

ADDENDUM TO
CITY OF OCONOMOWOC
COMMON COUNCIL MEETING

Tuesday, June 2, 2020 @ 7:30 PM

City Hall – Council Chambers

Agenda:

10. Mayoral Appointments with Council Confirmation:
 - a. Reappointments of Architectural Commission Members



Diane Coenen, City Clerk

City of Oconomowoc Common Council

Tuesday, June 02, 2020 - 7:30 PM
City Hall - Council Chambers



Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Clerk's office at least 48 hours in advance to request adequate accommodations. Tel: 569-2186

- 1. Call to Order and Confirmation of Appropriate Meeting Notice**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Meeting Minutes**
 - a. Minutes of May 5, 2020
- 5. Presentation/Discussion**
 - a. OASD Responds to Pandemic - Roger Rindo & Rick Grothaus
- 6. Comments/Suggestions from Citizens**
- 7. Consent Agenda (Items listed under the Consent Agenda are considered in one motion - a Council member may request to remove an item):**
 - a. Licenses
 - b. Sidewalk Seating & Decorative Displays Application - Coco's Seafood & Steakhouse
- 8. Committee Reports**
 - a. Public Services - Ellis, Chr; Rosek, Secy; Mulder
 1. Consider/act on Resolution 20-R2881 Setting Permit Fees for Section 8.04 of the City of Oconomowoc Municipal Code
 - b. Utility - Kowieski, Chr; Mulder, Secy; Zapfel
 1. Consider/act on Resolution 20-R2879 for the Wisconsin DNR 2019 Compliance Maintenance Annual Report
- 9. New Business**
 - a. Consider/act on Developer's Agreement for Lake Country Village Addition Four
- 10. Mayoral Appointments with Council Confirmation**
- 11. Staff Reports**
- 12. Reports and Comments from the Aldermen**

13. Reports and Comments from the Mayor

14. Closed Session

- a. Per 19.85(1)(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." (Krukar Claim)

15. Adjourn

City of Oconomowoc Common Council Meeting Minutes May 05, 2020 - 7:30 PM



Aldermen Present: Matt Mulder, Charles Schellpeper, Lou Kowieski, Matt Rosek, John Zapfel, Kevin Ellis, Karen Spiegelberg
Absent: Andy Rogers

Also Present: Robert Magnus, Sarah Kitsembel, Stan Riffle, Ron Buerger, Diane Coenen, Robert Duffy, Kevin Freber, Mark Frye, Jason Gallo, Jim Pfister, Joe Pickart, Laurie Sullivan

Mayor Magnus called the Common Council Meeting to order at 7:30 PM.

Call to Order and Confirmation of Appropriate Meeting Notice

Pledge of Allegiance

Roll Call

Approval of Meeting Minutes

- a. Minutes of March 17, 2020

Motion to approve the Council minutes of March 17, 2020 as presented made by Ellis and seconded by Kowieski.

Motion carried 7-0-0.

Comments/Suggestions from Citizens

1) Laura Ustanovska, W379 N6272 N. Lake Rd spoke in opposition of the pole attachment agreement and asked the City to notify property owners within proximity that an attachment would occur. She also suggested Council should request safety tests and studies for 5G before allowing attachments.

2) Jill Persick, 701 York Imperial Dr welcomed the new Mayor and Aldermen. She requested Council postpone changes to Section 8.04 and look at how it affects the public more closely. She asked if notice will be given to residents.

3) Lynn Wright, 707 Marigold St welcomed the new Mayor and Aldermen. She urged the City to have a Memorial Day Parade.

Magnus thanked Coenen for her work and recognized Professional Municipal Clerks Week being May 3rd – 9th.

Committee Reports

- a. Utility - Kowieski, Chr; Mulder, Secy; Zapfel

1. Consider/act Pole Attachment License Agreement between City of Oconomowoc and Midwest Fiber Networks, LLC

Motion to approve the Pole Attachment License Agreement between City of Oconomowoc and Midwest Fiber Networks, LLC made by Kowieski and seconded by Ellis. Pickart reported that pole attachments are not wireless technology, they are hardline installations for data lines. The City is looking at 35 – 40 attachments.

Motion carried 7-0-0.

Plan Commission

- a. Consider/act on Preliminary Plat to Create Pine Ridge Estates West

Motion to approve the Preliminary Plat to create Pine Ridge Estates West with a recommendation that a secondary access point be pursued with the Town of Oconomowoc made by Rosek and seconded by Ellis. Gallo gave a PowerPoint presentation and stated the secondary access point could be gated. Bryan Lindgren, Neumann Developments gave a PowerPoint presentation outlining the six options for a secondary access and why each would or would not work. Motion carried 7-0-0.

New Business – without objection New Business Items j. and k. were moved up

- j. Consider/act on Developer's Agreement for Bubbles Foam Farm
Motion to approve the Developer's Agreement for Bubbles Foam Farm made by Ellis and seconded by Mulder.
Motion carried 7-0-0.
- k. Consider/act on Developer's Agreement for Vespera II
Motion to approve the Developer's Agreement for Vespera II made by Rosek and seconded by Zapfel. Frye gave a PowerPoint presentation.
Motion carried 7-0-0.
- a. Consider/act on Resolution 20-R2874 Authorizing the Issuance and Sale of \$9,755,000 General Obligation Promissory Notes, Series 2020A
Motion to adopt Resolution 20-R2874 authorizing the issuance and sale of \$9,755,000 General Obligation Promissory Notes, Series 2020A made by Spiegelberg and seconded by Zapfel. Jim Miller, Huntington Securities handed out 3 documents; Moody's Credit Opinion and the two resolutions for debt that included exhibits. He stated for the bond debt (19 yrs) the true interest will be 2.344% and for the notes (10 yrs) it will be 1.0945%. The tax impact for borrowing \$19M is \$.59 - \$.89.
Motion carried 7-0-0.
- b. Consider/act on Resolution 20-R2875 Authorizing the Issuance and Sale of \$9,400,000 General Obligation Refunding Bonds, Series 2020B
Motion to adopt Resolution 20-R2875 authorizing the issuance and sale of \$9,400,000 General Refunding Bonds, Series 2020B made by Rosek and seconded by Kowieski.
Motion carried 7-0-0.
- c. Consider/act on Resolution 20-R2876 Authorizing the Creation and Hiring of an Economic Development Marketing Intern for 2020
Motion to adopt Resolution 20-R276 authorizing the creation and hiring of an Economic Development Marketing Intern for 2020 made by Schellpeper and seconded by Ellis. Motion to amend the resolution to change the last whereas clause to read that the internship position and the length of the term are contingent on the funding being realized and that the position of the intern may be terminated if funding is not found or the term of hire will be reduced if the full outside revenue is not received made by Rosek and seconded by Kowieski.
Amendment carried 7-0-0.
Motion carried 6-0-1. Voted no: Ellis.
- d. Consider/act on Resolution 20-R2870 Authorizing Budget Amendment for Fleet Mechanics Tools
Motion to adopt Resolution 20-R2870 authorizing budget amendment for Fleet Mechanics Tools made by Kowieski and seconded by Zapfel.
Motion failed 1-0-6. Voted no: Mulder, Schellpeper, Kowieski, Rosek, Ellis, Spiegelberg.
Motion to amend the resolution to a budget amendment of \$25,394.80 which would provide one full set of Snap On lifelong warranty tools and establish a program benefit made by Kowieski and seconded by Ellis.
Motion failed 3-0-4. Voted no: Mulder, Schellpeper, Rosek, Zapfel.
- e. Consider/act on Resolution 20-R2872 Approving Grant Application for the Golf Course Creek
Motion to adopt Resolution 20-R2872 approving grant application for the Golf Course Creek made by Rosek and seconded

by Schellpeper.
Motion carried 7-0-0.

- f. Consider/act on Ordinance 20-O977 to Repeal and Recreate Section 8.04 of the City of Oconomowoc Municipal Code Concerning Street Excavations and Above Ground Installations
Motion to give the ordinance its first reading made by Kowieski and seconded by Ellis. Frye gave a PowerPoint presentation.
Motion carried 7-0-0. Without objection the second reading was waived.
- g. Consider/act on Inspection Services Contract Between the City of Oconomowoc and Wisconsin Building Inspections, LLP
Motion to approve Inspection Services Contract between the City of Oconomowoc and Wisconsin Building Inspections, LLP made by Rosek and seconded by Mulder.
Motion to amend the contract striking "individual(s)" in the first Whereas and replacing it with Contractor and Item H. adding No. 7 that all contractors should also provide Worker's Compensation or other benefits required by law made by Rosek and seconded by Ellis.
Amendment carried 7-0-0.
Motion carried 7-0
- h. Consider/act on Resolution 20-R2863 Adjusting Fees for Building Inspection Services
Motion to adopt Resolution 20-R2863 adjusting fees for Building Inspection Services made by Kowieski and seconded by Ellis. Frye gave a PowerPoint presentation.
Motion carried 6-0-1. Voted no: Schellpeper.
- i. Consider/act on Resolution 20-R2871 Awarding 2020 Collins Parking Lot Design Engineering
Motion to adopt Resolution 20-R2871 awarding 2020 Collins Parking Lot Design Engineering made by Rosek and seconded by Ellis. Frye gave a PowerPoint presentation. Council discussed the necessity of a parking structure in the Collin's St lot.
Motion carried 6-0-1. Voted no: Ellis.
- l. Consider/act on Resolution 20-R2873 Approving Appointment of Official City Newspaper 2020-2021
Motion to adopt Resolution 20-R2873 approving appointment of the Oconomowoc Enterprise as the Official City Newspaper 2020-2021 made by Rosek and seconded by Schellpeper.
Motion carried 7-0-0.

Mayoral Appointments with Council Confirmation

- a. Plan Commission Member - Chad Vande Zande
Motion to confirm the appointment of Chad Vande Zande to the Plan Commission made by Zapfel and seconded by Kowieski.
Motion carried 7-0-0.

Staff Reports

- a. Oconomowoc Responds Task Force Update - Duffy
Duffy reported the Oconomowoc Responds Task Force started two weeks ago and the groups have been focusing on four areas: establishing a foundation and identity, creating communication channels, seeking community and stakeholder input as well as identity, and resource assembly and strategic actions. All the task force members have been assembled and they are starting to move forward with platforms for their meetings. Duffy passed out a copy of the logo and stated that free lunches will be provided at the WLF D Station #1 by CoCo's Restaurant and WLF D on May 6, 7 & 8 from 11:00 AM – 3:00 PM.

- b. Update on State of Emergency City Operations - Kitsembel
Kitsembel gave a brief update on the City operations.
- c. Presentation on City COVID-19 Revenue and Expense Effects on Current Budget - Sullivan
Sullivan gave a PowerPoint presentation overviewing where we stand with the budget.

Reports and Comments from the Aldermen

Zapfel thanked staff for all the detailed reports on the City's affects due to COVID-19, the bond rating information, his co-alder Ellis for the blood drive that was held and the Clerk for her work and wished her a happy Professional Municipal Clerk's week. Ellis thanked staff for their hard work and Council for their discussions to help the citizens of Oconomowoc. Spiegelberg thanked staff and suggested starting the Council meetings earlier if sub-committees are not held. Kowieski noted that May is mental health month and recognized Rogers Memorial. The May 15th & 16th SOFA – Jump for Archie events have been canceled, but on the 15th there will be a virtual event. He also feels the City is ready to reengage responsibly and respectfully.

Reports and Comments from the Mayor

Magnus echoed the reopening of the City within legal boundaries. He thanked Kowieski for having the Utility Committee done virtually as a test for other meetings and thanked Rosek for his due diligence and leadership in doing what is in the best interest for residents. He will be bringing forth some citizens appointments on May 19th.

Adjourn

Motion to adjourn made by Ellis and seconded by Kowieski.

The meeting adjourned at 11:20 PM.

Motion carried 7-0-0.

Diane Coenen, City Clerk
City of Oconomowoc

The following license applications have been received by the City Clerk, accompanied by the proper fee and approved by the Oconomowoc Police Department:

Bartender (Operator) License Renewals: July 1, 2020 through June 30, 2021

AJ's <i>Candice V. Bergemann</i> <i>Stacy L. Billings-Hughes</i> <i>Alexa M. Flores</i> <i>Angelika R. Miglautsch</i> <i>Nicole E Williams</i> <i>Kristina M. Wudtke</i>	Grill 164 <i>Michael J. Danning</i> <i>Donna M Oschmann</i>	Kwik Trip - 1292 Oconomowoc Pkwy <i>Heidi L. Annen</i> <i>Zackary D. Arzberger</i> <i>Janine L. Biely</i> <i>Mitchell T. Boyd</i> <i>Marie T. Hansen</i> <i>Katrina V. Heimerl</i> <i>Debra R. Meyer</i> <i>Dacota M. Quillman</i> <i>Edith M. Uttech</i>
Amalia's <i>Jose M. Perez</i>	Herr's Mobil <i>Donald L. Hanson</i> <i>Tera A. Herr</i> <i>Megan M. Nettesheim</i> <i>Adam J Turner</i>	Kwik Trip - 1301 Oconomowoc Pkwy <i>Rebecca L. Arzberger</i> <i>Kimberly A. Bauer</i> <i>Taylor E Doyle</i> <i>Dennis A. Fosdal Jr.</i> <i>Rhonda S. Gutenberger</i> <i>Amanda S. Havlicek</i> <i>Joan E. Heinitz</i> <i>Meaghan M Hogan</i> <i>Melanie M. Lopata</i> <i>Christopher D. Miller</i> <i>Hannah I Pogantsch</i> <i>Amy L. Quehl</i> <i>Brent A Roberts</i> <i>Alyssa M. Wade</i> <i>Jason C Warren</i> <i>Tyler S. Warren</i> <i>Keith M. Stewart</i>
Bella Gusto <i>Matthew L. Rupnow</i> <i>Nathaniel R. Rupnow</i>	Hilton Garden Inn <i>Todd D Ballard</i> <i>Emily J Burgett</i> <i>Leah R Cason</i> <i>Shannon N. Holland</i> <i>Jessie M Jaquith</i> <i>Jennifer L. Miglets</i> <i>Kelly L. Murphy</i> <i>Molly A O'Toole</i> <i>Victoria J Voelz</i>	Lago Su Bella <i>Jerald J. Bouwens</i> <i>Yvonne M. Denson</i>
Bootlegger's <i>Logan W. Schroeder</i>	Kwik Trip - Brown St (cont'd) <i>Nicholas S. Bazylewicz</i> <i>Kimberly L Becker</i> <i>Jodie L. Beckman</i> <i>Steven W. Dittrich</i> <i>Alyssa A. Fitzwater</i> <i>Brad A. Golemgeski</i> <i>Cindy K. Italiano</i> <i>Sandra L. Jesion</i> <i>George G. Jones</i> <i>Mariah L. Kruschke</i> <i>Thomas E. Poehnelt</i> <i>Carol M. Powell</i> <i>James S. Schriener</i> <i>Dina M. Sebastian</i> <i>David J. Tomsyck</i> <i>Thomas A. VanderLinden</i> <i>Ines M. Walczak</i> <i>Andrew R. Wegenke</i>	Lakerz <i>Dana L. Kaplanek</i> <i>Katherine E Lewis</i> <i>Kylene A. Luck</i> <i>Ashley A. Schieble</i>
BP-W Discount <i>Patricia L. LaBarbera</i> <i>America K Walia</i>		Lutheran Homes of Oconomowoc <i>Gena F. Friend</i> <i>Kelly E. Koch</i> <i>Cynthia A. Maegli</i> <i>Benjamin R. Rawson</i> <i>Patricia L. Sargent</i> <i>Michael J. Stigler</i> <i>Kristen A. Wallace</i>
Chili's <i>Diane M. Goetsch</i> <i>James M. Hightower</i> <i>Christine L. Hodgins</i> <i>Michael A. Hoover</i> <i>Anna M. Phillips</i> <i>Kenneth R. Reisimer</i> <i>Julia J. Schultz</i> <i>Tamara R. Schultz</i> <i>Christa C. Wendorf</i>		
Community Events <i>Gary L. Boley Jr.</i>		
Cornerstone Pub & Eatery <i>Rachel K. Hassler</i>		
Crafty Cow <i>Skylar A. Eichler</i> <i>Shannon M. Meier</i> <i>Nathaniel C. Mueller</i>		
Flannery's II <i>Annette M. Peardon</i>		

North 48
Joshua E. Drahonovsky
Kourtney J. Zirbel

Oconomowoc BP
Michael P. Anderson
Adam A. Frioui

Oconomowoc Columbian Hall
Susan M. Boyer
Jon M. Kopps

Oconomowoc Community Center
Charmaine Gunther
Melody R. Sanders

Oconomowoc Softball Assn.
Sherry L. Boley
Cassandra M. Keddie

Paganica Golf Course
Marie Shaye-Allen Borgman
Lea K. Frank
Ashley K. Janny

Piggly Wiggly
Tammy L. Chisenhall
Victoria L. Hansen
Tammy J. Horack
Kristin A. Schulz
Nicole L. Semrow
Thomas E. Vogt
Aaliyah M. Watson

Rosati's
Kathryn M. Daggett
Lauren D. Krahn
Kathleen M. Manthy
Maddie J. Panton

Steeltank Brewing
David C. Baron

Thirsty Bird Saloon
Lisa G. Garvens
Taylor M. Zeise

VFW
Aaron J. Abraham
Dorien Ah Sam
Susan J. Blanchard
Patricia A. Bradley
Holly A. Houck
Catherine J. Walters
Joan U. Wenzel

Vino Etc.
Janet S. Burnette
Jolyn R. Damrow
Leah M. Johnson
Caitlin M. Welsh

Winger's
Rebecca S. Mader

Quadricycle Driver:

Vino
Kyle J. Bence
Matthew J. Nault
Molly M. Kocian



MEMORANDUM

CLERKS

Date: May 29, 2020
To: Mayor Magnus
Common Council
From: Diane Coenen
Re: Coco’s Seafood & Steakhouse Sidewalk Seating / Dining Application

RELATES TO THE STRATEGIC PLAN

Strategic Goal – Focus on Economic Development

BACKGROUND

The owner of Coco’s Seafood and Steakhouse has applied for a Sidewalk Seating / Dining permit. The City adopted an ordinance in 2013 to allow sidewalk seating and decorative displays in the downtown with Council approval. The sidewalk seating/decorative display area is permitted on the public sidewalk immediately in front of the applicant’s business, sidewalk seating may be open daily from 6:00 am until 10:00 pm and must have a sidewalk clearance of five (5) ft for pedestrians at all times. Please refer to the attached diagram for seating locations.

ADDITIONAL ANALYSIS

This permit is consistent with the policies of the City Master Plan and the goals and objectives of the Downtown Revitalization Plan, by allowing the operation of sidewalk seating, dining, and outdoor display in the downtown area to provide for increased activity, revitalization and business opportunities.

FINANCIAL IMPACT

N/A

RECOMMENDATION

To allow sidewalk seating/dining as outlined in Ordinance 13-O842.

SUGGESTED MOTION

Motion to approve the Consent Agenda.



Phone (262) 569-2189

Department of Public Works
174 E. Wisconsin Ave.

Oconomowoc, WI 53066

APPLICATION FOR DOWNTOWN: SIDEWALK SEATING & DECORATIVE DISPLAYS

Pursuant to Section 8.06(3)(c) of the Municipal Code

Date: _____

Applicant's Name and Address:

Highline Vault Inc
dbw / Coco's Seating & Displays

Property Owner's Name & Address:

Fowler Holdings LLC

Phone: *262 544 6628*
E-Mail: *whittakerlie@gmail.com*

Phone: *304*
E-Mail: _____

Location for the proposed Sidewalk Seating and/or Decorative Display:

Business Name & Address: *Coco's 151 St Paul St*

Check each item in which you are requesting approval (Attach diagram or plan identifying the precise seating or display area)

- Sidewalk Seating / Dining
- Decorative Display

Read and Initial the following:

I understand that the City is under no obligation to issue a permit and will do so only if the applicant successfully demonstrates that the proposed use is harmonious with the downtown ordinances and the long range goals of the City.

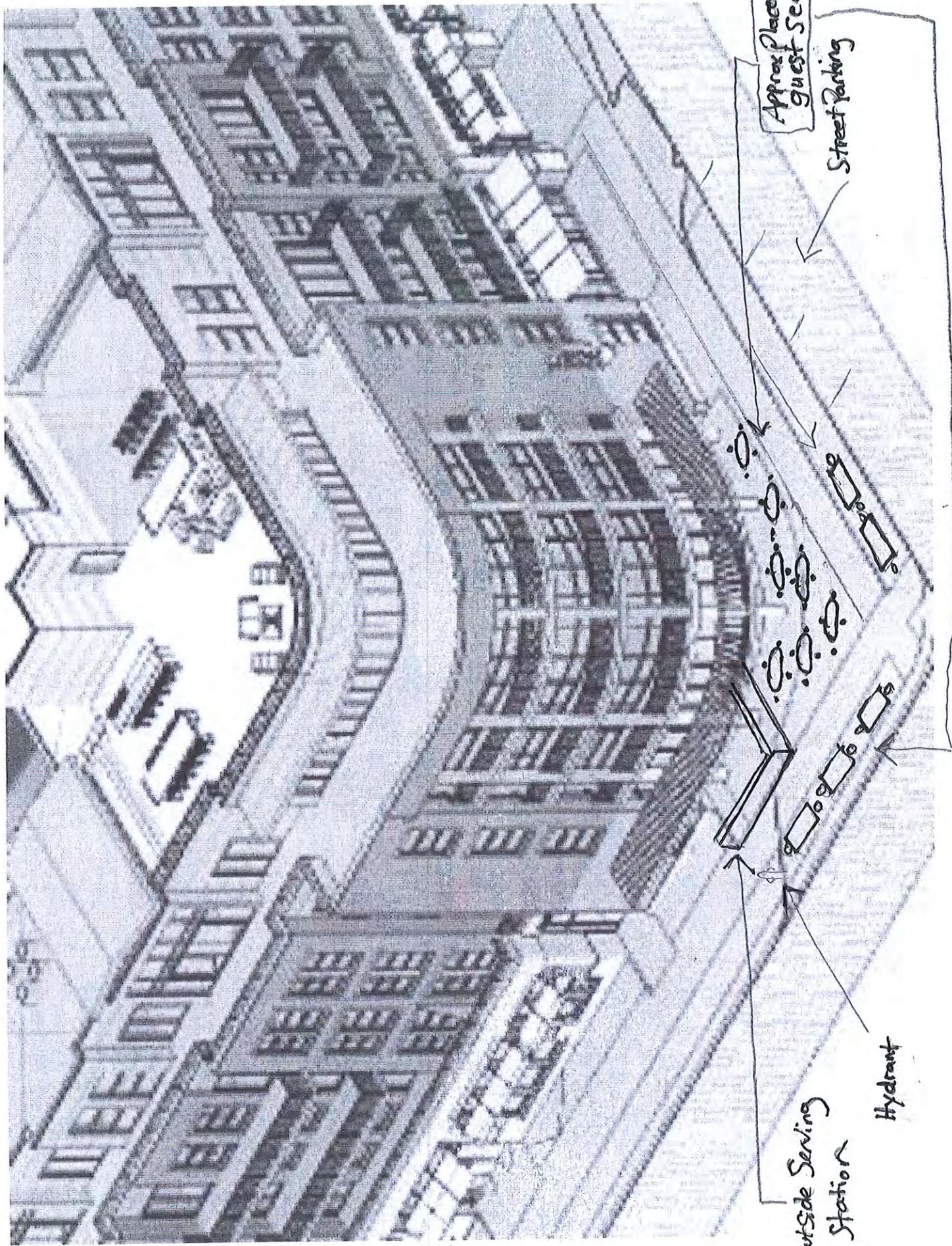
I understand that the permit is valid only if the conditions and restrictions of the ordinance are met and adhered to. I understand that failure to comply with any aspect of the ordinance will result in revocation by the City DPW Department.

I understand that no liquor sales or consumption of any alcohol beverages are allowed outside the premise unless a liquor license amendment is approved by the City Common Council.

Signatures – Applications must be signed by applicant & property owner:


Applicant


Property Owner (Landlord)



Approx Placement
Guest Seating

Street Parking

Outside Seating
Station

Hydrant



MEMORANDUM

PUBLIC WORKS

Date: June 2, 2020
To: Public Services Committee
From: Mark Frye, Director of Public Works
Re: Permit Fees for the Repealed and Recreated Section 8.04 of the City of Oconomowoc Municipal Code

RELATES TO THE STRATEGIC PLAN

Strategic Plan:

Section V: Enhance the Effectiveness of Our City Government

Objective A: Develop/Update/Maintain City Ordinances/Policies

Task 1: City Ordinances Update/Review

BACKGROUND

On May 5, 2020 the Common Council repealed and recreated section 8.04 of the City's ordinances. This section deals with excavating and placing utilities and structures in the right-of-way. The new ordinance stated that permit fees for excavating and above ground structures would be set by resolution.

City Staff has reviewed the expanded requirements of the ordinance and estimated the number of staff hours would be associated with the issuing of permits.

ADDITIONAL ANALYSIS

A summary of the ordinance requirements used by City Staff to determine the time and personnel to issue the permit is shown below.

1. Excavations
 - a. Minimum length and width
 - b. Permit Fee
 - c. Requires detailed plans
 - d. Sets time frame to approve, deny or conditionally grant the permit

2. Above Ground Installations
 - a. Provides reasonable exceptions (signs, mailboxes, ...)
 - b. Permit Fee
 - c. Professional fee charge back agreement
 - d. Detailed plans with structural engineering
 - e. Report detailing potential hazards to the public
 - f. Must not impact the operations/maintenance of the terrace, sidewalk or street

- g. Alternative analysis of options
- h. Additional requirements for use or installation regulated by Wisconsin Statutes Section 66.0414

3. Application for New Above Grade Uses

- a. Common Council to hold Public Hearing
- b. Common Council shall consider the following when considering an above ground right-of-way permit
 - i. Public safety, options and public good
 - ii. No new above grade where facilities don't exist or are underground
 - iii. No new above ground structures within 500 feet of historic structures or districts designated by the National Register or listed on State Register
 - iv. Mounted flush with existing structure and of matching color
 - v. Prohibited on decorative light poles unless installation is entirely on the interior of the pole
 - vi. Common Council may grant the permit, grant the permit with conditions or deny the permit

The proposed ordinance includes details for standards, agreements, permit conditions, protection of public, bonds, indemnification agreements, rights, compensation, waiver of deadlines, relocation, abandonment, appeals and penalties.

FINANCIAL IMPACT

Based on the Staff's review, the spreadsheet shown below was created to determine the permit fees. These numbers are estimates and the spreadsheet will be reviewed and updated as we gather data and adjust accordingly.

8.04 (2)(c)(1)(b) Right-of-Way Excavation Permit Fee						
Staff Position Responsible	Permit Review (hrs.)	Permit Issuance (hrs.)	Permit Management (hrs.)	Hourly Rate	Cost	Description of Task
Asst. Director of Public Works	0.5		2	\$ 76.22	\$ 190.55	Review project plans, monitor project during construction for traffic control, erosion control
Administrative Assistant		0.5		\$ 41.77	\$ 20.89	Issue permit number, file, send copy to applicant
DPW Supervisor			0.5	\$ 70.31	\$ 35.16	Review restoration for repairs
					\$ 246.59	Total Permit Fee

8.04 (3)(c)(1)(b) Above Grade Right-of-Way Permit Fee						
Staff Position Responsible	Permit Review (hrs.)	Permit Issuance (hrs.)	Permit Management (hrs.)	Hourly Rate	Cost	Description of Task
Director of Public Works	1			\$ 95.98	\$ 95.98	Review project plans
Asst. Director of Public Works	1		2	\$ 76.22	\$ 228.66	Review project plans, monitor project during construction for traffic control, erosion control
Administrative Assistant		0.5		\$ 41.77	\$ 20.89	Issue permit number, file, send copy to applicant
DPW Supervisor			0.5	\$ 70.31	\$ 35.16	Review restoration for repairs
					\$ 380.68	Total Permit Fee

RECOMMENDATION

Motion to recommend to the Common Council approval of the following permit fees:

8.04 (2)(c)(1)(b) Excavations \$250.00

8.04 (3)(c)(1)(b) Above Ground Structures \$380.00

SUGGESTED MOTION

Suggested Common Council Motion: Motion to approve Resolution 20-R2881 to set the permit fees for the repealed and recreated Section 8.04 of the Municipal Code concerning street excavations and above-ground installations in the right-of-way.

RESOLUTION NO. 20-R2881

**RESOLUTION SETTING THE PERMIT FEES FOR §8.04 OF THE CITY OF OCONOMOWOC
MUNICIPAL CODE RIGHT-OF-WAY ORDINANCE**

WHEREAS, on May 5, 2020 Section 8.04 of the City's Ordinances was repealed and recreated to include both excavations and above ground installations; and

WHEREAS, the permit fees for the two areas of the ordinance need to be set by Council resolution; and

WHEREAS, City Staff has reviewed and estimated the hours associated with the excavating permit and above ground structures permit; and

WHEREAS, based on this review, the permit fees are recommended as follows:

Excavations	\$250.00
Above Ground Structures	\$380.00

NOW THEREFORE, BE IT HEREBY RESOLVED that permit fees for Section 8.04 of the City's Municipal Code be set as shown above.

Date: June 2, 2020

CITY OF OCONOMOWOC

By: _____
Robert P. Magnus, Mayor

ATTEST:

Diane Coenen, Clerk



MEMORANDUM

WASTEWATER

Date: 05/26/2020

To: Utility Committee

From: Kevin L Freber

Re: Consider/Recommend 2019 Compliance Maintenance Annual Report for the Wastewater Utility

RELATES TO THE STRATEGIC PLAN

Strategic Goal-

BACKGROUND

The Compliance Maintenance Annual Report (CMAR) is a yearly report required by the Wisconsin Department of Natural Resources (WDNR) who promulgate the discharge values in compliance with the Environmental Protection Agency. The purpose of the (CMAR) is to evaluate the wastewater treatment system for problems or deficiencies. Management, Operation and Maintenance activities are described. Owners identify proposed actions to prevent violations of WPDES permits and water quality degradation. The CMAR program also encourages actions that:

- Promote the owners’ awareness and responsibility for wastewater collection and treatment needs.
- Maximize the useful life of wastewater treatment systems through improved operation & maintenance.
- Initiate formal planning, design and construction for system upgrades.

Attached is the 2019 CMAR for your review. You will note on the Summary Page (2nd from the last) our grade value is an A or 4.0 for the year. The nine categories of the report and their grade values are as follows:

Influent	A or 4.0
BOD/CBOD	A or 4.0
TSS	A or 4.0
Phosphorus	A or 4.0
Biosolids	A or 4.0
Staffing/PM	A or 4.0
Operator Certification	A or 4.0
Financial	A or 4.0
Collection	A or 4.0

The report indicates perfect scores in all categories, reflecting the continuing, consistent, and very commendable efforts of Wastewater Utility and City staff. This is our 10th consecutive year with a perfect score of 4.0.

ADDITIONAL ANALYSIS

FINANCIAL IMPACT

RECOMMENDATION

Recommend the CMAR Resolution to council. This report must be approved by the City Council to fulfill the requirements of the DNR.

SUGGESTED MOTION

Motion to recommend the CMAR Resolution to council. This report must be approved by the City Council to fulfill the requirements of the DNR.

RESOLUTION No. 20-R2879

**RESOLUTION FOR THE WISCONSIN DNR COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR)
FOR 2019 WASTEWATER OPERATIONS**

RESOLVED, that the City of Oconomowoc informs the Department of Natural Resources that the following actions were taken by the Common Council:

Reviewed the 2019 Compliance Maintenance Annual Report which is attached to the Resolution.

Passed by a unanimous vote of the Common Council on June 2, 2020.

DATED: _____

CITY OF OCONOMOWOC

By: _____
Robert P. Magnus, Mayor

ATTEST:

Diane Coenen, Clerk

Compliance Maintenance Annual Report

Oconomowoc Wastewater Treatment Plant

Last Updated: Reporting For:
5/11/2020 **2019**

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	2.5895	x	190	x	8.34	=	4,107
February	2.8943	x	184	x	8.34	=	4,451
March	3.1532	x	184	x	8.34	=	4,832
April	2.7744	x	187	x	8.34	=	4,330
May	3.4859	x	173	x	8.34	=	5,034
June	2.7689	x	208	x	8.34	=	4,801
July	2.8240	x	209	x	8.34	=	4,921
August	2.4805	x	206	x	8.34	=	4,267
September	2.5920	x	188	x	8.34	=	4,071
October	3.1587	x	155	x	8.34	=	4,076
November	3.2589	x	175	x	8.34	=	4,754
December	3.0464	x	197	x	8.34	=	4,997

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	4.02	x	90	=	3.618
		x	100	=	4.02
Design BOD, lbs/day	8340	x	90	=	7506
		x	100	=	8340

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

0

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3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?
● Yes Enter last calibration date (MM/DD/YYYY)

2019-09-20

○ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

● Yes

○ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

○ Yes

● No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

● Yes

● Yes

● Yes

○ No

○ No

○ No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

● Yes

2316395

gallons

○ No

Holding Tanks

● Yes

4287340

gallons

○ No

Grease Traps

○ Yes

gallons

● No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

No Plant Plant Performance issues

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

○ Yes

● No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

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<p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	15	13.5	2	1	0	0
February	15	13.5	1	1	0	0
March	15	13.5	5	1	0	0
April	15	13.5	2	1	0	0
May	10	10	1	1	0	0
June	10	10	2	1	0	0
July	10	10	1	1	0	0
August	10	10	2	1	0	0
September	10	10	0	1	0	0
October	10	10	2	1	0	0
November	15	13.5	0	1	0	0
December	15	13.5	1	1	0	0

* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

No Effluent Flow Meter

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

No Treatment Plant Issues

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

No

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<p>If Yes, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<p>4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<p>4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input checked="" type="radio"/> N/A</p> <p>Please explain unless not applicable:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	15	13.5	1	1	0	0
February	15	13.5	0	1	0	0
March	15	13.5	2	1	0	0
April	15	13.5	0	1	0	0
May	10	10	0	1	0	0
June	10	10	0	1	0	0
July	10	10	1	1	0	0
August	10	10	0	1	0	0
September	10	10	0	1	0	0
October	10	10	0	1	0	0
November	15	13.5	0	1	0	0
December	15	13.5	0	1	0	0

* Equals limit if limit is <= 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:	7	3	
Exceedances	0	0	
Points	0	0	
Total Number of Points		0	

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	.95	0.716	1	0
February	.95	0.711	1	0
March	.95	0.656	1	0
April	.95	0.848	1	0
May	.95	0.821	1	0
June	.95	0.777	1	0
July	.95	0.835	1	0
August	.95	0.854	1	0
September	.95	0.629	1	0
October	.95	0.561	1	0
November	.95	0.605	1	0
December	.95	0.696	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
- Publicly Distributed Exceptional Quality Biosolids
- Hauled to another permitted facility
- Landfilled
- Incinerated
- Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

1509.70 acres

2.1.2 How many acres did you use?

186.4 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?
 Yes (30 points)

- No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

- Yes
- No (10 points)
- N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 003 - Anaerobic liquid sludge

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75				9.6			8.4			6				0	0
Cadmium		39	85				.71			.82			.97				0	0
Copper		1500	4300				820			890			920				0	0
Lead		300	840				19			17			16				0	0
Mercury		17	57				0			.77			1.7				0	0
Molybdenum	60		75				10			11			13			0		0
Nickel	336		420				28			31			28			0		0
Selenium	80		100				0			<5.6			8.6			0		0
Zinc		2800	7500				690			800			960				0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)

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<ul style="list-style-type: none"> ○ 1-2 (10 Points) ○ > 2 (15 Points) <p>3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)</p> <ul style="list-style-type: none"> ○ Yes ○ No (10 points) ● N/A - Did not exceed limits or no HQ limit applies (0 points) ○ N/A - Did not land apply biosolids until limit was met (0 points) <p>3.1.3 Number of times any of the metals exceeded the ceiling limits = 0</p> <p>Exceedence Points</p> <ul style="list-style-type: none"> ● 0 (0 Points) ○ 1 (10 Points) ○ > 1 (15 Points) <p>3.1.4 Were biosolids land applied which exceeded the ceiling limit?</p> <ul style="list-style-type: none"> ○ Yes (20 Points) ● No (0 Points) <p>3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0
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4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2019 - 06/30/2019
Density:	5,600
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2019 - 06/30/2019
Density:	9,500
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

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Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2019 - 06/30/2019
Density:	3,500
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2019 - 06/30/2019
Density:	12,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2019 - 06/30/2019
Density:	6,900
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2019 - 06/30/2019
Density:	13,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

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Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2019 - 06/30/2019
Density:	19,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2019 - 09/30/2019
Density:	32,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2019 - 09/30/2019
Density:	30,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2019 - 09/30/2019
Density:	33,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

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Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2019 - 09/30/2019
Density:	46,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2019 - 09/30/2019
Density:	60,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2019 - 09/30/2019
Density:	21,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2019 - 09/30/2019
Density:	61,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

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Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2019 - 12/31/2019
Density:	7,200
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2019 - 12/31/2019
Density:	2,200
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2019 - 12/31/2019
Density:	5,400
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2019 - 12/31/2019
Density:	2,600
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

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Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2019 - 12/31/2019
Density:	3,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2019 - 12/31/2019
Density:	4,100
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2019 - 12/31/2019
Density:	4,200
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digesters ran at 95-98 degrees F.

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

Yes (40 Points)

No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

0

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Outfall Number:	003		0
Method Date:	06/30/2019		
Option Used To Satisfy Requirement:	Injection when land apply		
Requirement Met:	Yes		
Land Applied:	Yes		
Limit (if applicable):			
Results (if applicable):			
Outfall Number:	003		0
Method Date:	09/30/2019		
Option Used To Satisfy Requirement:	Incorporation when land apply		
Requirement Met:	Yes		
Land Applied:	Yes		
Limit (if applicable):			
Results (if applicable):			
Outfall Number:	003		0
Method Date:	12/31/2019		
Option Used To Satisfy Requirement:	Injection when land apply		
Requirement Met:	Yes		
Land Applied:	Yes		
Limit (if applicable):			
Results (if applicable):			
<p>5.2 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p><input type="radio"/> Yes (40 Points)</p> <p><input checked="" type="radio"/> No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p><input checked="" type="radio"/> >= 180 days (0 Points)</p> <p><input type="radio"/> 150 - 179 days (10 Points)</p> <p><input type="radio"/> 120 - 149 days (20 Points)</p> <p><input type="radio"/> 90 - 119 days (30 Points)</p> <p><input type="radio"/> < 90 days (40 Points)</p> <p><input type="radio"/> N/A (0 Points)</p> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; padding: 5px;">No outstanding biosolids issues</div>			

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; padding: 2px;">In 2019 we were one staff member short but in February of 2020 we hired a Utility Technician.</div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none">● Yes (Continue with question 2) <input type="checkbox"/><input type="checkbox"/>○ No (40 points) <input type="checkbox"/><input type="checkbox"/> <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none">● Yes○ No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none">● Yes<ul style="list-style-type: none">○ Paper file system○ Computer system● Both paper and computer system○ No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none">● Yes○ No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none">○ Excellent● Very good○ Good○ Fair○ Poor <p>Describe your rating:</p>	

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The Utilities has purchased a new computerized software package for work orders and asset management to work with the new ESRI GIS system

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Operator Certification and Education

<p>1. Operator-In-Charge</p> <p>1.1 Did you have a designated operator-in-charge during the report year?</p> <ul style="list-style-type: none"> ● Yes (0 points) ○ No (20 points) <p>Name: <input style="width: 150px;" type="text" value="KEVIN FREBER"/></p> <p>Certification No: <input style="width: 150px;" type="text" value="10738"/></p>	0																																																																																								
<p>2. Certification Requirements</p> <p>2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 5px;"> <thead> <tr> <th rowspan="2">Sub Class</th> <th rowspan="2">SubClass Description</th> <th colspan="2">WWTP</th> <th colspan="2">OIC</th> </tr> <tr> <th>Advanced</th> <th>OIT</th> <th>Basic</th> <th>Advanced</th> </tr> </thead> <tbody> <tr><td>A1</td><td>Suspended Growth Processes</td><td style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>A2</td><td>Attached Growth Processes</td><td></td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>A3</td><td>Recirculating Media Filters</td><td></td><td></td><td></td><td></td></tr> <tr><td>A4</td><td>Ponds, Lagoons and Natural</td><td></td><td style="text-align: center;">X</td><td></td><td></td></tr> <tr><td>A5</td><td>Anaerobic Treatment Of Liquid</td><td></td><td></td><td></td><td></td></tr> <tr><td>B</td><td>Solids Separation</td><td style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>C</td><td>Biological Solids/Sludges</td><td style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>P</td><td>Total Phosphorus</td><td style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>N</td><td>Total Nitrogen</td><td></td><td></td><td></td><td></td></tr> <tr><td>D</td><td>Disinfection</td><td style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>L</td><td>Laboratory</td><td style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>U</td><td>Unique Treatment Systems</td><td></td><td></td><td></td><td></td></tr> <tr><td>SS</td><td>Sanitary Sewage Collection</td><td style="text-align: center;">X</td><td style="text-align: center;">NA</td><td style="text-align: center;">X</td><td style="text-align: center;">NA</td></tr> </tbody> </table> <p>2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2019; subclass SS is basic level only.)</p> <ul style="list-style-type: none"> ● Yes (0 points) ○ No (20 points) 	Sub Class	SubClass Description	WWTP		OIC		Advanced	OIT	Basic	Advanced	A1	Suspended Growth Processes	X			X	A2	Attached Growth Processes				X	A3	Recirculating Media Filters					A4	Ponds, Lagoons and Natural		X			A5	Anaerobic Treatment Of Liquid					B	Solids Separation	X			X	C	Biological Solids/Sludges	X			X	P	Total Phosphorus	X			X	N	Total Nitrogen					D	Disinfection	X			X	L	Laboratory	X			X	U	Unique Treatment Systems					SS	Sanitary Sewage Collection	X	NA	X	NA	0
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<p>3. Succession Planning</p> <p>3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> One or more additional certified operators on staff <input type="checkbox"/> An arrangement with another certified operator <input type="checkbox"/> An arrangement with another community with a certified operator <input type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year <input type="checkbox"/> A consultant to serve as your certified operator <input type="checkbox"/> None of the above (20 points) <p>If "None of the above" is selected, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0																																																																																								
<p>4. Continuing Education Credits</p>																																																																																									

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

- Averaging 6 or more CECs per year.
- Averaging less than 6 CECs per year.

Advanced Certification:

- Averaging 8 or more CECs per year.
- Averaging less than 8 CECs per year.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="John Schuh"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="262-569-3226"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="jschuh@oconomowoc-wi.gov"/></p>													
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2019"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0												
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2019"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 35%; text-align: center;"><input style="width: 150px;" type="text" value="274,106.59"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: center;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: right;">\$</td> <td style="text-align: center;"><input style="width: 150px;" type="text" value="274,106.59"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: right;">+</td> <td style="text-align: center;"><input style="width: 150px;" type="text" value="57,719.59"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="274,106.59"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="274,106.59"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	<input style="width: 150px;" type="text" value="57,719.59"/>	
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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 46,147.82

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 285,678.36

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Collection System Repairs, membrane disc diffusers and base plates

3.3 What amount should be in your Replacement Fund?

\$ 150,000.00

0

Please note: If you had a CWF loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Primary Digester cover replacement	1500000	2021
2	Secondary Digester Cover Replacement	1700000	2022
3	Sanitary Collection system Rehab	200000	2020

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	24,622	103
February	27,944	137
March	22,111	99
April	20,028	20
May	18,468	12
June	17,349	10
July	15,742	43
August	15,531	7
September	16,405	3
October	17,133	7
November	21,760	28
December	22,908	62
Total	240,001	531
Average	20,000	44

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

No

Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Continue present monitoring of energy usage using monthly billing and SCADA system daily reports. We will add VFD's and energy saving pumps when systems upgrades are needed

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	120,315	80.27	1,499	127.32	945	3,699
February	113,094	81.04	1,396	124.63	907	3,114
March	140,395	97.75	1,436	149.79	937	1,713
April	132,546	83.23	1,593	129.90	1,020	1,148
May	153,090	108.06	1,417	156.05	981	961
June	147,306	83.07	1,773	144.03	1,023	739
July	150,701	87.54	1,722	152.55	988	673
August	140,613	76.90	1,829	132.28	1,063	782
September	132,060	77.76	1,698	122.13	1,081	958
October	130,447	97.92	1,332	126.36	1,032	1,895
November	124,857	97.77	1,277	142.62	875	2,301
December	118,762	94.44	1,258	154.91	767	2,677
Total	1,604,186	1,065.75		1,662.57		20,660
Average	133,682	88.81	1,519	138.55	968	1,722

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives

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Other:

7.2.2 Comments:

Methane gas produced is used to heat the anaerobic digester, solids handling building and biosolids pumping building

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

Add VFD's and energy saving equipment as equipment is being replaced. We are replacing our lights with LED lighting

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

Flared Off

Building Heat

Process Heat

Generate Electricity

Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

2019

By Whom:

SAIC

Describe and Comment:

study of treatment plant was done by Joe Cantwell

Part of the facility

Year:

2016

By Whom:

MSOE

Describe and Comment:

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A MSOE graduate program study was performed on the anaerobic digestion process to determine how we could optimize our digester gas.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Clean 1/3 of our collection system yearly and TV any sanitary sewer that is in the next years street program or any that warrant it.

Did you accomplish them?

- Yes
- No

If No, explain:

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer Use Ordinance Chapter 13

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2017-01-15

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance
- Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map

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A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 A description of routine operation and maintenance activities (see question 2 below)
 Capacity assessment program
 Basement back assessment and correction
 Regular O&M training
 Design and Performance Provisions [NR 210.23 (4) (e)]
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 Construction, Inspection, and Testing
 Others:

The City of Oconomowoc maintains a Specifications Manual for all infrastructure construction in the City.

 Overflow Emergency Response Plan [NR 210.23 (4) (f)]
 Does your emergency response capability include:
 Responsible personnel communication procedures
 Response order, timing and clean-up
 Public notification protocols
 Training
 Emergency operation protocols and implementation procedures
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 Special Studies Last Year (check only those that apply):
 Infiltration/Inflow (I/I) Analysis
 Sewer System Evaluation Survey (SSES)
 Sewer Evaluation and Capacity Management Plan (SECAP)
 Lift Station Evaluation Report
 Others:

We track our I/I on a monthly basis, in 2019 we are having a hydraulic capacity study and model created of our sanitary collection system

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	33.3	% of system/year
Root removal	0	% of system/year
Flow monitoring	.5	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	4.6	% of system/year
Manhole inspections	33.3	% of system/year
Lift station O&M	64	# per L.S./year
Manhole rehabilitation	1.13	% of manholes rehabbed
Mainline rehabilitation	.57	% of sewer lines rehabbed
Private sewer inspections		

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Private sewer I/I removal	<input type="text" value="0"/>	% of system/year
River or water crossings	<input type="text" value="100"/>	% of pipe crossings evaluated or maintained
Please include additional comments about your sanitary sewer collection system below:		
<input type="text"/>		

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="41.96"/>	Total actual amount of precipitation last year in inches
<input type="text" value="35.58"/>	Annual average precipitation (for your location)
<input type="text" value="116"/>	Miles of sanitary sewer
<input type="text" value="20"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="17"/>	Number of complaints
<input type="text" value="2.72"/>	Average daily flow in MGD (if available)
<input type="text"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.15"/>	Complaints (number/sewer mile)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume (MG)
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

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5/11/2020 **2019**

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Yes

No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

No changes

5.4 What is being done to address infiltration/inflow in your collection system?

Collection system flows are monitored daily through our SCADA system. Any leaks found in the collection system are fixed immediately. Monthly reports track our I/I using customer water sales data, large customer usage and sanitary districts billed volume. Sewer mains and manholes are inspected when we perform our sanitary collection system main cleaning.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Oconomowoc Wastewater Treatment Plnt

Last Updated: Reporting For:
5/11/2020 **2019**

Grading Summary

WPDES No: 0021181

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			32	128
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

Compliance Maintenance Annual Report

Oconomowoc Wastewater Treatment Plnt

Last Updated: Reporting For:
5/11/2020 2019

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00



MEMORANDUM

PUBLIC WORKS

Date: June 2, 2020
To: Common Council
From: Mark Frye, Director of Public Works
Re: Developer’s Agreement for Lake Country Village Addition Four

RELATES TO THE STRATEGIC PLAN

N/A

BACKGROUND

Lake Country Village is a 305 single family home development in the Village of Summit. It is located south of Valley Road, west of Sawyer Road and east of the Eastlake Village subdivision in the City. The previous phases included 225 lots that are currently developed or under development.

A Developer’s Agreement is required when public facilities are being constructed by the developer and dedicated to the City. For this project, these facilities include sanitary sewer, watermains and laterals for both.

ADDITIONAL ANALYSIS

N/A

FINANCIAL IMPACT

N/A

RECOMMENDATION

City Staff recommends approval of the Developer’s Agreement.

SUGGESTED MOTION

Motion to approve the Developer’s Agreement for Lake Country Village Addition Four.

DEVELOPER'S AGREEMENT
FOR
LAKE COUNTRY VILLAGE ADDITION FOUR

VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN

THIS AGREEMENT made this ____ day of _____, 2020, between Lake Country Village, LLC, a limited liability corporation, N27 W24025 Paul Court, Suite 100, Pewaukee, WI 53072, hereinafter called "DEVELOPER", and the CITY OF OCONOMOWOC in the County of Waukesha and the State of Wisconsin, hereinafter called the "CITY".

WITNESSETH:

WHEREAS, the DEVELOPER is the owner of land in the Village of Summit ("VILLAGE"), said land being described on EXHIBIT A attached hereto and incorporated herein, hereinafter called "SUBJECT LANDS"; and

WHEREAS, the DEVELOPER desires to divide and develop SUBJECT LANDS for residential purposes by use of the standard regulations as set forth in Chapter 236 of the Wisconsin Statutes and the municipal ordinance regulating land division and development; and

WHEREAS, an agreement between the CITY and VILLAGE provides that the CITY shall provide water and sanitary sewer services to the SUBJECT LANDS ("Service Agreement"); and

WHEREAS, Section 236.13 of the Wisconsin Statutes provides that as a condition of approval, the governing body of a municipality within which the SUBJECT LANDS lie may require that the DEVELOPER make and install any public improvements reasonably necessary and/or that the DEVELOPER provide financial security to ensure that the DEVELOPER will make these improvements within a reasonable time; and

WHEREAS, the DEVELOPER may be required to grant additional easements over a part of the SUBJECT LANDS for sanitary sewer and water; and

WHEREAS, the DEVELOPER and CITY desire to enter into this agreement in order to ensure that the DEVELOPER will make and install sanitary sewer and water improvements which are reasonably necessary and further that the DEVELOPER shall dedicate the public improvements to the CITY, provided that said public improvements are constructed to municipal specifications, all applicable government regulations and this agreement without cost to the CITY; and

WHEREAS, the DEVELOPER agrees to develop SUBJECT LANDS as herein described in accordance with this agreement, conditions approved by the CITY Common Council, conditions of certain agencies and individuals in the County, all CITY ordinances, conditions set forth by the Village of Summit and all laws and regulations governing said development; and

WHEREAS, the Village of Summit has given conditional Preliminary Plat approval to the development, as shown on the document marked "Preliminary Plat" on file in the Village Clerk's office, conditioned in part upon the DEVELOPER and the CITY entering into a DEVELOPER's Agreement, as well as other conditions as approved by the Village Board.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the DEVELOPER does hereby agree to develop SUBJECT LANDS as follows and as otherwise regulated by CITY ordinances and all laws and regulations governing said development, the parties hereto agree as follows:

DEVELOPER'S COVENANTS

SECTION I. IMPROVEMENTS

A. SANITARY SEWER: The DEVELOPER hereby agrees:

1. Prior to the start of construction of improvements, DEVELOPER shall provide to the CITY written certification from the DEVELOPER's Engineer that the sanitary sewer plans are in conformance with all Federal, State and CITY specifications, regulations, ordinances and guidelines and written proof that the CITY Utility Engineer has approved said plans.
2. To construct, furnish, install and provide a complete sewerage system for the SUBJECT LANDS, all in accordance with the plans, specifications and drawings on file in the CITY Public Works office and all applicable Federal, State and CITY ordinances, specifications, regulations and guidelines for the construction of sewerage systems in the CITY and as approved by the CITY Utility Engineer.
3. Be responsible for the associated cost for the CITY to clean and televise all sanitary sewers in the SUBJECT LANDS prior to acceptance of the improvements and issuance of building permits by the CITY. DEVELOPER shall repair any defects as determined by the CITY Engineer.
4. The DEVELOPER shall comply with the specifications for all public facilities set forth in the City of Oconomowoc Specifications. Record drawings, including digital record drawing plans, shall be provided to all appropriate City departments as required by the City of Oconomowoc Specifications on file in the office of the Department of Public Works prior to any building permits being issued.
5. That no building permits shall be issued until the sanitary sewer system for the SUBJECT LANDS has been dedicated to and accepted by the CITY.

B. WATER: The DEVELOPER hereby agrees:

1. Prior to the start of construction of improvements, DEVELOPER shall provide to the CITY written certification from the DEVELOPER's Engineer that the water system plans are in conformance with all Federal, State and CITY specifications, regulations, ordinances and guidelines and written proof that the CITY Utility Engineer has approved said plans.
2. To construct, furnish, install and provide a complete water system for the SUBJECT LANDS, all in accordance with the plans, specifications and drawings on file in the CITY Public Works office and all applicable Federal, State and CITY ordinances and specifications, regulations and guidelines for the construction of water systems in the CITY and as approved by the CITY Utility Engineer. No water lateral service valve shall be

located within a driveway or sidewalk. Water valve boxes will not be accepted until the final lift of pavement has been approved by the CITY.

3. The DEVELOPER shall comply with the specifications for all public facilities set forth in the City of Oconomowoc Specifications. Record drawings, including digital record drawings plans, shall be provided to all appropriate City departments as required by the City of Oconomowoc Specifications on file in the office of the Department of Public Works prior to any building permits being issued.
4. That no building permits shall be issued until the water system for the SUBJECT LANDS has been dedicated to and accepted by the CITY.
5. All watermains in a development must be constructed so there are no radial sections or deadends unless approved by the Water Utility. All looping and ties must be completed within three years of the date of the issuance of any building permit for any phase of the development.
6. Any development that, due to proposed phasing, creates a situation where watermain looping and ties are not able to be completed until future phases are constructed must provide easements and financial assurance necessary to for the City to complete the work should the DEVELOPER be unable to.
7. It is anticipated that DEVELOPER will be developing the SUBJECT LANDS in phases, and therefore has requested that the necessary watermain looping and ties depicted on Exhibit D be constructed as work progresses. Accordingly, DEVELOPER shall complete the watermain looping and ties no later than thirty-six (36) months of the date of this agreement being signed and shall provide the Financial Guarantees set forth in Section X herein in relation to these improvements.

C. ADDITIONAL IMPROVEMENTS:

The DEVELOPER hereby agrees that if, at any time after plan approval and during construction, the CITY Staff determines that modifications to the plans are necessary in the interest of public safety, are necessary in order to comply with current laws or are necessary for implementation of the original intent of the improvement plans, the CITY is authorized to order DEVELOPER, at DEVELOPER'S expense, to implement the same. If DEVELOPER fails to construct the additional improvement within a reasonable time under the circumstances, the CITY may cause such work to be carried out and shall charge against the financial guarantee held by the CITY pursuant to this agreement.

SECTION II. TIME OF COMPLETION OF IMPROVEMENTS:

The improvements set forth in Section I above shall be completed by the DEVELOPER in total within twelve (12) months of the date of this agreement being signed except as otherwise provided for in this agreement.

SECTION III. FINAL ACCEPTANCE.

“Final Acceptance” as used herein, however, shall be the ultimate acceptance of all of the improvements in the completed development as a whole, and shall be granted specifically by a letter from the Village Engineer. The issuance of building permits and approval of various items

of development shall not commence the guarantee period.

SECTION IV. DEDICATION OF IMPROVEMENTS:

Subject to all of the other provisions of this agreement, the DEVELOPER shall, without charge to the CITY, upon completion of the above described improvements, unconditionally give, grant, convey and fully dedicate the sanitary sewer and water improvements to the CITY, its successors and assigns, forever, free and clear of all encumbrances whatever, together with and including, without limitation because of enumeration, any and all land, buildings, structures, mains, conduits, pipes, lines, plant machinery, equipment, appurtenances and hereditaments which may in any way be a part of or pertain to such improvements and together with any and all necessary easements for access thereto. After such dedication, the CITY shall have the right to connect or integrate other improvements as the CITY decides, with no payment or award to, or consent required of, the DEVELOPER.

Dedication shall not constitute acceptance of any improvement by the CITY. All improvements will be accepted by the CITY at such time as such improvements are in acceptable form and according to the CITY specifications.

SECTION V. ACCEPTANCE OF WORK AND DEDICATION:

When the DEVELOPER shall have completed the improvements herein required and shall have dedicated the same to the CITY as set forth herein, the same shall be accepted by the CITY if said improvements have been completed as required by this agreement and as required by all federal, state, county or CITY guidelines, specifications, regulations, laws and ordinances and approved by the CITY Engineer.

SECTION VI. APPROVAL BY CITY NOT TO BE DEEMED A WAIVER.

The ultimate responsibility for the proper design and installation of streets, water facilities, drainage facilities, ditches, landscaping and all other improvements are upon the DEVELOPER. The fact that the CITY or its engineer, or its attorney, or its staff may approve a specific project shall not constitute a waiver, or relieve the DEVELOPER from the ultimate responsibility for the design, performance and function of the development and related infrastructure.

SECTION VII. GUARANTEES OF IMPROVEMENTS:

A. Guarantee. The DEVELOPER shall guarantee after Substantial Completion, the public improvements and all other improvements described in Section I hereof, against defects due to faulty materials or workmanship, provided that such defects appear within a period of one year from the date of Substantial Completion as part of the Letter of Credit described in Section X. Ten percent (10%) of the total cost of all improvements will be held from the Letter of Credit as the financial assurance for this. Substantial Completion shall be as defined in Wisconsin Statutes 236.13(2)(a)2. The DEVELOPER shall pay for any damages to CITY property and/or improvements resulting from such faulty materials or workmanship. This guarantee shall not be a bar to any action the CITY might have for negligent workmanship or materials. Wisconsin law on negligence shall govern such situations. If the DEVELOPER fails to pay for any damages or defects to CITY property and/or improvements, and the CITY is required to draw against the cash or letter of credit on file with the CITY, the DEVELOPER is required to replenish said monies up to the aggregate amount of ten percent (10%) of the total cost of all improvements.

- B. Obligation to Repair. The DEVELOPER shall make or cause to be made, at its own expense, any and all repairs which may become necessary under and by virtue of the DEVELOPER'S guarantee and shall leave the improvements in good and sound condition, satisfactory to the CITY at the expiration of the guarantee period.
- C. Notice of Repair. If during said guarantee period, the improvements shall, in the reasonable opinion of the CITY Staff, require any repair or replacement which, in their judgment, is necessitated by reason of settlement of foundation, structure of backfill, or other defective materials or workmanship, the DEVELOPER shall, upon notification by the CITY the necessity for such repair or replacement, make such repair or replacement, at its own cost and expense. Should the DEVELOPER fail to make such repair or replacement within the time specified by the CITY in the aforementioned notification, after notice has been sent as provided herein, the CITY may cause such work to be done, but has no obligation to do so, either by contract or otherwise, and the CITY may draw upon such guarantee security to pay any costs or expenses incurred in connection with such repairs or replacements. Should the costs or expenses incurred by the CITY in repairing or replacing any portion of the improvements covered by this guarantee exceed the amount of the guarantee security, then the DEVELOPER shall immediately pay any excess cost or expense incurred in the correction process.
- D. Maintenance Prior to Acceptance.
1. All improvements shall be maintained by the DEVELOPER so they conform to the approved plans and specifications at the time of their Final Acceptance by the CITY. This maintenance shall include routine maintenance and the like. In cases where emergency maintenance is required, the CITY retains the right to complete the required emergency maintenance in a timely fashion and bill the DEVELOPER for all such associated costs. Said bill shall be paid immediately by the DEVELOPER. The DEVELOPER'S obligation to maintain all improvements shall expire at the expiration of the guarantee period.

SECTION VIII. CITY RESPONSIBILITY FOR IMPROVEMENTS:

The CITY shall not be responsible to perform repair or maintenance on any improvements until accepted by the CITY.

SECTION IX. RISK OF PROCEEDING WITH IMPROVEMENTS PRIOR TO APPROVALS OF FINAL PLAT:

If a DEVELOPER proceeds with the installation of public improvements or other work on the site prior to approval of the final plat, it proceeds at its own risk as to whether or not the final plat will receive all necessary approvals. The DEVELOPER, prior to commencement of the installation of public improvements or other work on site, shall notify the CITY of the DEVELOPER'S intention to proceed with the installation of public improvements or other work on site, prior to approval of the final plat. Additionally, DEVELOPER shall make arrangements to have any public improvements and/or other work on site inspected by the CITY.

SECTION X. FINANCIAL GUARANTEE:

Prior to the execution of this agreement by the CITY, the DEVELOPER shall file with the CITY cash or a letter of credit setting forth terms and conditions in a form approved by the CITY Attorney in the amount of 110% of the cost for the public improvements as approved by the CITY Engineer as a guarantee that the DEVELOPER will perform all terms of this agreement no later

than one year from the signing of this agreement except as otherwise set forth in this agreement. If at any time:

- A. The DEVELOPER is in default of any aspect of this agreement, or
- B. The DEVELOPER does not complete the installation of the improvements within one (1) year from the signing of this agreement unless otherwise extended by this agreement or by action of the CITY COMMON COUNCIL, or
- C. The letter of credit on file with the CITY is dated to expire sixty (60) days prior to the expiration of the same with an automatic renewal unless notice is given of expiration or replaced, or
- D. The DEVELOPER fails to maintain a cash deposit or letter of credit in an amount approved by CITY Engineer, and in a form approved by the CITY Attorney, to pay the costs of improvements in the development, the DEVELOPER shall be deemed in violation of this agreement and the CITY shall have the authority to draw upon the letter of credit.

The amount of the letter of credit may be reduced from time to time as and to the extent that the portion of work required under this Agreement is completed, paid for and accepted by the CITY, provided that the remaining letter of credit is sufficient to secure payment for any remaining improvements and also provided that no reduction shall occur until it is approved in writing by the CITY Director of Finance. The CITY is hereby authorized to contact directly the Developer's or contractor's financial agent from time to time regarding the sufficiency of the financial guarantee.

The lending institution providing the irrevocable letter of credit shall pay to the CITY all sums available for payment under the irrevocable letter of credit upon demand, subject to the terms and conditions of the irrevocable letter of credit, and upon its failure to do so, in whole or in part, the CITY shall be empowered in addition to its other remedies, without notice or hearing, to impose a special charge for the amount of said completion costs, upon each and every lot in the development payable with the next succeeding tax roll.

SECTION XI. BUILDING AND OCCUPANCY PERMITS:

It is expressly understood and agreed that no building or occupancy permits shall be issued for any homes, including model homes, until the CITY has determined that:

- A. The DEVELOPER has paid in full all fees, assessments and reimbursement of administrative costs as required by this agreement.
- B. All required record drawings and plans for the SUBJECT LANDS have been submitted and approved by the CITY Engineer.
- C. The DEVELOPER is not in default of any aspect of this agreement.
- D. There is no default of any aspect of this agreement as determined by the CITY.

SECTION XII. RESERVATION OF RIGHTS AS TO ISSUANCE OF BUILDING PERMITS:

The CITY reserves the right to ask the VILLAGE to withhold issuance of any and all building permits if DEVELOPER is in violation of this agreement.

SECTION XIII. MISCELLANEOUS REQUIREMENTS: The DEVELOPER shall:

A. EASEMENTS:

Provide typical Utility easements on SUBJECT LANDS deemed necessary by the CITY Staff before the final plat is signed or on the final plat and such easements shall be along lot lines if at all possible.

B. MANNER OF PERFORMANCE:

Cause all construction called for by this agreement to be carried out and performed in a good and workmanlike manner.

C. PERMITS:

Provide and submit to the CITY valid copies of any and all governmental agency permits.

D. APPLICABLE FEES:

Currently per CITY Ordinances each lot will be responsible at time of issuance of a building permit to pay impact and other fees directly related to the sanitary sewer and water utilities. DEVELOPER agrees to notify all prospective purchasers of lots within the subdivision of the fees applicable at the time a building permit is applied for and that the fees may increase annually hereafter. The fees in place at the time of this agreement are shown on Exhibit B.

E. DIGGERS HOTLINE:

Developer shall become a member of Diggers Hotline and provide evidence of such membership to the CITY Clerk before commencement of any land disturbing activities on the Subject Lands. Developer shall maintain said membership until all subsurface Improvements required under Section I have been finally accepted by the CITY as provided in Section III. Until the record drawings have been filed with the CITY Engineer, the CITY shall not be responsible for responding to requests for utility and other underground locates (Digger's Hotline). All requests for utility and other underground locates shall be referred to the DEVELOPER.

F. PREVAILING WAGE RATES AND HOURS OF LABOR:

If any aspect of the development involves a project of public works that is regulated by Wisconsin Statutes Section 66.0903 or 66.0904 then: (1) The Developer shall pay wage rates not less than the prevailing hourly wage rate as described and regulated pursuant to such statutes and related laws; and (2) The Developer shall comply with the prevailing hours of labor as described and regulated pursuant to such statutes and related laws; and (3) The Developer shall fully comply with the reporting obligations, and all other requirements of such laws; and (4) The Developer shall ensure that the Developer's subcontractors also fully comply with such laws. The Developer's General Indemnity obligation of this Agreement shall apply to any claim that alleges that work contemplated by this Agreement is being done, or has been done, in violation of prevailing wage rates, prevailing hours of labor, or Wisconsin Statutes Section 66.0903 or 66.0904, for any work arising out of this agreement.

G. PUBLIC CONSTRUCTION PROJECTS:

If any aspect of the development involves a public construction project subject to the State law, all requirements of the State Public Construction Bidding Law must be satisfied, including but not limited to, providing a performance bond.

SECTION XIV. PAYMENT OF COSTS, INSPECTION & ADMINISTRATIVE FEES:

The DEVELOPER shall pay and reimburse the CITY promptly upon billing for all fees, expenses, costs and disbursements which shall be incurred by the CITY in connection with this development or relative to the construction, installation, dedication and acceptance of the development improvements covered by this agreement, including without limitation by reason of enumeration, design, engineering, review, supervision, inspection and legal, administrative and fiscal work. CITY employee costs shall be based on an annual rate determination by the CITY. Any costs for outside consultants shall be charged at the rate the consultant charges the CITY. Any such charge not paid by DEVELOPER within thirty (30) days of being invoiced may be charged against the financial guarantee held by the CITY pursuant to this agreement, or assessed against the development land as a special charge pursuant to §66.0627, Wis. Stats.

SECTION XV. GENERAL INDEMNITY:

In addition to, and not to the exclusion or prejudice of, any provisions of this agreement or documents incorporated herein by reference, the DEVELOPER shall indemnify and save harmless and agrees to accept tender of defense and to defend and pay any and all legal, accounting, consulting, engineering and other expenses relating to the defense of any claim asserted or imposed upon the CITY, its officers, agents, employees and independent contractors growing out of this agreement by any party or parties. The DEVELOPER shall also name as additional insureds on its general liability insurance the CITY, its officers, agents, employees and any independent contractors hired by the CITY to perform services as to this development and give the CITY evidence of the same upon request by the CITY.

SECTION XVI. OVERSIZING:

- A. DEVELOPER shall assume the cost of installing all mains, laterals to the lot lines and system appurtenances within the proposed SUBJECT LANDS except for the added cost of materials for installing sanitary and water mains larger than 8 inches in diameter in residential development areas. DEVELOPER shall bear the expense of oversizing, the cost thereof to be borne by the owner or developer of other areas, the development of which made such oversizing necessary. CITY shall act as collecting agent and arbitrator, charging the subsequent developer and reimbursing the developer paying the expense of oversizing at such time as the subsequent development occurs. Any oversizing required for capacity to serve the SUBJECT LANDS or for fire flows is the responsibility of the DEVELOPER. DEVELOPER has agreed to be responsible for all costs associated with watermains larger than 8 inches in diameter within the SUBJECT LANDS.
- B. The CITY agrees to allow the DEVELOPER to connect to the CITY's municipal water system and sewerage system at such time as the water system and sanitary sewer system required herein has been dedicated to and accepted by the CITY.

SECTION XVII. INSURANCE:

The DEVELOPER, its contractors, suppliers and any other individual working on the SUBJECT LANDS in the performance of this agreement shall maintain at all times until the expiration of the guarantee period, insurance coverage in the forms and in the amounts as required by the CITY.

SECTION XVIII. EXCULPATION OF CITY CORPORATE AUTHORITIES:

The parties mutually agree that the CITY Mayor of the CITY Common Council, and/or the CITY Clerk, entered into and are signatory to this agreement solely in their official capacity and not individually, and shall have no personal liability or responsibility hereunder; and personal liability as may otherwise exist, being expressly released and/or waived.

SECTION XIX. GENERAL CONDITIONS AND REGULATIONS:

All provisions of the CITY Ordinances are incorporated herein by reference, and all such provisions shall bind the parties hereto and be a part of this agreement as fully as if set forth at length herein. This agreement and all work and improvements required hereunder shall be performed and carried out in strict accordance with and subject to the provisions of said Ordinances.

SECTION XX. COMPLIANCE WITH CODES AND STATUTES:

The DEVELOPER shall comply with all current and future applicable codes of the CITY, State and Federal government and, further, DEVELOPER shall follow all current and future lawful orders of any and all duly authorized employees and/or representatives of the CITY, County, State or federal government.

SECTION XXI. PRELIMINARY PLAT AND FINAL PLAT CONDITIONS:

The DEVELOPER acknowledges that the SUBJECT LANDS are subject to a conditional preliminary plat approval and a conditional final plat approval by the VILLAGE. The DEVELOPER further agrees that it is bound by these conditions. A copy of the conditional preliminary plat approval for the SUBJECT LANDS is attached hereto and incorporated herein as EXHIBIT C. If there is a conflict between the conditions as forth in said conditional approvals and the Developer's Agreement, the more restrictive shall apply.

SECTION XXII. AGREEMENT FOR BENEFIT OF PURCHASERS:

The DEVELOPER agrees that in addition to the CITY'S rights herein, the provisions of this agreement shall be for the benefit of the purchaser of any lot or any interest in any lot or parcel of land in the SUBJECT LANDS.

SECTION XXIII. ASSIGNMENT:

The DEVELOPER shall not assign this agreement without the written consent of the CITY. The assignee must agree to all terms and conditions of this document in writing.

SECTION XXIV. PARTIES BOUND:

The DEVELOPER or its assignees shall be bound by the terms of this agreement or any part herein as it applies to any phase of the development.

SECTION XXV. HEIRS & ASSIGNS:

This agreement is binding upon the DEVELOPER, owners, their successors and assigns, and any and all future owners of the SUBJECT LANDS.

SECTION XXVI. AMENDMENTS:

The CITY and the DEVELOPER, by mutual consent, may amend this Developer's Agreement at any meeting of the CITY Common Council. The CITY shall not, however, consent to an amendment until after first having received a recommendation from the CITY Plan Commission.

IN WITNESS WHEREOF, the DEVELOPER and the CITY have caused this agreement to be signed by their appropriate officers and their corporate seals (if any) to be hereunto affixed in three original counterparts the day and year first above written.

Lake Country Village, LLC

By: Neumann Developments, Inc.

By: _____
Matthew Neumann, CEO & Authorized Signatory

STATE OF WISCONSIN)
)ss.
COUNTY OF WAUKESHA)

Personally came before me this _____ day of _____, 2020, the above named Mathew Neumann, CEO, Authorized Signatory of Neumann Developments, Inc., to me known to be the person who executed the foregoing instrument and acknowledged the same.

Name: _____
NOTARY PUBLIC, STATE OF WI
My commission expires: _____

CITY OF OCONOMOWOC
WAUKESHA COUNTY, WISCONSIN

Mayor

Clerk

STATE OF WISCONSIN)
)ss.
COUNTY OF WAUKESHA)

Personally came before me this _____ day of _____, 2020, the above-named _____, CITY Mayor, and _____, CITY Clerk, of the above-named municipal corporation, to me known to be the persons who executed the foregoing instrument and to me known to be such CITY Mayor and CITY Clerk of said municipal corporation and acknowledged that they executed the foregoing instrument as such officers as the deed of said municipal corporation by its authority and pursuant to the authorization by the CITY COMMON COUNCIL from their meeting on the _____ day of _____, 2020.

NOTARY PUBLIC, STATE OF WI
My commission expires: _____

APPROVED AS TO FORM:

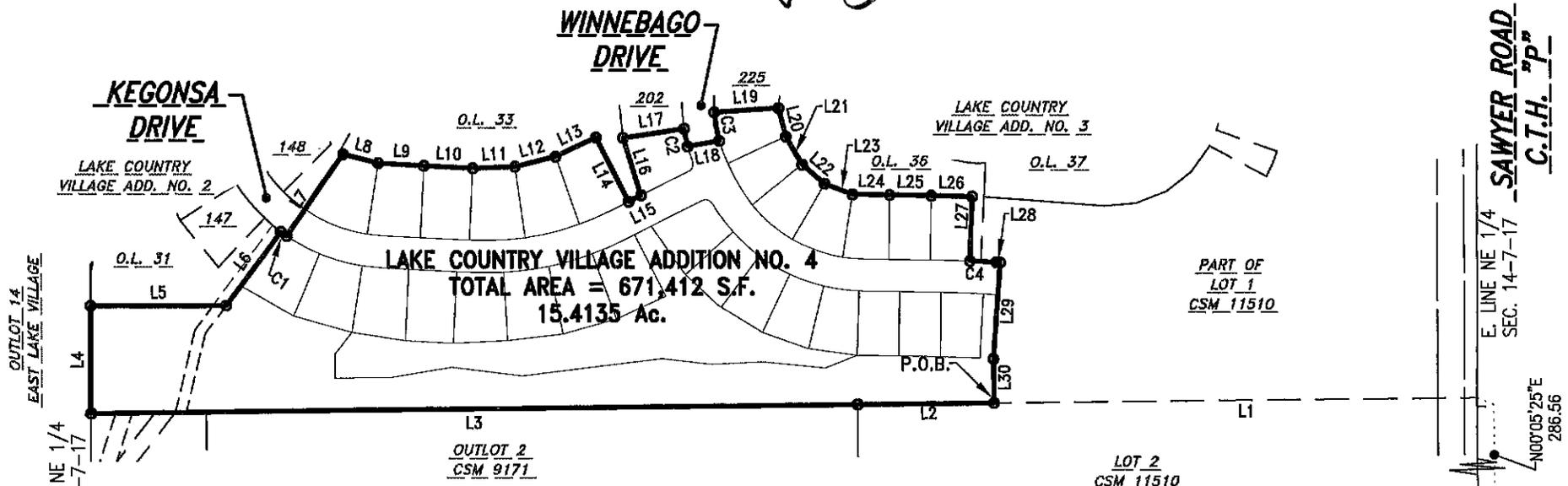
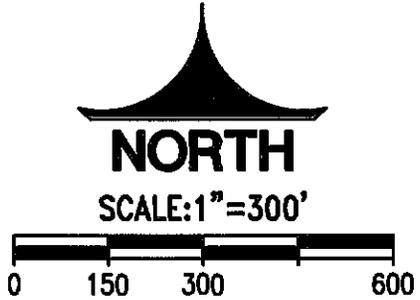
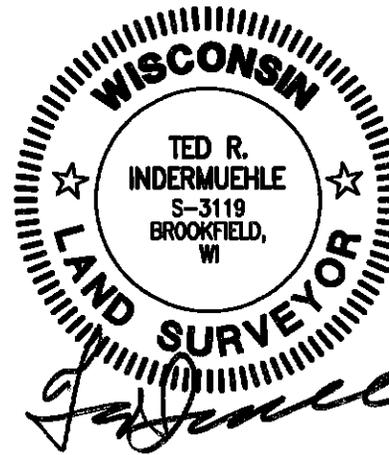
CITY Attorney

EXHIBIT "A"

"LAKE COUNTRY VILLAGE ADDITION NO. 4"
 BEING A PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 11510,
 LOCATED IN A PART OF THE SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF
 THE NORTHEAST 1/4 OF SECTION 14, IN TOWN 7 NORTH, RANGE 17
 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.



4100 N. Calhoun Rd.
 Suite 300
 Brookfield, WI 53005
 Phone: (262) 790-1480
 Fax: (262) 790-1481



(P.O.C.)
 S.E. CORNER,
 NE 1/4
 SEC. 14-7-17
 DATE: 5/14/20
 SHEET 1 OF 3

THIS EXHIBIT WAS PREPARED BY TED R. INDERMUEHLE, P.L.S. (S-3119)

EXHIBIT "A"

"LAKE COUNTRY VILLAGE ADDITION NO. 4"
 BEING A PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 11510,
 LOCATED IN A PART OF THE SOUTHEAST 1/4 AND SOUTHWEST 1/4 OF
 THE NORTHEAST 1/4 OF SECTION 14, IN TOWN 7 NORTH, RANGE 17
 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

CURVE TABLE:

NO.	RADIUS	CENTRAL ANGLE	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
C1	340.00	2°11'28"	13.00	13.00	S54°18'46"E	S53°13'02"E	S55°24'30"E
C2	330.00	5°46'34"	33.27	33.25	S11°24'25"E	S08°31'08"E	S14°17'42"E
C3	270.00	11°27'14"	53.98	53.89	N09°34'43"W	N15°18'20"W	N03°51'06"W
C4	1230.00	2°17'01"	49.02	49.02	S86°47'53.5"E	S87°56'24"E	S85°39'23"E



4100 N. Calhoun Rd.
 Suite 300
 Brookfield, WI 53005
 Phone: (262) 790-1480
 Fax: (262) 790-1481

LINE TABLE:

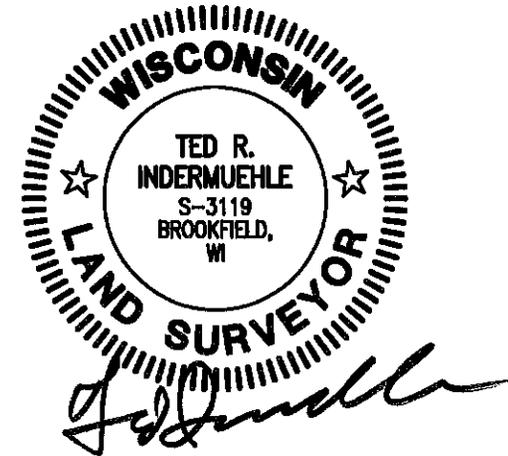
Line #	BEARING	LENGTH
L1	S89°23'47"W	902.60'
L2	S89°23'47"W	252.19'
L3	S89°21'00"W	1431.10'
L4	N0°04'28"W	200.54'
L5	N89°55'32"E	254.32'
L6	N36°46'58"E	171.15'
L7	N34°35'30"E	185.00'
L8	S75°45'24"E	67.90'
L9	S86°38'04"E	85.48'
L10	S87°09'05"E	91.31'
L11	N87°43'09"E	78.60'
L12	N76°05'33"E	78.10'

LINE TABLE CONT.:

Line #	BEARING	LENGTH
L13	N65°12'54"E	84.59'
L14	S26°45'35"E	134.00'
L15	N63°14'25"E	25.99'
L16	N17°17'54"W	112.11'
L17	N81°28'52"E	115.00'
L18	N80°14'22"E	60.23'
L19	N86°08'54"E	120.00'
L20	S14°20'27"E	54.62'
L21	S29°50'03"E	60.52'
L22	S49°25'13"E	55.00'
L23	S69°05'48"E	55.28'
L24	S88°58'39"E	69.01'

LINE TABLE CONT.:

Line #	BEARING	LENGTH
L25	S88°58'39"E	75.50'
L26	S88°48'43"E	76.59'
L27	S2°03'36"W	120.00'
L28	S85°39'23"E	6.97'
L29	S4°20'37"W	180.00'
L30	S0°36'13"E	82.06'



THIS EXHIBIT WAS PREPARED BY TED R. INDERMUEHLE, P.L.S. (S-3119)

DATE: 5/14/20

SHEET 2 OF 3

EXHIBIT "A"

LEGAL DESCRIPTION:

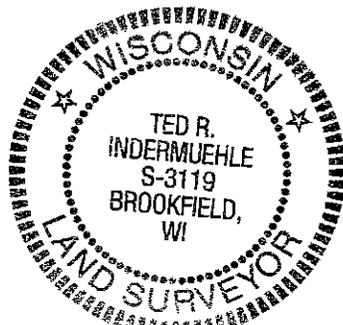
Lands being a part of Lot 1 of Certified Survey Map Number 11510, located in the Southeast 1/4 and the Southwest 1/4 of the Northeast 1/4 of Section 14, in Town 7 North, Range 17 East, in the Village of Summit, Waukesha County, Wisconsin, now being more particularly bounded and described as follows:

Commencing at the Southeast corner of the Northeast 1/4 of said Section 14, Thence North 00°05'25" East along the East line of said Northeast 1/4, 286.56 feet to the South line of Lot 1 of Certified Survey Map Number 11510 and its extension; Thence South 89°23'47" West along said South line, 902.60 feet to the place of beginning of lands hereinafter described;

Thence continuing South 89°23'47" West along said South line, 252.19 feet to a point on the North line of Outlot 2 of Certified Survey Map Number 9171; Thence South 89°21'00" West along said North line, 1431.10 feet to a point on the West line of said Northeast 1/4; Thence North 00°04'28" West along said West line, 200.54 feet to a point on the South line of "Lake Country Village Addition NO. 2"; Thence continuing along the southerly line of said Plat the following courses; North 89°55'32" East 254.32 feet to a point; Thence North 36°46'58" East 171.15 feet to a point on the South Right-of-Way line of "Kegonsa Drive"; Thence Southeasterly 13.00 feet along the arc of a curve whose center lies to the Northeast, whose radius is 340.00 feet, whose central angle is 02°11'28" and whose chord bears South 54°18'46" East along said South line, 13.00 feet to a point; Thence North 34°35'30" East 185.00 feet to a point; Thence South 75°45'24" East 67.90 feet to a point; Thence South 86°38'04" East 85.48 feet to a point; Thence South 87°09'05" East 91.31 feet to a point; Thence North 87°43'09" East 78.60 feet to a point; Thence North 76°05'33" East 78.10 feet to a point; Thence North 65°12'54" East 84.59 feet to a point; Thence South 26°45'35" East 134.00 feet to a point; Thence North 63°14'25" East 25.99 feet to a point; Thence North 17°17'54" West 112.11 feet to a point on the Southerly line of "Lake Country Village Addition NO. 2"; Thence continuing along said Southerly line the following courses; North 81°28'52" East 115.00 feet to a point on the West Right-of-Way of "Winnebago Drive"; Thence Southerly 33.27 feet along the arc of a curve whose center lies to the East, whose radius is 330.00 feet, whose central angle is 05°46'34" and whose chord bears South 11°24'25" East along said West line, 33.25 feet to a point; Thence North 80°14'22" East 60.23 feet to a point; Thence Northerly 53.98 feet along the arc of a curve whose center lies to the East, whose radius is 270.00 feet, whose central angle is 11°27'14" and whose chord bears North 09°34'43" West 53.89 feet to a point; Thence North 86°08'54" East 120.00 feet to a point; Thence South 14°20'27" East 54.62 feet to a point; Thence South 29°50'03" East 60.52 feet to a point; Thence South 49°25'13" East 55.00 feet to a point; Thence South 69°05'48" East 55.28 feet to a point; Thence South 88°58'39" East 144.51 feet to a point; Thence South 88°48'43" East 76.59 feet to a point; Thence South 02°03'36" West 120.00 feet to a point; Thence Easterly 49.02 feet along the arc of a curve whose center lies to the South, whose radius is 1230.00 feet, whose central angle is 02°17'01" and whose chord bears South 86°47'53.5" East 49.02 feet to a point; South 85°39'23" East 6.97 feet to a point; Thence South 04°20'37" West 180.00 feet to a point; Thence South 00°36'13" East 82.06 feet to the point of beginning of this description.

Said Land contains 671,412 Square Feet (or 15.4135 Acres) of land, more or less.

Date: 4/29/20



A handwritten signature in black ink, appearing to read "Ted R. Indermuehle".

Ted R. Indermuehle, P.L.S.
Professional Land Surveyor, S-3119
TRIO ENGINEERING, LLC
4100 N. Calhoun Rd. Suite 300
Brookfield, WI 53005
Phone: (262)790-1480

EXHIBIT B
Applicable Fees at Time of Agreement

The fees listed below are per each residential unit within the subdivision.

Sewer Availability Charge	\$3,930.00
Water Facilities Impact Fee	\$0

EXHIBIT "D"

20' TEMPORARY WATERMAIN LOOP EASEMENT

PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 11510, BEING A PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 14 TOWN 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

PART OF
LOT 1
CSM 11510

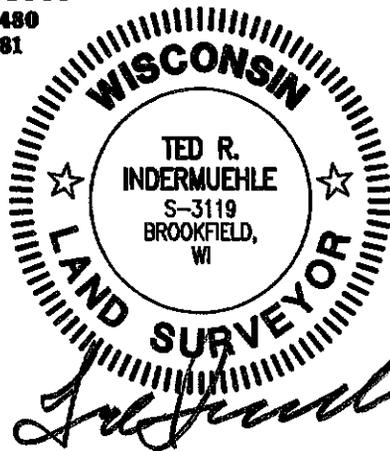
LAKE COUNTRY VILLAGE
ADDITION NO. 1

PART OF
LOT 1
CSM 11510

LAKE COUNTRY VILLAGE
ADDITION NO. 3



4100 N. Calhoun Rd.
Suite 300
Brookfield, WI 53005
Phone: (262) 790-1480
Fax: (262) 790-1481



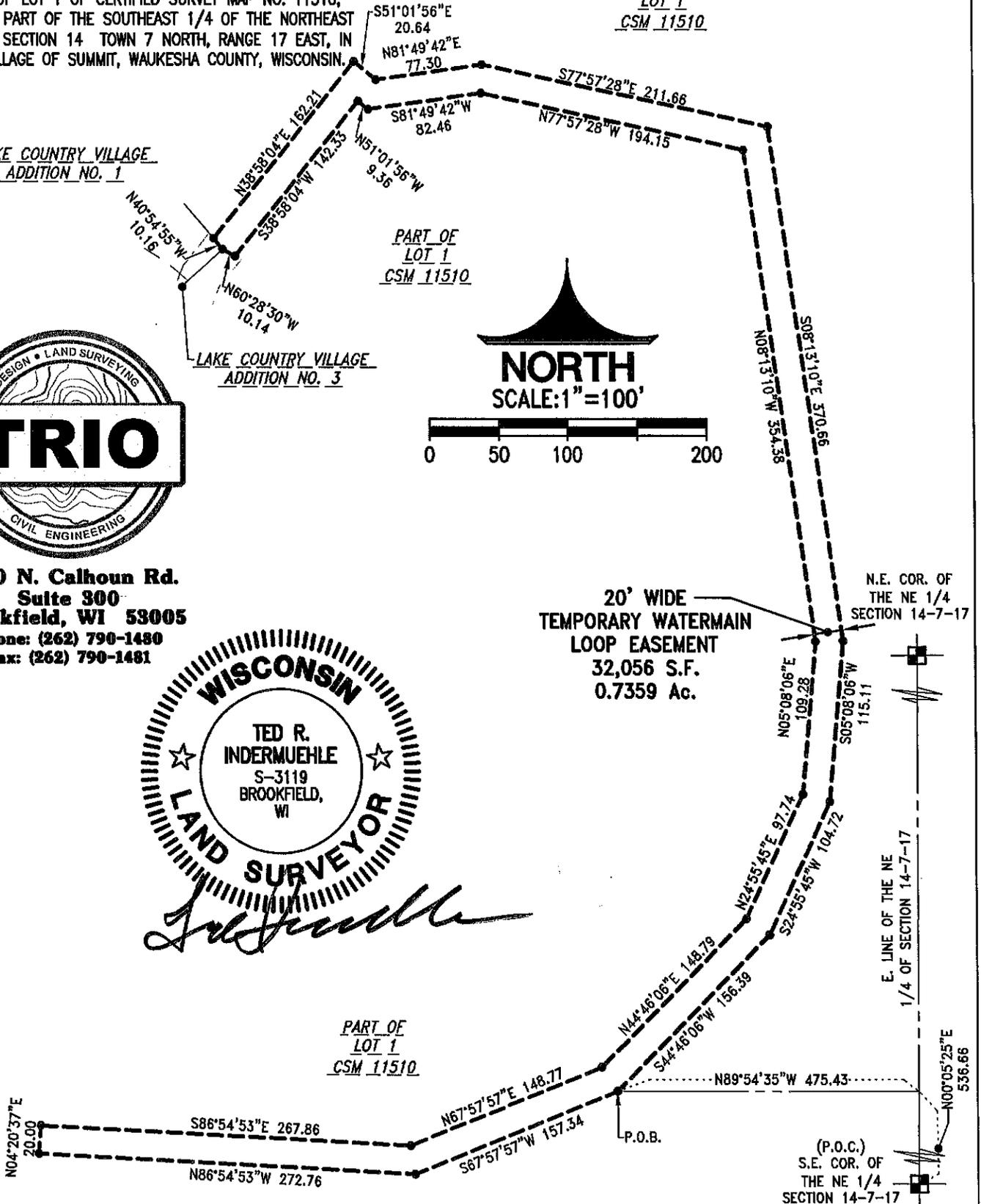
PART OF
LOT 1
CSM 11510

20' WIDE
TEMPORARY WATERMAIN
LOOP EASEMENT
32,056 S.F.
0.7359 Ac.

N.E. COR. OF
THE NE 1/4
SECTION 14-7-17

E. LINE OF THE NE
1/4 OF SECTION 14-7-17

(P.O.C.)
S.E. COR. OF
THE NE 1/4
SECTION 14-7-17



H:\C900\953\16014-01\Survey\ESMT-EXHIBITS\885DEX15-WATERMAIN LOOP EASEMENT.dwg

THIS EXHIBIT WAS PREPARED BY TED R. INDERMUEHLE, P.L.S. (S-3119)

DATE: 4-29-2020

EXHIBIT "D"

"20' WIDE WATERMAIN LOOP EASEMENT"

LEGAL DESCRIPTION:

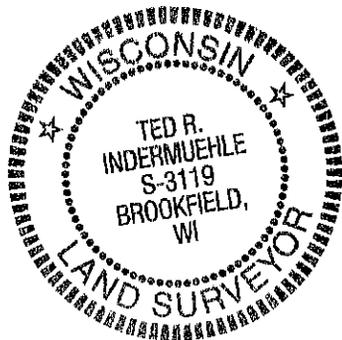
Lands being a part of Lot 1 of Certified Survey Map No. 11510, being a part of the Southeast 1/4 of the Northeast 1/4 of Section 14, all in Town 7 North, Range 17 East, in the Village of Summit, Waukesha County, Wisconsin, now being more particularly bounded and described as follows:

Commencing at the Southeast corner of the Northeast 1/4 of Said Section 14; Thence North 00°05'25" West along the East line of said Northeast 1/4, 536.66 feet to a point; Thence North 89°34'35" West 475.43 feet to the place of beginning of lands hereinafter described;

Thence South 67°57'57" West 157.34 feet to a point; Thence North 86°54'53" West 272.76 feet to a point; Thence North 04°20'37" East 20.00 feet to a point; Thence South 86°54'53" East 267.86 feet to a point; Thence North 67°57'57" East 148.77 feet to a point; Thence North 44°46'06" East 148.79 feet to a point; Thence North 24°55'45" East 97.74 feet to a point; Thence North 05°08'06" East 109.28 feet to a point; Thence North 08°13'10" West 354.38 feet to a point; Thence North 77°57'28" West 194.15 feet to a point; Thence South 81°49'42" West 82.46 feet to a point; Thence North 51°01'56" West 9.36 feet to a point; Thence South 38°58'04" West 142.33 feet to a point; Thence North 60°28'30" West 10.14 feet to a point; Thence North 40°54'55" West 10.16 feet to a point; Thence North 38°58'04" East 162.21 feet to a point; Thence South 51°01'56" East 20.64 feet to a point; Thence North 81°49'42" East 77.30 feet to a point; Thence South 77°57'28" East 211.66 feet to a point; Thence South 08°13'10" East 370.66 feet to a point; Thence South 05°08'06" West 115.11 feet to a point; Thence South 24°55'45" West 104.72 feet to a point; Thence South 44°46'06" West 156.39 feet to the point of beginning of this description.

Said Easement contains 32,056 Square Feet (or 0.7359 Acres) of land, more or less.

Date: 4/29/2020



A handwritten signature in black ink, appearing to read "Ted R. Indermuehle", written over a horizontal line.

Ted R. Indermuehle, P.L.S.
Professional Land Surveyor
TRIO ENGINEERING, LLC
4100 N. Calhoun Rd. Suite 300
Brookfield, WI 53005
Phone: (262)790-1480 Fax: (262)790-1481



MEMORANDUM

MAYOR

Date: May 27, 2020
 To: Common Council
 From: Mayor Magnus
 Re: Mayoral Appointments

RELATES TO THE STRATEGIC PLAN

Strategic Goal – N/A

BACKGROUND

Various Appointments/Reappointments:

Technology Committee:	Ryan Bennet, Jill Persick, Peter Hoeft – April 2022
Police & Fire Commission:	Michael Barry – April 2025
Bureau of Economic Development & Tourism:	Kendel Beardsley, April 2023
Bureau of Economic Development & Tourism:	Cherie Sonsalla – April 2023 (<i>Reappointment of Chamber of Commerce Executive Director</i>)
Library Board:	Sheila Homberg – April 2023 (<i>Reappointment of School District Appointee</i>)

ADDITIONAL ANALYSIS

N/A

FINANCIAL IMPACT

N/A

RECOMMENDATION

Move to confirm the Mayoral Appointments/Reappointments as presented.

SUGGESTED MOTION

Motion to confirm the various appointments/reappointments as presented.

**CITY OF OCONOMOWOC INFORMATION PROFILE
FOR PUBLIC SERVICE APPOINTMENT CONSIDERATION**

NAME: Ryan Bennett HOME/CELL PHONE: [REDACTED] DATE: 3/9/2020
 ADDRESS: 1416 Mockingbird Ct BUSINESS PHONE: [REDACTED]
 CITY / STATE / ZIP: Oconomowoc WI 53166 E-MAIL ADDRESS: [REDACTED]
 RESIDENCY: Years in City: 2 Years in Waukesha County: 6

Please mark your **TOP THREE CHOICES. RANK BY PREFERENCE 1...2...3**

QUALIFICATIONS

- ____ Architectural Commission..... Should be an established builder, building contractor, registered professional engineer (Meets 2nd Wednesday of the Month @ 5:00 PM) practicing in building or building design or a state licensed architect
- ____ Board of Review..... Should be a City resident (cannot hold a public office or be publicly employed), (Meets annually - Spring & Summer - Day/Times vary) available for meetings Monday-Friday, 8 am to 5 pm & must take a training session
- ____ Bureau of Economic Development & Tourism Commission..... Should be either the Executive Director or on Bd of Directors from the Chamber of Commerce (City resident or have City related interests), from the motel/hotel industry, (Meets as needed - Day/Times Vary) or City's retail or food & beverage industry
- ____ Community Development Authority..... Should be a City resident with abilities & experiences in the fields of urban renewal, (Meets as needed - Day/Times Vary) community development & housing
- ____ Elderly Housing Authority..... Should be a City resident with experience in elderly housing needs (Meets as needed - Day/Times Vary)
- ____ Library Board..... Should be a City resident, except 2 members may be from towns adjacent to the City (Meets 2nd Thursday of the Month @ 6:00 PM)
- ____ Parks & Recreation Board..... Should be a City resident. The Board oversees City Parks & Recreation programs (Meets 2nd Monday of the Month @ 6:30 PM) and sets policy for City Parks.
- ____ Plan Commission..... Should be a City resident, with recognized experience and qualifications. No more (Meets 2nd Wednesday of the Month @ 6:30 PM) than 2 members shall be from the same aldermanic voting district
- ____ Police & Fire Commission..... Should be a City resident & maintain residency during their term. You may need to (Meets as needed - Day/Times vary) provide your political party as not more than 3 members may be from the same party
- 1 ____ Technology Committee..... Should be a City resident, with recognized experience and qualifications in the (Meets as needed - Day/Times vary) healthcare, technology or IT/cellular industries
- ____ Zoning Board of Appeals..... The Board hears requests of residents wanting a variance on their property, (Meets as needed - Day/Times vary) and takes action based on direction given by the City Planner from the Zoning Code.

(Continued on back)

Please indicate your reason for applying for this position, any education or experience that would be relevant to the specific committee(s) you have requested and any other pertinent information that you feel would be helpful in selecting you for a position or submit a resume. I am always interested in giving back to my community. I have over 10 years of experience as a software engineer and currently work in the AI/Machine Learning space. I have experience managing a technology company and have worked in many industries and many different companies as a consultant.

If you have any questions or would like more information on a particular committee and the responsibilities of volunteer service, please feel free to stop in City Hall or call the City Clerk at (262) 569-2175.

Return to: Office of the City Clerk
174 E. Wisconsin Avenue, Oconomowoc, WI 53066
or Email: dcoenen@oconomowoc-wi.gov

RYAN BENNETT

1416 Mockingbird Ct Oconomowoc WI 53066 · [REDACTED]

Ryan is an experienced technical leader with a deep background in system design, cloud architecture and web development. Recently, most of his work has been in the AI/ML space. He holds a Microsoft Professional certification and a certification from IBM for Data Science. Previously serving in a director capacity, he maintained his technical expertise through assisting with solution designs and receiving advanced training in AI/ML.

EXPERIENCE

DEC 2020 – PRESENT

PRINCIPAL CONSULTANT: CLOUD/WEB/AI, SAFENET CONSULTING

As Principal Consultant, I am responsible for problem assessment, solution design and overseeing the execution of projects. Currently, I am working on a project that will eliminate human intervention for sorting through Invitations To Bid delivered to a manufacturing company. This company receives 10,000 invitations via email a month and needed a solution to automate as much of the process as possible. The solution uses Azure Forms OCR in Azure Cognitive services to scan Architectural diagrams for key/value pairs and then a custom ML model scores the results.

JUNE 2019 – DEC 2020

MANAGING DIRECTOR, SAFENET CONSULTING

As Managing Director, I was responsible for branch P&L, oversight of branch operations and aligning branch and departments with corporate goals. Additional duties include personnel decisions, sales support, informing corporate goals and cultivation of company culture.

- Helped close \$3M in sales through sales support or direct sales meetings
- Raised total branch margins by 6%
- Worked with CEO to eliminate \$1M in overhead costs
- Brought branch from 2 years of \$500k loss to Even in under 6 months
- Created and informed further strategy to pivot business to more project-based work vs staffing
- Reorganized business to run leaner with higher margins while lowering employee attrition by 50%
- Instituted employee training budget to make sure all employees are up to date with the most marketable technical skills
- Worked through the EOS/Traction process to help further align and articulate our core values, goals and organizational structure

NOV 2018 – JUNE 2019

DIRECTOR OF CONSULTING SERVICES, SAFENET CONSULTING

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As the Director of Consulting Services I was responsible for managing consultants in the field. This includes running one-on-one meetings with up to 40 consultants on a regular cadence, identifying consultant strengths and training opportunities, negotiating rate increases and mitigating consultant issues. The director also informed the operational team's final staffing decisions.

AUG 2013 – NOV 2018

LEAD CONSULTANT, SAFENET CONSULTING

As a Lead consultant I was responsible for designing and delivering upwards of 15 disparate projects for many different clients. These solutions were generally web-based or enterprise-level solutions, many using Microsoft Azure as the core platform. These projects ranged in size from a small, 1-man project over 3 months, to large-scale projects with many teams lasting nearly a year. Industries varied including manufacturing, construction, finance, insurance, start-ups and energy.

DEC 2012 – AUG 2013

SENIOR SOFTWARE ENGINEER/ARCHITECT, VCPI

Worked under contract to help develop web based, ad-hoc reporting solutions for the post-acute healthcare industry and the ongoing development of a rapid-development framework and initiation of a shared service structure.

JULY 2012 – DEC 2012

SENIOR APPLICATION DEVELOPER, GMR MARKETING

Responsible for feature development and maintenance for a proprietary enterprise system. Helped lead agile process initiative by introducing Kanban to create small, incremental process improvements.

APRIL 2012 – JULY 2012

CONSULTANT, QUAD/GRAPHICS

Assisted with the rapid development of a proprietary commercial application for custom printing.

AUG 2010 – APRIL 2012

SOFTWARE DEVELOPER II, ROBERT W. BAIRD & CO.

Software developer on the Capital Markets team. Projects included real-time data capture and reporting, system integration, custom business application and web site maintenance.

JAN 2009 – DEC 2010

SOFTWARE DEVELOPER, MARKEL CORPORATION

Started as a content developer and worked up to software developer by creating my own maintenance tools that ended up being used by the entire team. Responsible for maintenance of the home-grown middleware service bus and policy rating engine.

OCT 2007 – JAN 2009

CONSULTANT/SALES, NEW RESOURCES CONSULTING

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Started as an internal sales associate and worked up to technical consultant. Worked on projects as a technical writer, BA, QA, data migration and was eventually hired by Markel after my contract ended.

EDUCATION

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2007

BACHELOR OF SCIENCES, UNIVERSITY OF WISCONSIN-OSHKOSH

Major: Political Science

2019

MCSA: WEB APPLICATIONS, MICROSOFT

2020

DATA SCIENCE CERTIFICATION, IBM

ACTIVITIES

Co-founder of Code The Way, a non-profit that teaches high school students how to develop applications in a real-world setting culminating in a 6-week project where the students build a real application for another non-profit. Past examples were: Mileage system for Life Navigators, Donor CRM for Heroes for Healthcare and a Sex-Trafficking Victim Intake System for Convergence Resource Center.

Cub Scout Den leader, active father and husband.

April 21, 2020

Dear Mayor Bob Magnus, and Council Members,

First, Mr. Mayor, congratulations on your new position. I know Oconomowoc will benefit from your experience and leadership and the commitment you have demonstrated as a long-time resident.

This letter accompanies my application requesting a position on the newly formed Technology Committee. I was a strong voice among others, promoting the necessity for such a committee in our community. Most Aldermen are aware of my participation at council meetings, but I would add the following about my participation as a committee member going forward. I will be able to support you in:

- becoming aware of scientific research from leading edge experts in technology and determining the viability of research. Being retired, I have the desire and capacity to be of service to the community in this way. As such, I have been able to reach out to a variety of state leaders such as Elaine Unger of Wisconsin for Safe Technology, and Catherine Kleiber, an expert on the effects of electrical pollution.
- developing respectful partnerships with residents, organizations, businesses, and government leaders, including addressing issues relating to the school environment (I am a former high school English and Communication teacher).
- seeking solutions based on what is working in other communities in WI and around the nation which are facing similar issues.
- understanding the concerns of the residents of Oconomowoc and appreciating, in turn, the challenges that local Common Councils face when making decisions.
- keeping up to date with current Federal and State initiatives, legislative efforts, proposed ordinances, etc., regarding a variety of technology issues.

The entire world is facing an unprecedented push for advanced technology. Because of how all areas of technology will affect our daily lives, from driverless cars, to drones, to 5G technology, facial recognition, etc., people are becoming informed and involved and will expect their community leaders to be proactive, informed, and put the well-being of their families as a top priority. My own involvement has been generated in that way. Passionate but objective.

I am aware of the broad range of technologies this committee may need to deal with, which may affect our environment, health, safety, security, privacy, property values, financial health, and productivity. I appreciate that it takes people of different perspectives and different talents to navigate this together. I would be honored to be a part of that dialogue on the Technology Committee.

"In a time of drastic change, it is the learners who inherit the future. The learned usually find themselves equipped to live in a world that no longer exists." –Eric Hoffer, philosopher, and Presidential Medal of Freedom recipient.

In that context, I consider myself an avid 'learner' looking to contribute to the future of technology for our city through this appointed position.

Thank you for your consideration,
Jill K. Persick

**CITY OF OCONOMOWOC INFORMATION PROFILE
FOR PUBLIC SERVICE APPOINTMENT CONSIDERATION**

NAME: Jill K. Persick HOME/CELL PHONE: [REDACTED] DATE: April 21, 2020
 ADDRESS: 701 York Imperial Drive BUSINESS PHONE: [REDACTED]
 CITY / STATE / ZIP: Oconomowoc, WI 53066 E-MAIL ADDRESS: [REDACTED]
 RESIDENCY: Years in City: 35 years Years in Waukesha County: 35 years

Please mark your **TOP THREE CHOICES. RANK BY PREFERENCE 1...2...3**

QUALIFICATIONS

- _____ Architectural Commission..... Should be an established builder, building contractor, registered professional engineer (Meets 2nd Wednesday of the Month @ 5:00 PM) practicing in building or building design or a state licensed architect
- _____ Board of Review..... Should be a City resident (cannot hold a public office or be publicly employed), (Meets annually - Spring & Summer - Day/Times vary) available for meetings Monday-Friday, 8 am to 5 pm & must take a training session
- _____ Bureau of Economic Development & Tourism Commission..... Should be either the Executive Director or on Bd of Directors from the Chamber of Commerce (City resident or have City related interests), from the motel/hotel industry, (Meets as needed - Day/Times Vary) or City's retail or food & beverage industry
- _____ Community Development Authority..... Should be a City resident with abilities & experiences in the fields of urban renewal, (Meets as needed - Day/Times Vary) community development & housing
- _____ Elderly Housing Authority..... Should be a City resident with experience in elderly housing needs (Meets as needed - Day/Times Vary)
- _____ Library Board..... Should be a City resident, except 2 members may be from towns adjacent to the City (Meets 2nd Thursday of the Month @ 6:00 PM)
- _____ Parks & Recreation Board..... Should be a City resident. The Board oversees City Parks & Recreation programs (Meets 2nd Monday of the Month @ 6:30 PM) and sets policy for City Parks.
- _____ Plan Commission..... Should be a City resident, with recognized experience and qualifications. No more (Meets 2nd Wednesday of the Month @ 6:30 PM) than 2 members shall be from the same aldermanic voting district
- _____ Police & Fire Commission..... Should be a City resident & maintain residency during their term. You may need to (Meets as needed - Day/Times vary) provide your political party as not more than 3 members may be from the same party
- X _____ Technology Committee..... Should be a City resident, with recognized experience and qualifications in the (Meets as needed - Day/Times vary) healthcare, technology or IT/cellular industries
- _____ Zoning Board of Appeals..... The Board hears requests of residents wanting a variance on their property, (Meets as needed - Day/Times vary) and takes action based on direction given by the City Planner from the Zoning Code.

(Continued on back)

please indicate your reason for applying for this position, any education or experience that would be relevant to the specific committee(s) you have requested and any other pertinent information that you feel would be helpful in selecting you for a position or submit a resume.

My name is Jill K. Persick. I am a 30+ year resident of Oconomowoc. I am applying to participate on the Technology Committee. Over the last year I have become active in submitting information regarding safe technology to the Oconomowoc Common Council, and have attended meetings on a fairly regular basis with pertinent information and ideas for action. My initial entry to this field of interest has been to learn of the possible effects to our health, security, privacy, property values and energy consumption with unchecked, wireless technology. I have spent countless hours researching the scientific studies, speaking with Oconomowoc residents and listening to international leaders in technology. My strength lies in several areas, including my passion for our community, my ability to vet sound research (MA in Literature), my demonstrated commitment to our community (incl. several yrs. employed with the Oconomowoc Chamber of Commerce), and the important quality of having nothing to gain from what information I contribute except having Oconomowoc remain a vibrant, healthy, productive, secure, and financially responsible community that answers to it's citizens. I would consider it a privilege to serve Oconomowoc in this capacity. Please refer to the letter attached.

Jill K. Persick

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Return to: Office of the City Clerk
174 E. Wisconsin Avenue, Oconomowoc, WI 53066
or Email: dcoenen@oconomowoc-wi.gov

**CITY OF OCONOMOWOC INFORMATION PROFILE
FOR PUBLIC SERVICE APPOINTMENT CONSIDERATION**

NAME: Peter Hoeft HOME/CELL PHONE: [REDACTED] DATE: 05/19/2020
 ADDRESS: 1254 N Lapham St BUSINESS PHONE: [REDACTED]
 CITY / STATE / ZIP: Oconomowoc / WI / 53066 E-MAIL ADDRESS: [REDACTED]
 RESIDENCY: Years in City: 5 Years in Waukesha County: 9

Please mark your TOP THREE CHOICES. RANK BY PREFERENCE 1...2...3

QUALIFICATIONS

- _____ Architectural Commission..... Should be an established builder, building contractor, registered professional engineer (Meets 2nd Wednesday of the Month @ 5:00 PM) practicing in building or building design or a state licensed architect
- _____ Board of Review..... Should be a City resident (cannot hold a public office or be publicly employed), (Meets annually - Spring & Summer - Day/Times vary) available for meetings Monday-Friday, 8 am to 5 pm & must take a training session
- _____ Bureau of Economic Development..... Should be either the Executive Director or on Bd of Directors from the Chamber of Commerce (City resident or have City related interests), from the motel/hotel industry, & Tourism Commission (Meets as needed - Day/Times Vary) or City's retail or food & beverage industry
- _____ Community Development Authority..... Should be a City resident with abilities & experiences in the fields of urban renewal, (Meets as needed - Day/Times Vary) community development & housing
- _____ Elderly Housing Authority..... Should be a City resident with experience in elderly housing needs (Meets as needed - Day/Times Vary)
- _____ Library Board..... Should be a City resident, except 2 members may be from towns adjacent to the City (Meets 2nd Thursday of the Month @ 6:00 PM)
- _____ Parks & Recreation Board..... Should be a City resident. The Board oversees City Parks & Recreation programs (Meets 2nd Monday of the Month @ 6:30 PM) and sets policy for City Parks.
- _____ Plan Commission..... Should be a City resident, with recognized experience and qualifications. No more (Meets 2nd Wednesday of the Month @ 6:30 PM) than 2 members shall be from the same aldermanic voting district
- _____ Police & Fire Commission..... Should be a City resident & maintain residency during their term. You may need to (Meets as needed - Day/Times vary) provide your political party as not more than 3 members may be from the same party
- 1 _____ Technology Committee..... Should be a City resident, with recognized experience and qualifications in the (Meets as needed - Day/Times vary) healthcare, technology or IT/cellular industries
- _____ Zoning Board of Appeals..... The Board hears requests of residents wanting a variance on their property, (Meets as needed - Day/Times vary) and takes action based on direction given by the City Planner from the Zoning Code.

(Continued on back)

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I've always loved information theory and technology applications. I attended the Missouri University of Science and Technology, and spent 1.5 years of my time there doing building industrial solutions using RFID. I'm a HAM radio operator, a software engineer for the local bank, and am versed in computer security building AI applications. I'm tenacious - I'll only give up when it makes strategic sense, and only continue when it makes strategic sense, but the strategy never stops, since I'm hard-wired this way. In my spare time, I program with microcontrollers and go hiking and biking and paddle boarding. I care deeply for the environment, Oconomowoc and its people.

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CITY OF OCONOMOWOC
INFORMATION PROFILE FOR PUBLIC SERVICE APPOINTMENT CONSIDERATION

NAME: Michael G. Barry HOME PHONE: [REDACTED]
 ADDRESS: 519 W. Labelle Ave BUSINESS PHONE: [REDACTED]
 CITY / STATE / ZIP: Oconomowoc WI 53066 DATE: 05/28/20
 E-MAIL ADDRESS: [REDACTED]
 RESIDENCY: Years in City: 30 Years in Waukesha County: 31

Please mark your **TOP THREE CHOICES. RANK BY PREFERENCE 1...2...3**

- | | |
|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| <u> </u> Architectural Commission
(Meets 2nd Wednesday of the Month @ 5:00 PM) | <u> 3 </u> Parks & Recreation Board
(Meets 2nd Monday of the Month @ 6:30 PM) |
| <u> </u> Board of Review
(Meets annually - May/June - Times vary) | <u> </u> Plan Commission
(Meets 2nd Wednesday of the Month @ 6:30 PM) |
| <u> </u> Bureau of Economic Development
& Tourism Commission | <u> 1 </u> Police & Fire Commission
(Meets as needed - Day/Time can vary) |
| <u> </u> Community Development Authority
(Meets as needed - Day/Times Vary) | <u> </u> Zoning Board of Appeals
(Meets as needed - Day/Time can vary) |
| <u> 2 </u> Library Board
(Meets 2nd Thursday of the Month @ 7:00 PM) | |

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In my professional role, I am the Executive Director of the Wisc. Assoc. of School Business Officials, a 1,500 Member Professional Assoc. I have previously served as CFO/Asst Supt of Madison Metropolitan School District, one of the largest units of local government in Wisconsin, and Oconomowoc Area School District (2003-2013). In these roles, I've been actively engaged w/ local law enforcement + MUNI staff.

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CITY OF OCONOMOWOC
INFORMATION PROFILE FOR PUBLIC SERVICE APPOINTMENT CONSIDERATION

NAME: Kendel Beardsley HOME PHONE: [REDACTED]
 ADDRESS: 1844 Springhouse Drive BUSINESS PHONE: [REDACTED]
 CITY / STATE / ZIP: Oconomowoc, WI 53066 DATE: 5/27/2020
 E-MAIL ADDRESS: [REDACTED]
 RESIDENCY: Years in City: 27 Years in Waukesha County: 27

Please mark your **TOP THREE CHOICES. RANK BY PREFERENCE 1...2...3**

- | | |
|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| <u> </u> Architectural Commission
(Meets 2nd Wednesday of the Month @ 5:00 PM) | <u> </u> Parks & Recreation Board
(Meets 2nd Monday of the Month @ 6:30 PM) |
| <u> </u> Board of Review
(Meets annually - May/June - Times vary) | <u> </u> Plan Commission
(Meets 2nd Wednesday of the Month @ 6:30 PM) |
| <u> 1 </u> Bureau of Economic Development
& Tourism Commission | <u> </u> Police & Fire Commission
(Meets as needed - Day/Time can vary) |
| <u> 2 </u> Community Development Authority
(Meets as needed - Day/Times Vary) | <u> </u> Zoning Board of Appeals
(Meets as needed - Day/Time can vary) |
| <u> </u> Library Board
(Meets 2nd Thursday of the Month @ 7:00 PM) | |

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I was born and raised in Oconomowoc, and I couldn't imagine growing up anywhere else. This city's parks, lakes, and schools shaped my childhood. Oconomowoc is where I met my best friends and husband, and I am ecstatic to raise my family in this beautiful community.

Four years ago, my husband and I moved to California as my career advanced with Target. While we loved our time exploring, we quickly realized there is no place like our hometown. Last year, we jumped at the opportunity to settle in a home in the Pabst Farms neighborhood.

I am excited to bring my perspectives to the Bureau of Economic Development & Tourism Commission or the Community Development Authority. My time spent in different communities such as Whitewater, Wauwatosa, and Rancho Cucamonga has given me a diverse sense of community. My role as an HR Manager with Target will help bring a workforce perspective to the commission as I work with numerous team members each day. Thank you for considering me for this opportunity!

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