



# CITY OF RIPON

100 Jackson Street \* Ripon, WI 54971-1396

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## **CITY OF RIPON COMMON COUNCIL MEETING Council Chambers, City Hall Tuesday, January 14, 2025 7:00 p.m.**

- I. Call to order/roll call
- II. Pledge of Allegiance/Invocation – Kevin Mundell
- III. Approval of agenda
- IV. Public communications and comment
- V. Accept Informational Reports from Standing Committees and Staff
  1. EMS report
  2. Parks and Recreation / Senior Center report
  3. Police Department report
  4. Public Works report
  5. City Administrator report
  6. Financial report
- VI. Consent calendar (Unless the Mayor, Council or staff asks that one or more of the items listed be pulled, this list may be approved with a single vote.)
  1. Common Council Minutes – December 10, 2024
  2. Certificate of Appropriateness – 105 Watson St.  
(Staff note: The Historic Preservation Commission recommended that the Council approve the Certificate of Appropriateness application from Watson Street Holding for signage, wall covering, tuckpointing, and 2<sup>nd</sup> floor widows.)
- VII. Agenda Items
  1. Alcohol Beverage License Application – Class B Liquor License through June 30, 2025 – La Margarita Ripon LLC (102 E. Fond du Lac St.)
  2. Pay Application – Tygert St. Bridge Removal Project  
(Staff note: Pay Application #3 for the Tygert St. Bridge Removal Project for \$71,754.45 is recommended for approval.)
  3. Pay Application – Ripon DPW Facility Project

(Staff note: Pay Application #1 for the DPW Facility Project for \$1,264,785.88 is recommended for approval. Request includes summary of change orders.)

4. Resolution Establishing Building Permit Fee Schedule

(Staff note: Please see attached staff report with draft resolution and proposed fee schedule.)

5. Ordinance to Amend Section 18.06.030 Building Permit Fees

(Staff note: The attached ordinance amendment removes specific building permit inspection fees from the code of ordinances.)

6. Ordinance to Amend Section 18.08.020 Electrical Code Permit Fees

(Staff note: The attached ordinance amendment removes specific permit fees from the electrical code in the code of ordinances.)

7. Shared Ride Taxi Service Update

(Staff note: Additional information will be provided on the Ripon Shared Ride Taxi Service.)

VIII. Project Updates & Staff Reports

IX. Mayor's Communications and Appointments

1. Community Development Authority

X. Agenda items for future Council meetings

XI. Adjourn to Closed Session under Wis. State Stats. 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

RE: Development Agreement for 433 Scott St.

RE: Amendment to the Development Agreement with SC Swiderski – Closing Date Extension

The council will also review the minutes from the closed session on December 10, 2024, for accuracy.



# **RIPON GUARDIAN AMBULANCE**

## **MONTHLY REPORT**

**December 2024**

### **DEPARTMENT UPDATES:**

#### **Personnel/Operations:**

- Interviews were conducted to fill the full-time weekend paramedic vacancy. An offer has been accepted by a candidate with a tentative start date of February 1<sup>st</sup>. Chief Matuszeski will introduce that candidate, Jonathan Slater at one of the February Common Council meetings.

**Apparatus:** All apparatus are in service.

#### **Training/Public Relations:**

- 12/6 Crews participated in Dickens Christmas Parade
- 12/9 Chief Matuszeski attended a tour of Alliance Laundry Systems along with other city representatives and Common Council members.

#### **Runs by Response Disposition**

Disposition Incident Patient Disposition (eDisposition.12)	Number of Runs	Percent of Total Runs	Transport Disposition (3.4=itDisposition.102/3.5=eDisposition.30)
Treated & Transported by this EMS Unit	95	69.85%	Transport by This EMS Unit (This Crew Only)
Transport Refused by Patient (AMA)	15	11.03%	Patient Refused Transport
Lift Assist	5	3.68%	Patient Refused Transport
Dead at Scene – No Resuscitation Attempted (without Transport)	4	2.94%	No Transport
Canceled (Prior to En Route)	3	2.21%	
Lift Assist	2	1.47%	No Transport
No Treatment/Transport Required	3	2.21%	No Transport
Canceled Prior to Arrival at Scene	1	0.74%	
No Patient Found	1	0.74%	No Transport
Standby - No Patient Contacts	2	1.48%	No Transport
Transported but Refused Care &/or Evaluation	1	0.74%	Transport by This EMS Unit (This Crew Only)
Treated and Released (per protocol)	1	0.74%	No Transport
Treated, Referred to Law Enforcement	1	0.74%	No Transport
Treated, Transported by Private Vehicle	2	1.48%	Non-Patient Transport (Not Otherwise Listed)
	<b>Total: 136</b>	<b>Total: 100.00%</b>	

#### **Runs by Response Request**

Response Type Of Service Requested (eResponse.05)	Number of Runs	Percent of Total Runs
911 Response (Scene)	107	78.68%
Interfacility Transport	26	19.12%
Standby	2	1.47%
Mutual Aid	1	0.74%
	<b>Total: 136</b>	<b>Total: 100.00%</b>

## Number of Calls by Age of Patient

Patient Age Range In Years	Number of Runs	Percent of Total Runs
No Patient	8	5.88%
1 - 9	1	0.74%
10 - 19	2	1.47%
20 - 29	5	3.68%
30 - 39	4	2.94%
40 - 49	5	3.68%
50 - 59	14	10.29%
60 - 69	24	17.65%
70 - 79	33	24.26%
80 - 89	29	21.32%
90 - 99	11	8.09%
<b>Total: 136</b>		<b>Total: 100.00%</b>

## Calls by Day of Week

Incident Day Name	Number of Runs	Percent of Total Runs
Sunday	23	16.91%
Monday	16	11.76%
Tuesday	23	16.91%
Wednesday	15	11.03%
Thursday	20	14.71%
Friday	18	13.24%
Saturday	21	15.44%
<b>Total: 136</b>		<b>Total: 100.00%</b>

## Calls by Hour of Day

Incident Hour Range Of Day 24	Number of Runs	Percent of Total Runs
00:00:00 - 00:59:59	2	1.47%
01:00:00 - 01:59:59	4	2.94%
02:00:00 - 02:59:59	4	2.94%
03:00:00 - 03:59:59	7	5.15%
04:00:00 - 04:59:59	3	2.21%
05:00:00 - 05:59:59	2	1.47%
06:00:00 - 06:59:59	3	2.21%
07:00:00 - 07:59:59	3	2.21%
08:00:00 - 08:59:59	4	2.94%
09:00:00 - 09:59:59	11	8.09%
10:00:00 - 10:59:59	4	2.94%
11:00:00 - 11:59:59	8	5.88%
12:00:00 - 12:59:59	10	7.35%
13:00:00 - 13:59:59	9	6.62%
14:00:00 - 14:59:59	9	6.62%
15:00:00 - 15:59:59	12	8.82%
16:00:00 - 16:59:59	6	4.41%
17:00:00 - 17:59:59	6	4.41%
19:00:00 - 19:59:59	11	8.09%
20:00:00 - 20:59:59	7	5.15%
21:00:00 - 21:59:59	6	4.41%
22:00:00 - 22:59:59	4	2.94%
23:00:00 - 23:59:59	1	0.74%
<b>Total: 136</b>		<b>Total: 100.00%</b>

### YTD Average Call Times (911 Responses Only)

Avg Unit Notified to Enroute in Minutes	Avg Unit Enroute to Arrived at Scene in Minutes	Avg Unit Arrived on Scene to Left Scene in Minutes	Avg Unit Left Scene to Arrived at Destination in Minutes	Avg Unit Arrived at Destination to Unit Back In Service in Minutes	Number of Runs
4.54	4.85	22.15	7.41	19.09	107

### Runs by Zone - District

Scene Incident Zone	Number of Runs	Percent of Total Runs
City of Ripon	109	80.15%
Town of Ripon	6	4.41%
Town of Nepeuskun	5	3.68%
Town of Rosendale	5	3.68%
Town of Metomen	4	2.94%
City of Berlin	3	2.21%
Village of Rosendale	3	2.21%
Town of Berlin	1	0.74%
<b>Total: 136</b>		<b>Total: 100.00%</b>

### Runs by Responding Unit

Response EMS Unit Call Sign (eResponse.14)	Number of Runs	Percent of Total Runs
Med 1	129	94.85%
Med 2	7	5.15%
<b>Total: 136</b>		<b>Total: 100.00%</b>

City of Ripon Parks and Recreation Department / Senior Activity Center

December 2024 Monthly Report

*Parks and Recreation Director – Ashton Zeien*

- Programming
  - Run Santa Run
    - 133 participants
  - Letters to Santa
    - 60 letters from Santa were delivered to those who dropped letters off at the Library
  - Deck the City
    - 11 houses participated
    - 114 community votes to determine this year's winners
  - Candy Cane Day
    - The Library, Girl Scout Troop and Rec collaborated on this event to offer crafts, cookies, and story time to participants
- T-Mobile Hometown Grant
  - I applied to the T-Mobile Hometown Grant for the Selfridge Park project
    - Specifically targeting the kayak launch and fishing piers
  - T-Mobile Hometown Grants is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. Hometown Grants are given every quarter to up to 25 small towns. Funding supports community projects like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest.

*Senior Activity Center*

Facility Use:

- 527 check-ins at the Senior Activity Center
- 163 check-ins at Willmore Center for Water Aerobics
- 66 for 4 lunch events
- 30 for StockBox
- 64 attended the Holiday Party
- 56 attended the Christmas De'Lights Trip

- 50 total events, classes, and activities
  - 22 Exercise classes
  - 1 Food distribution
  - 1 Art class

Promotions:

- 5 Radio interviews
- 43 Facebook posts
- 600 Newsletters distributed

# City of Ripon Police Department

## December 2024 Monthly Report

TO: Mayor Ted Grant, City Administrator Sonntag, City Council Members, and the Police Commission

FROM: Chief William Wallner, City of Ripon Police Department

DATE: **January 03, 2025**

### December 2024 Department Activity

- Department members were involved in a suicide investigation of a 14 year old Ripon Youth.
- Former Ripon Fire Chief Case was charged and disposition was held at Initial Appearance on Dec 23.
- Sentencing was held for two defendants in the April 2023 Overdose Reckless Homicide Investigation, In both cases the defendants were sentenced to prison and extended supervision after their prison release.
- Officers were involved in Extra Security for Dickens Events including Living Windows and Holiday Parade.
- Officers, along with members of the Ripon Fire and Ripon EMS, handed out Holiday Hams for Hy-vee on 12/14/24
- Radio Tower equipment for FDL Communications has been switched back over to the newly painted water tower in the Industrial Park.

### Training

- Officer Howell is currently in Pennsylvania training with new K9, we expect his return in mid January.

### Personnel

- Sgt Travis Borkenhagen has tenured his resignation from the department effective January 03, 2025. He has taken a position with the Wisconsin Department of Revenue as an Excise Tax Agent. We have begun the search to replace his position.

Additional information attached.





# RIPON POLICE DEPARTMENT

## Total CAD Calls Received, by Nature of Call in Zone

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
ANIMAL COMPLAINT	15	1.51
ANIMAL BITE	2	0.20
FOUND ANIMAL	1	0.10
DOMESTIC	8	0.80
SUSPICIOUS VEHICLE	9	0.91
DISABLED VEHICLE	3	0.30
OCCUPIED DISABLED	1	0.10
ACCIDENT	13	1.31
ACCIDENT W/BLOCKAGE	2	0.20
CAR VS DEER	2	0.20
INTOXICATED DRIVER	2	0.20
HIT AND RUN	5	0.50
INTRUSION ALARM	5	0.50
PARKING ENFORCEMENT	36	3.62
WARRANT OTHER AGENCY	2	0.20
911 CHECK	9	0.91
ALARMS-B	1	0.10
ALARMS-C	3	0.30
ALARMS-C-PULL	1	0.10
ALARMS-C-WATER	2	0.20
AM	4	0.40
ANIMAL-A	1	0.10
ASSAULT-B	1	0.10
ASSTA	9	0.91
ASSTC	33	3.32
ATL	2	0.20
AUTOTH	1	0.10
BACK-C	1	0.10
BACK-D	1	0.10
BATT	1	0.10
BREATHING-C	2	0.20
BREATHING-D	4	0.40
BUILD	306	30.78
CARDIAC-B	2	0.20
CHAPTER 51	1	0.10
CHEST-C	3	0.30
CHEST-D	2	0.20
CHOKING-D	1	0.10
CIVIL	3	0.30
CKWELF	28	2.82
COMP	1	0.10
CROSS	3	0.30
CRTVIO	4	0.40
CUST	7	0.70

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
DAP	55	5.53
DC	7	0.70
DIABETIC-A	1	0.10
DIABETIC-C	1	0.10
DNR	1	0.10
EXTRA	33	3.32
FALLS-A	7	0.70
FALLS-B	8	0.80
FALLS-C	1	0.10
FALLS-D	1	0.10
FOOTP	2	0.20
FPROP	8	0.80
FRAUD	2	0.20
FU	20	2.01
WATER UTILITY	4	0.40
HARASS	8	0.80
HEART-A	1	0.10
HEMORRHAGE-A	1	0.10
HEMORRHAGE-D	1	0.10
HOUSE	27	2.72
INFO	15	1.51
JUV	13	1.31
LIQUOR	4	0.40
LOCK	11	1.11
NOISE	1	0.10
OPEN	1	0.10
ORD	9	0.91
PSYCHIATRIC-C	1	0.10
PSYCHIATRIC-D	1	0.10
RECK	8	0.80
RUNAWAY	2	0.20
RUNOFF	2	0.20
SCAM	1	0.10
SEX	1	0.10
SICK-A	9	0.91
SICK-C	6	0.60
SPASSN	26	2.62
SS	2	0.20
STAND	2	0.20
STROKE-C	6	0.60
STRUCTURE-D	2	0.20
STRUCTURE-E	1	0.10
SUSA	8	0.80
TAVERN	5	0.50
THEFT	4	0.40
THREAT	7	0.70
TRAFFIC OFFENSE	95	9.56
TRANSFER-C	5	0.50
TRAUMATIC-B	1	0.10

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<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
TRESP	2	0.20
TRFENF	1	0.10
TRPROB	1	0.10
UNCONSCIOUS-A	1	0.10
UNCONSCIOUS-C	1	0.10
UNCONSCIOUS-D	4	0.40
UNKNOWN-B	2	0.20
VAND	1	0.10

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Total reported: 994

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**Report Includes:**

All dates between `00:00:01 12/01/24` and `23:59:59 12/31/24`, All nature of incidents, All cities, All types, All priorities,  
All agencies matching `RD`, All zones

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<b>Date Issued</b>	<b>Offense Description</b>	<b>Citation Location</b>
<i>ORDINANCE</i>		
12/01/24	DISORDERLY CONDUCT - ADOP	80 WA WA AVE RIPON, WI 54971
12/03/24	POSSESSION OF THC	W FOND DU LAC ST & S KORO RD RIPON, WI 54971
12/03/24	POSSESSION OF THC	W FOND DU LAC ST & S KORO RD RIPON, WI 54971
12/03/24	POSSESSION OF THC	535 TABBERT AVE RIPON, WI 54971
12/03/24	POSSESSION OF THC	535 TABBERT AVE RIPON, WI 54971
12/05/24	Unlawful Use of Telephone	218 BLACKBURN ST RIPON, WI 54971
12/07/24	ADOPTING ALCOHOL STATUTES	318 E FOND DU LAC ST RIPON, WI 54971
12/03/24	POSSESSION OF THC	535 HAMBURG ST RIPON, WI 54971
12/12/24	TRUANCY - 14 YEARS OLD AN	850 TIGER DR RIPON, WI 54971
12/12/24	TRUANCY - 14 YEARS OLD AN	850 TIGER DR RIPON, WI 54971
12/04/24	TRUANCY - 12 & 13 YEARS O	750 TIGER DR RIPON, WI 54971
12/10/24	TRUANCY - 12 & 13 YEARS O	750 TIGER DR RIPON, WI 54971
12/23/24	DISORDERLY CONDUCT - ADOP	210 SCOTT ST RIPON, WI 54971
12/23/24	DISORDERLY CONDUCT - ADOP	210 SCOTT ST RIPON, WI 54971
12/23/24	DISORDERLY CONDUCT - UNLA	218 SCOTT ST RIPON, WI 54971
12/22/24	VIOLATION OF CLOSING HOUR	318 E FOND DU LAC ST RIPON, WI 54971
12/28/24	ADOPTING ALCOHOL STATUTES	318 WATSON ST RIPON, WI 54971
12/28/24	LICENSEE SELL ALCOHOL/UND	318 WATSON ST RIPON, WI 54971
12/28/24	LICENSEE SELL ALCOHOL/UND	318 WATSON ST RIPON, WI 54971
12/28/24	LICENSEE SELL ALCOHOL/UND	318 WATSON ST RIPON, WI 54971
12/28/24	LICENSEE SELL ALCOHOL/UND	318 WATSON ST RIPON, WI 54971
12/29/24	ANIMAL NOT TO BARK/CAUSE	N DOUGLAS ST & BEECHWOOD CT RIPON, WI 54971
12/29/24	POSSESSION OF THC	W FOND DU LAC ST & S UNION ST RIPON, WI 54971
12/22/24	VIOLATION OF CLOSING HOUR	318 E FOND DU LAC ST RIPON, WI 54971
12/30/24	[Unknown offense]	318 WATSON ST, WI 54971
12/30/24	PURCHASE/POSSESS TOBACCO	SUNSET AVE, WI 54971

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<b>Date Issued</b>	<b>Offense Description</b>	<b>Citation Location</b>
<i>TRAFFIC</i>		
12/01/24	SPEEDING ON CITY HIGHWAY	W OSHKOSH ST & MAYPARTY DR RIPON, WI 54971
12/01/24	SPEEDING ON CITY HIGHWAY	E FOND DU LAC ST & SUNRISE DR RIPON, WI 54971
12/01/24	OPERATE MOTOR VEHICLE W/O	E OSHKOSH ST & SHEPARD ST RIPON, WI 54971
12/02/24	SPEEDING ON CITY HIGHWAY	W OSHKOSH ST & REDMAN DR RIPON, WI 54971
12/03/24	OPERATE W/O VALID LICENSE	W FOND DU LAC ST & S KORO RD RIPON, WI 54971
12/04/24	OPERATE LEFT OF CENTER	E FOND DU LAC ST & FENTON ST RIPON, WI 54971
12/05/24	SPEEDING ON CITY HIGHWAY	E FOND DU LAC ST & S DOUGLAS ST RIPON, WI 54971
12/05/24	OPERATING WHILE SUSPENDED	E FOND DU LAC ST & S DOUGLAS ST RIPON, WI 54971
12/05/24	OPERATE WHILE REVOKED - R	W FOND DU LAC ST & WESTGATE DR RIPON, WI 54971
12/05/24	OPERATING WHILE UNDER THE	E OSHKOSH ST & N DOUGLAS ST RIPON, WI 54971
12/07/24	OPERATE W/O VALID LICENSE	BLACKBURN ST & E FOND DU LAC ST RIPON, WI 54971
12/07/24	SEATBELT - OPERATOR USE R	E FOND DU LAC ST & SUNRISE DR RIPON, WI 54971
12/08/24	OPERATE MOTOR VEHICLE W/O	W FOND DU LAC ST & ARCADE RD RIPON, WI 54971
12/07/24	OPERATING WHILE SUSPENDED	W OSHKOSH ST & WASHINGTON ST RIPON, WI 54971
12/08/24	OPEN INTOXICANTS IN MOTOR	STANTON ST & E OSHKOSH ST RIPON, WI 54971
12/10/24	SPEED ZONES - EXCEEDING P	W FOND DU LAC ST & ARCADE RD RIPON, WI 54971
12/10/24	OPERATE M/V WHILE REVOKED	W FOND DU LAC ST & ARCADE RD RIPON, WI 54971

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12/10/24	OPERATING WHILE UNDER THE	W FOND DU LAC ST & ARCADE RD RIPON, WI 54971
12/11/24	OPERATING WHILE SUSPENDED	W THORNE ST & LINCOLN ST RIPON, WI 54971
12/11/24	OPERATE MOTOR VEHICLE W/O	W THORNE ST & LINCOLN ST RIPON, WI 54971
12/12/24	OPERATE W/O VALID LICENSE	BLACKBURN ST & E SEWARD ST RIPON, WI 54971
12/14/24	FAIL TO HAVE PASSENGER WE	W FOND DU LAC ST & S UNION ST RIPON, WI 54971
12/17/24	OPERATING WHILE SUSPENDED	E OSHKOSH ST & STANTON ST RIPON, WI 54971
12/17/24	OPERATE W/O VALID LICNSE	E OSHKOSH ST & STANTON ST RIPON, WI 54971
12/19/24	OPERATE MOTOR VEHICLE W/O	W FOND DU LAC ST & ARCADE RD RIPON, WI 54971
12/21/24	FAIL TO NOTIFY POLICE OF	HALL ST & VERMONT ST RIPON, WI 54971
12/21/24	HIT AND RUN - PROPERTY AD	HALL ST & VERMONT ST RIPON, WI 54971
12/21/24	SPEEDING IN OUTLYING DIST	S DOUGLAS ST & E JACKSON ST RIPON, WI 54971
12/21/24	NO TAIL LAMP/DEFECTIVE TA	S DOUGLAS ST & E JACKSON ST RIPON, WI 54971
12/25/24	OPERATE MOTOR VEHICLE W/O	S UNION ST & HILLSIDE TER RIPON, WI 54971
12/28/24	OPERATE MOTOR VEHICLE W/O	E FOND DU LAC ST & SPRING ST RIPON, WI 54971
12/27/24	SEATBELT - OPERATOR USE R	S DOUGLAS ST & E FOND DU LAC ST RIPON, WI 54971
12/29/24	NO TAIL LAMP/DEFECTIVE TA	HWY 23 & EASTGATE DR RIPON, WI 54971
12/29/24	OPERATE MOTOR VEHICLE W/O	HWY 23 & EASTGATE DR RIPON, WI 54971
12/27/24	SPEEDING ON CITY HIGHWAY	W OSHKOSH ST & MAYPARTY DR RIPON, WI 54971
12/27/24	OPERATE W/O VALID LICENSE	W OSHKOSH ST & MAYPARTY DR RIPON, WI 54971
12/27/24	NON-REGISTRATION OF AUTO	W OSHKOSH ST & MAYPARTY DR RIPON, WI 54971
12/27/24	OPERATE MOTOR VEHICLE W/O	W OSHKOSH ST & MAYPARTY DR RIPON, WI 54971
12/29/24	SPEEDING ON CITY HIGHWAY	BLACKBURN ST & E JACKSON ST RIPON, WI 54971
12/26/24	OPERATE M/V WHILE REVOKED	S DOUGLAS ST & FENTON ST RIPON, WI 54971
12/30/24	OPERATING WHILE UNDER THE	023 67 E 044 S DOUGLAS ST RIPON, WI 54971
12/30/24	SPEEDING ON CITY HIGHWAY	023 67 E 044 S DOUGLAS ST RIPON, WI 54971
12/31/24	[Unknown offense]	W OSHKOSH ST 186 W MAYPARTY DR, WI 54971

Total Records

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<b>Date</b>	<b>Time</b>	<b>People killed</b>	<b>People injured</b>	<b>Street address</b>
12/03/24	15:25	0	0	850 TIGER DR; RIPON HIGH SCHOOL
12/04/24	17:50	0	1	E FOND DU LAC ST & FENTON ST
12/05/24	17:21	0	0	W FOND DU LAC ST & S UNION ST
12/06/24	13:45	0	0	321 RANSOM ST
12/07/24	15:30	0	0	504 S UNION ST
12/07/24	08:11	0	0	W FOND DU LAC ST & RANSOM ST
12/13/24	12:48	0	0	PARKING LOT SHEPARD ST
12/16/24	01:11	0	0	PRIVATE PROPERTY AT HWY 023 E FOND DU LAC ST
12/17/24	12:49	0	0	1049 W FOND DU LAC ST
12/18/24	17:59	0	0	HWY 023 W FOND DU LAC ST 239 FT E WESTGATE DR
12/19/24	11:59	0	0	HWY 023 W FOND DU LAC ST 59 FT E N UNION ST
12/19/24	12:10	0	0	HWY 023 E FOND DU LAC ST 353 FT W HARVEY ST
12/20/24	13:05	0	0	WATSON ST 172 FT N E BLOSSOM ST
12/21/24	03:32	0	0	HALL ST 177 FT E VERMONT ST
12/21/24	16:11	0	0	PRIVATE PROPERTY S UNION ST
12/23/24	00:00	0	0	PRIVATE PROPERTY RUSSEL DR
12/23/24	13:15	0	0	MAYPARTY DR 70 FT N W OSHKOSH ST
12/30/24	00:00	0	0	PARKING LOT HARVEY ST

*Total Records*

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Department of Public Works  
Monthly Report  
Highlights for /December 2024 / January 2025

Allyn Dannhoff  
Director Of Public Works  
920-748-4908  
adannhoff@citvofripon.com

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## STREETS, PARKS, CEMETERIES, FACILITIES

- **Capital & Contracted Work**
  - ✓ **DPW Facility:**
    - Footings/Foundation complete, concrete block walls 90% complete, exterior precast panels scheduled for installation starting January 13, structural steel frame, joists, and deck scheduled for delivery mid-January with erection commencing shortly after, exterior office wall framing scheduled for early February.
    - Owner supplied items: Researching & finalizing equipment details for owner supplied equipment for compressed air hoses & reels; hot water pressure washer hoses, reels, wands; storage racking, parts bins, refrigerators, etc.
    - Relocated Air Compressor: Crews are designing, securing materials, building room in cold storage building to house the existing air compressor that will be relocated from the existing garage.
  - ✓ **Hamburg/Henne Streets Reconstruction:** Received 90% plan set for review. Goal is to bid early February, award late February.
  - ✓ **City Hall Carpeting:** Contract awarded to Surface & Surroundings, carpet & base selections have been made, working toward March installation.
- **Streets Operations**
  - ✓ **Winter Storm Responses:** Crews have responded to 5 winter storms as of January 10, deploying approximately 140 tons of salt.
  - ✓ **Urban Forestry:**
    - **Tree & Stump Removal:** As of January 10, contractor has removed 62 of 67 trees.
  - ✓ **Vehicle & Equipment Maintenance:**
    - **Plow Truck Fleet Maintenance/Repairs:** Replaced corroded catalytic converter exhaust pipe, repaired front plow damaged from raised manhole and adjusted trip springs in attempts to avoid future incidents, installed rubber blades in front of carbide blades on some plows in attempts to prevent or minimize damage incurred from road and manhole conditions.
  - ✓ **Safety Policies:**
    - Assistant Director of Public Works continues efforts to update City Safety Policies.

## WASTEWATER TREATMENT PLANT AND COLLECTION

- Annual DNR inspection was on December 3, 2024, WWTP was 100% compliance
- December 17, 2024, Operation staff toured Alliance Laundry, Ripon Pickle and Signature Wafers with DNR Engineer, Mark Stanek.
- Whole Effluent Toxicity testing continues to pass. January we will proceed to full chronic confirmation testing.
- October 24 -25th, Braden Bodzislaw and Katie Anding attended the 28<sup>th</sup> annual WWOA convention in Appleton. Workshops and training opportunities included information on optimization on the treatment processes and also PFAS contamination in wastewater and biosolids.

## **WATER TREATMENT & DISTRIBUTION**

- Experienced 4 water main breaks over the holidays, including one on Christmas day and one on New Years Eve.
- Water Department personnel have been working on Well 5 in order to put it back in service. A meeting is being scheduled in January with DNR and MSA consultants.
- Dave LaViolette attended a class called "Emerging Contaminants". The class covered information regarding contaminants including PFAS, micro plastics, and medication in drinking water.
- Water and Wastewater Departments continue to work with engineers on preliminary SCADA (Supervisory Control and Data Acquisition) design upgrades.





# CITY OF RIPON

100 Jackson Street \* Ripon, WI 54971-1396

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TO: Mayor Grant & Members of the Common Council

RE: City Administrator Report – January 2025

2025 is off to a strong start! We are diligently working on several planned projects for the year. The city is slated to complete approximately \$15 million worth of projects in 2025. Planning and administration of these project will be a significant focus of my office. Below are the updates for the month:

**DPW Facility:** The project is progressing on schedule, with regular progress meetings being held between staff, contractors, and engineers. A few change orders have been processed, including addressing a larger-than-expected quantity of unsuitable soils at the site. Additionally, the city is working with SEH on furniture design and procurement. Finalized recommendations will be presented to the council for approval. The city will begin working with our financial advisors to issue a long-term financial plan to fund the project as pay applications are now being processed.

**Library Project:** Staff are coordinating meetings with PRA to continue the project's design. A final design is expected to be presented in February. All grant compliance requirements have been successfully completed.

**Fire/EMS Study:** PAA is actively drafting the Fire/EMS consolidation study. Please let me know if you have not yet been contacted or spoken with PAA regarding this study. A final draft is anticipated to be presented to the council within the next few months, although no firm completion date has been set.

**Housing Study:** Vierbicher is finalizing updates to the housing study, which includes an analysis of the school district site. Incorporating new information and the city's recent housing efforts has delayed the report's completion. We anticipate the final version within the next two weeks, at which point it will be scheduled for council presentation.

**Housing Programs Report:** 2024 was another successful year for the city's housing programs and initiatives. In addition to approved development agreements, the following accomplishments were achieved:

- **Ripon First Grant Awards:** Two first-time homebuyer grants totaling \$10,000 were awarded. Applications for 2025 are currently being accepted.
- **Exterior Home Repair Program:** Five awards were granted, totaling \$21,367. The program is on hold for 2025.
- **Sandmar Lot Sale Program:**
  - o **2024:** Five awards were granted, totaling \$110,000.
  - o **2025:** The program, authorized by the council in December, has completed five awards totaling \$35,000, with five awards remaining.

**2025 Budget:** The final budget report is complete, and copies will be provided to the Common Council. This report, along with the financial management plan and capital plan, is available on the city's website.

**Northwestern Trail Lot:** The city was the apparent high bidder for the in-rem property located at the corner of Cass Street and Berlin Road. Staff will now work with the county to facilitate the property's transfer to the city.

**Building Inspector Contract:** MSA has officially taken over building inspection services for the city. Office hours are Monday and Thursday from 9:00 AM to 11:00 AM. All delegations and state licenses have been updated, addressing previously expired licenses with the state.

**Economic Development and Plan Approvals:** The Plan Commission will be holding a couple of public hearings for a proposed carwash (January) and the PUD application for the SCS Ripon Project (February). There are a few other ongoing development projects that will be discussed/announced in the coming months.

**Staffing Updates:** Shawn Lanser has started as Finance Director/Assistant City Administrator. The city is still accepting applications for the Senior Activity Center Director position.

Please don't hesitate to reach out if you have any questions or require additional information.

Report Criteria:

Report type: Summary

[Report].Invoice GL Account (2 Characters) = {<->} "23"

Check.Type = {<->} "Void"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Check Amount
12/24	12/05/2024	82735	115756	ABT Mailcom	50651	62-6923-52100	.00	864.36
12/24	12/05/2024	82736	635	AIRGAS USA LLC	9155762462	10-3300-53400	.00	128.17
12/24	12/05/2024	82737	114445	AMAZON CAPITAL SERVICES	Multiple	10-1410-53100	.00	410.34
12/24	12/05/2024	82738	113078	ASSOCIATED APPRAISAL CON	177679	10-1410-52100	.00	2,693.51
12/24	12/05/2024	82740	3300	BADGER LABORATORIES INC	24-021772	62-6643-52900	.00	126.00
12/24	12/05/2024	82741	3230	BADGER METER	80177133	62-6921-52200	.00	2,477.76
12/24	12/05/2024	82742	113210	BADGER STATE WASTE LLC	Multiple	61-3800-52100	.00	7,742.57
12/24	12/05/2024	82745	115611	Blue Design Co.	201361	10-5100-53300	.00	2,165.24
12/24	12/05/2024	82747	6870	CHARTER COMMUNICATIONS	17177550111	10-3500-52200	.00	1,063.57
12/24	12/05/2024	82748	114151	CINTAS	4213257786	61-3800-52420	.00	358.75
12/24	12/05/2024	82749	7800	CITY OF RIPON	Tax Drawer	10-1410-53100	.00	200.00
12/24	12/05/2024	82750	8250	CLIFFS TIRE & BATTERY	Multiple	10-3300-52410	.00	194.57
12/24	12/05/2024	82751	115552	Cole Burdick	Burdick 11.28	28-1940-52500	.00	4,014.50
12/24	12/05/2024	82752	115378	COMCATE SOFTWARE INC	8591	10-2150-53600	.00	7,001.31
12/24	12/05/2024	82753	115570	Darwin Digital Development LLC	139	10-5150-52900	.00	250.00
12/24	12/05/2024	82754	113720	ENVIRONMENTAL CONSULTING	Multiple	61-3800-52100	.00	15,920.00
12/24	12/05/2024	82755	112214	FERGUSON WATERWORKS #14	0434607	62-6673-52300	.00	265.50
12/24	12/05/2024	82756	115572	FOND DU LAC COUNTY	24610748	10-3230-52900	.00	4,662.47
12/24	12/05/2024	82757	115572	Fond du Lac County Treasurer	G25682	10-1440-53400	.00	1,930.00
12/24	12/05/2024	82758	114932	GFL ENVIRONMENTAL	U400001031	10-3620-52900	.00	238.98
12/24	12/05/2024	82759	115746	Gold Star Coaches & Charter	6933	10-5100-53300	.00	825.00
12/24	12/05/2024	82760	112895	Gordon Flesch Company	IN14944367	10-5100-53100	.00	46.25
12/24	12/05/2024	82761	114330	GRAND VALLEY INSPECTION S	2024-205	10-2400-52100	.00	1,719.77
12/24	12/05/2024	82762	112515	GRANT's PACKAGEHUB	14416	10-5100-53300	.00	100.00
12/24	12/05/2024	82763	112843	HOMAN FORD INC	109276	10-2150-52410	.00	265.90
12/24	12/05/2024	82764	115790	HyVee	Multiple	61-3800-53400	.00	363.74
12/24	12/05/2024	82765	115785	Industrial Chem Labs & Services I	404063	61-3800-53500	.00	284.48
12/24	12/05/2024	82767	114394	JX ENTERPRISES INC	24121120P	10-3620-53500	.00	74.99
12/24	12/05/2024	82768	115789	L & S Electric, Inc.	0009249	62-6614-52100	.00	552.15
12/24	12/05/2024	82769	115578	Leaves Inspired Tree Nursery	26637	10-3500-53500	.00	7,042.00
12/24	12/05/2024	82771	113369	MARTELLE WATER TREATMEN	28264	62-6641-53400	.00	7,765.35
12/24	12/05/2024	82772	16125	MICHELS, LINDSEY	Michels 12.3.	28-1940-59409	.00	30.00
12/24	12/05/2024	82774	113971	MSA PROFESSIONAL SERVICE	Multiple	61-3800-52900	.00	23,110.22
12/24	12/05/2024	82775	25675	NAPA AUTO PARTS	Multiple	10-3230-52410	.00	210.26
12/24	12/05/2024	82776	115740	Nassco Inc.	Multiple	10-3230-53400	.00	146.26
12/24	12/05/2024	82777	114120	NEW HYDRAULICS INC	617849	10-3300-53500	.00	231.76
12/24	12/05/2024	82778	26950	NORTH CENTRAL LABS	511836	61-3800-53400	.00	44.13
12/24	12/05/2024	82779	27260	NOVAK EXCAVATING INC	R0120	62-6673-52300	.00	1,703.50
12/24	12/05/2024	82780	115737	Oshkosh Area Community Found	Multiple	28-1940-48510	.00	2,945.00
12/24	12/05/2024	82781	27832	PACKER CITY INTNATL TRUCK	X103145939:	10-3300-52410	.00	164.55
12/24	12/05/2024	82782	115791	Paine Art Center and Gardens	Tour	10-5100-53300	.00	825.00
12/24	12/05/2024	82783	115552	PAUL ALBRECHT	Albrecht 12.3	10-3300-53400	.00	175.00
12/24	12/05/2024	82784	115207	PB ELECTRONICS INC	146816	10-2150-52410	.00	229.00
12/24	12/05/2024	82785	115420	PJ Kortens & Company Inc.	10025232	62-6614-52100	.00	2,007.66
12/24	12/05/2024	82786	114931	PUBLIC ADMINISTRATION ASS	C-144-24	10-1410-52100	.00	6,300.00
12/24	12/05/2024	82787	114351	QUALITY TRUCK CARE CENTE	X102044222:	10-3620-53500	.00	117.90
12/24	12/05/2024	82788	31140	RIPON ACE HARDWARE	Multiple	10-3230-53400	.00	156.40
12/24	12/05/2024	82789	31610	RIPON COMMONWEALTH PRES	Multiple	10-1100-53200	.00	193.87
12/24	12/05/2024	82790	31770	RIPON ELECTRIC INC	4372	10-3300-52300	.00	2,462.75
12/24	12/05/2024	82791	4840	TINA M BLOCH	Bloch 11.26.2	10-2150-53500	.00	34.71
12/24	12/05/2024	82792	115659	Vestis	Multiple	10-3230-52900	.00	159.25

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Check Amount
12/24	12/05/2024	82793	115780	Wastebuilt Environmental Solution	3974745	10-3620-53500	.00	391.65
12/24	12/05/2024	82794	41650	WI Chiefs of Police Ass.	Multiple	10-2150-53200	.00	550.00
12/24	12/05/2024	82796	115776	Wisconsin SCtF	11.26.2024	10-21590	.00	115.38
12/24	12/06/2024	82797	115768	Mirr of Green Lake	Mirr 12.03.20	10-3230-52900	.00	18,200.00
12/24	12/13/2024	82800	115552	Christine Leusch	Leusch 12.11	10-5100-53300	.00	232.00
12/24	12/13/2024	82801	115552	Masters Oshkosh LLC	Mineshaft 53	10-5100-53300	.00	786.98
12/24	12/23/2024	82802	111175	ACCURATE ALIGNMENT & FR	Multiple	10-3300-52410	.00	2,039.61
12/24	12/23/2024	82803	115552	ACS RBHS LLC	Multiple	10-12320	.00	2,000.00
12/24	12/23/2024	82804	115065	AED ESSENTIALS INC	9474	21-2300-53400	.00	500.00
12/24	12/23/2024	82805	1080	ALLIANT ENERGY/WP&L	Nov 2024 Alli	61-3800-52200	.00	32,768.95
12/24	12/23/2024	82806	114445	AMAZON CAPITAL SERVICES	Multiple	62-6921-53100	.00	916.28
12/24	12/23/2024	82807	115552	Anthony Zitzelsberger	Zitzelsberger	62-13100	.00	81.71
12/24	12/23/2024	82808	114429	AT&T MOBILITY	Multiple	10-3620-52200	.00	1,777.80
12/24	12/23/2024	82809	3300	BADGER LABORATORIES INC	Multiple	62-6643-52900	.00	364.00
12/24	12/23/2024	82810	113210	BADGER STATE WASTE LLC	4609	61-3800-52100	.00	3,623.55
12/24	12/23/2024	82812	114374	BMO HARRIS BANK NA - PAYME	Dec BMO	21-2300-52100	.00	7,710.40
12/24	12/23/2024	82813	111966	Brightspeed	12.03.2024	62-6921-52200	.00	49.84
12/24	12/23/2024	82814	5460	BROOKS TRACTOR	S53664	10-3300-53500	.00	66.71
12/24	12/23/2024	82815	5500	BROWN CAB SERVICE INC.	5340	24-4500-46350	.00	24,324.44
12/24	12/23/2024	82817	6870	CHARTER COMMUNICATIONS	Multiple	10-5100-52200	.00	1,060.31
12/24	12/23/2024	82818	7590	CITY OF APPLETON	15928	10-1410-52100	.00	690.00
12/24	12/23/2024	82819	7800	CITY OF RIPON	Multiple	10-5100-58100	.00	1,336.00
12/24	12/23/2024	82820	8250	CLIFFS TIRE & BATTERY	316281	21-2300-53400	.00	861.75
12/24	12/23/2024	82821	115552	Craig Toufar	Toufar 12.5.2	22-1411-57200	.00	5,000.00
12/24	12/23/2024	82822	115552	Crete Slattery	Slattery 12.0	10-5150-52900	.00	200.00
12/24	12/23/2024	82823	115727	Crossroads Catering	12.18.2024 S	10-5100-53300	.00	1,056.08
12/24	12/23/2024	82824	115567	Custom Anything LLC	3980	10-3400-52900	.00	5,325.00
12/24	12/23/2024	82825	115414	DIAMOND BUSINESS GRAPHIC	212303	10-1410-53400	.00	122.98
12/24	12/23/2024	82826	115070	DIH AUTO REPAIR	13276	10-2150-52410	.00	47.00
12/24	12/23/2024	82827	115552	Dream Builders	Dream Builde	10-23170	.00	1,000.00
12/24	12/23/2024	82828	12400	ED PRIEBE SALES & SERVICE	59524	10-3300-52410	.00	19.17
12/24	12/23/2024	82829	12550	EHLERS	100138	10-1930-52100	.00	1,275.00
12/24	12/23/2024	82830	115552	Elevate Innovations LLC	Elevate CDA	25-1130-57200	.00	5,000.00
12/24	12/23/2024	82831	115728	Eliminator Pest Management Co	Multiple	10-3500-52420	.00	150.00
12/24	12/23/2024	82832	113720	ENVIRONMENTAL CONSULTING	Multiple	61-3800-52100	.00	5,288.00
12/24	12/23/2024	82833	111768	FASTENAL	WIFON4107	10-3300-53400	.00	366.37
12/24	12/23/2024	82834	112214	FERGUSON WATERWORKS #14	Multiple	62-6614-52410	.00	6,861.25
12/24	12/23/2024	82835	115572	FOND DU LAC COUNTY	24610669 rei	10-3300-52300	.00	2,974.30
12/24	12/23/2024	82836	115572	Fond du Lac County Treasurer	G25821	10-1410-53100	.00	130.00
12/24	12/23/2024	82838	114638	GARDEN COUNTRY GREENHO	Garden 12.1	10-3400-53900	.00	845.00
12/24	12/23/2024	82839	114932	GFL ENVIRONMENTAL	V400000357	10-3620-52900	.00	8,813.82
12/24	12/23/2024	82840	112895	Gordon Flesch Company	Multiple	10-5100-53100	.00	315.08
12/24	12/23/2024	82841	16200	GRAPHIC SIGN & LETTER CO	240464	21-2300-52110	.00	135.00
12/24	12/23/2024	82842	115552	Gunnink Builders	Gunnink Bon	10-23170	.00	1,000.00
12/24	12/23/2024	82843	17200	HEATLEY ELECTRIC	13773	10-3300-52300	.00	124.56
12/24	12/23/2024	82844	112843	HOMAN FORD INC	Multiple	10-2150-52410	.00	1,859.14
12/24	12/23/2024	82845	113903	HYDROCORP	CI-03305	62-6923-52100	.00	1,126.00
12/24	12/23/2024	82846	115790	Hy-Vee	Multiple	10-1410-53100	.00	374.32
12/24	12/23/2024	82847	115603	Illinois Tollway	VN51072343	10-2150-52500	.00	39.00
12/24	12/23/2024	82849	18900	J & H CONTROLS INC	I0000026495	10-3230-52900	.00	536.00
12/24	12/23/2024	82850	115552	John Quade Construction	Multiple	10-12320	.00	2,000.00
12/24	12/23/2024	82851	115552	Jon Heatley	Heatley Utilit	62-13100	.00	101.05
12/24	12/23/2024	82852	114394	JX ENTERPRISES INC	2421183S	10-3300-52410	.00	715.02
12/24	12/23/2024	82853	21550	KONE CHICAGO	871537507	10-3500-52900	.00	236.58
12/24	12/23/2024	82854	115552	LIND KRAUSE	Krause 12.07	10-5150-52900	.00	200.00
12/24	12/23/2024	82855	114667	LOYALTY	Multiple	62-6923-52100	.00	5,591.27

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Check Amount
12/24	12/23/2024	82856	115552	MARTIN ERNSER	Ernsers	10-5150-52900	.00	300.00
12/24	12/23/2024	82857	115552	Marvin or Tracy Lokken	Lokken 12.12	10-23170	.00	1,000.00
12/24	12/23/2024	82858	115552	Mary Vesely	Multiple	10-1410-53400	.00	468.49
12/24	12/23/2024	82859	115793	MC Tools and Repair, LLC	1847	61-3800-53500	.00	711.44
12/24	12/23/2024	82861	115552	Michael Fadden	Fadden Final	62-13100	.00	31.01
12/24	12/23/2024	82862	115552	Miscellaneous Vendor	Breaker Final	62-13100	.00	55.06
12/24	12/23/2024	82863	25153	MODERN RENTALS INC	Multiple	10-3300-52410	.00	957.74
12/24	12/23/2024	82864	113971	MSA PROFESSIONAL SERVICE	Multiple	40-7010-58300	.00	15,664.09
12/24	12/23/2024	82865	115686	Nile Xpedite Solutions of Wisconsin	1774	61-3800-52100	.00	1,155.00
12/24	12/23/2024	82866	115792	North American Police Working D	NAPWDA	28-1940-59410	.00	50.00
12/24	12/23/2024	82867	112391	O'REILLY AUTOMOTIVE STORE	2427-276750	10-3300-52410	.00	203.31
12/24	12/23/2024	82868	115552	PA Turnpike Toll by Plate	138363113-1	10-2150-52500	.00	11.00
12/24	12/23/2024	82869	115552	Pat Stanton & Sons Construction	Stanton Bond	10-12320	.00	1,000.00
12/24	12/23/2024	82870	115552	Peter Dutkiewicz	Dutkiewicz Fin	62-13100	.00	48.70
12/24	12/23/2024	82871	114931	PUBLIC ADMINISTRATION ASS	C-147-24	10-1410-52100	.00	4,000.00
12/24	12/23/2024	82872	115697	Race Day Events	2024-1191	10-5100-53300	.00	1,033.80
12/24	12/23/2024	82873	30650	RENT A FLASH OF WIS INC	93660	10-3300-53500	.00	432.50
12/24	12/23/2024	82874	31140	RIPON ACE HARDWARE	Multiple	10-3230-53100	.00	792.08
12/24	12/23/2024	82875	31610	RIPON COMMONWEALTH PRES	397450	10-1100-53200	.00	22.93
12/24	12/23/2024	82876	31770	RIPON ELECTRIC INC	Multiple	10-3300-52300	.00	1,621.39
12/24	12/23/2024	82877	33900	SCHMITT LUMBER	109763	10-3300-52300	.00	110.40
12/24	12/23/2024	82878	115552	Scott Vanevenhoven	Vanevenhove	62-13100	.00	76.69
12/24	12/23/2024	82879	113630	SECURIAN FINANCIAL GROUP I	Jan 2025	10-21530	.00	1,943.82
12/24	12/23/2024	82880	113881	SHORT ELLIOTT HENDRICKSO	478778	40-7010-58400	.00	4,530.09
12/24	12/23/2024	82881	112243	SPEEDY CLEAN Inc	Multiple	61-3800-52100	.00	2,835.00
12/24	12/23/2024	82882	112441	SSM Health Laboratories	4610386	10-2150-52100	.00	80.00
12/24	12/23/2024	82883	115552	Sunrise Homes Solutions, LLC	Multiple	10-23170	.00	2,000.00
12/24	12/23/2024	82884	115552	TJ's Construction	TJ Const. Bo	10-23170	.00	1,000.00
12/24	12/23/2024	82885	113363	TRUCK EQUIPMENT INC	112588-00	10-3300-53500	.00	163.18
12/24	12/23/2024	82887	38760	UPS	00004367X3	10-2150-53110	.00	37.02
12/24	12/23/2024	82888	115724	USA BlueBook	INV0056154	62-6921-52410	.00	239.15
12/24	12/23/2024	82890	115659	Vestis	Multiple	10-3230-52900	.00	313.15
12/24	12/23/2024	82891	42202	WI DEPT OF REVENUE	12.10.2024	21-2300-51120	.00	77.13
12/24	12/23/2024	82892	114014	WI DEPT OF TRANSPORTATION	395-0000375	40-7010-58400	.00	2,795.31
12/24	12/23/2024	82894	115776	Wisconsin SciF	12.10.2024 F	61-3800-51110	.00	115.38
12/24	12/23/2024	82895	115135	WM CORPORATE SERVICES IN	Multiple	20-2000-52699	.00	12,712.51
12/24	12/23/2024	82896	43901	WURTZ LAW OFFICE LLC	11643	10-1200-53110	.00	9,460.00
12/24	12/30/2024	82898	1080	ALLIANT ENERGY/WP&L	Alliant Dec Bi	61-3800-52200	.00	42,196.30
12/24	12/30/2024	82899	114445	AMAZON CAPITAL SERVICES	Multiple	10-3230-53100	.00	373.42
12/24	12/30/2024	82901	113210	BADGER STATE WASTE LLC	4616	61-3800-52100	.00	3,076.32
12/24	12/30/2024	82904	5460	BROOKS TRACTOR	M81446	10-3300-52410	.00	498.37
12/24	12/30/2024	82905	6870	CHARTER COMMUNICATIONS	17177550112	10-3500-52200	.00	1,103.57
12/24	12/30/2024	82908	7800	CITY OF RIPON	Bid for RIP16	10-1410-52100	.00	750.10
12/24	12/30/2024	82909	7800	City of Ripon Treasurer	City of Ripon	10-5100-52420	.00	390.00
12/24	12/30/2024	82910	7800	CITY OF RIPON UTILITIES	Multiple	10-3400-52200	.00	1,575.07
12/24	12/30/2024	82911	114470	CLIFTON LARSON ALLEN LLP	Multiple	10-1410-52100	.00	9,236.59
12/24	12/30/2024	82912	115717	Compass Minerals America Inc.	1419350	10-3300-53700	.00	17,606.49
12/24	12/30/2024	82914	114012	COREY BONACK	Bonack Cloth	10-2150-53500	.00	19.96
12/24	12/30/2024	82915	115428	Cummins Sales and Service	F4-24127511	61-3800-52900	.00	1,215.22
12/24	12/30/2024	82916	115570	Darwin Digital Development LLC	155	10-5150-52900	.00	300.00
12/24	12/30/2024	82917	115347	DIVERSIFIED BENEFIT SERVIC	429037	70-1933-55200	.00	102.07
12/24	12/30/2024	82918	112214	FERGUSON WATERWORKS #14	0435972	62-6614-52410	.00	512.00
12/24	12/30/2024	82919	115572	FOND DU LAC COUNTY	24610832	10-3300-53700	.00	838.52
12/24	12/30/2024	82920	115552	Friends of the Library	Friends 28.8	28-1940-48510	.00	28.85
12/24	12/30/2024	82921	15000	FULL COMPASS SYSTEMS LTD	Multiple	10-5150-58100	.00	3,965.10
12/24	12/30/2024	82922	114932	GFL ENVIRONMENTAL	U400001051	10-3400-52900	.00	2,252.63

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Check Amount
12/24	12/30/2024	82923	112515	GRANT's PACKAGEHUB	14925	10-5100-53100	.00	13.97
12/24	12/30/2024	82924	113392	HENRY SCHEIN INC	Multiple	21-2300-53400	.00	327.71
12/24	12/30/2024	82925	115552	Jason Breaker	Breaker Utilit	61-13100	.00	60.06
12/24	12/30/2024	82926	115552	John & Kimberly Godson	Godson Tax	10-12100	.00	995.97
12/24	12/30/2024	82927	115552	LuAnn Roberts	Roberts Cem	10-4910-53200	.00	800.00
12/24	12/30/2024	82928	115720	McClone	13531	62-6925-55130	.00	39,848.64
12/24	12/30/2024	82929	115552	MICHAEL AND DARA WORKMA	Workman Tax	10-12100	.00	171.55
12/24	12/30/2024	82930	114245	MID-STATE EQUIPMENT	P98599	10-3400-52420	.00	886.13
12/24	12/30/2024	82931	115768	Mirr of Green Lake	12.20.2024	10-3230-52900	.00	18,350.00
12/24	12/30/2024	82932	25153	MODERN RENTALS INC	326494	10-3300-52410	.00	130.00
12/24	12/30/2024	82933	113971	MSA PROFESSIONAL SERVICE	11954	45-7045-52100	.00	11,954.00
12/24	12/30/2024	82934	25675	NAPA AUTO PARTS	Multiple	10-3300-52410	.00	98.04
12/24	12/30/2024	82935	114120	NEW HYDRAULICS INC	618190	10-3300-52410	.00	10.40
12/24	12/30/2024	82936	26950	NORTH CENTRAL LABS	513095	61-3800-53400	.00	662.90
12/24	12/30/2024	82937	27832	PACKER CITY INTNATL TRUCK	Multiple	10-3300-52410	.00	1,113.86
12/24	12/30/2024	82938	114278	QUALITY PLUMBING	Multiple	62-6673-52300	.00	2,009.36
12/24	12/30/2024	82939	31140	RIPON ACE HARDWARE	Multiple	10-3230-52410	.00	21.66
12/24	12/30/2024	82940	31200	RIPON AREA CHAMBER COME	Multiple	10-2150-53400	.00	375.00
12/24	12/30/2024	82941	31225	RIPON AREA FIRE DISTRICT	1139	10-2200-52100	.00	45,965.00
12/24	12/30/2024	82942	115264	RIPON COLLEGE	Wilmore Cent	10-5100-53300	.00	3,054.00
12/24	12/30/2024	82943	115573	Sharps Compliance Inc.	INV - 414956	21-2300-52200	.00	81.62
12/24	12/30/2024	82944	115552	TODD AND JENNIFER THEUNE	Theune Tax	10-12100	.00	318.53
12/24	12/30/2024	82945	115659	Vestis	Multiple	10-3230-52900	.00	227.61
12/24	12/30/2024	82946	115349	VIERBICHER ASSOCIATES INC	Multiple	22-1411-57200	.00	3,953.20
12/24	12/30/2024	82947	115776	Wisconsin SCiF	12.29.2024 F	10-21590	.00	115.38
Grand Totals:							.00	557,901.34

(SL)

Report Criteria:

Report type: Summary

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## Ripon

100 Jackson St, Ripon, Wisconsin

**Common Council Meeting December 10, 2024 - 07:00 PM**

**1 Call to order/roll call**

Mayor Grant called the Common Council meeting to order at 7:00pm.

**2 Pledge of Allegiance/Invocation**

The Pledge of Allegiance was led by Mayor Grant.

The invocation was led by Erik Boulierd.

**3 Approval of agenda**

**Moved By:** David Gallops

**Seconded By:** Steve Riemer

The agenda was approved as presented. **CARRIED UNANIMOUSLY**

**4 Public communications and comments**

John Heatley of 523 Watson Street passed on speaking.

Corey Pollesch, residing at N7892 Douglas Street, expressed his concerns regarding the recent change in the building inspector.

Mike Albright, at 417 Scott Street, seeks a better understanding of the new building inspector's operations and hours in the City of Ripon. After conducting a cost comparison, he noted that the new fees are nearly triple those of the current rates.

Scott Zemlicka, of N748 CR E, addressed the council regarding the wheel tax and the ride-share taxi service, offering suggestions for the city budget, comparing the taxi service's impact versus implementing the wheel tax.

**5 Accept Informational Reports from Standing Committees and Staff**

**Moved By:** Ellen Sorensen

**Seconded By:** John Splitt

That the following reports from Committees and Boards be accepted as presented:

1. Ripon Historic Preservation - November 6, 2024
2. Plan Commission minutes - November 20, 2024
3. Community Development Authority - November 11, 2024
4. Ripon Area Fire District minutes - November 6, 2024
5. Building Inspector report - November 2024
6. EMS report - November 2024
7. Parks and Recreation/Senior Center - November 7, 2024
8. Police Department report - November 2024
9. Public Works Water/Wastewater report - November 2024
10. City Administrator report - November 2024
11. Financial report - November 2024

**CARRIED UNANIMOUSLY**

**6 Consent calendar**

**Moved By:** Mark Denkert

**Seconded By:** Jolene Schatzinger

On the printing of November 12, 2024, meeting minutes, sections 8.2 and 8.3 have misaligned columns. It was requested to clarify the alignment before publication. Motion to approve the following Common Council minutes for November 12, 2024, and November 25, 2024. **CARRIED UNANIMOUSLY**

**7 Public Hearing - Motor Vehicle Registration Fee (Wheel Tax) Ordinance**

The Public Hearing opened at 7:12 PM regarding the Motor Vehicle Registration Fee (Wheel Tax). The proposal is to institute a \$25.00 registration fee within the City of Ripon, to be placed in a segregated fund dedicated strictly to the repair, reconstruction, resurfacing, and maintenance of roads. If approved, the earliest enactment with the DMV would be April 2025, with projects commencing in 2026.

**Public Comment**

John Sullivan of 411 Houston Street spoke about different cost saving suggestions. David Hahn, of 646 Hall Street, criticized the wheel tax and recommended forming a committee, including two residents, before passing the ordinance.

Annette Klein, of 433 Murray Park Drive, urged the council to table the topic for further consideration and suggested that the city should terminate its contract with MSA and hire an engineer directly to save money.

John Heatley of 523 Watson Street requested a copy of the ordinance up for discussion.

Michael Buck of 645 S. Grove Street spoke in opposition to the wheel tax.



At 7:34pm Mayor Grant closed the Public Hearing.

**8 Agenda Items**

**8.1 Ordinance to Create Chapter 15.45 - Motor Vehicle Registration Fee**

**Moved By:** Ellen Sorensen                      **Seconded By:** Doug Iverson

This ordinance establishes Chapter 15.45 - Motor Vehicle Registration, introducing a \$25.00 registration fee (wheel tax) in the City of Ripon. The revenue will be placed in a segregated fund dedicated solely to the repair, reconstruction, resurfacing, and maintenance of roads. Following extensive discussion, a motion was made to adopt the ordinance creating Chapter 15.45 Motor Vehicle Registration Fee of the Municipal Code.

Name	Yes	No	Abstained	Absent
Mark Denkert	✓			
David Gallops	✓			
Jonathan Gatzke		✓		
Doug Iverson	✓			
Steve Riemer		✓		
Jolene Schatzinger	✓			
Ellen Sorensen	✓			
John Splitt		✓		

**CARRIED**

**8.2 Owner/Architect Agreement for Architectural Services**

**Moved By:** Doug Iverson                      **Seconded By:** David Gallops

An agreement was presented to the council detailing design and project management services from Plunkett Raysich Architects (PRA) for the library renovation project. Jason Puestow of PRA joined the meeting via Zoom. The project aims to upgrade the facility by replacing original equipment and modernizing the building to ensure its functionality for the next 25 years. A motion was made to approve the Owner/Architect Agreement for Architectural Services.

**CARRIED UNANIMOUSLY**

**8.3 Professional Services Agreement - Flexible Facilities Program (FFP) Grant Administration**

**Moved By:** Jonathan Gatzke                      **Seconded By:** Mark Denkert

The agreement provides grant administration services from MSA for the library project's Flexible Facilities Program (FFP) grant. Motion to accept the Professional Services Agreement. **CARRIED UNANIMOUSLY**

**8.4 Business Improvement District (BID) Operating Plan**

**Moved By:** John Splitt                      **Seconded By:** Steve Riemer

State statute mandates that the BID (Business Improvement District) meet annually to review and submit their operating plan to the Council for approval. Members of the BID Board presented their updated 2025 operating plan, emphasizing future projects such as streetscape enhancements and preparation for road work. The goal is to keep the district healthy and thriving.

**CARRIED UNANIMOUSLY**

**8.5 Appointment of Finance Director/Assistant City Administrator**  
**Moved By:** Ellen Sorensen                      **Seconded By:** Mark Denkert

Per Section 2.22.010 of the municipal code, the City Administrator is responsible for appointing the Budget and Finance Director, subject to City Council approval. The City Administrator recommended Shawn Lanser for this position. A motion was made to confirm the appointment of Shawn Lanser as the Finance Director/Assistant City Administrator. **CARRIED UNANIMOUSLY**

**8.6 City Hall Flooring Project Proposals**  
**Moved By:** John Splitt                              **Seconded By:** David Gallops

Quotes for the removal of existing flooring and installation of new flooring in various rooms of City Hall. Three bids were submitted for review. Surface and Surroundings, Twohig Flooring and Quest. Motion to award the bid to Surface and Surroundings for \$41,899. **CARRIED UNANIMOUSLY**

**9 Project Updates & Staff Reports**

The city applied for the 2025 shared-taxi grant and will continue its partnership with Brown Cab. Property taxes were mailed out yesterday.

**10 Mayor's communications and appointments**

Mayor Grant thanked everyone who participated in and attended the Dickens of a Christmas event. He also expressed gratitude to Ashton Zeien, Park and Rec Director, Mandy Kimes, local businesses, and all participants for their contributions to the 2024 5K. Also thank you to Public Works for setting up and cleaning up after the events.

**11 Agenda items for future Council meetings**

For future agenda items, please contact Mayor Grant or City Administrator Sonntag.

Schatzinger requested the city to look into helping Brown Cab for credit card processing for fares.

**12 Adjourn to closed session**

**Moved By:** Mark Denkert

**Seconded By:** Ellen Sorensen

Adjourn to closed session under WI Statutes 19.85 (1)(e) "Deliberating or negotiating the purchase of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

RE: Acquisition of In-rem Parcel from Fond du Lac County

The council will also review the minutes from the closed session on November 25, 2024, for accuracy. **CARRIED UNANIMOUSLY**

Naomi Miller, City Clerk

Form AB-200

### Alcohol Beverage License Application

For Municipal Use Only	
Municipality	Ripon
License Period	2024/2025

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer ..... \$ \_\_\_\_\_
- Class "B" Beer ..... \$ \_\_\_\_\_
- "Class A" Liquor ..... \$ \_\_\_\_\_
- "Class B" Liquor ..... \$ 600.00
- "Class A" Liquor (cider only) \$ \_\_\_\_\_
- Reserve "Class B" Liquor \$ \_\_\_\_\_
- "Class C" Liquor (wine only) \$ \_\_\_\_\_

Fees	
License Fees	\$ <u>600.00</u>
Background Check Fee	\$
Publication Fee	\$ <u>14.00</u>
<b>Total Fees</b>	<b>\$ <u>614.00</u></b>

#### Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <b>La Margarita Ripon LLC</b>			
2. Business Trade Name or DBA <b>Margaritas Mexican Grill</b>			
3. FEIN <b>33-2439429</b>		4. Wisconsin Seller's Permit Number <b>456-1031864998-04</b>	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization <b>WI</b>	7. Date of Organization <b>12/14/2024</b>	8. Wisconsin DFI Registration Number <b>L083415</b>	
9. Premises Address <b>102 E Fond du Lac Sst</b>			
10. City <b>Ripon</b>	11. State <b>WI</b>	12. Zip Code <b>54971</b>	
13. County	14. Governing Municipality: <input type="checkbox"/> City <input checked="" type="checkbox"/> Town <input type="checkbox"/> Village of: <b>Ripon</b>		15. Aldermanic District
16. Premises Phone <b>(920) 896-0045</b>	17. Premises Email <b>jneujahr30@icloud.com</b>		18. Website
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <b>One large dining room with two small rooms for a few tables. There is a bar and basement where there is storage, and a kitchen area</b>			
20. Mailing Address (if different from premises address)			
21. City		22. State	23. Zip Code

#### Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list the details of violation below. Attach additional sheets if necessary.		
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No

**Part D: Criminal History**

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .  Yes  No  
If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .  Yes  No  
If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part E: Attestation**

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 	Date 12/13/2024
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Copy of the new lease is on file with the city clerk.

## Contractor's Application for Payment No. 3

	Application Period: 10/1/2024 to 12/6/2024	Application Date: 12/20/2024
To (Owner): City of Ripon Project: Tygert St Bridge Removal (Project B)	From (Contractor): Egbert Excavating	Via (Engineer): MSA Professional Services, Inc.
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 00026037

### Application For Payment Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
TOTALS	\$ -	\$ -
NET CHANGE BY CHANGE ORDERS	\$ -	

1. ORIGINAL CONTRACT PRICE.....	\$	\$262,627.50
2. Net change by Change Orders.....	\$	\$0.00
3. Current Contract Price (Line 1 ± 2).....	\$	\$262,627.50
<b>4. TOTAL COMPLETED AND STORED TO DATE</b>		
(Column F or I total on Progress Estimates).....	\$	\$262,028.50
<b>5. RETAINAGE:</b>		
a. 5% X \$262,028.50 Work Completed.....	\$	\$13,101.43
b. 0% X \$0.00 Stored Material.....	\$	\$0.00
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$13,101.43
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$248,927.08
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$177,172.63
8. AMOUNT DUE THIS APPLICATION.....	\$	\$71,754.45
<b>9. BALANCE TO FINISH, PLUS RETAINAGE</b>		
(Column [G for LS] or [J for UP] total on Progress Estimates + Line 5.c above).....	\$	\$12,535.43

**Contractor's Certification**  
The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor Signature**  
By: Date: 12/23/24

Payment of: \$ 71,754.45  
(Line 8 or other - attach explanation of the other amount)

is recommended by: 12/20/2024  
(Engineer) (Date)

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

is approved by: \_\_\_\_\_  
(Owner) (Date)

Approved by: \_\_\_\_\_  
Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): Tygert St Bridge Removal (Project B)												Application Number: 3			
Application Period: End April 29, 2024												Application Date: 4/29/2024			
A				B		C	D	E	F	G	H	I	J		
Item			Contract Information				Work Completed to Date					Materials Presently Stored (not in F)	Total Completed and Stored to Date (G + H)	% (I / B)	Balance to Finish (B - I)
Bid Item No.	Spec. Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (S)	Quantities from Previous Pay Applications	Estimated Quantities Installed this Pay Period	Value of Work Installed this Pay Period	Total Estimated Quantity Installed	Value of Work Installed to Date				
B.1		Mobilization, Bonds, and Insurance	1	LS	\$33,409.00	\$33,409.00	1.0		\$0.00	1.0	\$33,409.00	\$0.00	\$33,409.00	100.0%	\$0.00
B.2		Erosion and Sedimentation Control	1	LS	\$4,500.00	\$4,500.00	1.0		\$0.00	1.0	\$4,500.00	\$0.00	\$4,500.00	100.0%	\$0.00
B.3		Erosion Mat, Class I Type B	900	SY	\$2.85	\$2,565.00	900.0		\$0.00	900.0	\$2,565.00	\$0.00	\$2,565.00	100.0%	\$0.00
B.4		Topsoil Placement and Grading	1,600	SY	\$4.25	\$6,800.00	1600.0		\$0.00	1600.0	\$6,800.00	\$0.00	\$6,800.00	100.0%	\$0.00
B.5		Seeding, Fertilizing and Mulch	1,600	SY	\$5.75	\$9,200.00	1600.0		\$0.00	1600.0	\$9,200.00	\$0.00	\$9,200.00	100.0%	\$0.00
B.6		Traffic Control	1	LS	\$4,500.00	\$4,500.00	1.0		\$0.00	1.0	\$4,500.00	\$0.00	\$4,500.00	100.0%	\$0.00
B.7		Asphalt Pavement Removal	600	SY	\$3.25	\$1,950.00	600.0		\$0.00	600.0	\$1,950.00	\$0.00	\$1,950.00	100.0%	\$0.00
B.8		Curb and Gutter Removal	160	LF	\$10.00	\$1,600.00	160.0	7	\$70.00	167.0	\$1,670.00	\$0.00	\$1,670.00	104.4%	-\$70.00
B.9		Retaining Wall Removal	430	LF	\$20.00	\$8,600.00	430.0		\$0.00	430.0	\$8,600.00	\$0.00	\$8,600.00	100.0%	\$0.00
B.10		Concrete Sidewalk Removal	250	SF	\$10.00	\$2,500.00	250.0		\$0.00	250.0	\$2,500.00	\$0.00	\$2,500.00	100.0%	\$0.00
B.11		Tree Removal	6	EA	\$800.00	\$4,800.00	6.0		\$0.00	6.0	\$4,800.00	\$0.00	\$4,800.00	100.0%	\$0.00
B.12		Abandon Storm Sewer	1	LS	\$1,000.00	\$1,000.00	1.0		\$0.00	1.0	\$1,000.00	\$0.00	\$1,000.00	100.0%	\$0.00
B.13		Inlet Removal	1	EA	\$500.00	\$500.00	1.0		\$0.00	1.0	\$500.00	\$0.00	\$500.00	100.0%	\$0.00
B.14		Fence Removal	1	EA	\$500.00	\$500.00	1.0		\$0.00	1.0	\$500.00	\$0.00	\$500.00	100.0%	\$0.00
B.15		Removing Structure Over Waterway Minimal Debris (structure)	1	EA	\$20,000.00	\$20,000.00	1.0		\$0.00	1.0	\$20,000.00	\$0.00	\$20,000.00	100.0%	\$0.00
B.16		Unclassified Excavation	1,910	CY	\$18.00	\$34,380.00	1910.0		\$0.00	1910.0	\$34,380.00	\$0.00	\$34,380.00	100.0%	\$0.00
B.17		Clearing and Grubbing	1	LS	\$5,200.00	\$5,200.00	1.0		\$0.00	1.0	\$5,200.00	\$0.00	\$5,200.00	100.0%	\$0.00
B.18		Concrete Curb and Gutter, 30-Inch, Type D w/ Dense Graded Base (6-Inch Thick)	160	LF	\$72.00	\$11,520.00		167	\$12,024.00	167.0	\$12,024.00	\$0.00	\$12,024.00	104.4%	-\$504.00
B.19		Concrete Driveway, 8-Inch Thick w/ Dense Graded Base (8-Inch Thick)	310	SF	\$18.00	\$5,580.00		326	\$5,868.00	326.0	\$5,868.00	\$0.00	\$5,868.00	105.2%	-\$288.00
B.20		Concrete Sidewalk, 8-Inch Thick w/ Dense Graded Base (8-Inch Thick)	300	SF	\$18.00	\$5,400.00		240	\$4,320.00	240.0	\$4,320.00	\$0.00	\$4,320.00	80.0%	\$1,080.00
B.21		Concrete Sidewalk, 6-Inch Thick w/ Dense Graded Base (6-Inch Thick)	60	SF	\$12.00	\$720.00		52.5	\$630.00	52.5	\$630.00	\$0.00	\$630.00	87.5%	\$90.00
B.22		Concrete Sidewalk, 4-Inch Thick w/ Dense Graded Base (6-Inch Thick)	430	SF	\$15.00	\$6,450.00		450	\$6,750.00	450.0	\$6,750.00	\$0.00	\$6,750.00	104.7%	-\$300.00
B.23		Detectable Warning Field	12	SF	\$60.00	\$720.00		10	\$600.00	10.0	\$600.00	\$0.00	\$600.00	83.3%	\$120.00
B.24		Dense Graded Base, 1-1/4-Inch, (12-Inch Thick)	100	TON	\$34.00	\$3,400.00	100.0		\$0.00	100.0	\$3,400.00	\$0.00	\$3,400.00	100.0%	\$0.00
B.25		Asphalt Pavement (4-Inch Thick)	15	TON	\$500.00	\$7,500.00		9	\$4,500.00	9.0	\$4,500.00	\$0.00	\$4,500.00	60.0%	\$3,000.00
B.26		Furnish and Install Wood Fence	30	LF	\$50.00	\$1,500.00			\$0.00		\$0.00	\$0.00	\$0.00	0.0%	\$1,500.00
B.27		Excavation Below Subgrade (EBS)	6	CY	\$100.00	\$600.00	6.0		\$0.00	6.0	\$600.00	\$0.00	\$600.00	100.0%	\$0.00
B.28		2-Foot x 3-Foot Storm Inlet	1	EA	\$2,250.00	\$2,250.00	1.0		\$0.00	1.0	\$2,250.00	\$0.00	\$2,250.00	100.0%	\$0.00
B.29		4-Foot Dia. Storm Manhole	1	EA	\$3,100.00	\$3,100.00	1.0		\$0.00	1.0	\$3,100.00	\$0.00	\$3,100.00	100.0%	\$0.00
B.30		12-Inch HDPE Storm Sewer	8	LF	\$50.00	\$400.00	8.0		\$0.00	8.0	\$400.00	\$0.00	\$400.00	100.0%	\$0.00
B.31		18-Inch RCP Storm Sewer	38	LF	\$62.00	\$2,356.00	38.0		\$0.00	38.0	\$2,356.00	\$0.00	\$2,356.00	100.0%	\$0.00
B.32		18-inch RCP Endwall	1	EA	\$1,100.00	\$1,100.00	1.0		\$0.00	1.0	\$1,100.00	\$0.00	\$1,100.00	100.0%	\$0.00
B.33		Connect to Existing Storm Sewer	2	EA	\$1,200.00	\$2,400.00	2.0		\$0.00	2.0	\$2,400.00	\$0.00	\$2,400.00	100.0%	\$0.00
B.34		Rip Rap (Heavy)	1,000	SY	\$8.00	\$8,000.00	1000.0		\$0.00	1000.0	\$8,000.00	\$0.00	\$8,000.00	100.0%	\$0.00
B.35		Work Area Isolation	1	LS	\$5,000.00	\$5,000.00	1.0		\$0.00	1.0	\$5,000.00	\$0.00	\$5,000.00	100.0%	\$0.00
B. Alt. 43		Topsoil Placement and Grading	1,590	SY	\$4.25	\$6,757.50	1590.0	456	\$1,938.00	2046.0	\$8,695.50	\$0.00	\$8,695.50	128.7%	-\$1,938.00
B. Alt. 44		Seeding, Fertilizing and Mulch	1,590	SY	\$6.00	\$9,540.00		2046	\$12,276.00	2046.0	\$12,276.00	\$0.00	\$12,276.00	128.7%	-\$2,736.00
B. Alt. 45		Asphalt Sidewalk, 3-Inch Thick w/ Dense Graded Base (9-Inch Thick)	400	SY	\$58.00	\$23,200.00		340	\$19,720.00	340.0	\$19,720.00	\$0.00	\$19,720.00	85.0%	\$3,480.00
B. Alt. 46		Unclassified Excavation	135	CY	\$59.00	\$7,965.00	135.0		\$0.00	135.0	\$7,965.00	\$0.00	\$7,965.00	100.0%	\$0.00
B. Alt. 48		Relocate Decorative Boulders	1	LS	\$1,500.00	\$1,500.00	1.0		\$0.00	1.0	\$1,500.00	\$0.00	\$1,500.00	100.0%	\$0.00
B. Alt. 49		Tree Protection	1	LS	\$2,500.00	\$2,500.00	1.0		\$0.00	1.0	\$2,500.00	\$0.00	\$2,500.00	100.0%	\$0.00
B. Alt. 47		Install Bench Pad	4	EA	\$1,000.00	\$4,000.00		4	\$4,000.00	4.0	\$4,000.00	\$0.00	\$4,000.00	100.0%	\$0.00
<b>Contract Totals</b>						<b>\$261,462.50</b>			<b>\$72,696.00</b>		<b>\$262,028.50</b>	<b>\$0.00</b>	<b>\$262,028.50</b>	<b>100.2%</b>	<b>-\$566.00</b>

# EGBERT EXCAVATING, INC.

W1302 N LAWSON DRIVE  
GREEN LAKE, WI 54941

# Invoice

DATE	INVOICE #
12/5/2024	18092

BILL TO
MSA PROFESSIONAL SERVICES, INC. 1230 SOUTH BOULEVARD BARABOO, WI 53913

P.O. NO.	TERMS	DUE DATE
EE2327	NET 30	1/4/2025

DATE	DESCRIPTION	QTY.	RATE	AMOUNT
	RE: TYGERT ST BRIDGE REMOVAL (PROJECT B) RIPON PROJECT #00026037			
12/5/2024	Item B.8: Curb & Gutter Removal - LF	7	10.00	70.00
	Item B.18: Curb & Gutter 30" w/ 6" Base - LF	167	72.00	12,024.00
	Item B.19: Concrete Driveway 8" w/ 8" Base - SF	326	18.00	5,868.00
	Item B.20: Concrete Sidewalk 8" w/ 8" Base - SF	240	18.00	4,320.00
	Item B.21: Concrete Sidewalk 6" w/ 6" Base - SF	52.5	12.00	630.00
	Item B.22: Concrete Sidewalk 4" w/ 6" Base - SF	450	15.00	6,750.00
	Item B.23: Detectable Warning Field - SF	10	60.00	600.00
	Item B.25: Asphalt Pavement 4" - Ton	9	500.00	4,500.00
	Item B. ALT. 43: Topsoil Placement & Grading - SY	456	4.25	1,938.00
	Item B. ALT. 44: Seeding, Fertilizing, and Mulch - SY	2,046	6.00	12,276.00
	Item B. ALT.45: Asphalt Sidewalk w/ 9" Base - SY	340	58.00	19,720.00
	Item B. ALT. 47: Install Bench Pad - Each	4	1000.00	4,000.00
Thank you. We appreciate your business!		<b>Total</b>		<b>\$72,696.00</b>

Payment is due within 30 days of sale. A 1% per month (12% per year) late payment fee will be assessed on any unpaid balance remaining after 30 days.



# APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE 1 OF 1 PAGES

**TO OWNER:**

CITY OF RIPON  
100 E Jackson St.

PROJECT: 2024-RPW

APPLICATION NO.: 001  
INVOICE NO.: 0020485  
PERIOD TO: 12/31/2024

RIPON, WI 54971

**FROM CONTRACTOR:**

Cardinal Construction Co., Inc.  
1183 Industrial Parkway  
Fond du Lac, WI 54937

VIA ARCHITECT: Short Elliott Hendrickson, Inc.

ARCHITECT'S PROJECT NO.:

CONTRACT DATE: 08/09/2024

CONTRACT NO.: -

CONTRACT FOR: RIPON DPW FACILITY

## CONTRACTOR'S APPLICATION FOR PAYMENT

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

1.	ORIGINAL CONTRACT SUM		\$ 8,649,420.00
2.	Net change by Change Orders		\$ 82,118.93
3.	CONTRACT SUM TO DATE (Line 1 + 2)		\$ 8,731,538.93 *
4.	TOTAL COMPLETED & STORED TO DATE (Column G on G703)		\$ 1,331,353.56
5.	RETAINAGE	5.00%	\$ 66,567.68
6.	TOTAL EARNED LESS RETAINAGE (Line 5 less Line 5)		\$ 1,264,785.88 *
7.	LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		\$ -
8.	CURRENT PAYMENT DUE		\$ 1,264,785.88 *
9.	BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		\$ 7,466,753.05 *

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		

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

CONTRACTOR:

By: \_\_\_\_\_

Date: 1/9/25

State of: Wisconsin

County of: Fond du Lac

Subscribed and sworn to before me this 9th day of January, 2025

Notary Public:

My Commission expires: 8/9/27

## ARCHITECT'S CERTIFICATE FOR PAYMENT

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

### AMOUNT CERTIFIED

\$ \_\_\_\_\_

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

ARCHITECT: \_\_\_\_\_

By: \_\_\_\_\_

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

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

G702-1992

**CAUTION:** You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

# CONTINUATION SHEET

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.  
 In tabulations below, amounts are stated to the nearest dollar.  
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 PERIOD TO: 12/31/2024  
 ARCHITECT'S PROJECT NO.: -

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE)
			D FROM PREVIOUS APPLICATION (D+E)	E THIS PERIOD		G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
0010	Insurance	10,000.00		10,000.00		10,000.00	100.00	-	500.00
0020	Bond	43,000.00		43,000.00		43,000.00	100.00	-	2,150.00
0030	General Conditions	241,320.00		40,220.00		40,220.00	16.67	201,100.00	2,011.00
0040	Supervision / Management	50,000.00		15,000.00		15,000.00	30.00	35,000.00	750.00
0050	Testing	10,000.00		8,000.00		8,000.00	80.00	2,000.00	400.00
0060	Equipment	15,000.00		1,500.00		1,500.00	10.00	13,500.00	75.00
0070	Mobilization / Demobilization	10,000.00		5,000.00		5,000.00	50.00	5,000.00	250.00
0080	Building Removal	58,890.00				-	-	58,890.00	-
0090	Foundation Footing	216,950.00		216,950.00		216,950.00	100.00	-	10,847.50
0100	Foundation Walls	390,743.00		375,000.00		375,000.00	95.97	15,743.00	18,750.00
0110	Site Concrete	230,193.00				-	-	230,193.00	-
0120	Concrete Reinforcing	50,146.00		40,000.00		40,000.00	79.77	10,146.00	2,000.00
0130	Concrete Reinforcing Install	54,826.00		40,000.00		40,000.00	72.96	14,826.00	2,000.00
0140	Precast Structural Engineering	35,773.00		32,196.00		32,196.00	90.00	3,577.00	1,609.80
0150	Precast Structural Concrete Materials	594,148.00				-	-	594,148.00	-
0160	Precast Concrete Delivery	128,395.00				-	-	128,395.00	-
0170	Precast Concrete Install	149,192.00				-	-	149,192.00	-
0180	Precast Concrete Field Finish	82,147.00				-	-	82,147.00	-
0190	Masonry CMU	100,000.00				-	-	100,000.00	-
0200	Masonry Veneer	90,000.00				-	-	90,000.00	-
0210	Structural Steel Material	147,527.00				-	-	147,527.00	-
0220	Joist and Deck Supply	300,000.00				-	-	300,000.00	-
0221	Structural Steel Engineering	17,800.00		17,800.00		17,800.00	100.00	-	890.00
0230	Structural Steel Install	141,987.00				-	-	141,987.00	-
0240	Rough / Finish Carpentry Labor	230,000.00				-	-	230,000.00	-
0250	Casework Material	46,540.00				-	-	46,540.00	-
0260	Foamed in Place Insulation	10,299.00				-	-	10,299.00	-
0270	Fluid Applied Air Barriers	18,868.00				-	-	18,868.00	-

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			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD		% (G ÷ C)			
0280	Metal Soffit / Composite Wall Panels	112,900.00				-	-	112,900.00	-
0290	EPDM Roofing Materials	269,535.00				-	-	269,535.00	-
0300	EPDM Roofing Labor	150,000.00				-	-	150,000.00	-
0310	Sheet Metal Flashing and Trims	50,000.00				-	-	50,000.00	-
0320	Firestopping	3,500.00				-	-	3,500.00	-
0330	Joint Sealants	14,735.00				-	-	14,735.00	-
0340	Hollow Metal Doors and Frames / Doors /	78,290.00				-	-	78,290.00	-
0350	Overhead Coiling Doors	110,000.00				-	-	110,000.00	-
0360	Aluminum Framed Entrances and Storefront	147,623.00				-	-	147,623.00	-
0370	Insulated Translucent Fiberglass Panel U	50,000.00				-	-	50,000.00	-
0380	Security Windows	10,000.00				-	-	10,000.00	-
0390	Glazing	80,000.00				-	-	80,000.00	-
0400	Non-Structural Metal Framing / Drywall	175,026.00				-	-	175,026.00	-
0410	Ceramic Tile	47,248.00				-	-	47,248.00	-
0420	Acoustical Tile Ceilings	19,494.00				-	-	19,494.00	-
0430	Flooring	26,859.00				-	-	26,859.00	-
0440	Painting	88,360.00				-	-	88,360.00	-
0450	Panel Signage	1,553.00				-	-	1,553.00	-
0460	Toilet and Bath Accessories	3,721.00				-	-	3,721.00	-
0470	Fire Protection Cabinets	1,326.00				-	-	1,326.00	-
0480	Metal Lockers	16,800.00				-	-	16,800.00	-
0490	Roller Window Shades	5,732.00				-	-	5,732.00	-
0500	Fire Suppression	75,500.00				-	-	75,500.00	-
0510	Plumbing Rough-in Labor	225,000.00		5,000.00		5,000.00	2.22	220,000.00	250.00
0520	Plumbing Rough-in Materails	297,500.00		5,000.00		5,000.00	1.68	292,500.00	250.00
0530	Fixtures	200,000.00				-	-	200,000.00	-
0540	Electical Submittals	5,000.00		5,000.00		5,000.00	100.00	-	250.00
0550	HVAC Rough-in Labor	350,000.00		5,000.00		5,000.00	1.43	345,000.00	250.00

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			D FROM PREVIOUS APPLICATION (D+E)	E THIS PERIOD		% (G ÷ C)			
0560	HVAC Rough-in Materials	171,000.00		29,300.00		29,300.00	17.13	141,700.00	1,465.00
0570	HVAC Equipment	290,000.00				-	-	290,000.00	-
0580	Lighting Material	60,735.00			7,933.00	7,933.00	13.06	52,802.00	396.65
0581	HVAC Submittals	5,000.00		5,000.00		5,000.00	100.00	-	250.00
0590	Switch Gear	53,873.00			11,480.00	11,480.00	21.31	42,393.00	574.00
0600	Generator	106,727.00		39,845.00		39,845.00	37.33	66,882.00	1,992.25
0610	Structured Cabling	22,822.00		28,394.00		28,394.00	124.42	(5,572.00)	1,419.70
0620	Fire Alarm	16,265.00				-	-	16,265.00	-
0630	Access Control	38,150.00				-	-	38,150.00	-
0640	Security Systems	15,825.00				-	-	15,825.00	-
0650	Electrical Material	202,873.00		12,000.00		12,000.00	5.92	190,873.00	600.00
0660	Electrical Labor	300,000.00		6,000.00		6,000.00	2.00	294,000.00	300.00
0670	Earthwork	541,500.00		118,717.00		118,717.00	21.92	422,783.00	5,935.85
0680	Asphalt Paving	202,494.00				-	-	202,494.00	-
0690	Fence Chain Link	91,952.00				-	-	91,952.00	-
0700	Site Accessories	62,390.00				-	-	62,390.00	-
0710	Landscaping	40,000.00				-	-	40,000.00	-
0720	Utilities	60,000.00				-	-	60,000.00	-
0730	Unsuitable Soils Allowance	126,900.00		126,900.00		126,900.00	100.00	-	6,345.00
0740	Gas/Utility Allowance	60,000.00				-	-	60,000.00	-
0750	Altertnate #1-H1	1,800.00				-	-	1,800.00	-
0760	Alternate #2- H2	72,882.00				-	-	72,882.00	-
0770	Alterate #3- C1	16,786.00				-	-	16,786.00	-
0780	CO-001-Delete Fume Hood	(5,746.00)		(5,746.00)		(5,746.00)	100.00	-	(287.30)
0790	CO-002-Add Stoop at Door 117B	3,500.37		2,500.00		2,500.00	71.42	1,000.37	125.00
0800	CO-003-Joist Changes	6,581.56		6,581.56		6,581.56	100.00	-	329.08
0810	CO-004-Unsuitable Soils Overage	77,783.00		77,783.00		77,783.00	100.00	-	3,889.15
						-	-	-	-

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ARCHITECT'S PROJECT NO.: -

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C-G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
						-		-	-
						-		-	-
		8,731,538.93	-	1,311,940.56	19,413.00	1,331,353.56	15.25	7,400,185.37	66,567.68

## Ripon DPW Cost Change Log

Type	Number	Description	Cost	Status
Change order	1	Delete fume hood from scope	\$ (5,746.00)	Submitted
Change order	2	Add foundation at Door 117B	\$ 3,500.37	Submitted
Change order	3	Structural joist changes for CCU-1	\$ 6,581.56	Submitted
Change order	4	Unsuitable soils allowance overage	\$ 77,783.00	Submitted
Change order	5	Add door to bulk storage room		Pricing



# CITY OF RIPON

100 Jackson Street \* Ripon, WI 54971-1396

## Staff Report

**Agenda Item:** Building Permit Fee Resolution

**Background:** Ordinance Section 18.04.100 - Permit—Fees—Amount. The fees for each building, plumbing, electric, or HVAC permit shall be set by resolution of the Common Council and shall be kept on file at the offices of the City Clerk.

The City Council has not approved or updated the building permit fee schedule for several years (8+ years). Permit fees have been set through the contract with the previous Building Inspector and have not been placed in the annual fee resolution. Moving forward, it is recommended that the city analyze these fees annually as part of the fee resolution during the budgeting process. Further review of this issue has also shown that there are sections of the ordinance that have established permit fees for specific work. It is recommended that these sections be removed and all fees placed in the annual fee resolution.

Building permit fees are designed to help cover the cost of inspections related to the permitted project. Permits are charged in a variety of ways, including based on square footage, value, or a flat fee. Minimum fees are established, but they are often exceeded due to project size and scope.

The city can expect to receive revenue from building permits, with most funds paying for the required inspections. These updates ensure a fair allocation of costs and improve alignment with current construction trends and administrative expenses.

**Administrative Review:** City Administration has reviewed the fee schedule with MSA and compared it with several permit fees charged in 2024 for projects that occurred within the city. Here is a summary of that analysis:

Permit Comparison	Sq. ft.	2024 Charge	2025 Proposed
Permit 41	4043	\$1,772.04	\$1,871.34
Permit 69	576	\$1,140.00	\$1,290.00
Permit 127	3340	\$1,575.20	\$1,476.28
Permit 126	3576	\$1,641.28	\$1,648.88
Permit 174	5729	\$2,244.12	\$2,467.02
Permit 24-19	3384	\$1,587.52	\$1,575.52
Permit 214 Remodel		\$336.00	\$380.00
Replace 8 Windows		\$117.34	\$60.00
Replace Roof		\$108.98	\$60.00

While there may be an increase in some building permit fees, this is due to the anticipated inspection workload and frequency for the project. Building permit fees can vary from project to project, but the goal was to limit fee

increases after not reviewing the issue for some time. Fees are generally paid by the project sponsor, so recommendations were made to balance affordability and cost recovery based on project type (e.g., new construction vs. smaller residential projects).

It is recommended that sections of the ordinance containing pre-set permit fees be revised to remove fixed amounts. Consolidating all fees into the annual fee resolution will improve transparency and allow for consistent updates. These draft ordinance changes have been placed on the agenda for consideration.

**Action:** Seeking a motion to approve a resolution establishing building permit fees for 2025.



Resolution No. \_\_\_\_\_

**A RESOLUTION ESTABLISHING THE CITY OF RIPON BUILDING PERMIT FEE SCHEDULE FOR 2025**

**WHEREAS**, Wisconsin State Statutes authorizes the Common Council of the City of Ripon to set user fees, and fees for various licenses, services, and permits, which constitute the City of Ripon User Fee Schedule; and

**WHEREAS**, the City of Ripon Code of Ordinances Section 18.04.100 requires the Common Council to establish a permit fees for Building Permits via resolution; and

**WHEREAS**, the city analyzes the fee schedule as necessary to recover administrative costs and expenses incurred by the City of Ripon.

**NOW, THEREFORE BE IT RESOLVED**, by the Common Council of the City of Ripon, hereby establishes the building permit fees as indicated on the attached fee schedule for 2025.

\_\_\_\_\_  
Theodore Grant, Mayor

ATTEST:

\_\_\_\_\_  
Adam Sonntag, City Administrator

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_  
Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2025

Approved as to form:

\_\_\_\_\_  
Ludwig L. Wurtz, City Attorney

## City of Ripon Fees as of January 1, 2025

	<u><b>BUILDING PERMIT FEES</b></u>	<u><b>2024 Fee Amount</b></u>	<u><b>2025 Fee Amount</b></u>
Minimum Fee		\$50.00	Specified Below
	<u><b>Residential - New 1 &amp; 2 Family Dwellings</b></u>		
Building, Plumbing, Electrical, & HVAC		\$500.00 base + \$.28/SF (\$1,000 minimum)	\$.38/SF (\$1,000 minimum)
UDC Seal		\$40.00	\$40.00
Bond (Returned after Occupancy)		\$1,000.00	\$1,000.00
Erosion Control		\$50.00	\$250.00
Occupancy Permit		\$50.00	Included in Fee
HUD or Manufactured Homes		-	\$500.00
	<u><b>Residential Additions</b></u>		
Building		\$.16/SF (\$300 minimum)	\$.16/SF (\$300 Minimum)
Plumbing		\$.04/SF (\$80 minimum)	\$.08/SF (\$125 minimum)
Electrical		\$.04/SF (\$80 minimum)	\$.08/SF (\$125 minimum)
HVAC		\$.04/SF (\$80 minimum)	\$.06/SF (\$125 minimum)
Erosion Control		\$50.00	None
Bond (Returned after Occupancy)		\$1,000.00	\$1,000.00
Occupancy Permit		\$50.00	Included in Fee
Residential Remodels		\$6.00 per \$1,000 Construction Cost + Mechanicals	\$13.00 per \$1,000 Construction Cost + Mechanicals
	<u><b>Residential Garages/Accessory (New &amp; Additions)</b></u>		
Building		\$.14/SF (\$100 minimum)	\$125 for buildings 150SF to 250SF / Over 250 SF - \$400 + Mechanicals
Plumbing		\$.04/SF (\$80 minimum)	\$.08/SF (\$125 minimum)
Electrical		\$.04/SF (\$80 minimum)	\$.08/SF (\$125 minimum)
HVAC		\$.04/SF (\$80 minimum)	\$.06/SF (\$125 minimum)
Erosion Control		\$50.00	None
Occupancy Permit		\$50.00	Included in Fee
	<u><b>Miscellaneous</b></u>		
Electrical Service		\$80.00	\$150.00
Laterals		\$60.00	Included in NSFD Fee
Replace Furnace or AC		\$50.00	\$60.00
Plumbing Remodel		\$50.00 or \$8.00/fixture	\$.08SF (\$125 minimum)
Non-Structural Roof, Window, Siding		Varies	\$60.00
Early Start (Footings and Foundations Only)		\$100 or \$.03/SF	\$150.00
Decks		\$100.00-\$150.00	\$250.00
Permanent Swimming Pools		\$50.00	\$300 (included electrical inspection)
Prefabricated Sheds		\$50.00	\$60.00
Fences		\$50.00	\$60.00
Signs		\$50.00 + \$.50/SF each face	\$75.00
Reinspection Fee			Subject to Fee Schedule
	<u><b>Multi-Family / Commercial / Industrial - New &amp; Additions</b></u>		
Building		\$100 + \$.20/SF (\$500 minimum)	\$.18SF (\$500 minimum)
Plumbing		\$60 + \$.06/SF (\$80 minimum) or \$8.00/fixture	\$.16SF (\$250 minimum)
Electrical		\$60 + \$.06/SF (\$80 minimum) or \$1.25/opening	\$.16SF (\$250 minimum)
HVAC		\$60 + \$.06/SF (\$80 minimum)	\$.16SF (\$250 minimum)
Erosion Control		DPW Fee	\$250.00
Occupancy Permit		\$100.00	Included

Fire Protection (Sprinkler System)	\$60 + \$.04/SF (\$80 minimum) or \$1.00/head	\$.16SF (\$250 minimum)
Bond (Returned after Occupancy)	\$1,500 under 10,000 SF / \$3,000 over 10,001 SF	\$1,500 under 10,000 SF / \$3,000 over 10,001 SF \$15 per \$1,000 Construction cost (\$250 minimum)
Remodels	\$6.00 per \$1,000 Construction Cost	
Zoning/Plan Review	\$100 under 10,000 SF / \$200 over 10,001 SF	Varies \$125 to \$300
Building Plan Review for Approval - Under 50,000 CF <b><u>Agricultural</u></b>	Per DSPS Fees	\$125.00
Building	\$.14/SF (\$100 minimum)	n/a unless ordinances require this
Plumbing	\$.04/SF (\$80 minimum)	n/a unless ordinances require this
Electrical	\$.04/SF (\$80 minimum)	\$.08/SF (\$125.00 Min) n/a unless ordinances require this
HVAC	\$.04/SF (\$80 minimum)	require this
Erosion Control	\$50.00	Included
Occupancy Permit	\$50.00	Included
	<b><u>Demolition</u></b>	
Residential	\$100.00	\$150.00
Accessory/Garage/Agricultural	\$50.00	\$60.00
Commercial/Industrial	\$300.00	\$300.00
Moving - Principal Building	\$200.00	\$150.00
Moving - Garage/Accessory/Agricultural	\$100.00	\$100.00

ORDINANCE NO. \_\_\_\_\_

**ORDINANCE TO AMEND SECTION 18.06.030  
OF THE MUNICIPAL CODE**

**WHEREAS**, the Common Council for the City of Ripon is desirous to amend Section 18.06.030 Building Permit Fee of the Ripon Municipal Code; and

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RIPON, WISCONSIN THAT SECTION 18.06.030 BE AMENDED TO READ AS FOLLOWS:

**18.06.030 Building permit fee.**

The building permit fees for buildings, structures, heating and ventilation shall be that set forth in the most recent fee schedule resolution adopted by the Common Council.

A. ~~Plan Examination. Fees for the examination and approval of all plans submitted in accordance with the requirements of Chapters SPS 360 through 366 shall be determined in accordance with the following:~~

1. ~~Building, Heating, and Ventilation. Fees for plan examination shall be determined on volume as shown within the SBD 118 State Form.~~

a. ~~Exceptions.~~

i. ~~Warehouses. The fees for plan examination of warehouses shall be determined as above except fee may be reduced fifteen percent.~~

ii. ~~Permission to Start Construction. The fee for a permission to start construction shall be thirty dollars.~~

iii. ~~Building Alteration. Examination fees for alteration plans of existing buildings and structures undergoing remodeling shall be computed on the basis of three cents per square foot of floor area affected, minimum fee of forty dollars.~~

b. ~~No separate fee charged when heating and ventilating plans are submitted with the building plans.~~

c. ~~Other Plan Submittal.~~

i. ~~Revisions to plans not requested by the city is twenty five dollars per plan.~~

ii. ~~Footing and foundation submitted separately is forty dollars per plan.~~

iii. ~~Structural plans: twenty five dollars/structural element.~~

iv. ~~Miscellaneous plans: sixty dollars.~~

B. ~~Inspection Fees. Field inspection fees shall be submitted for each building or structure in accordance with the following schedules:~~

1. ~~General. Building, heating and ventilating inspection fees. When submitted together, inspection fees are as follows:~~

<del>New Construction (Cubic Feet)</del>	<del>Fee</del>
<del>0—25,000</del>	<del>\$ 50.00</del>
<del>25,001—35,000</del>	<del>—70.00</del>

35,001— 50,000	—90.00
50,001— 75,000	—120.00
75,001— 100,000	—150.00

2. When heating and ventilating plans are submitted separately from building plans, fee is fifty dollars.

3. Inspection fees for alterations to existing buildings are as follows:

Alteration (Gross Area in Sq. Ft.)	Fee
0— 2,500	\$ 50.00
2,501— 5,000	—75.00
5,001— 10,000	—100.00
10,001— 25,000	—125.00
25,001— 50,000	—150.00
50,001— 75,000	—200.00
Over 75,000	—250.00

4. Miscellaneous inspection fees shall be sixty five dollars.

This ordinance shall take force and be in effect upon passage and publication, as provided by law.

\_\_\_\_\_  
Theodore Grant, Mayor

ATTEST:

\_\_\_\_\_  
Adam Sonntag, City Administrator

AYES \_\_\_\_\_ NAYES \_\_\_\_\_  
PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.  
PUBLISHED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

Approved as to form:

\_\_\_\_\_  
Ludwig L. Wurtz, City Attorney

ORDINANCE NO. \_\_\_\_\_

**ORDINANCE TO AMEND SECTION 18.08.020  
OF THE MUNICIPAL CODE**

**WHEREAS**, the Common Council for the City of Ripon is desirous to amend Section 18.08.020 Electrical Code Permit Fee of the Ripon Municipal Code; and

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RIPON, WISCONSIN THAT SECTION 18.08.020 BE AMENDED TO READ AS FOLLOWS:

**18.08.020 Permit—Application—Contents—Fee.**

No electrical wiring or other equipment shall be installed or altered without first securing a permit therefor from the building inspector; except, that repairs or replacements of broken or defective sockets, switches or base receptacles may be made without a permit. The application for such permit shall be on a form furnished by the building inspector, and shall state clearly the work planned, alterations to be made, and equipment and materials to be used. All later deviations from such plan must be submitted to and approved by the building inspector. The permit fee shall be set forth in the most recent fee schedule resolution adopted by the Common Council. ~~A fee of ten cents per outlet shall be charged for the permit, with a minimum fee of one dollar.~~

This ordinance shall take force and be in effect upon passage and publication, as provided by law.

\_\_\_\_\_  
Theodore Grant, Mayor

ATTEST:

\_\_\_\_\_  
Adam Sonntag, City Administrator

AYES \_\_\_\_\_ NAYES \_\_\_\_\_  
PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.  
PUBLISHED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

Approved as to form:

\_\_\_\_\_  
Ludwig L. Wurtz, City Attorney

# Ripon Shared Ride Taxi Service Update

The Ripon SRTS is a demand response door-to-door shared ride program. "Shared Ride" means you may travel with more than one passenger with different destinations and origins. The program is administered by the City of Ripon in partnership with Brown Cab Inc. The City is responsible for determining the fares, hours of service, areas of service and how the service is operated.

The City contracts with a private transit company (Brown Cab Inc.) to provide the service. This company is selected through a competitive bidding process and the City must solicit these bids every five years.

Funding for the service comes from 4 sources. These are the Federal Transit Administration(FTA), the State of Wisconsin, The City of Ripon and you, the rider, through your patronage.

The Section 5311 Grant is a program that provides funding for public transportation services in non-urbanized areas of Wisconsin. The program's goal is to improve access to public transportation services for people in non-urbanized areas. This includes access to health care, shopping, education, recreation, public services, and employment. State Statute Section 85.20 Urban mass transit operating assistance program.

**2023  
Demographic  
Information**

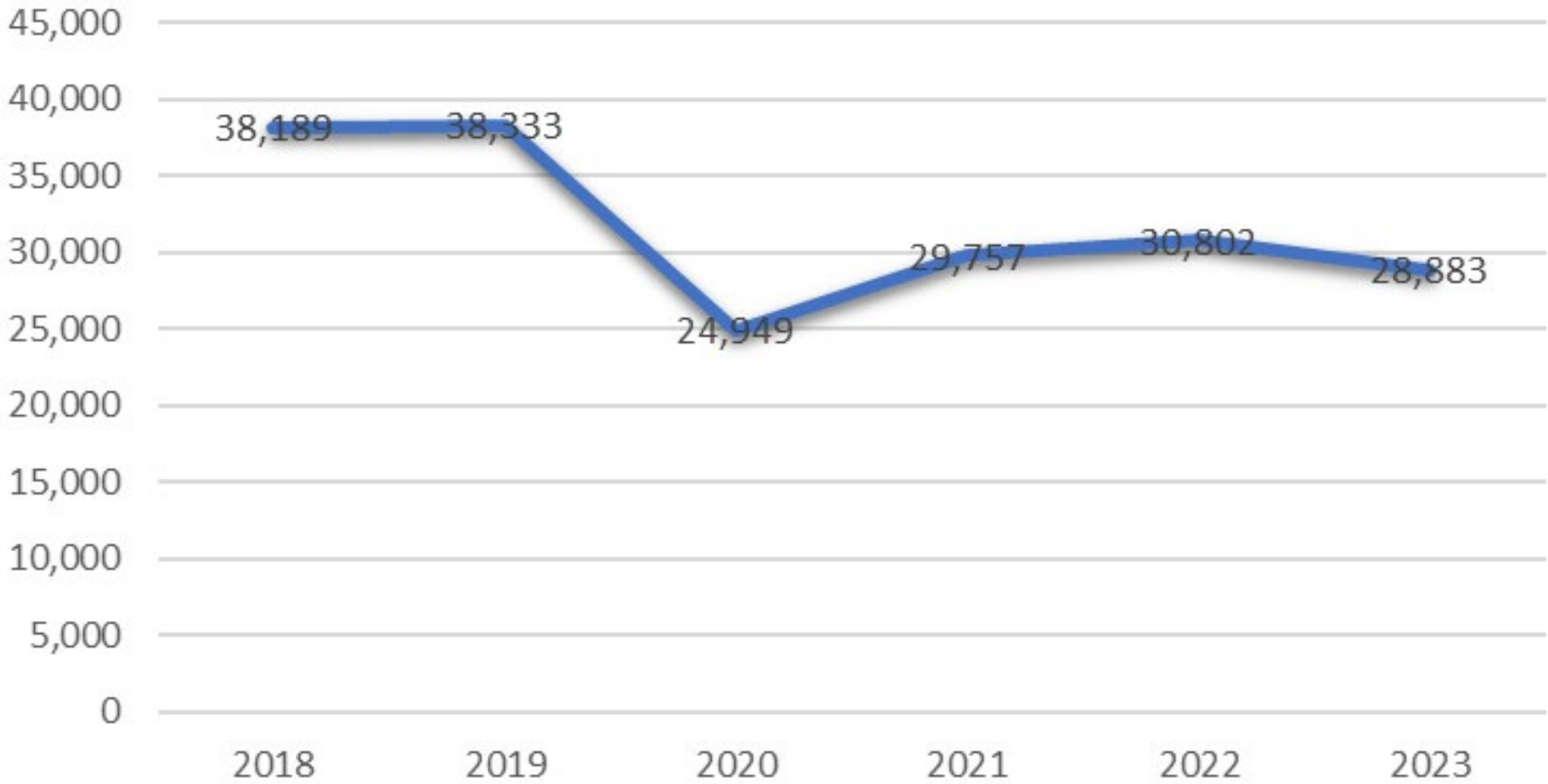
Month	Adult	Student	Senior	Agency Sr.	Disabled	Agency Dis.	Parcel	Additional	Rider Special	Total Trips
January	556	295	804	0	278	389	7	42	0	2,371
February	493	347	762	0	267	418	8	58	0	2,353
March	623	405	834	0	291	497	5	62	0	2,717
April	571	400	792	0	269	440	5	36	0	2,513
May	558	328	873	0	261	553	9	48	0	2,630
June	517	126	841	0	290	537	7	53	0	2,371
July	401	37	774	0	214	489	8	31	0	1,954
August	532	35	895	0	184	530	3	45	0	2,224
September	512	194	978	0	232	485	11	36	0	2,448
October	527	256	925	0	245	534	5	34	0	2,526
November	475	275	890	0	278	518	5	49	0	2,490
December	456	190	868	0	336	384	7	45	0	2,286
<b>Total</b>	<b>6221</b>	<b>2888</b>	<b>10236</b>	<b>0</b>	<b>3145</b>	<b>5774</b>	<b>80</b>	<b>539</b>	<b>0</b>	<b>28883</b>
<b>Average</b>	<b>518.42</b>	<b>240.67</b>	<b>853.00</b>	<b>0.00</b>	<b>262.08</b>	<b>481.17</b>	<b>6.67</b>	<b>44.92</b>	<b>0.00</b>	<b>2406.92</b>
<b>Percent</b>	<b>21.54%</b>	<b>10.00%</b>	<b>35.44%</b>	<b>0.00%</b>	<b>10.89%</b>	<b>19.99%</b>	<b>0.28%</b>	<b>1.87%</b>	<b>0.00%</b>	<b>100.00%</b>



2024 Demographic Information										
Month	Adult	Student	Senior	Agency Sr.	Disabled	Agency Dis.	Parcel	Additional	Rider Special	Total Trips
January	520	224	944	0	330	432	8	33	0	2,491
February	480	256	877	0	326	402	10	40	0	2,391
March	522	174	894	0	386	455	10	37	0	2,478
April	485	248	847	0	358	451	4	20	0	2,413
May	521	231	877	0	366	475	9	20	0	2,499
June	546	77	967	0	327	395	10	35	0	2,357
July	550	59	974	0	411	514	8	67	0	2,583
August	506	55	989	0	386	551	12	36	0	2,535
September	427	262	894	0	302	475	10	47	0	2,417
October	451	310	920	0	398	495	8	25	0	2,607
November	462	254	954	0	394	502	5	56	0	2,627
<b>Total</b>	<b>5470</b>	<b>2150</b>	<b>10137</b>	<b>0</b>	<b>3984</b>	<b>5147</b>	<b>94</b>	<b>416</b>	<b>0</b>	<b>27398</b>
<b>Average</b>	<b>497.27</b>	<b>195.45</b>	<b>921.55</b>	<b>0.00</b>	<b>362.18</b>	<b>467.91</b>	<b>8.55</b>	<b>37.82</b>	<b>0.00</b>	<b>2490.73</b>
<b>Percent</b>	<b>19.96%</b>	<b>7.85%</b>	<b>37.00%</b>	<b>0.00%</b>	<b>14.54%</b>	<b>18.79%</b>	<b>0.34%</b>	<b>1.52%</b>	<b>0.00%</b>	<b>100.00%</b>
<b>2 Year Monthly Average</b>										
	<b>507.84</b>	<b>218.06</b>	<b>887.27</b>	<b>0.00</b>	<b>312.13</b>	<b>474.54</b>	<b>7.61</b>	<b>41.37</b>	<b>0.00</b>	<b>2448.82</b>
<b>Percent</b>	<b>20.74%</b>	<b>8.90%</b>	<b>36.23%</b>	<b>0.00%</b>	<b>12.75%</b>	<b>19.38%</b>	<b>0.31%</b>	<b>1.69%</b>	<b>0.00%</b>	<b>100.00%</b>

Approximately 68% of rides are being provided to seniors and/or individual with disabilities.

# City of Ripon - Total Trips



# Decline in Ridership

Revenues		2019		2022		2023	
401.01	Full Adult Fares	\$ 31,646.25	22.26%	\$ 22,565.25	19.59%	\$ 22,542.25	15.20%
401.02	E & D Fares	\$ 46,945.00	33.02%	\$ 40,141.50	34.85%	\$ 63,791.00	43.01%
401.03	Other Reduced Fares	\$ 17,329.75	12.19%	\$ 14,150.50	12.29%	\$ 9,680.00	6.53%
401.99	Agency Fares	\$ 46,241.25	32.53%	\$ 38,311.00	33.27%	\$ 52,294.00	35.26%
		<b>\$ 142,162.25</b>		<b>\$ 115,168.25</b>		<b>\$148,307.25</b>	

- Post Covid, there has been a decline in ridership of approximately 9,500 rides per year. This has placed higher financial pressure on the service due to the decline in revenues.
- Pre-2019, data was not tracked to help determine specific demographic trends that could explain this decline in ridership.
- Ridership revenues from 2019 do indicate there is a decline in adult and student fares.
- The senior and disabled ridership revenues from 2019, 2022, and 2023 show strong ridership in these categories. However, these rides are charged the lowest fares for the service.
- Ridership in higher fare categories (adult, student, agency) financially helped offset the lower fare rides. Many of these categories have declined in ridership over the past 5 years.

## Monthly Average Rides by Hour – Data of June, July, September, October, November 2024

MONTHLY AVERAGE									
Hour	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Number	Percentage
0 - 1	5.8	0	0	0	0	0	4.4	10.2	0.46%
1 - 2	2.8	0	0	0	0	0	3.8	6.6	0.30%
2 - 3	5.4	0	0	0	0	0	4.4	9.8	0.44%
7 - 8	0	38.4	43.6	36	33.6	29.8	0	181.4	8.16%
8 - 9	35.4	31.8	24.6	41	21	33.8	27	214.6	9.65%
9 - 10	26.8	28.8	30.4	28.2	23.6	29	21.6	188.4	8.47%
10 - 11	22.2	40	37.4	35.4	32	32.8	28	227.8	10.24%
11 - 12	20	43	31.2	38	32.4	38.8	20.6	224	10.07%
12 - 13	19.6	29.2	33.6	28.6	29	34	20.4	194.4	8.74%
13 - 14	18.2	25.8	33.2	39.8	25.6	33.8	16.8	193.2	8.69%
14 - 15	11.8	38	41.6	43.2	37.2	34.2	18.4	224.4	10.09%
15 - 16	9.4	23.8	36.6	27.6	24.6	26.4	19.2	167.6	7.54%
16 - 17	0.6	18.4	24.8	18.6	17	27.2	11.4	118	5.31%
17 - 18	0	22.8	28	26.8	21.4	23.4	9.8	132.2	5.95%
18 - 19	0	10.4	5	15.4	7.6	11.8	11.2	61.4	2.76%
19 - 20	0	0.2	0	0.8	0.4	5.4	6.6	13.4	0.60%
20 - 21	0	0	0	0	0	2.8	10.2	13	0.58%
21 - 22	0	0	0	0	0	9.6	9.2	18.8	0.85%
22 - 23	0	0	0	0	0	6	7.6	13.6	0.61%
23 - 24	0	0	0	0	0	5	5.8	10.8	0.49%
							<b>Total</b>	<b>2,224</b>	

# Current Hours

<b>CURRENT 2025 @ \$32.04</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
7am-8am		4	4	4	4	4			
8am-9am	3	4	4	4	4	4	2		
9am-10am	3	4	4	4	4	4	2		
10am-11am	3	3	3	3	3	3	2		
11am-12pm	2	3	3	3	3	3	2		
12pm-1pm	2	3	3	3	3	3	2		
1pm-2pm	2	3	3	3	3	3	2		
2pm-3pm	1	3	3	3	3	3	2		
3pm-4pm	1	3	3	3	3	3	2		
4pm-5pm		3	3	3	3	3	1		
5pm-6pm		2	2	2	2	2	1		
6pm-7pm		1	1	1	1	1	1		
7pm-8pm						1	1		
8pm-9pm						1	1		
9pm-10pm						1	1		
10pm-11pm						1	1		
11pm-12am						1	1		
12am-1am						1	1		
1am-230am						1	1	<b>Total</b>	
Service Hours/Day	8	12	12	12	12	19	18	<b>93</b>	/week
Driver Hours/Day	17	36	36	36	36	43	26	<b>230</b>	/week
Driver Hours/Year	884	1872	1872	1872	1872	2236	1352	<b>11960</b>	

<b>Cost</b>	<b>\$383,198.40</b>
<b>Federal</b>	<b>\$210,759.12</b>
<b>Fare</b>	<b>\$131,500.00</b>
<b>City Share</b>	<b>\$40,939.28</b>

## Service Hours

Weekdays  
Saturdays  
Sundays

7:00 AM - 7:00 PM  
8:00 AM - 2:30 AM  
8:00 AM - 4:00 PM  
Friday - 7:00 AM - 2:30 AM  
Holidays-  
Labor Day-8:00 AM-4:00 PM  
Holiday-4th of July-8:00 AM-2:30 AM

Comments

# Proposed Change for 2025

PROPOSAL	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday				
7am-8am		4	4	4	4	4					
8am-9am	3	4	4	4	4	4	2				
9am-10am	3	4	4	4	4	4	2				
10am-11am	3	3	3	3	3	3	2				
11am-12pm	2	3	3	3	3	3	2				
12pm-1pm	2	3	3	3	3	3	2				
1pm-2pm		3	3	3	3	3	2				
2pm-3pm		3	3	3	3	3	2				
3pm-4pm		3	3	3	3	3	2				
4pm-5pm		3	3	3	3	3	1				
5pm-6pm		2	2	2	2	2	1				
6pm-7pm		1	1	1	1	1	1				
7pm-8pm											
8pm-9pm											
9pm-10pm											
10pm-11pm											
11pm-12am											
12am-1am											
1am-230am											
								<b>Total</b>	<b>Reduction</b>	<b>Percent</b>	
Service Hours/Day	5	12	12	12	12	12	11	76	17	18.28%	/week
Driver Hours/Day	13	36	36	36	36	36	19	212	18	7.83%	/week
Driver Hours/Year	676	1872	1872	1872	1872	1872	988	11024	936	7.83%	
								<b>Cost</b>	<b>\$353,208.96</b>	<b>\$29,989.44</b>	
Operating hours reduced by 17 hours per week.								<b>Federal</b>	<b>\$194,264.93</b>		
Driver hours reduced by 18 hours per week at \$32.04 per hour.								<b>Fare</b>	<b>\$120,980.00</b>		
								<b>City Share</b>	<b>\$37,964.03</b>		

Removes Hours past 7:00PM on Friday/Saturday and 1:00PM on Sunday.

# Next Steps

- Schedule and conduct the required public hearing for any recommended changes to hours or operations. Requires public notification. Could occur as soon as the Jan. 27, 2025, council meeting.
- Explore alternative funding options, such as advertising partnerships or sponsorships.
- Work with Brown Cab on implementing any approved changes.



# CITY OF RIPON

100 Jackson Street \* Ripon, WI 54971-1396

DATE: 1/12/2025  
TO: City Council  
FROM: Mayor Grant  
RE: CDA Appointment

I would like to make the following appointment, subject to Council approval:

- Community Development Authority
  - o Abigail McMerrill (Term expires 2028)