	534,958	689,121	724,415	778,090	895,690	925,000
20350000	47000	Administration Fee	4,844	-	-	-	-	-
20350000	47000	Interest Income	4,863	531	-	54,770	80,000	50,000
Total Revenues			<u>544,665</u>	<u>689,652</u>	<u>724,415</u>	<u>832,860</u>	<u>975,690</u>	<u>975,000</u>
EXPENDITURES								
20350000	52030	Contracted Services	8,100	60,107		2,607	2,607	-
20350000	52010	Professional Fee	16,800	300	450	450	450	450
20350000	59040	Watermain-TIF district	972,813	-	-	-	-	-
20350000	59040	Road-TIF district	405,482	7,413,811	-	91,688	1,500,000	-
Total Expenditures			<u>1,403,195</u>	<u>7,474,218</u>	<u>450</u>	<u>94,745</u>	<u>1,503,057</u>	<u>450</u>
Revenues over (under) Expenditures			(858,530)	(6,784,566)	723,965	738,115	(527,367)	974,550
OTHER FINANCING SOURCES (USES)								
20350000	49505	Bond Proceeds	421,525	9,225,000	-	-	-	-
20350000	60000	Bond Issue Costs	(6,804)	(150,534)	-	-	-	-
20350000	49501	Bond Premium		694,889		-	-	-
20350000	57030	Transfer to Debt Service Fund	(248,528)	(273,683)	(743,579)	-	(743,579)	(827,479)
20350000	57040	Transfer to General Fund	-	-	-	-	-	-
Total Other Financing Sources (Uses)			<u>166,193</u>	<u>9,495,672</u>	<u>(743,579)</u>	<u>-</u>	<u>(743,579)</u>	<u>(827,479)</u>
Net Change in Fund Balance			(692,337)	2,711,106	(19,614)	738,115	(1,270,946)	147,071
Fund Balance - Beginning			<u>153,963</u>	<u>(538,374)</u>			<u>2,172,732</u>	<u>901,786</u>
Fund Balance - Ending			<u>\$ (538,374)</u>	<u>\$ 2,172,732</u>			<u>\$ 901,786</u>	<u>\$ 1,048,857</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

LANDSCAPE FUND			ACTUAL	ACTUAL	2024	6 MOS.	ESTIMATED	2025
			2022	2023	BUDGET	2024	TOTAL	2024

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

NB CENTRE CEMETERY FUND		ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES							
22186700	48040	Donation/Fee	-	-	-	-	-
		Total Revenues	-	-	-	-	-
EXPENDITURES							
22186700	53020	Water/sewer	90	140	60	23	140
		Total Other Financing Sources (Uses)	90	140	60	23	140
Net Change in Fund Balance		(90)	(140)	(60)	(23)	(140)	(140)
Fund Balance - Beginning		7,068	6,978			6,838	6,698
Fund Balance - Ending		<u>\$ 6,978</u>	<u>\$ 6,838</u>			<u>\$ 6,698</u>	<u>\$ 6,558</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

SEWER RCA			ACTUAL	ACTUAL	2024	6 MOS.	ESTIMATED	
			2022	2023	BUDGET	2024	TOTAL	2025
							2024	Proposed
		REVENUES						
26310000	47000	Interest Income	19,798	80,394	76,000	40,444	75,000	75,000
		Total Revenues	19,798	80,394	76,000	40,444	75,000	75,000
		OTHER FINANCING SOURCES (USES)						
26310000	57060	Transfer to Sewer Utility	-	-	-	-	-	-
		Total Other Financing Sources (Uses)	-	-	-	-	-	-
		Net Change in Fund Balance	19,798	80,394	76,000	40,444	75,000	75,000
		Fund Balance - Beginning	1,812,754	1,832,552			1,912,946	1,987,946
		Fund Balance - Ending	\$ 1,832,552	\$ 1,912,946			\$ 1,987,946	\$ 2,062,946

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

GOLF COURSE			ACTUAL	ACTUAL	2024	6 MOS.	ESTIMATED	
			2022	2023	BUDGET	2024	TOTAL	2025
							2024	Proposed

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

GARBAGE/RECYCLING FUND			ACTUAL	ACTUAL	2024	6 MOS.	ESTIMATED	2025
			2022	2023	BUDGET	2024	TOTAL 2024	Proposed
REVENUES								
26300000	48050	Garbage Fee	<u>1,775,160</u>	<u>1,779,906</u>	<u>2,166,372</u>	<u>2,169,867</u>	<u>2,170,000</u>	<u>2,171,000</u>
		Total Revenues	<u>1,775,160</u>	<u>1,779,906</u>	<u>2,166,372</u>	<u>2,169,867</u>	<u>2,170,000</u>	<u>2,171,000</u>
EXPENDITURES								
26300000	52100	City administrative fee	144,725	144,725	144,725	-	144,725	144,725
26300000	53030	Waste Disposal	4,581	7,378	10,000	1,996	8,000	8,500
26300000	52030	Garbage Contract	<u>1,884,204</u>	<u>1,946,527</u>	<u>2,000,000</u>	<u>830,483</u>	<u>1,994,000</u>	<u>1,995,000</u>
		Total Expenditures	<u>2,033,510</u>	<u>2,098,630</u>	<u>2,154,725</u>	<u>832,479</u>	<u>2,146,725</u>	<u>2,148,225</u>
Net Change in Fund Balance			(258,350)	(318,724)	11,647	1,337,388	23,275	22,775
Fund Balance - Beginning			<u>1,460,903</u>	<u>1,202,553</u>			<u>883,829</u>	<u>907,104</u>
Fund Balance - Ending			<u>\$ 1,202,553</u>	<u>\$ 883,829</u>			<u>\$ 907,104</u>	<u>\$ 929,879</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

FOURTH of JULY			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES								
21120000	41000	Grant	-	2,500	2,500	-	4,500	4,500
21120000	48000	Misc General Revenue	1,530		5,500	-	3,793	7,000
21120000	48040	Donations/Fees	94,055	102,201	65,000	73,900	72,100	90,000
21120000	48070	Carnival Proceeds	8,280	17,353	8,000	5,375	8,860	9,000
21120000	48072	Charities	-	14,324	22,000	5,500	13,000	22,000
21120000	48071	Booth/Vendor Fee	18,625	21,516	10,000	14,600	9,100	13,000
Total Revenues			<u>122,490</u>	<u>157,894</u>	<u>113,000</u>	<u>99,375</u>	<u>111,353</u>	<u>145,500</u>
EXPENDITURES								
21120000	52011	Parade	13,575	20,752	13,000	1,050	11,135	13,000
21120000	52030	Entertainment	51,565	48,806	40,000	39,675	47,825	45,000
21120000	52035	Fireworks/Drone show	30,000	35,000	70,000	40,000	60,000	65,000
21120000	53010	Electricity	1,443	-	1,000	-	-	-
21120000		Grounds Maintenance						1,000
21120000	53030	Waste Disposal	9,380	10,020	12,000	9,770	9,770	12,000
21120000	53040	Telephone/Cell Phone	543	543	600	226	600	600
21120000	54060	Printing/Advertising	1,103	28	500	-	600	250
21120000	52030	Tent Rental	5,140	20,780	16,416	23,484	15,680	17,916
21120000	54110	Supplies		8,877	10,000	2,678	13,357	9,000
21120000	54270	Membership Dues		100	100	-	100	100
Total Expenditures			<u>112,749</u>	<u>144,906</u>	<u>163,616</u>	<u>116,883</u>	<u>159,067</u>	<u>163,866</u>
Net Change in Fund Balance			9,741	12,988	(50,616)	(17,508)	(47,714)	(18,366)
Fund Balance - Beginning			<u>136,296</u>	<u>146,037</u>			<u>159,025</u>	<u>111,311</u>
Fund Balance - Ending			<u>\$ 146,037</u>	<u>\$ 159,025</u>			<u>\$ 111,311</u>	<u>\$ 92,945</u>

* Approved by the Fourth of July Commission at the 8/28/24 meeting

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

CONCESSION STAND			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
		REVENUES						
21130000	48020	Concession Revenue	15,511	17,545	14,000	10,735	15,000	15,000
		Total Revenues	15,511	17,545	14,000	10,735	15,000	15,000
		EXPENDITURES						
21130000	50020	Salary - Attendants	3,752	4,335	4,000	1,497	4,000	4,300
21130000	51020	FICA	287	332	306	115	300	329
21130000	54130	Other Supplies/expense	10,245	13,594	10,800	3,953	9,000	9,500
21130000	59020	Malone Park Improvements	-	-	-	-	2,500	-
		Total Expenditures	14,284	18,261	15,106	5,565	15,800	14,129
		Net Change in Fund Balance	1,227	(716)	(1,106)	5,170	(800)	871
		Fund Balance - Beginning	16,587	17,814			17,098	16,298
		Fund Balance - Ending	<u>\$ 17,814</u>	<u>\$ 17,098</u>			<u>\$ 16,298</u>	<u>\$ 17,169</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

PARKS			ACTUAL	ACTUAL	2024	6 MOS.	ESTIMATED	
			2022	2023	BUDGET	2024	TOTAL	2025
							2024	Proposed
REVENUES								
21150000	48040	Recreation Reserve-Donations/Sponsors	2,057	59	5,000	2,916	5,000	5,000
21140000	48040	Park Reserve - Donations	9,183	7,356	6,000	695	1,000	1,000
Total Revenues			11,240	7,415	11,000	3,611	6,000	6,000
EXPENDITURES								
21150000	55080	Recreation Reserve-Donations/Sponsors	4,535	2,200	5,000	551	5,000	5,000
21140000	59070	Park Reserve	10,913	8,795	6,000	1,608	6,000	2,000
Total Expenditures			15,448	10,995	11,000	2,159	11,000	7,000
Net Change in Fund Balance			(4,208)	(3,580)	-	1,452	(5,000)	(1,000)
Fund Balance - Beginning			29,127	24,919			21,339	16,339
Fund Balance - Ending			\$ 24,919	\$ 21,339			\$ 16,339	\$ 15,339

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

				ACTUAL	ACTUAL	2024	6 MOS.	ESTIMATED	2025
POLICE				2022	2023	BUDGET	2024	TOTAL	Proposed
								2024	
REVENUES									
23230000	48040	20	Citizens Academy			-			
23230000	48040	21	Crime Prevention - Donations	18,218	16,277	15,000	7,282	15,000	12,000
23230000	48040	22	Police Dog Donation	32,745	5,709	2,000	2,528	2,600	2,500
23230000	48040	23,28	Equipment - Donations	5,260	7,709	3,000	3,300	4,800	3,000
23230000	48040	24,27	Police Department - Donations			700	2,000	2,000	2,000
23230000	41010	26	Grants - State	9,760	10,560	10,000	-	10,000	10,000
23240000	44270		Locally Seized Funds	8,199	9,216	8,000	17,377	17,500	8,000
23250000	44270		Federally Seized Funds - Intergov't	40,971	42,301	20,000	32,985	35,000	20,000
23250000	47000		Federally Seized Funds - Interest	509	2,667	2,000	1,712	2,800	2,500
Total Revenues				<u>115,662</u>	<u>94,439</u>	<u>60,700</u>	<u>67,184</u>	<u>89,700</u>	<u>60,000</u>
EXPENDITURES									
23230000	54110	21	Crime Prevention - Supplies	21,411	24,459	15,000	18,981	19,000	12,000
23230000	54110	22	Police Dog Donation	24,840	18,276	2,000	8	2,600	2,500
23230000	54110	23,28	Equipment - Supplies	508	2,300	1,000	1,920	4,800	3,000
23230000	54110	24,27	Police Department - Supplies	132	-	-	-	-	-
23230000	54330	26	Police Grant-Training	4,018	6,693	10,000	-	10,000	10,000
23230000	59010	22	Equipment - K-9	14,000	-	-	-	-	-
23230000	59010	23	Equipment - Police Department Equipme	29,923	8,157	-	-	-	-
23240000	54110		Locally Siezed Funds	43,584	8,707	9,000	13,003	17,000	17,000
23250000	59010		Equipment	2,564	16,538	10,000	9,013	10,000	10,000
23250000	54110		Federally Seized Funds -	<u>9,943</u>	<u>14,737</u>	<u>7,000</u>	<u>4,102</u>	<u>5,000</u>	<u>5,000</u>
Total Expenditures				<u>150,923</u>	<u>99,867</u>	<u>54,000</u>	<u>47,027</u>	<u>68,400</u>	<u>59,500</u>
Net Change in Fund Balance				(35,261)	(5,428)	6,700	20,157	21,300	500
Fund Balance - Beginning				<u>212,727</u>	<u>177,466</u>			<u>172,038</u>	<u>193,338</u>
Fund Balance - Ending				<u>\$ 177,466</u>	<u>\$ 172,038</u>			<u>\$ 193,338</u>	<u>\$ 193,838</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

FIRE			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
		REVENUES						
24260000	41010	State EMS Fund-Grant	28,727	12,195	7,500	8,804	8,000	8,000
24270000	48040	Equipment donations	12,358	10,025	1,000	3,100	3,100	1,000
24280000	48040	Misc/Candy Hunt	9,770	6,610	6,000	6,341	5,000	5,000
		Total Revenues	50,855	28,830	14,500	18,245	16,100	14,000
		EXPENDITURES						
24260000	54300	State EMS Fund-Training	-	-	-	-	-	-
24260000	54330	Training Expense	12,195	19,929	7,500	-	800	8,000
24270000	59010	Equipment donations	8,669	14,125	1,000	3,781	4,000	2,000
26290000	54040	Training tower	-	1,433	1,000	-	-	-
24280000	54110	Misc/Candy Hunt	10,411	8,540	6,000	5,349	5,500	5,000
		Total Expenditures	31,275	44,027	15,500	9,130	10,300	15,000
		Net Change in Fund Balance	19,580	(15,197)	(1,000)	9,115	5,800	(1,000)
		Fund Balance - Beginning	46,689	66,269			51,072	56,872
		Fund Balance - Ending	\$ 66,269	\$ 51,072			\$ 56,872	\$ 55,872

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

MAYOR			ACTUAL	ACTUAL	2024	6 MOS.	ESTIMATED	
			2022	2023	BUDGET	2024	TOTAL	2025
							2024	Proposed

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

TECHNOLOGY FEE FUND			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES								
22190000	44350	Technology fees	10,770	17,850	10,000	8,457	15,000	12,000
Total Revenues			10,770	17,850	10,000	8,457	15,000	12,000
EXPENDITURES								
22190000	54030	Maintenance Contract	400	-		900	900	900
22190000	59010	Equipment	32,528	25,685	10,000	2,525	25,000	25,000
Total Expenditures			32,928	25,685	10,000	3,425	25,900	25,900
Net Change in Fund Balance			(22,158)	(7,835)	-	5,032	(10,900)	(13,900)
Fund Balance - Beginning			65,776	43,618			35,783	24,883
Fund Balance - Ending			\$ 43,618	\$ 35,783			\$ 24,883	\$ 10,983

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

LIBRARY				ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES									
22810000	48040		Donations	25,154	15,940	500	11,622	12,000	7,000
22810000	48040	FOL	Donations - FOL	14,358	40,322	12,500	26,013	30,000	18,000
22810000	41020		Grants-local	-	600	-	-	-	-
Total Revenues				<u>39,512</u>	<u>56,862</u>	<u>13,000</u>	<u>37,635</u>	<u>42,000</u>	<u>25,000</u>
EXPENDITURES									
22810000	54110		Supplies	-	17,896	-	-	-	-
22810000	54110	FOL	Supplies	-	32,964	2,000	-	-	-
22810000	55090		Programs - Juvenile	58	-	-	-	-	-
22810000	55090	FOL	Programs - Juvenile - FOL	1,303	-	1,000	-	-	-
22810000	55095	FOL	Programs - Young - FOL	-	14	2,000	-	-	-
22810000	55100		Programs - Adult	12,481	-	5,000	818	2,000	-
22810000	55100	FOL	Programs - Adult - FOL	-	-	3,000	13,912	40,000	25,000
22810000	59010	FOL	Equipment - FOL	-	-	-	-	-	-
Total Expenditures				<u>13,842</u>	<u>50,874</u>	<u>13,000</u>	<u>14,730</u>	<u>42,000</u>	<u>25,000</u>
Net Change in Fund Balance				25,670	5,988	-	22,905	-	-
Fund Balance - Beginning				<u>38,295</u>	<u>63,965</u>			<u>69,953</u>	<u>69,953</u>
Fund Balance - Ending				<u>\$ 63,965</u>	<u>\$ 69,953</u>			<u>\$ 69,953</u>	<u>\$ 69,953</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

GRANT FUND			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
		REVENUES						
56340000	41000	Grant		86,051	5,000	81,480	81,480	20,000
56340000	41010	Grants-State	-	185,964	-	-	-	-
56340000	48040	Donations	-	-	-	-	-	-
		Total Revenues	-	272,015	5,000	81,480	81,480	20,000
		EXPENDITURES						
56340000	52050	Grant Projects		177,670	5,000	81,480	81,480	-
56340000	54110	Supplies	-	-	-	-	-	20,000
56340000	59010	Equipment	-	94,344	-	-	-	-
		Total Expenditures	-	272,014	5,000	81,480	81,480	20,000
		Net Change in Fund Balance	-	1	-	-	-	-
		Fund Balance - Beginning	1,106	1,106			1,107	1,107
		Fund Balance - Ending	<u>\$ 1,106</u>	<u>\$ 1,107</u>			<u>\$ 1,107</u>	<u>\$ 1,107</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

Capital Projects - Equipment Fund				ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES									
04010100	41010	CMISC	Grant	107,900	-		-	-	-
04010600	47000	CMISC	Interest Income	8,504	39,047	10,000	24,098	40,000	25,000
			Total Revenues	116,404	39,047	10,000	24,098	40,000	25,000
EXPENDITURES									
04050500	60001	CMISC	Arbitrage Expense	4,800	4,250	-	-	-	-
			Total Expenditures	4,800	4,250	-	-	-	-
Net Change in Fund Balance				111,604	34,797	10,000	24,098	40,000	25,000
Fund Balance - Beginning				779,011	890,615			925,412	965,412
Fund Balance - Ending				<u>\$ 890,615</u>	<u>\$ 925,412</u>			<u>\$ 965,412</u>	<u>\$ 990,412</u>

CITY of NEW BERLIN
2025 BUDGET
NON-MAJOR (SPECIAL REVENUE AND CAPITAL PROJECTS) FUNDS

EQUIPMENT REPLACEMENT FUND			ACTUAL 2022	ACTUAL 2023	2024 BUDGET	6 MOS. 2024	ESTIMATED TOTAL 2024	2025 Proposed
REVENUES								
21160000	44333	Sale of Equipment	39,000	20,000	-	-	-	-
		Total Revenues	39,000	20,000	-	-	-	-
EXPENDITURES								
21160000	54030	Maintenance Contract	13,493	38,900	55,000	7,833	7,833	-
21160000	54120	Office Supplies	7,680	-	-	-	-	-
21160000	54521	Software/Technology	77,142	2,400	-	10,862	10,862	-
21160000	59010	Equipment	60,923	156,040	245,000	43,411	178,721	300,000
21160000	59070	Park Improvement	46,886	-	-	3,900	3,900	-
21160000	61221	Mower	27,429	-	-	22,288	22,288	-
21160000	61118	Malone Park	-	-	-	2,610	2,610	-
21160000	61400	EM Warning siren cabinets	20,200	-	-	13,786	13,786	-
21160000	61712	GPR Cemetery	7,910	30	-	-	-	-
		Total Expenditures	261,663	197,370	300,000	104,690	240,000	300,000
OTHER FINANCING SOURCES (USES)								
21160000	49066	Transfer from General Fund	341,414	265,000	300,000	240,000	240,000	300,000
		Total Other Financing Sources (Uses)	341,414	265,000	300,000	240,000	240,000	300,000
Net Change in Fund Balance			118,751	87,630	-	135,310	-	-
Fund Balance - Beginning			232,928	351,679			439,309	439,309
Fund Balance - Ending			<u>\$ 351,679</u>	<u>\$ 439,309</u>			<u>\$ 439,309</u>	<u>\$ 439,309</u>