

NOTICES OF PUBLIC MEETINGS

A public meeting will take place at the time and place indicated below. The meeting is open to the public in keeping with Chapter 19, Subchapter IV, 1985 Wisconsin Statutes (Open Meeting Law).

Government Unit Conducting Meeting:

Common Council

Date:

July 14, 2025

Time:

5:00 p.m.

Place:

410 Division Street - 3rd Floor Auditorium

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adopt the Agenda
5. Approval of Minutes:
 - A. Plan Commission Meeting June 19, 2025
 - B. Common Council Meeting June 23, 2025
6. Communications
7. Public Comment
8. New Business
 - A. Public Hearing – Ordinance 25-013 Comprehensive Plan Land Use Map Update
 - B. Ordinance 25-014 Disorderly Conduct With a Motor Vehicle
 - C. Resolution 25-006 – Cell Tower Property Sale
 - D. Temporary Class B Liquor License – Park Falls Volunteer Fire Department
 - E. Temporary Class B Liquor License – Park Falls Athletic Complex Improvements Committee
 - F. RFP – Refuse and Recycling
 - G. RFP – Auditing Services
 - H. A.I. Policy
9. Committee Reports
 - A. Finance
 1. Contractors Final Application for Pay and Change Order No. 2 – A1 Excavating
 2. Payment of Bills
 - B. Board of Public Works
 - C. Public Services
 - D. Personnel
10. Committee of the Whole Items
 - A. Annexation/Utility Ordinance Discussion
 - B. Elected Officials Manual
11. City Officials' Reports
12. Adjourn

Posted: July 9, 2025

Prepared By: Shannon Greenwood, Clerk

Services are provided on an Equal Opportunity basis. Reasonable accommodation for alternative means of communication or access for individuals with disabilities will be made upon request. Please call 715-762-2436.



410 Division Street
P.O. Box 146
Park Falls, WI 54552
Phone (715) 762-2436 Fax (715) 762-2437
www.cityofparkfalls.com

To: Honorable Mayor and Alders

From: Scott J. Kluver, ^{SK}Administrator

Re: Comprehensive Plan Land Use Map Amendment Ordinance

Date: July 8, 2025

First, you will have a public hearing on the proposed land use map amendment as recommended by the Plan Commission. After that, the Council will be able to act on the ordinance to adopt the proposed land use map amendment to the Comprehensive Plan.

Enclosed you will find a copy of the public hearing notice, a copy of the proposed ordinance, a copy of the proposed map changes, and a copy of the resolution from the Plan Commission recommending approval. The reason for this request is to allow the Plan Commission and Council to consider future zoning map amendments. These changes are considered to be the "easier clean-ups" to get consistency between the Future Land Use Map, the Zoning Map, and what exists in reality. For a zoning map to be properly amended, it must be consistent with the Future Land Use Map of the Comprehensive Plan. In other words, the Future Land Use Map should indicate what uses that City would likely want in particular properties in the future (comprehensive planning) and the zoning map is reflective of the zones/regulations that exist today. State law requires consistency between the two documents to prevent arbitrary zoning decisions.

The proposed changes are outlined in the memo to the Plan Commission which is enclosed. Assuming the Council approves this ordinance, notice will be provided to all other required governmental entities of the changes to the Land Use Map. The process for specific zoning amendments in these areas can then commence.

Please let me know if you have any questions regarding the proposed ordinance. I recommend approval.

To be published in the 6/12 edition of the Price County Review.

**Notice of Public Hearing
Amendment to Park Falls Comprehensive Plan
City of Park Falls**

Public Notice is hereby given that the City of Park Falls will hold a public hearing on Monday, July 14, 2025, beginning at 5:00 p.m. at Park Falls City Hall, 410 Division Street. The public hearing will consider an amendment to the Comprehensive Plan Future Land Use Map.

The City of Park Falls Plan Commission agrees with the requested changes to the land use map to make various updates and changes to the map throughout the City.

A copy of the Amendment to the Park Falls Comprehensive Plan and the Future Land Use Map will be available for the public to view at the Park Falls City Hall or on the City of Park Falls website.

Shannon Greenwood
City Clerk

CITY OF PARK FALLS
COUNTY OF PRICE, WISCONSIN

ORDINANCE NO. 25-013

AMENDING THE CITY OF PARK FALLS COMPREHENSIVE PLAN

WHEREAS, the Park Falls Common Council adopted a Comprehensive Plan pursuant to §§ 62.23(2) and (3), Wis. Stats., as defined by §§ 66.1001(1)(a) and (2), Wis. Stats.

WHEREAS, the Park Falls Common Council is authorized to amend the Comprehensive Plan upon the recommendation of the Plan Commission.

WHEREAS, the Park Falls Common Council has adopted and followed written procedures designed to foster public participation in every stage of the preparation or amendment of the Comprehensive Plan as required by § 66.1001(4)(a), Wis. Stats.

WHEREAS, the Plan Commission for the City of Park Falls, by a majority vote of the entire Commission, passed a resolution on June 5, 2025, recommending that the Park Falls Common Council adopt the following amendment to the Comprehensive Plan (the "Amended Comprehensive Plan"):

"Section 1: Amend the Chapter 3 Land Use Plan as Shown on Exhibit A."

WHEREAS, the Park Falls Common Council held a public meeting on July 14, 2025, to address adoption of the proposed Amended Comprehensive Plan in accordance with the requirements of § 66.1001(4)(d), Wis. Stats. and provided other opportunities for public participation per its adopted participation strategy and procedures.

WHEREAS, the Park Falls Common Council has adequately and carefully considered the recommendations of the Plan Commission to adopt the Amended Comprehensive Plan and, further, the Park Falls Common Council has satisfied itself that all procedural requirements have been met and that the Park Falls Common Council has given the matter the due and appropriate consideration, including consideration of all of the components of the Amended Comprehensive Plan, as well as any responses received from the public participation plan, and has determined that the Amended Comprehensive Plan will serve the general purposes of guiding and accomplishing a coordinated, adjusted, and harmonious development of the City of Park Falls which will best promote public health, safety, morals, order, convenience, prosperity, and general welfare, as well as the efficiency and economy in the process of development.

THEREFORE, the Park Falls Common Council ordains as follows:

Section 1: The Park Falls Common Council does, by enactment of this Ordinance, formally amend the City of Park Falls Comprehensive Plan pursuant to § 66.1001(4)(c), Wis. Stats., as follows: Chapter 3 of the Land Use Plan is amended as shown in Exhibit A.

Section 2: If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a Court of competent jurisdiction or by any agency or of any kind by anyone else, the remainder of this Ordinance shall not be affected.


Section 3: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4: This Ordinance shall take effect and be in effect after passage and publication according to law.



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To: Plan Commission Members

From:  Scott J. Kluver, Zoning Administrator

Re: Comprehensive Plan/Land Use Map Amendment

Date: May 27, 2025 – Revised June 6, 2025

Enclosed you will find a resolution for your approval to amend the land use map in the City's Comprehensive Plan to change the future land use map for various properties that were discussed at the last meeting. The reason for this request is to allow the Plan Commission and Council to consider a future zoning map amendment to consider corresponding changes to the zoning map.

As a reminder, for a zoning map to be properly amended, it must be consistent with the Future Land Use Map of the Comprehensive Plan. In other words, the Future Land Use Map should indicate what uses that City would likely want in particular properties in the future (comprehensive planning) and the zoning map is reflective of the zones/regulations that exist today. State law requires consistency between the two documents to prevent arbitrary zoning decisions.

If the Plan Commission approves this resolution, a copy of this resolution will be sent to the agencies listed, and a public hearing will be scheduled with the Council on a 30-day notice. The Council would need to approve the change via adopting an ordinance for this change. This process is the same as any comprehensive plan approval/or other amendment. If the resolution is approved and an ordinance adopted, the zoning map amendment process would then be able to proceed.

The proposed changes have corresponding numbers on the enclosed map:

1. 27111333000 – Parcel on both sides of the river – City owned, currently I-1, proposed to be A-1 on east side of river. I am fine with two different zones on

this one property because of the natural barrier.

2. 271112709000 – Damrow property – request to make entire parcel agricultural – parcel is currently split between two zoning districts.
3. 271112906010, 271112902000, 271112807000, 271112806000, 271112805010, 271112805020, 271112804000 – A group of properties that are listed as C-1 Commercial that are being used for residential use along the river.
4. 271103201010 – A small triangular parcel that is part of a larger residential property across the street. Should be changed from I-1 to R-2.
5. 271100506000, 271100505000, 271100507000, 271100408000, 271100409000, 271100407000, 271100410000, 271100307000, 27110039000, 271100308000, 271100310000, 271102505000, 271102504000 – a group of properties that are vacant or currently used for residential purposes that are currently shown at C-1 Commercial that should be R-2 residential. This area was missed in the initial revision to the land use map at the beginning of the year.
6. IDs 271110006012 and 271110006010 currently zoned A-1 and should be zoned R-2. These are residential lots at the end of Heritage Lane.
7. 27111333000 – Parcel on both sides of the river – City owned, currently I-1, proposed to be R-2 on west side of river. I am fine with two different zones on this one property because of the natural barrier.

Please let me know if you have any questions related to these proposed changes.

PLAN COMMISSION FOR THE CITY OF PARK FALLS, WISCONSIN

Resolution No. 25-001

Amendment to Park Falls Comprehensive Plan

WHEREAS, the Common Council for the City of Park Falls adopted a comprehensive plan on December 28, 2009, pursuant to the requirements set forth in Sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, the Common Council has the authority to amend the adopted comprehensive plan; and

WHEREAS, the City of Park Falls Plan Commission agrees with the requested changes to the land use map making various changes and updates presented; and

WHEREAS, the City of Park Falls Plan Commission considered this resolution at their meeting on June 5th, 2025; and

NOW THEREFORE, by a majority vote of the entire commission recorded in its official minutes, the Plan Commission recommends to the Common Council the following:

Section 1: Amend the Chapter 3 Land Use Plan as shown in Exhibit A.

BE IT FURTHER RESOLVED, the City Clerk is directed to send a copy of this resolution to each of the following:

- a. the clerk for Price County;
- b. the clerk of every local government unit that is adjacent to the City;
- c. Wisconsin Land Council;
- d. State of Wisconsin Department of Administration;
- e. Northwest Regional Planning Commission; and
- f. those public libraries that serve the City.

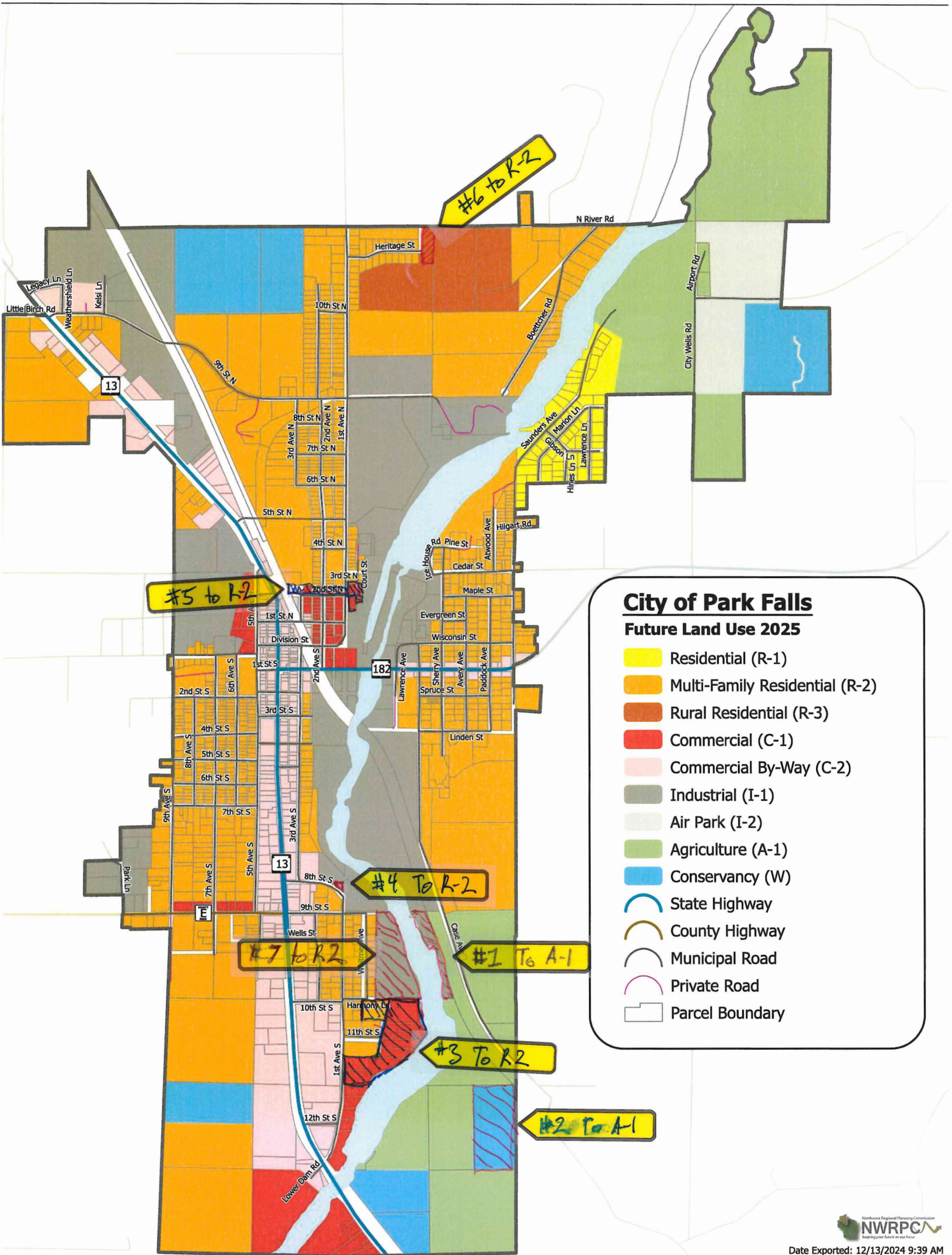
Passed and adopted this 5th day of June, 2025

Tara Tervort, Plan Commission Chair

STATE OF WISCONSIN)
)
COUNTY OF PRICE)

I hereby certify that the foregoing resolution is a true, correct and complete copy of Plan Commission Resolution #25-001 duly and regularly adopted by the Plan Commission for the City of Park Falls on the 5th day of June, 2025.


Shannon Greenwood, City Clerk





410 Division Street
P.O. Box 146
Park Falls, WI 54552
Phone (715)762-2436 Fax (715) 762-2437
www.cityofparkfalls.com

To: Honorable Mayor and Alders

From:  Scott J. Kluver, Administrator

Re: Ordinance – Disorderly Conduct with a Motor Vehicle

Date: June 30, 2025

Enclosed you will find a draft ordinance for your consideration related to creating a disorderly conduct violation with the use of a motor vehicle. This ordinance comes as a request from Chief Nevelier and Attorney Schoenborn. It would give the officers another option for a citation to issue if they have a violation that does not fit neatly into any of the other categories, and it would give Attorney Schoenborn an additional option when trying to negotiate and settle contested traffic matters.

CITY OF PARK FALLS
COUNTY OF PRICE, WISCONSIN

ORDINANCE NO. 25-014

SECTION 434-29-A: DISORDERLY CONDUCT WITH A MOTOR VEHICLE

Section 1: The Common Council of the City of Park Falls ordains the creation of Section 434-29-A, Disorderly Conduct with a Motor Vehicle, as follows:

- (1) Definitions. The following terms, when used in this Section, shall have the following definitions:
 - (a) "Motor Vehicle" as defined in Section 340.01(35), Wis. Stats.
 - (b) "Vehicle" as defined in Section 340.01(74), Wis. Stats.
 - (c) "Highway" as defined in Section 340.01(22), Wis. Stats.
- (2) Conduct Prohibited. No person shall, within the City of Park Falls, by or through the use of any vehicle, motor vehicle, motorcycle, minibike, or snowmobile, cause or engage in disorderly conduct with a motor vehicle. Disorderly conduct with a motor vehicle shall mean, while operating or in control of a motor vehicle, engaging in conduct or activities which are violent, unreasonably loud, dangerous to persons or property, or otherwise against the public peace, welfare, and safety including, but not limited to, unnecessary acceleration, deliberate or intentional spinning of the wheels, squealing of the tires, revving or racing the engine, blowing of the horn, causing the engine to backfire, causing the vehicle (while commencing to move or while in motion) to raise one or more wheels off the ground, causing the vehicle to emit loud noises, or otherwise operating or controlling the motor vehicle in a manner that would disturb the public peace or endanger the safety of other motorists, pedestrians, or property.
- (3) Penalties. The penalty for violation of this Section shall be as specified in Section 434-35 of this Chapter.

Section 2: If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a Court of competent jurisdiction or by any agency or of any kind by anyone else, the remainder of this Ordinance shall not be affected.

Section 3: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4: This Ordinance shall take effect and be in effect after passage and publication according to law.

APPROVED:

Tara Tervort, Mayor

ATTEST:

Shannon Greenwood, Clerk

Adopted:
Published:
Attest:



410 Division Street
P.O. Box 146
Park Falls, WI 54552
Phone (715)762-2436 Fax (715) 762-2437
www.cityofparkfalls.com

To: Honorable Mayor and Alders

From: Scott J. Kluver, ^{SK}Administrator

Re: Resolution – Cell Tower Property Sale

Date: June 30, 2025

At the last meeting, the Council approved proceeding with the buy-out offer related to the cell tower on City property. In preparing the necessary paperwork, Attorney Schoenborn would like to have the enclosed resolution approved by the Council for better record as it does involve City property. So, I ask you to approve the attached resolution so we can continue with this action.

CITY OF PARK FALLS

RESOLUTION NO. 25-006

RESOLUTION AND CONSENT

WHEREAS, the City of Park Falls (hereinafter "Seller") is a municipal corporation located in Price County, Wisconsin.

WHEREAS, ATC Sequoia LLC, a Delaware limited liability (hereinafter "Buyer") currently manages or operates a communications tower on a portion of real property on land owned by the Seller.

WHEREAS, Seller and Buyer desire to enter into an Option Agreement to Purchase Communications Easement and an Easement and Assignment Agreement (collectively, the "Easement") which will grant Buyer a perpetual easement in, over, under, across and through land owned by the Seller and Buyer will provide a one-time, lump-sum payment to Seller as more fully set forth in the Easement.

WHEREAS, Seller is a legal entity and in full compliance with all applicable laws required by the State of Wisconsin.

NOW THEREFORE BE IT RESOLVED, that Seller hereby consents to the Easement and all provisions therein and declare that Seller is hereby authorized to enter into the Easement with Buyer. Seller declares that it has full legal authority to bind Seller under the laws of the State of Wisconsin and the signers below, those being the Mayor and Clerk, have the full authority to execute any and all agreements on behalf of Seller and to nominate individuals to act on Seller's behalf for this contemplated transaction.

NOW THEREFORE BE IT FURTHER RESOLVED, that Seller hereby nominates the Mayor and Clerk (hereinafter collectively "Nominee") as attorney-in-fact to execute the Easement on behalf of Seller, as well as any other documents necessary to complete the Easement transaction and comply with the provisions therein. The Nominee shall have full power and authority to act on behalf of the Seller for the sole purpose of completing the Easement transaction. In addition, the Nominee shall have full authority to direct the manner in which all payments will be made by Buyer to Seller pursuant to the Easement, including identifying which bank accounts to transfer funds to in the event a wire payment is made by Buyer.

APPROVED:

Tara Tervort, Mayor

ATTEST:

Shannon Greenwood, Clerk

(SEAL)

Application for Temporary Class "B" / "Class B" Retailer's License

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

FEE \$ 10 per day

Application Date: 7-1-2025

☐ Town ☐ Village ☒ City of Park Falls

County of Pierce

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

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

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 8-1-25 and ending 8-3-25 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Park Falls Volunteer Fire and Rescue

(b) Address _____
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Chief Larry Reas

Vice President Ass. Chief Phil Boehler

Secretary Kim Cuddeback

Treasurer Kim Cuddeback

(g) Name and address of manager or person in charge of affair: Larry Reas

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Fireman's Stand - fenced in area with beer & food sale

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event Flambeau Rama

(b) Dates of event 8/1-8/3

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Larry Reas
(Signature / Date)

Park Falls Volunteer Fire and Rescue
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board 7/14/2025

Date Granted by Council _____

License No. _____

Invoice

P.O. Box 146
Park Falls, WI 54552
Debra Perkins
715-762-2436

Date: 07/01/2025
Invoice No.: 2025078
Due Date: 07/31/2025
Salesperson: Larry Reas

Park Falls Fire Department
401 3rd Street South
Park Falls, WI 54552

Units	Item		Unit Price	Total
3	Picnic License	Picnic License for Flambeau Rama 2025 - 3 days at \$10/Day	\$10.00	\$30.00

Total	\$30.00
Balance Due	\$30.00

Please contact us for more information about payment options.

Thank you for your business.

REMITTANCE

Invoice No.:	2025078
Customer Name:	Park Falls Fire Department
Date:	07/01/2025
Amount Enclosed:	\$30.00

Application for Temporary Class "B" / "Class B" Retailer's License

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

FEE \$ 10/day

☐ Town ☐ Village ☒ City of Park Falls

Application Date: 7/7/2025
County of Price

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

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

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 8/8/25 and ending 8/8/25 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☒ Bona fide Club ☐ Church ☐ Lodge/Society
☐ Veteran's Organization ☐ Fair Association or Agricultural Society
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Chequamegon Athletic Complex Improvement Committee

(b) Address 410 Division Street
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized 2008

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Michael Mader

Vice President Victor Ambrose

Secretary Shannon Greenwood

Treasurer Shannon Greenwood

(g) Name and address of manager or person in charge of affair: Jacob Herbst
W7999 Maple Ridge RD, Park Falls, WI 54552

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 310 5th Ave N, Park Falls, WI 54552

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event Mens League Baseball tournament game

(b) Dates of event August 8, 2025

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer _____
(Signature / Date)

Park Falls Athletic Complex
Improvements Committee
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board 7/14/2025

Date Granted by Council _____

License No. _____

Invoice

P.O. Box 146
Park Falls, WI 54552
Debra Perkins
715-762-2436

Date: 07/08/2025
Invoice No.: 2025082
Due Date: 07/23/2025
Salesperson: Shannon Greenwood

Athletic Complex Improvements Committee
410 Division Street
Park Falls, WI 54552

Units	Item		Unit Price	Total
1	Picnic License	Picnic License for August 8, 2025 - Baseball Tournament	\$10.00	\$10.00

Total	\$10.00
Balance Due	\$10.00

Please contact us for more information about payment options.

Thank you for your business.

REMITTANCE

Invoice No.:	2025082
Customer Name:	Athletic Complex Improvements Committee
Date:	07/08/2025
Amount Enclosed:	\$10.00

To: Honorable Mayor and Alders

From: Isabel Grimes, Intern *IG*

Re: Disposal Service RFP

Date: July 1, 2025



Park Falls' current waste disposal contract with Howard Disposal, which commenced on January 1, 2025, is set to expire on December 31, 2027. However, should both parties—the City and the company—wish to extend the agreement, a renewal must be negotiated and finalized no later than July 1, 2026.

As July 2026 approaches, the City must consider whether to renew its contract with Howard Disposal or explore alternative providers for local waste management services. While there is an established sense of loyalty in the existing partnership, it would be prudent for the City to evaluate other options to ensure it is receiving the best value and service.

Under the City's current contract, Howard Disposal provides weekly garbage collection every Tuesday and recycling collection every other Thursday, both between 5:00 AM and 5:00 PM. The company also leases the City-owned Transfer Station for \$840 per month, where collected waste is sorted. The contract does not include bulk or yard waste pickup, nor does it establish annual spring or fall cleanup days. Currently, each residential unit is charged \$18.32 per month, with 1,215 residential units registered for refuse service.

Exploring proposals from other waste management companies provides the City with an opportunity to identify a provider that may offer more competitive pricing or a broader range of services. While the current Request for Proposal (RFP) allows flexibility in the scope of services, it clearly outlines several key requirements: the selected firm must lease the City's Transfer Station, maintain effective communication with both the public and City staff, and perform its duties in a manner that succeeds the City's goals.

As currently outlined, the Public Services Committee will be responsible for evaluating the submitted applications. They will be responsible for determining whether the City should pursue a proposal, or if it should extend the current contract with Howard Disposal.

The Counsel is assigned the task of approving the statements in the RFP and ensuring its release at the appropriate time. They may request additional information or make modifications to any part of the RFP, if necessary.

Requests for Proposals

REFUSE AND RECYCLING COLLECTIONS FOR

Park Falls, Wisconsin

June 25, 2025

Section I: Background

The City of Park Falls is requesting proposals for refuse and recycling services from qualified individuals or companies. The agreed upon contract would begin January 1, 2028.

Overview of the City

Park Falls covers a total area of 3.55 square miles, of which 0.23 square miles is water. The City is located in the northern section of Price County.

1215 residential units are currently registered for refuse service. 909 of them are residential homes, 24 are multi-family buildings, 14 commercial buildings, 2 public authority offices, and 2 "others".

Current Refuse Service

The City currently has a three-year contract with Howard Disposal that ends on December 31st, 2027. Garbage pick-up is weekly from 5:00AM-5:00PM, and recycling is picked up bi-weekly from 5:00AM-5:00PM. The current contractor provided their own 65-gallon garbage bin and 90-gallon recycling cart. They are paid monthly, and receive only tipping fees from the following City buildings:

1. City Hall (2 dumpsters)
2. Police and Fire Hall (bins)
3. Hines Park (seasonal bins)
4. City Garage (dumpster)
5. The community pool (seasonal bins)

Each unit is currently charged \$18.32 a month for refuse services.

The citizens and noncitizens of Park Falls are allowed to bring their waste themselves to the transfer station. The allocated time for people to discard their trash is 9:00AM-4:00PM Tuesday through Thursday, and 8:00AM-12:00PM on Saturdays; they are charged based on the weight of their disposals.

Park Falls does not currently have an annual Spring/Fall clean up day, nor does it have a bulk pick-up service, however, the City is open to proposals that include these services.

Questions on the RFP

If an applicant has questions regarding this RFP, or is having difficulty with the application process, please contact Scott Kluver, City Administrator, at 715-744-0142.

Section II: Proposal Criteria

Method of Submission

Park Falls is looking for a 5-10 year contract with a garbage disposal company that proves to have the qualification to aid the City. Those wishing to submit an application must either mail the proposal to P.O. Box 146 Park Falls WI 54552, or email it to the City Administrator at admin@cityofparkfalls.com with the subject line, "ATTN: Refuse Service Proposal [the date of submission]". The City needs a total of 6 copies of the proposal. The City is not required to reimburse fees acquired from the application process, and the City has the right to reject any and all proposals.

Characteristics That are Required

The following should be included in your proposal:

1. Proof of a Wisconsin license, and insurance.
2. The background information of the company, which should illustrate the competence of the staff, the reliability of the machinery, and prior related experience(s). It must also include the best method of contact for the staff and the applicant of this proposal.
3. Proposed routes and methods within Park Falls.
4. Costs of service.
5. Hours of collection, and if and how, if hours of collection are different from our current schedule, does the company plan to inform the public?
6. The companies' expectations, including what duties the applicant expects the City to take on and specific desires the firm has moving forward.
7. The categorization of disposal items.
8. Preferred rates and hours of the transfer station.
9. References from clients that the company performed related services for.

Section III: Desired Service

Garbage and Recycling Pick-Up

Garbage and recycling pick-up should be done at regular intervals. Garbage must be picked up on the same day, once a week, at an appropriate time. Carts properly placed at the curb or on approved streets, and are in adequate condition, should be indiscriminately serviced. Recycling pick-up can occur either weekly or bi-weekly, but it must take place on the same day each interval, and within an equally appropriate time as garbage pick-up.

Garbage pick-ups at city-owned buildings should also be done weekly within the same schedule as residential buildings. Those locations are:

1. City Hall - 410 Division St. Park Falls, Wisconsin 54552
2. Police Department and Fire Hall - 414 3rd St. South
3. City Garage - 96 Case Avenue
4. Hines Park - 1013 Saunders Avenue, Park Falls, Wisconsin 54552
5. Park Falls Community Pool - 310 5th St. North

Transfer Station

Park Falls owns a transfer station, located at 940 Case Ave Park Falls, Wisconsin 54552, that should be utilized by the firm for the storing and sorting of waste. The City's current disposal company rents it out for \$840 a month, but this fee is subject to change with a new contract. As aforementioned, citizens and noncitizens of Park Falls are allowed to dispose of their garbage at the station for a fee during explicitly stated hours.

The City requires that the firm performing refusal services must rent and utilize the transfer station. Additionally, the company must allow the public to continue discarding their trash themselves at the transfer station; the amount the public is charged will be determined by the firm.

The hours of operation for the transfer stations will also be at the discretion of the company.

Holiday Schedule and Documentation

The company must inform the public of their holiday schedule annually, and the City must receive a hard and digital copy of the schedule. When a holiday interferes with a regular service day, pick-ups should occur the next business day, and then the regular schedule shall revert back the following week.

The firm must also update the City and public when changes occur to item categorization, when and why a service cannot be met, and any other operational alterations.

The firm must record and properly maintain documentation that is acquired from the service(s), including - but not exclusively - the total weight of collections, billings, and maps. The City has the right to request a copy of any such documentation for its required annual reports.

They should also provide to the public, and to the City, information as to what items are acceptable for recycling service and issue updates when there are any changes.

Refusal of Service

The companies' workers have the right to refuse service to those who were informed of the corporation and cities' expectations, but whose carts are not properly maintained and placed in the approved locations. In such situations, the company should inform the producer of the

material through writing of why their garage was not picked up, and City Hall shall be notified through a written report.

Rules and Regulations

Park Falls expects the company and its staff to follow the laws of the City and the state of Wisconsin; this entails adhering to not only specific regulations on refuse services, but also general street and employment laws.

It is also the expectation that the firm should adhere to the aesthetic goals of the City. The company should be considerate and deliberate in its work of maintaining the cleanliness of the town in order to guarantee a satisfactory appearance.

Section III: Time/Evaluation

Evaluation Considerations

Proposals from individuals and companies will be weighed in a fair and consistent manner by the Public Services Committee. The evaluation process shall occur in a timely manner, and all applicants will be notified of either an acceptance or rejection. The following will be considered during the evaluation:

1. If the applicant followed the proposal guidelines described above.
2. If the staff related to the individual or company is fit to perform refuse services.
3. Whether the applicant has the necessary insurance and license.
4. Costs.
5. The extent of proposed services.
6. If the applicant has performed a similar service before that sufficiently demonstrates the applicant's capability.
7. If there are conflicts of interest related to the applicant.
8. The firm responds promptly to clients.
9. If the firm agrees to rent the transfer station.

As previously stated, the city has the right to reject any and all applicants. When the decisions are made, applicants will be notified through the specified mode of communication on the application. If a proposal is accepted and the individual/firm is notified, but they do not perform the follow-up steps or contact a member of City Hall or the Public Services Committee, the City has the right to rescind the offer.

Evaluation Timeline

The following dates will guide the cities' evaluation timeline:

Release Date:	January 2nd, 2026
Proposal due date:	February 26th, 2026
Decision Date:	May 18th, 2926

The applicant will hear from the city shortly after the decision deadline.

To: Honorable Mayor and Council

From: Isabel Grimes, Intern IG

Re: Audit RFP

Date: July 9, 2025



The City of Park Falls' current auditing contract with BakerTilly is set to expire in December 2025. As a result, the City should solicit proposals from qualified firms and individuals to establish a new contract.

BakerTilly has provided auditing services for the City since 2023, including audits of the City's basic financial statements and assessments of key financial characteristics; and while their performance has been effective, we believe it is in the City's best interest to explore proposals from other qualified auditing firms.

Auditing is a critical service that ensures financial transparency, accuracy, and accountability. To uphold these standards, the City must be thorough and deliberate in selecting an auditing firm. While we may be satisfied with BakerTilly, exploring other firms may reveal opportunities for a broader scope of services, more competitive pricing, or more rigorous internal review processes. Additionally, a new firm could offer a different perspective that benefits the City's future financial planning and decision-making.

Ultimately, seeking proposals from other qualified firms does not harm the City or its relationship with BakerTilly—who will remain a candidate by receiving the RFP—but rather supports our commitment to responsible financial management.

As currently planned, the Council will either approve the draft of the audit RFP as written or make any necessary revisions before releasing it at the appropriate time. The Finance Committee, along with Treasurer Becky Michels and City Administrator Scott Kluver, will be responsible for reviewing the proposals and recommending the auditor that best meets the City's needs.

Park Falls, Wisconsin

Request for Proposal: Auditing Services



July 8, 2025

I. Purpose of Request

The City of Park Falls is seeking qualified firms or consultants to conduct financial audits for the fiscal years 2025, 2026, and 2027. The scope of the audit will include both financial findings and professional opinions. The contract is expected to begin on December 1, 2025.

Overview of the City

Park Falls is located in the northern part of Price County and serves a population of 2,346 residents across an area of 3.55 square miles. The City currently has two [2] active Tax Increment Financing (TIF) districts, designated as Districts #5 and #6.

The City's government is structured as a mayor-council system. The Mayor and the eight [8] Alders - two [2] Alders for each district - serve a 2-year term.

The City offers services typical of rural municipalities, including a volunteer fire department, a local police force, contracted curbside and alley waste collection, water and sewer utilities, snow removal, and a library. Additionally, Park Falls operates a municipal airport located two miles east of the city.

There are several committees/boards within the City's government. This includes the Library Board, Board of Review; Plan Commission Committee; Zoning Board of Appeals; Parks, Recreation, & Historical Landmarks Committee; Room Tax Commission; and Finance Committee.

Questions on the RFP

If there are any questions about this request for proposal, or if there are any difficulties in submitting an application, please contact the City Administrator, Scott Kluver, at admin@cityofparkfalls.com.

II. Basis of Accounting

Park Falls adheres to generally accepted accounting principles (GAAP) during its financial and auditing preparation.

The audit must be conducted according to the rules of the Governmental Accounting Standards Board (GASB), the standards set by the General Accounting Office (GAO) and the United States of America (GAAS). Also, it must follow the *State Single Audit Guidelines*, the *Uniform Administrative Requirements*, *Cost Principles*, and *Audit Requirements for Federal Awards*

(Uniform Guidance) and any other potential additions/changes to state and federal accounting law.

III. Scope of Audit

The audit should encompass all of the City's financial operations and should be conducted in accordance with the applicable legal accounting principles outlined above. The selected Firm or Individual will be responsible for preparing the financial statements, schedules, and accompanying notes related to the audit. The Auditor should also reconcile the tax roll with collections and other items of accounts, and prepare audit correcting items and journal entries.

In the circumstance that the City is unable to do so, the Auditor should be prepared to complete the State Financial Report Form C, the Wisconsin Public Service Annual Report for the City of Park Falls Utility, and year-end adjusting entries.

An opinion must be provided on all funds and financial information.

All audit services will be performed annually, and they must be completed prior to July 1st of that year.

A single audit will not be required for the year 2025; however, the auditor should be prepared and qualified to conduct a single audit if needed for the years of 2026 and 2027.

Other than financial findings, the yearly audit report should include:

1. Auditor's requirements under GAAS standards.
2. Significant accounting policies.
3. Judgements and accounting estimates.
4. Any disagreements with management or staff.
5. Consultation with other auditors.
6. Difficulties in performing the audit.
7. Information in documents relating to the audit.

Communication

Upon completion of the audit, the findings must be presented at a Council meeting. The model of presentation will be at the auditors discretion, but, the following material must be included:

1. Scope of methodology, and if there were any changes to the audit plan.
2. Key findings related to financial statements, internal controls, the systems and the City's procedures.
 - a. It is important to include the context surrounding these findings.
3. Notable issues found.
4. Recommendations and how they would impact the City.

Assistance

The City will provide any necessary documentation to the selected Auditor. This can include general ledgers, balance sheets, income statements, cash flow statements, invoices, receipts, and payroll records. If needed, please contact City Treasurer, Becky Michels, at treasurer@cityofparkfalls.com for such financial information.

Working Papers

Audit working papers must be retained for at least seven years from the final year of the audit engagement and be made available for examination by authorized representatives of the cognizant federal or state audit agencies, General Accounting Office, the City, successive auditors, and/or any other parties authorized by the City of Park Falls.

IV. Proposal Submission

The City is not responsible for any costs acquired during the preparation of the proposal.

Submission

Proposals are due September 4, 2025 at 2:00PM. Firms or individuals wishing to submit a proposal must do so by either mail or email.

- If submitting by mail, send six [6] copies of the proposal to:
P.O. Box 146
Park Falls, WI 54552

- If submitting by email, send the proposal to admin@cityofparkfalls.com with the subject line:
"Auditing Service RFP [date]"

Please ensure that six [6] copies are included with mailed submissions.

Requirements

Applicants applying as a firm should provide an overview of the firm, including its background and staff size. Additionally, resumes for all employees who will participate in the auditing process must be included.

If the applicant is an Individual Consultant, a resume should be attached to the proposal. If there are any potential persons aiding the audit, their resume must also be included.

There are a number of requirements for the proposal that do not depend on the applicant's affiliation:

1. Title Page
 - a. The name of the Firm/Individual, the purpose of the proposal, the date, and the preferred method of contact.
2. Table of Contents
3. Letter of Transmittal
 - a. Proves an understanding of the services being requested.
 - b. A commitment to those services.
 - c. The names of all those who will be involved in the auditing process.
4. Certification(s)
 - a. The applicant should include proof of license(s)/certificate(s), such as the Certified Public Accountant (CPA) or the Certified Internal Auditor (CIA), to prove competency.
5. Certificate of Independence
 - a. There must be confirmation that all those related to the auditing service will have no detriment on the independence from the City of Park Falls, as instructed by the generally accepted auditing standards and the United States' General Accounting Offices' Government Auditing Standards. An independent stance must be maintained past auditing completion.
6. Qualifications
 - a. This section should describe past related work experience and its successes. Please include three [3] references with their names, titles, phone numbers, and emails.

- b. A description of the Firm's/Individual's quality control procedures.
 - c. If the Auditor is a part of accounting forums or organizations including Government Finance Officers Association, Governmental Accounting Standards Board, Wisconsin Institute of Certified Public Accountants, and American Institute of Certified Public Accountants.
 - d. Any other documents that would demonstrate capability.
- 7. Method of Examination
 - a. An outline of how you will conduct the audit and its timeline.
 - b. Expected assistance from the City's staff.
- 8. The Cost
 - a. This should include an estimated number of hours spent and any out of pocket costs.
 - b. This section should also include separate costs of completing a Financial Report Form C and the Wisconsin Public Service Annual Report.

V. Evaluation

All proposals will be evaluated by the Treasure and Finance Committee. Each proposal will be assessed in a fair and timely manner. The timeline of the process will be:

Proposal Due Date 2:00PM August 26, 2025

Decision Deadline October 13, 2025

Contract begins December 1, 2025

Details considered during the evaluation process will include, but are not limited to: adherence to the specified requirements, cost, timeline for completion, competency and qualifications of the applicant, prior experience, and any potential conflicts of interest.

VI. Submission Response

All applicants, whether accepted or rejected, will be notified through their specified method of communication. If an accepted applicant is contacted but fails to respond or take the required next steps, the offer will be withdrawn.

The City has the right to reject any and all proposals.

To: Honorable Mayor and Alders

From: Isabel Grimes, Intern *IGA*

Re: AI Policy

Date: July 3, 2025



The rapid development of Artificial Intelligence (AI) has brought to a head debates about its application in the workplace. The nuance surrounding the issue has left both employers and employees uncertain about how to use AI effectively and responsibly. As such, it is in Park Falls' best interest to proactively address the matter by developing a comprehensive AI policy

Artificial Intelligence (AI) presents both benefits and challenges. On the positive side, AI can increase efficiency, enhance data collection, and support better decision-making. It can handle repetitive tasks that burden employees, process data more quickly than humans, and provide insights that inform sound choices. However, there are significant concerns, including job displacement, inaccuracies, and data security risks. AI is infamous for generating fabricated sources and offering inconsistent answers, which can translate to errors in the workplace. Additionally, since AI is still relatively adolescent, it relies on vast amounts of data—often gathered from the internet and user inputs—to learn. This data is stored in centralized servers, which may be vulnerable to cybersecurity threats and breaches.

Given these two rationales, it is essential to establish a clear and balanced policy that reflects both the opportunities and risks of AI. Such a policy will help employees maximize the benefits of AI while also minimizing its potential drawbacks. This draft of the AI policy serves as a foundational guideline, which can be expanded and refined as AI continues to mature and is further implemented into City operations.

The Council may decide whether this policy is sufficient, requires further development, or is unnecessary at this time. Council members are welcome to request additional information on AI or propose revisions to the current draft.

If the policy is approved by the council, it will be added to the Employee Handbook.

Risk Management

Employees should not input any confidential business-related and personal information into an AI chat-bot like ChatGPT or [Claude.AI](#). An example of private business and personal information can include investigative records and social security numbers.

Usage

It can be used to help generate ideas and decisions, refine existing work, and be used as a search engine, but it is essential to look over the output and check the accuracy of the sources the AI cited. It can also work as an operation tool for tasks that humans wouldn't be able to as easily and effectively do, such as traffic pattern tracking.

Transparency

When an AI tool is utilized to complete a task, no matter the stage of which the employee uses it, a disclosure should be inserted to communicate that such action was taken. This disclosure is important to inform the audience that the work has been influenced by artificial intelligence. It should include an asterisk both in the body of the text where AI was used and in a corresponding note. The note should specify which AI tool was used and provide a brief explanation of how it was applied. This disclosure can be placed at the end of the employee's work.

Example:

"As of 2024, Wisconsin's unemployment rate is at 3%. This is 0.4 percentage points lower than the year before.*"

(At the end of the document)

*I entered "give me a statistic on Wisconsin" into ChatGPT.

Contractor's Application for Payment No.6

Application Period:11/18/24 - 6/26/25

Application Date:6/26/2025

ToCity of Park Falls

Project: Park Falls - 24 Utility improvements project

Owner's Contract No.: 24-008

From (Contractor): A1 Excavating

Contract:

Contractor's Project No.: 24-008

Via (Engineer):

Engineer's Project No.: 9368080

MSA

MSA Professional Services, Inc.

Application For Payment
Change Order Summary

Approved Change Orders		Deductions	
Number	Additions		
1	6884		
2	43501		
TOTALS		\$ 50,385.00	\$ -
NET CHANGE BY			
CHANGE ORDERS		\$	50,385.00

1. ORIGINAL CONTRACT PRICE.....\$ \$2,911,838.00
2. Net change by Change Orders.....\$ \$50,385.00
3. Current Contract Price (Line 1 ± 2).....\$ \$2,962,223.00
4. TOTAL COMPLETED AND STORED TO DATE
(Column F or I total on Progress Estimates).....\$ \$2,962,223.00
5. RETAINAGE:

a. 0.0% X \$2,962,223.00 Work Completed.....\$ \$0.00

b. 0.0% X \$0.00 Stored Material.....\$ \$0.00

c. Total Retainage (Line 5.a + Line 5.b).....\$ \$0.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....\$ \$2,962,223.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....\$ \$2,619,130.17
8. AMOUNT DUE THIS APPLICATION.....\$ \$343,092.83
9. BALANCE TO FINISH, PLUS RETAINAGE
(Column [G for LS] or [J for UP] total on Progress Estimates + Line 5.c above).....\$ \$0.00

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: *Jacob Wald*

Date: 6/30/25

Payment of: \$ \$343,092.83

(Line 8 or other - attach explanation of the other amount)

is recommended by: *John Bremer* (Date) 6-30-25
(Engineer)

Payment of: \$ \$343,092.83

(Line 8 or other - attach explanation of the other amount)

is approved by: (Owner) (Date)

Approved by: (Date)

Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):		0		Application Number: 6																											
Application Period:		1/1/18/24 - 6/26/23		Application Date: 6/26/2023																											
A				B				C		D		E		F		G		H		I		J									
Item				Contract Information				Work Completed to Date				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		Materials Presently Stored (not in F)		Total Completed and Stored to Date (G - H)		% (I / B)		Balance to Finish (B - I)	
Big Item No.	Spec. Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)																									
1.		Mobilization, Bonds, & Insurance	1	LS	\$108,680.00	\$108,680.00	1.00	-	\$0.00	-	\$0.00	1.00	\$108,680.00	100.0%	\$108,680.00	100.0%	\$0.00	\$0.00	\$108,680.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2.		Erosion and Sedimentation Control	1	LS	\$500.00	\$500.00	1.00	-	\$0.00	-	\$0.00	1.00	\$500.00	100.0%	\$500.00	100.0%	\$0.00	\$0.00	\$500.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
3.		Turf Restoration	1	LS	\$3,200.00	\$3,200.00	1.00	-	\$0.00	-	\$0.00	1.00	\$3,200.00	100.0%	\$3,200.00	100.0%	\$0.00	\$0.00	\$3,200.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4.		Traffic Control	1	LS	\$10,407.00	\$10,407.00	1.00	-	\$0.00	-	\$0.00	1.00	\$10,407.00	100.0%	\$10,407.00	100.0%	\$0.00	\$0.00	\$10,407.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5.		Engineers Field Office	1	LS	\$9,000.00	\$9,000.00	1.00	-	\$0.00	-	\$0.00	1.00	\$9,000.00	100.0%	\$9,000.00	100.0%	\$0.00	\$0.00	\$9,000.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
6.		Furnish & Install Project Sign - Bill.	1	LS	\$1,600.00	\$1,600.00	-	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	\$0.00	\$0.00	0.0%	\$1,600.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
7.		Clear and Grub Trees Stumps Brush	1	LS	\$5,000.00	\$5,000.00	1.00	-	\$0.00	-	\$0.00	1.00	\$5,000.00	100.0%	\$5,000.00	100.0%	\$0.00	\$0.00	\$5,000.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
8.		Rock Excavation	50	CY	\$70.00	\$3,500.00	102.55	-	\$0.00	-	\$0.00	102.55	\$7,178.50	102.55%	\$7,178.50	102.55%	\$0.00	\$0.00	\$7,178.50	205.1%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
9.		Trucked Backfill	750	CY	\$1.00	\$750.00	1,502.00	-	\$0.00	-	\$0.00	1,502.00	\$1,502.00	200.3%	\$1,502.00	200.3%	\$0.00	\$0.00	\$1,502.00	200.3%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10.		Furnish & Install Silt Fence	2,959	LF	\$1.00	\$2,959.00	143.00	-	\$0.00	-	\$0.00	143.00	\$143.00	4.8%	\$143.00	4.8%	\$0.00	\$0.00	\$143.00	4.8%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
11.		Furnish & Install Erosion Mat, Class 1, Type B - Urban	800	SY	\$3.00	\$2,400.00	1,294.00	-	\$0.00	-	\$0.00	1,294.00	\$3,882.00	161.8%	\$3,882.00	161.8%	\$0.00	\$0.00	\$3,882.00	161.8%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
12.		Furnish & Install Inlet Protection, Type A	8	EA	\$120.00	\$960.00	-	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	-	\$0.00	\$0.00	\$0.00	0.0%	\$960.00	\$0.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
13.		Furnish & Install Inlet Protection, Type C	5	EA	\$60.00	\$300.00	3.00	34.00	\$102.00	2,018.00	\$6,054.00	3.00	\$180.00	60.0%	\$180.00	60.0%	\$0.00	\$0.00	\$180.00	60.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
14.		Furnish & Install 2-inch Thick Polystyrene Insulation	928	SF	\$3.00	\$2,784.00	3,650.00	11.00	\$649.00	3,661.00	\$215,999.00	3.661.00	\$215,999.00	100.3%	\$215,999.00	100.3%	\$0.00	\$0.00	\$215,999.00	100.3%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
15.		Furnish & Install 6-inch Dia. SDR-35 PVC Sanitary Sewer	3,650	LF	\$59.00	\$215,350.00	1,788.00	-	\$0.00	-	\$0.00	1,788.00	\$73,308.00	105.1%	\$73,308.00	105.1%	\$0.00	\$0.00	\$73,308.00	105.1%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
16.		Furnish & Install 6-inch Dia. SDR-35 PVC Sanitary Sewer	1,702	LF	\$41.00	\$69,782.00	163.77	1.81	\$841.65	165.58	\$76,994.70	165.58	\$76,994.70	104.1%	\$76,994.70	104.1%	\$0.00	\$0.00	\$76,994.70	104.1%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
17.		Furnish & Install 4-foot Dia. Sanitary Sewer Manhole	159	VF	\$465.00	\$73,935.00	14.00	-	\$0.00	-	\$0.00	14.00	\$21,210.00	100.0%	\$21,210.00	100.0%	\$0.00	\$0.00	\$21,210.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
18.		Furnish & Install Sanitary Sewer Manhole Base & Casing	14	EA	\$1,515.00	\$21,210.00	7.00	-	\$0.00	-	\$0.00	7.00	\$3,500.00	100.0%	\$3,500.00	100.0%	\$0.00	\$0.00	\$3,500.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
19.		Remove Existing Sanitary Manhole	7	EA	\$500.00	\$3,500.00	4.15	0.20	\$192.00	4.35	\$4,176.00	4.15	\$4,176.00	108.8%	\$4,176.00	108.8%	\$0.00	\$0.00	\$4,176.00	108.8%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
20.		Furnish & Install Sanitary Manhole Outside Drop Section	4	VF	\$960.00	\$3,840.00	11.00	-	\$0.00	-	\$0.00	11.00	\$1,375.00	91.7%	\$1,375.00	91.7%	\$0.00	\$0.00	\$1,375.00	91.7%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
21.		Sanitary Wye Lateral Location	12	EA	\$125.00	\$1,500.00	2.00	-	\$0.00	-	\$0.00	2.00	\$1,560.00	200.0%	\$1,560.00	200.0%	\$0.00	\$0.00	\$1,560.00	200.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
22.		Reinstall Casing & New Adjustment Rings on Sanitary MH	1	EA	\$780.00	\$780.00	1.00	-	\$0.00	-	\$0.00	1.00	\$1,375.00	91.7%	\$1,375.00	91.7%	\$0.00	\$0.00	\$1,375.00	91.7%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
23.		Connect to Existing Sanitary Foremain	1	EA	\$2,000.00	\$2,000.00	6.00	-	\$0.00	-	\$0.00	6.00	\$7,800.00	150.0%	\$7,800.00	150.0%	\$0.00	\$0.00	\$7,800.00	150.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
24.		Connect to Existing Sewer Main	4	EA	\$1,300.00	\$5,200.00	37.00	-	\$0.00	-	\$0.00	37.00	\$3,700.00	100.0%	\$3,700.00	100.0%	\$0.00	\$0.00	\$3,700.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
25.		Connect to Existing Sewer Lateral	37	EA	\$100.00	\$3,700.00	3.650.00	-	\$0.00	-	\$0.00	3.650.00	\$7,300.00	100.0%	\$7,300.00	100.0%	\$0.00	\$0.00	\$7,300.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
26.		Television Sanitary Sewer	3,650	LF	\$2.00	\$7,300.00	4,556.00	51.00	\$3,927.00	51.00	\$3,927.00	4,556.00	\$354,739.00	100.1%	\$354,739.00	100.1%	\$0.00	\$0.00	\$354,739.00	100.1%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
27.		Furnish & Install 8-inch Dia. D.I. Class 52 Watermain	4,601	LF	\$77.00	\$354,277.00	305.00	-	\$0.00	-	\$0.00	305.00	\$23,180.00	145.9%	\$23,180.00	145.9%	\$0.00	\$0.00	\$23,180.00	145.9%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
28.		Furnish & Install 6-inch Dia. D.I. Class 52 Watermain	209	LF	\$76.00	\$15,884.00	15.00	-	\$0.00	-	\$0.00	15.00	\$46,200.00	93.8%	\$46,200.00	93.8%	\$0.00	\$0.00	\$46,200.00	93.8%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
29.		Furnish & Install 8-inch Valve & Box	16	EA	\$3,080.00	\$49,280.00	13.00	-	\$0.00	-	\$0.00	13.00	\$29,120.00	108.3%	\$29,120.00	108.3%	\$0.00	\$0.00	\$29,120.00	108.3%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
30.		Furnish & Install 6-inch Valve & Box	12	EA	\$2,240.00	\$26,880.00	3.00	-	\$0.00	-	\$0.00	3.00	\$870.00	75.0%	\$870.00	75.0%	\$0.00	\$0.00	\$870.00	75.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
31.		Furnish & Install 8-inch Plug	4	EA	\$290.00	\$1,160.00	7.00	-	\$0.00	-	\$0.00	7.00	\$6,510.00	100.0%	\$6,510.00	100.0%	\$0.00	\$0.00	\$6,510.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
32.		Furnish & Install 8-inch Tee	7	EA	\$930.00	\$6,510.00	1.00	-	\$0.00	-	\$0.00	1.00	\$1,340.00	100.0%	\$1,340.00	100.0%	\$0.00	\$0.00	\$1,340.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
33.		Furnish & Install 8-inch Cross	1	EA	\$1,340.00	\$1,340.00	11.00	-	\$0.00	-	\$0.00	11.00	\$9,240.00	91.7%	\$9,240.00	91.7%	\$0.00	\$0.00	\$9,240.00	91.7%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
34.		Furnish & Install 8-inch Tee	12	EA	\$840.00	\$10,080.00	8.00	-	\$0.00	-	\$0.00	8.00	\$4,720.00	50.0%	\$4,720.00	50.0%	\$0.00	\$0.00	\$4,720.00	50.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
35.		Furnish & Install 8-inch Bend	2	EA	\$470.00	\$940.00	9.00	-	\$0.00	-	\$0.00	9.00	\$4,680.00	112.5%	\$4,680.00	112.5%	\$0.00	\$0.00	\$4,680.00	112.5%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
36.		Furnish & Install 8-inch Tee	16	EA	\$590.00	\$9,440.00	11.00	-	\$0.00	-	\$0.00	11.00	\$67,430.00	91.7%	\$67,430.00	91.7%	\$0.00	\$0.00	\$67,430.00	91.7%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
37.		Furnish & Install 8-inch x 6-inch Reducer	8	EA	\$520.00	\$4,160.00	54.00	-	\$0.00	-	\$0.00	54.00	\$53,730.00	108.0%	\$53,730.00	108.0%	\$0.00	\$0.00	\$53,730.00	108.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
38.		Furnish & Install Fire Hydrant	52	EA	\$6,130.00	\$318,360.00	1,812.00	-	\$0.00	-	\$0.00	1,812.00	\$70,668.00	98.9%	\$70,668.00	98.9%	\$0.00	\$0.00	\$70,668.00	98.9%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
39.		Furnish & Install 1-inch Comp. Curb Stop & Box	20	EA	\$995.00	\$19,900.00	9.00	-	\$0.00	-	\$0.00	9.00	\$18,000.00	100.0%	\$18,000.00	100.0%	\$0.00	\$0.00	\$18,000.00	100.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
40.		Furnish & Install 1-inch Water Service	1,833	LF	\$39.00	\$71,487.00	38.00	-	\$0.00	-	\$0.00	38.00	\$3,800.00	84.4%	\$3,800.00	84.4%	\$0.00	\$0.00	\$3,800.00	84.4%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
41.		Connect to Existing Water Main	9	EA	\$2,000.00	\$18,000.00	1.00	-	\$0.00	-	\$0.0																				

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):		0		11/18/24 - 6/26/25		Application Number: 6													
Application Period:		11/18/24 - 6/26/25		Application Date:		6/26/2025													
A		B		C		D		E		F		G		H		I		J	
Item		Contract Information		Quantities from Previous Pay Applications		Work Completed to Date		Value of Work Installed this Pay Period		Total Estimated Quantity Installed		Value of Work Installed to Date		Materials Presently Stored (not in F)		Total Completed and Stored to Date (G + H)		% (I / B)	
Bid Item No.	Spec. Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Estimated Quantities Installed this Pay Period	Value of Work Installed this Pay Period	Value of Work Installed to Date	Total Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in F)	Total Completed and Stored to Date (G + H)	% (I / B)	Balance to Finish (B - I)				
54.		Connect to Existing Storm Sewer	2	EA	\$1,200.00	\$2,400.00	-	-	\$0.00	2.00	\$2,400.00	\$0.00	\$2,400.00	100.0%	\$0.00				
55.		Furnish & Install Medium RipRap	60	CY	\$100.00	\$6,000.00	-	-	\$0.00	23.34	\$2,334.00	\$0.00	\$2,334.00	38.9%	\$3,666.00				
56.		Furnish & Install Geotextile Fabric, Type HR	65	SY	\$4.00	\$260.00	-	-	\$0.00	28.00	\$112.00	\$0.00	\$112.00	43.1%	\$148.00				
57.	LS	Unclassified Excavation (Includes Removals)	1	LS	\$173,850.00	\$173,850.00	-	-	\$0.00	1.00	\$173,850.00	\$0.00	\$173,850.00	100.0%	\$0.00				
58.		Excavation Below Subgrade	750	CY	\$11.00	\$8,250.00	77.00	\$847.00	\$8,447.00	978.00	\$10,758.00	\$0.00	\$10,758.00	130.4%	-\$2,508.00				
59.		Furnish & Install 3.5-inch Thick Granular SubBase Course	14,600	SY	\$9.00	\$131,400.00	905.00	\$8,145.00	\$132,552.00	14,728.00	\$132,552.00	\$0.00	\$132,552.00	100.0%	-\$1,152.00				
60.		F&I 12-inch Thick Aggregate Base Course, 1 1/4-inch	14,600	SY	\$11.00	\$160,600.00	905.00	\$9,955.00	\$162,008.00	14,728.00	\$162,008.00	\$0.00	\$162,008.00	100.0%	-\$1,408.00				
61.		F&I 6-inch Thick Aggregate Base Course, 3/4-inch	1,420	SY	\$7.00	\$9,940.00	89.00	\$6,769.00	\$19,992.00	2,856.00	\$19,992.00	\$0.00	\$19,992.00	201.1%	-\$10,052.00				
62.		Granular Borrow	700	CY	\$1.00	\$700.00	-	-	\$0.00	897.00	\$897.00	\$0.00	\$897.00	128.1%	-\$197.00				
63.		Furnish & Install Temporary Gravel	700	CY	\$1.00	\$700.00	-	-	\$0.00	45.00	\$45.00	\$0.00	\$45.00	6.4%	\$655.00				
64.		F&I Woven Polypropylene Geotextile Fabric, Type SAS	14,600	SY	\$1.70	\$24,820.00	13,823.00	905.00	\$13,823.00	14,728.00	\$25,037.60	\$0.00	\$25,037.60	100.0%	-\$217.60				
65.		Furnish & Install 4-inch Thick Concrete Sidewalk	150	SF	\$11.00	\$1,650.00	151.00	\$1,661.00	\$1,661.00	151.00	\$1,661.00	\$0.00	\$1,661.00	100.7%	-\$11.00				
66.		F&I 6-inch Thick Concrete Sidewalk/Driveway Apron	1,370	SF	\$11.00	\$15,070.00	1,633.40	-	\$0.00	1,633.40	\$17,967.40	\$0.00	\$17,967.40	119.2%	-\$2,897.40				
67.		Furnish & Install Curb Ramp Detachable Warning Fields	10	SF	\$55.00	\$550.00	-	-	\$0.00	10.00	\$550.00	\$0.00	\$550.00	100.0%	\$0.00				
68.		Furnish & Install 2.5-inch Thick Asphaltic Driveway Pavement	1,050	SY	\$34.00	\$35,700.00	1,397.00	\$47,398.00	\$83,098.00	1,499.00	\$50,966.00	\$0.00	\$50,966.00	142.8%	-\$15,266.00				
69.		Furnish & Install 3.5-inch Thick Asphaltic Pavement	4,830	SY	\$23.00	\$111,090.00	2,477.50	\$56,982.50	\$113,965.00	4,955.00	\$113,965.00	\$0.00	\$113,965.00	102.6%	-\$2,875.00				
70.		Furnish & Install 4.0-inch Thick Asphaltic Pavement	7,850	SY	\$26.00	\$204,100.00	3,960.50	\$103,753.00	\$204,152.00	7,852.00	\$204,152.00	\$0.00	\$204,152.00	100.0%	-\$52.00				
71.		Furnish & Install Asphaltic Curb	1,767	LF	\$3.00	\$5,301.00	1,767.00	\$5,301.00	\$5,301.00	2,117.00	\$6,351.00	\$0.00	\$6,351.00	119.8%	-\$1,050.00				
72.		Additional Cost for Paving Final Lift of Asphalt in 2025	1	LS	\$9,000.00	\$9,000.00	-	\$0.00	\$9,000.00	1.00	\$9,000.00	\$0.00	\$9,000.00	100.0%	\$0.00				
73.		Sawcut Asphalt Pavement	890	LF	\$3.00	\$2,670.00	735.00	\$2,205.00	\$2,205.00	735.00	\$2,205.00	\$0.00	\$2,205.00	82.6%	\$465.00				
74.		Sawcut Concrete	120	LF	\$6.00	\$720.00	67.00	\$402.00	\$402.00	67.00	\$402.00	\$0.00	\$402.00	55.8%	\$318.00				
75.		Dust Control Surface Treatment-Calcium Chloride	14,600	SY	\$0.20	\$2,920.00	6,200.00	-	\$0.00	6,200.00	\$1,240.00	\$0.00	\$1,240.00	42.5%	\$1,680.00				
76.		Furnish & Install 3.5-inch Thick Aggregate Shoulder	750	SY	\$4.50	\$3,375.00	700.00	\$3,150.00	\$3,375.00	750.00	\$3,375.00	\$0.00	\$3,375.00	100.0%	\$0.00				
77.		Furnish & Install 4.0-inch Thick Aggregate Shoulder	730	SY	\$5.00	\$3,650.00	690.00	\$3,465.00	\$3,650.00	730.00	\$3,650.00	\$0.00	\$3,650.00	100.0%	\$0.00				
78.		0	0		\$0.00	\$0.00	-	\$0.00	\$0.00	-	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00				
100		Mobilization, Bonds, & Insurance	1	LS	\$27,390.00	\$27,390.00	1.00	\$0.00	\$0.00	1.00	\$27,390.00	\$0.00	\$27,390.00	100.0%	\$0.00				
101		Turf Restoration	1	LS	\$1,600.00	\$1,600.00	1.00	\$0.00	\$0.00	1.00	\$1,600.00	\$0.00	\$1,600.00	100.0%	\$0.00				
102		Traffic Control	1	LS	\$4,653.00	\$4,653.00	1.00	\$0.00	\$0.00	1.00	\$4,653.00	\$0.00	\$4,653.00	100.0%	\$0.00				
103		Tracked Backfill	1,000	CY	\$1.00	\$1,000.00	-	\$0.00	\$0.00	-	\$0.00	\$0.00	\$0.00	0.0%	\$1,000.00				
104		Furnish & Install Split Fence	882	LF	\$1.00	\$882.00	-	\$0.00	\$0.00	-	\$0.00	\$0.00	\$0.00	0.0%	\$882.00				
105		Furnish & Install Inlet Protection, Type A	1	EA	\$120.00	\$120.00	-	\$0.00	\$0.00	-	\$0.00	\$0.00	\$0.00	0.0%	\$120.00				
106		Furnish & Install Inlet Protection, Type C	2	EA	\$60.00	\$120.00	3.00	\$0.00	\$0.00	3.00	\$180.00	\$0.00	\$180.00	150.0%	-\$60.00				
107		Furnish & Install 2-inch Thick Polystyrene Insulation	96	SF	\$3.00	\$288.00	416.00	\$36.00	\$108.00	452.00	\$1,356.00	\$0.00	\$1,356.00	470.8%	-\$1,068.00				
108		Furnish & Install 8-inch Dia. SDR-35 PVC Sanitary Sewer	235	LF	\$58.00	\$13,630.00	278.00	\$16,124.00	\$13,630.00	278.00	\$16,124.00	\$0.00	\$16,124.00	118.3%	-\$2,494.00				
109		Furnish & Install 6-inch Dia. SDR-35 PVC Sanitary Sewer	60	LF	\$50.00	\$3,000.00	118.00	\$5,900.00	\$3,000.00	118.00	\$5,900.00	\$0.00	\$5,900.00	196.7%	-\$2,900.00				
110		Furnish & Install 4-foot Dia. Sanitary Sewer Manhole	8	VF	\$465.00	\$3,720.00	7.22	\$3,357.30	\$3,357.30	7.22	\$3,357.30	\$0.00	\$3,357.30	90.3%	\$362.70				
111		Furnish & Install Sanitary Sewer Manhole Base & Casing	1	EA	\$1,515.00	\$1,515.00	1.00	\$0.00	\$0.00	1.00	\$1,515.00	\$0.00	\$1,515.00	100.0%	\$0.00				
112		Reinshall Casing & New Adjustment Rings on Sanitary MH	3	EA	\$780.00	\$2,340.00	3.00	\$0.00	\$0.00	3.00	\$2,340.00	\$0.00	\$2,340.00	100.0%	\$0.00				
113		Core Drill Existing Precast Sanitary Manhole	1	EA	\$1,100.00	\$1,100.00	1.00	\$0.00	\$0.00	1.00	\$1,100.00	\$0.00	\$1,100.00	100.0%	\$0.00				
114		Connect to Existing Sanitary Manhole	1	EA	\$1,300.00	\$1,300.00	-	\$0.00	\$0.00	1.00	\$1,300.00	\$0.00	\$1,300.00	100.0%	\$0.00				
115		Telesive Sanitary Sewer	235	LF	\$2.00	\$470.00	46.00	\$92.00	\$92.00	278.00	\$556.00	\$0.00	\$556.00	118.3%	-\$86.00				
116		Furnish & Install 8-inch Dia. D1, Class 52 Watermain	1,422	LF	\$78.00	\$110,916.00	1,386.00	\$6,240.00	-\$6,240.00	1,378.00	\$107,484.00	\$0.00	\$107,484.00	96.9%	\$3,432.00				
117		Furnish & Install 6-inch Dia. D1, Class 52 Watermain	77	LF	\$76.00	\$5,832.00	94.00	\$7,144.00	\$7,144.00	94.00	\$7,144.00	\$0.00	\$7,144.00	122.1%	-\$1,292.00				
118		Furnish & Install 8-inch Valve & Box	4	EA	\$3,090.00	\$12,360.00	5.00	\$0.00	\$0.00	5.00	\$15,400.00	\$0.00	\$15,400.00	125.0%	-\$3,080.00				
119		Furnish & Install 6-inch Valve & Box	4	EA	\$2,240.00	\$8,960.00	5.00	\$0.00	\$0.00	5.00	\$11,200.00	\$0.00	\$11,200.00	125.0%	-\$2,240.00				
120		Furnish & Install 8-inch Tee	2	EA	\$930.00	\$1,860.00	2.00	\$0.00	\$0.00	2.00	\$1,860.00	\$0.00	\$1,860.00	100.0%	\$0.00				
121		Furnish & Install 8-inch x 6-inch Tee	3	EA	\$840.00	\$2,520.00	4.00	\$0.00	\$0.00	4.00	\$3,360.00	\$0.00	\$3,360.00	133.3%	-\$840.00				
122		Furnish & Install 6-inch Bend	2	EA	\$470.00	\$940.00	-	\$0.00	\$0.00	-	\$0.00	\$0.00	\$0.00	0.0%	\$940.00				
123		Furnish & Install 8-inch Bend	9	EA	\$590.00	\$5,310.00	5.00	\$0.00	\$0.00	5.00	\$2,950.00	\$0.00	\$2,950.00	55.6%	\$2,360.00				
124		Furnish & Install 8-inch x 6-inch Reducer	5	EA	\$520.00	\$2,600.00	4.00	\$0.00	\$0.00	4.00	\$2,080.00	\$0.00	\$2,080.00	80.0%	\$520.00				
125		Furnish & Install Fire Hydrant	4	EA	\$6,130.00	\$24,520.00	5.00	\$0.00	\$0.00	5.00	\$30,650.00	\$0.00	\$30,650.00	125.0%	-\$6,130.00				
126		Furnish & Install 1-inch Corp. Curb Stop & Box	5	EA	\$995.00	\$4,975.00	5.00	\$0.00	\$0.00	5.00	\$4,975.00	\$0.00	\$4,975.00	100.0%	\$0.00				
127		Furnish & Install 1-inch Water Service	100	LF	\$49.00	\$4,900.00	123.00	\$6,027.00	\$6,027.00	123.00	\$6,027.00	\$0.00	\$6,027.00	123.0%	-\$1,127.00				

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): 0		Application Number: 6																
Application Period: 11/18/24 - 6/26/25		Application Date: 6/26/2025																
A			B				C				D	E	F	G	H	I		J
Bid Item No.	Spec. Item No.	Item Description	Contract Information				Work Completed to Date				Estimated Quantities Installed this Pay Period	Value of Work Installed to Date	Total Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in F)	Total Completed and Stored to Date (G + H)	% (I / B)	Balances to Finish (B - I)
			Item Quantity	Units	Unit Price	Total Value of Item (\$)	Quantities from Previous Pay Applications	Value of Work Installed this Pay Period	Value of Work Installed to Date									
128		Connect to Existing Water Main	4	EA	\$2,000.00	\$8,000.00		4.00	\$0.00	\$8,000.00	100.0%	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	100.0%	\$0.00
129		Connect to Existing Water Service	3	EA	\$100.00	\$300.00		4.00	-\$100.00	\$300.00	100.0%	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	100.0%	\$0.00
130		Furnish & Install 18-inch Dia. RCP Class 3 Storm Sewer	47	LF	\$91.00	\$4,277.00		54.00	\$0.00	\$4,914.00	114.9%	\$4,914.00	\$0.00	\$0.00	\$0.00	\$4,914.00	114.9%	-\$637.00
131		Furnish & Install 18-inch Dia. RCP Apron End Wall	1	EA	\$2,980.00	\$2,980.00		2.00	\$0.00	\$5,960.00	200.0%	\$5,960.00	\$0.00	\$0.00	\$0.00	\$5,960.00	200.0%	-\$2,980.00
132		F&I 30-inch Dia. Catch Basin, Complete w/Base & Casing	1	EA	\$3,080.00	\$3,080.00		1.00	\$0.00	\$3,080.00	100.0%	\$3,080.00	\$0.00	\$0.00	\$0.00	\$3,080.00	100.0%	\$0.00
133		Connect to Existing Storm Sewer	2	EA	\$1.00	\$2.00		2.00	\$0.00	\$2.00	100.0%	\$2.00	\$0.00	\$0.00	\$0.00	\$2.00	100.0%	\$0.00
134		Furnish & Install Medium RipRap	10	CY	\$100.00	\$1,000.00		23.50	\$0.00	\$23,500.00	235.0%	\$23,500.00	\$0.00	\$0.00	\$0.00	\$23,500.00	235.0%	-\$1,500.00
135		Furnish & Install Geotextile Fabric, Type HR	15	SY	\$4.00	\$60.00		67.00	\$0.00	\$268.00	446.7%	\$268.00	\$0.00	\$0.00	\$0.00	\$268.00	446.7%	-\$208.00
136		F&I Curing & New Adjustment Rings on Storm Structure	2	EA	\$1,750.00	\$3,500.00		2.00	\$0.00	\$3,500.00	100.0%	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	100.0%	\$0.00
137		Unclassified Excavation (Includes Removals)	1	LS	\$81,550.00	\$81,550.00		1.00	\$0.00	\$81,550.00	100.0%	\$81,550.00	\$0.00	\$0.00	\$0.00	\$81,550.00	100.0%	\$0.00
138		Excavation Below Subgrade	1,000	CY	\$11.00	\$11,000.00		-	\$0.00	\$0.00	0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$11,000.00
139		Furnish & Install 12-inch Thick Granular SubBase Course	4,900	SY	\$9.00	\$44,100.00		4,706.00	\$2,151.00	\$44,505.00	100.9%	\$44,505.00	\$0.00	\$0.00	\$0.00	\$44,505.00	100.9%	-\$405.00
140		F&I 12-inch Thick Aggregate Base Course, 1 1/4-inch	4,900	SY	\$11.00	\$53,900.00		4,706.00	\$2,629.00	\$54,395.00	100.9%	\$54,395.00	\$0.00	\$0.00	\$0.00	\$54,395.00	100.9%	-\$495.00
141		F&I 6-inch Thick Aggregate Base Course, 3/4-inch	270	SY	\$7.00	\$1,890.00		385.00	\$0.00	\$2,695.00	142.6%	\$2,695.00	\$0.00	\$0.00	\$0.00	\$2,695.00	142.6%	-\$805.00
142		Furnish & Install Temporary Gravel	400	CY	\$1.00	\$400.00		-	\$0.00	\$0.00	0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$400.00
143		F&I Woven Polypropylene Geotextile Fabric, Type SAS	4,900	SY	\$1.70	\$8,330.00		4,706.00	\$406.30	\$8,406.50	100.9%	\$8,406.50	\$0.00	\$0.00	\$0.00	\$8,406.50	100.9%	-\$76.50
144		Furnish & Install GeoGrid	3,625	SY	\$5.00	\$18,125.00		1,466.00	\$0.00	\$7,330.00	40.4%	\$7,330.00	\$0.00	\$0.00	\$0.00	\$7,330.00	40.4%	\$10,795.00
145		Furnish & Install 30-inch Concrete Curb & Gutter, Type D	25	LF	\$99.00	\$2,475.00		27.00	\$0.00	\$2,673.00	108.0%	\$2,673.00	\$0.00	\$0.00	\$0.00	\$2,673.00	108.0%	-\$198.00
146		F&I 6-inch Thick Concrete Sidewalk/Driveway Apron	37	SF	\$32.00	\$1,184.00		-	\$0.00	\$0.00	0.0%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$1,184.00
147		Furnish & Install 2.5-inch Thick Asphaltic Driveway Pavement	266	SY	\$34.00	\$9,044.00		300.00	\$0.00	\$10,200.00	112.8%	\$10,200.00	\$0.00	\$0.00	\$0.00	\$10,200.00	112.8%	-\$1,156.00
148		Furnish & Install 3.5-inch Thick Asphaltic Pavement	4,230	SY	\$23.00	\$97,290.00		2,131.50	\$49,024.50	\$98,049.00	100.8%	\$98,049.00	\$0.00	\$0.00	\$0.00	\$98,049.00	100.8%	-\$759.00
149		Furnish & Install 3.5-inch Thick Asphalt Flume	25	SY	\$59.00	\$1,475.00		22.00	\$1,298.00	\$2,596.00	176.0%	\$2,596.00	\$0.00	\$0.00	\$0.00	\$2,596.00	176.0%	-\$1,121.00
150		Additional Cost for Paving Final Lift of Asphalt in 2025	1	LS	\$6,600.00	\$6,600.00		-	\$0.00	\$6,600.00	100.0%	\$6,600.00	\$0.00	\$0.00	\$0.00	\$6,600.00	100.0%	\$0.00
151		Sawcut Asphalt Pavement	360	LF	\$3.00	\$1,080.00		298.00	\$0.00	\$894.00	82.8%	\$894.00	\$0.00	\$0.00	\$0.00	\$894.00	82.8%	\$186.00
152		Sawcut Concrete	20	LF	\$6.00	\$120.00		2.50	\$0.00	\$15.00	12.5%	\$15.00	\$0.00	\$0.00	\$0.00	\$15.00	12.5%	\$105.00
153		Dust Control Surface Treatment-Calcium Chloride	4,200	SY	\$0.20	\$840.00		1,000.00	\$0.00	\$200.00	23.8%	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	23.8%	\$640.00
154		Furnish & Install 3.5-inch Thick Aggregate Shoulder	620	SY	\$4.50	\$2,790.00		600.00	\$90.00	\$2,790.00	100.0%	\$2,790.00	\$0.00	\$0.00	\$0.00	\$2,790.00	100.0%	\$0.00
Contract Totals						\$3,911,838.00			\$272,735.65	\$2,952,139.00	101.4%	\$2,952,139.00	\$0.00	\$0.00	\$0.00	\$2,952,139.00	101.4%	-\$403.00

Change Order

No. 2 - FINAL

Date of Issuance: June 26, 2025 Effective Date: June 26, 2025

Project: 2024 Utility Improvement Project	Owner: City of Park Falls	Owner's Contract No.:
Contract: Utility Improvement Project	Date of Contract: April 25, 2024	
Contractor: A-1 Excavating, LLC.	Engineer's Project No.: 9368080	

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

Description:

See attached documents

Attachments (list documents supporting change):

Reasons, Summary, Contractor write up

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$2,911,838.00	Original Contract Times: <input type="checkbox"/> Working days <input checked="" type="checkbox"/> Calendar days Substantial completion (days or date): <u>October 31, 2024</u> Ready for final payment (days or date): <u>July 1, 2025</u>
Increase from previously approved Change Orders No. 1 to No. 1 \$6,884.00	[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____ Substantial completion (days): <u>0</u> Ready for final payment (days): <u>0</u>
Contract Price prior to this Change Order: \$2,918,722.00	Contract Times prior to this Change Order: Substantial completion (days or date): _____ Ready for final payment (days or date): _____
Increase of this Change Order: \$43,501.00	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): <u>0</u> Ready for final payment (days or date): <u>0</u>
Contract Price incorporating this Change Order: \$2,962,223.00	Contract Times with all approved Change Orders: Substantial completion (days or date): _____ Ready for final payment (days or date): _____

RECOMMENDED:

By: John Proctor
Engineer (Authorized Signature)
6-30-25

Date: _____
Approved by Funding Agency (if applicable): _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: Jacob Wald
Contractor (Authorized Signature)

Date: 6-30-25

Date: _____

Change Order

Instructions

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

6-26-2025

City of Park Falls

2024 Utility Improvement Project

Proposed Contract Change Order #2 - FINAL –Reasons

1. Drain Tile and Drainage Ditch Regrading along North River Road.

There was an existing drain tile under the bottom of the grass ditch along the South Side of North River Road at the intersection with 1st Avenue North. The drain tile was not discovered until the Contractor reconstructed North River Road. During the project it was decided to add a plastic yard inlet within the ditch to help drain the adjacent homeowners yard. The yard inlet was supplied by the city. This additional cost includes the equipment, labor, and drain tile materials only to install new drain tile and a new yard drain within the newly graded ditch along North River Road.

COST = \$3,200.00

2. Bookkeeping Adjustment.

The Agreement between the Contractor and the City of Park Falls allows that bid items can be extended or reduced as needed without change to the unit cost. Numerous bid items ended up different than the original plan estimate. The difference is \$40,301.00 or about 1.38% of the original contract amount. This item is an increase in cost to the project. This change order item is just a book keeping entry to reflect the actual contract amount used in the project.

COST = \$40,301.00

CHANGE ORDER #2 TOTAL = \$43,501.00

CHANGE ORDER #2

2024 Utility Improvement Project
City of Park Falls
Summary of Changes

Item	Description	Total Cost	Sewer Cost	Water Cost	Street Cost
#1	Drain tile and Drainage Ditch adjustment along North River Road	\$3,200.00	\$0.00 (0%)	\$0.00 (0%)	\$3,200.00 (100%)
#2	Book Keeping Item	\$40,301.00	\$16,880.50 (41.88%)	\$5,843.50 (14.5%)	\$17,577.00 (43.61%)
	Sub-Total Items #1-#2	\$43,501.00	\$0.00	\$5,843.00	\$20,777
	Total Change Order #2	\$43,501.00			

ADDITIONAL WORK AUTHORIZATION

A-1 EXCAVATING, INC.
P.O. BOX 90
BLOOMER, WI 54724
(715) 568-4141 • FAX (715) 568-4144

2

OWNER'S NAME City of Park Falls		PHONE	DATE
STREET		JOB NAME	JOB NUMBER
CITY	STATE	STREET	
EXISTING CONTRACT NUMBER	DATE OF EXISTING CONTRACT	CITY	STATE

You are authorized to perform the following specifically described additional work:

We installed draintile as directed.

Price includes labor, equipment, and materials as broken down.

Material - \$1,200

Labor - \$2,000

Work consisted of digging up ditch, installing draintile, regrading ditch and restoring the ditch to a passable condition.

ADDITIONAL CHARGE FOR ABOVE WORK IS: \$ 3,200.00

Payment will be made as follows:

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Date 6/26/25 Authorizing Signature *Jacob Wald*

(OWNER SIGNS HERE)

We hereby agree to furnish labor and materials - complete in accordance with the above specifications, at above stated price.

Authorized Signature _____ Date _____

(CONTRACTOR SIGNS HERE)

THIS IS CHANGE ORDER NO.

NOTE: This Revision becomes part of, and in conformance with, the existing contract.

Report Criteria:

Detail report.

Paid and unpaid invoices included.

Vendor Name	Invoice Date	Invoice Number	GL Account	Description	Net Invoice Amount	Date Paid
CITY OF PARK FALLS						
CITY OF PARK FALLS	06/27/2025	LIBCASH	0155100340	PETTY CASH - LIBRARY	17.00	06/27/2025
Total CITY OF PARK FALLS:					17.00	
HALL, SAM						
HALL, SAM	06/24/2025	4591250	0153430290	LAWN MOWING	420.00	07/01/2025
Total HALL, SAM:					420.00	
HAWKINS INC.						
HAWKINS INC.	06/11/2025	7097627	0155420340	SWIMMING POOL	1,336.94	
HAWKINS INC.	06/11/2025	7097628	0357826340	WWTP CHEMICALS	4,797.94	
HAWKINS INC.	06/15/2025	7099487	0155420340	SWIMMING POOL	10.00	
HAWKINS INC.	06/15/2025	7099488	0357826340	WWTP CHEMICALS	10.00	
HAWKINS INC.	06/15/2025	7099937	0257631340	WATER TREATMENT	90.00	
Total HAWKINS INC.:					6,244.88	
LANGUAGE LINE SERVICES INC						
LANGUAGE LINE SERVICES IN	06/30/2025	11643244	0152100340	INTERPRETING SERVICE	15.84	
Total LANGUAGE LINE SERVICES INC:					15.84	
MCCOY CONSTRUCTION & FORESTRY						
MCCOY CONSTRUCTION & FO	06/23/2025	2534697	0153311340	STREETS	164.40	
MCCOY CONSTRUCTION & FO	06/24/2025	2535657	0153311340	STREETS	99.27	
Total MCCOY CONSTRUCTION & FORESTRY:					263.67	
MEDFORD COOPERATIVE INC.						
MEDFORD COOPERATIVE INC.	06/23/2025	3035	0153240340	BULK UNLEADED	890.36	07/01/2025
MEDFORD COOPERATIVE INC.	06/23/2025	3036	0153240340	BULK FUEL PREMIUM	483.01	07/01/2025
MEDFORD COOPERATIVE INC.	06/30/2025	3074	0153240340	BULK FUEL PREMIUM	334.77	07/09/2025
Total MEDFORD COOPERATIVE INC.:					1,708.14	
MSA PROFESSIONAL SERVICES INC						
MSA PROFESSIONAL SERVICE	06/26/2025	017631	0156300210	GIS 2025	1,150.00	
Total MSA PROFESSIONAL SERVICES INC:					1,150.00	
PARK FALLS BUILDING & HARDWARE						
PARK FALLS BUILDING & HARD	06/02/2025	2506-059319	0155200340	PARKS	5.46	
PARK FALLS BUILDING & HARD	06/02/2025	2506-059325	0153311340	STREET MAINTENANCE	58.10	
PARK FALLS BUILDING & HARD	06/02/2025	2506-059341	0155420340	POOL	9.49	
PARK FALLS BUILDING & HARD	06/09/2025	2506-059979	0153311340	STREET MAINTENANCE	40.84	
PARK FALLS BUILDING & HARD	06/11/2025	2506-060196	0155200340	PARKS	17.09	
PARK FALLS BUILDING & HARD	06/11/2025	2506-060218	0155200340	PARKS	6.64	
PARK FALLS BUILDING & HARD	06/11/2025	2506-060219	0153311340	STREET MAINTENANCE	22.79	
PARK FALLS BUILDING & HARD	06/11/2025	2506-060237	0155200340	PARKS	83.43	
PARK FALLS BUILDING & HARD	06/12/2025	2506-060325	0155200340	PARKS	133.24	
PARK FALLS BUILDING & HARD	06/12/2025	2506-060420	0155200340	PARKS	32.75	

Vendor Name	Invoice Date	Invoice Number	GL Account	Description	Net Invoice Amount	Date Paid
PARK FALLS BUILDING & HARD	06/17/2025	2506-060757	0155200340	PARKS	18.29	
PARK FALLS BUILDING & HARD	06/17/2025	2506-060854	0155200340	PARKS	25.64	
PARK FALLS BUILDING & HARD	06/23/2025	2506-061305	0153311340	STREET MAINTENANCE	59.82	
PARK FALLS BUILDING & HARD	06/24/2025	2506-061418	0155200340	PARKS	76.86	
PARK FALLS BUILDING & HARD	06/24/2025	2506-061477	0155200340	PARKS	178.13	
PARK FALLS BUILDING & HARD	06/25/2025	2506-061611	0155200340	PARKS	156.03	
PARK FALLS BUILDING & HARD	06/26/2025	2506-061652	0155200340	PARKS	24.68	
Total PARK FALLS BUILDING & HARDWARE:					949.28	
PIEPER ELECTRIC INC.						
PIEPER ELECTRIC INC.	06/30/2025	CD99025060	0357850340	GENERATOR INSTALL-CIP	8,000.00	
PIEPER ELECTRIC INC.	06/30/2025	CD99025068	0155200290	PARKS	913.39	
Total PIEPER ELECTRIC INC.:					8,913.39	
PJ KORTENS & COMPANY INC						
PJ KORTENS & COMPANY INC	06/23/2025	10025546	0357834290	SEWER OPERATIONS - CONTRACTED	2,653.61	
Total PJ KORTENS & COMPANY INC:					2,653.61	
PRICE COUNTY TREASURER						
PRICE COUNTY TREASURER	05/01/2025	1MAY25	0153510340	AIRPORT AV GAS	529.90	07/01/2025
Total PRICE COUNTY TREASURER:					529.90	
RUSK COUNTY FARM SUPPLY INC.						
RUSK COUNTY FARM SUPPLY I	06/10/2025	3007580	0257600220	LP TANK 6 SINGER RD	218.49	
Total RUSK COUNTY FARM SUPPLY INC.:					218.49	
SLABY DEDA MARSHALL & REINHARD						
SLABY DEDA MARSHALL & REI	07/02/2025	JUL HRLY	0152100290	LEGAL-POLICE	541.45	
SLABY DEDA MARSHALL & REI	07/02/2025	JUL HRLY	0151300210	LEGAL - EXPENSES CITY HALL	1,063.55	
SLABY DEDA MARSHALL & REI	07/02/2025	JUL HRLY	0151300210	LEGAL - FILING FEES	90.00	
SLABY DEDA MARSHALL & REI	07/01/2025	JULRETAIN	0151300210	RETAINER	900.00	
Total SLABY DEDA MARSHALL & REINHARD:					2,595.00	
SPEE-DEE						
SPEE-DEE	06/28/2025	1277160	0357820290	WWTP TEST SHIPPING	107.10	
Total SPEE-DEE:					107.10	
TODD'S REDI-MIX LLC						
TODD'S REDI-MIX LLC	06/21/2025	8100085901	0257651340	WATER MAINS	322.14	
TODD'S REDI-MIX LLC	06/21/2025	8100085901	0357831340	SEWER MAINS	322.13	
Total TODD'S REDI-MIX LLC:					644.27	
TRANSUNION RISK AND ALTERNATIV						
TRANSUNION RISK AND ALTER	07/01/2025	473728-202506-1	0152100340	POLICE S&E	82.00	
Total TRANSUNION RISK AND ALTERNATIV:					82.00	
UNITED STATES POSTAL SERVICE						
UNITED STATES POSTAL SERVI	07/01/2025	2ND QTR BILLS	1153635340	PRE SORT MAILING FEE - RECYCLIN	79.01	07/01/2025

Vendor Name	Invoice Date	Invoice Number	GL Account	Description	Net Invoice Amount	Date Paid
UNITED STATES POSTAL SERVI	07/01/2025	2ND QTR BILLS	0357840340	PRE SORT MAILING FEE - SEWER	158.01	07/01/2025
UNITED STATES POSTAL SERVI	07/01/2025	2ND QTR BILLS	0257902340	PRE SORT MAILING FEE - WATER	158.01	07/01/2025
UNITED STATES POSTAL SERVI	07/01/2025	2ND QTR BILLS	1153620340	PRE SORT MAILING FEE - REFUSE	79.00	07/01/2025
Total UNITED STATES POSTAL SERVICE:					474.03	
VISA						
VISA	06/30/2025	JUL-PD	0152100340	POLICE S&E	648.04	
VISA	06/01/2025	JUN25CH	0151600340	CH GOOGLE	205.92	07/03/2025
VISA	06/01/2025	JUN25CH	0153510340	AIRPORT GOOGLE	30.89	07/03/2025
VISA	06/01/2025	JUN25CH	0151100340	COUNCIL GOOGLE	298.58	07/03/2025
VISA	06/01/2025	JUN25CH	0152200340	FIRE GOOGLE	72.07	07/03/2025
VISA	06/01/2025	JUN25CH	0153270340	MECHANIC GOOGLE	30.89	07/03/2025
VISA	06/01/2025	JUN25CH	0357820340	WWTP GOOGLE	30.89	07/03/2025
VISA	06/01/2025	JUN25CH	0155101340	LIBRARY	29.94	07/03/2025
VISA	06/01/2025	JUN25CH	0153311340	STREETS S & E	146.20	07/03/2025
VISA	06/01/2025	JUN25CH	0151410340	MAYOR-S&E	274.00	07/03/2025
VISA	06/01/2025	JUN25CH	0151420340	CLERK S & E	40.02	07/03/2025
VISA	06/01/2025	JUN25CH	0155420340	POOL	69.00	07/03/2025
VISA	06/01/2025	JUN25CH	0153311340	STREETS S & E	192.51	07/03/2025
VISA	06/01/2025	JUN25CH	0155200340	PARKS	269.40	07/03/2025
VISA	06/01/2025	JUN25CH	0357831340	SEWER MAINT	149.99	07/03/2025
VISA	06/01/2025	JUN25CH	0152100340	POLICE GOOGLE	298.58	07/03/2025
VISA	06/01/2025	JUN25CH	0155420340	POOL GOOGLE	30.89	07/03/2025
VISA	06/01/2025	JUN25CH	0153311340	STREETS GOOGLE	30.89	07/03/2025
VISA	06/01/2025	JUN25CH	0151411340	ADMIN S & E	1,051.20	07/03/2025
VISA	06/01/2025	JUN25CH	0151411340	ADMIN S & E	274.00	07/03/2025
VISA	06/01/2025	JUN25CH	0151411340	ADMIN S & E	55.00	07/03/2025
Total VISA:					4,228.90	
WI DEPARTMENT OF TRANS						
WI DEPARTMENT OF TRANS	06/02/2025	29507504218	1353510820	AIRPORT PROJECT	177.08	07/01/2025
WI DEPARTMENT OF TRANS	06/02/2025	395-0000397618	1353510820	AIRPORT PROJECT	301.75	07/01/2025
Total WI DEPARTMENT OF TRANS:					478.83	
WI STATE LAB OF HYGIENE						
WI STATE LAB OF HYGIENE	06/30/2025	813473	0257600340	FLUORIDE TESTING	31.00	
Total WI STATE LAB OF HYGIENE:					31.00	
ZARNOTH BRUSH WORKS INC.						
ZARNOTH BRUSH WORKS INC.	04/24/2025	0202680-IN	0153311340	STREETS M&E	1,639.10	
Total ZARNOTH BRUSH WORKS INC.:					1,639.10	
ZIFKO TIRE & BATTERY SUPPLY						
ZIFKO TIRE & BATTERY SUPPL	06/26/2025	01-26237	0153240350	M & E - REPAIR	522.99	
Total ZIFKO TIRE & BATTERY SUPPLY:					522.99	
Grand Totals:					33,887.42	



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To: Honorable Mayor and Alders

From: ^{SK} Scott J. Kluver, Administrator

Re: Annexation Utility Connection Requirements

Date: July 8, 2025

Last year the Council adopted a policy that requires annexation to the City if there is a request for connection to City water and/or sewer services. I believe that is a good policy; however, there is a circumstance that I would like to bring to your attention and I would like to you consider an amendment to your utility connection ordinance.

We have had a request for one of the Town of Lake island properties to connect to utilities and we informed them that annexation would be required. We began the process and discovered that the entire island needs to be annexed at the same time, unless the City and the Town agree that annexation should not occur for the entire island. In this case, there are two separate property owners that are part of this island. One wants to connect and plans to do so. The other is completely caught off guard by this. The current utility connection ordinance states connection is required within 30 days of notice when water and sewer becomes available. That means that if the City proceeded to annex the entire island, we would soon thereafter send a notice to connect to water and sewer which would cost the property owner thousands of dollars. In the case of the one property owner, this would be completely unanticipated.

I ask – how would you like that if it happened to you? To make this easier for a property owner to handle, one possibility is to amend the connection ordinance for water and sewer to provide a time limit to connect in the case of annexation. Ashland provides up to five years to connect, as long as the private system is functioning, and that can be renewed for additional years. Another possibility is to amend the ordinance to require connection of unconnected properties when one of four things happens: 1) the property is sold, transferred, or subdivided; 2) a new primary structure is constructed on the property; 3) the well or septic system fails; or 4) any special assessment assigned is paid off. This last possibility provides more leniency should there be utility extensions elsewhere in the City that may encounter resistance from existing residents that are not connected. Both of these options require staff to track properties so their status is not forgotten. With property systems, this can be done without much difficulty.

To summarize, the options for the Council on this matter are as follows:

1. Agree with the Town of Lake that the other property in the current situation should not be annexed.
2. Do nothing, proceed with the annexation of both parcels and require connection within 30 days thereafter.
3. Amend the utility connection ordinance with one, both, or some other consideration to allow for more ease in the requirements to connect to utilities.

Please let me know if you have any questions related to this issue or the options. Copies of the current ordinances for sewer and water connection requirements are included.

supervise in the performance of their duties under this chapter, without liability therefor; and the Common Council shall have power to purchase and acquire for the City of Park Falls all real and personal property which may be necessary for construction of the sewer system or for any repair, remodeling or additions thereto.

C. Maintenance of services.

(1) The utility shall maintain sewer service within the limits of the City from the street main to the property line and including all controls between the same, without expenses to the property owner, except when they are damaged as a result of negligence or carelessness on the part of the property owner, a tenant or an agent of the owner. All sewer services from the point of maintenance by the system to and throughout the premises must be maintained free of defective conditions, by and at the expense of the owner or occupant of the property.

(2) When any sewer service is to be relaid and there are two or more buildings on such service, each building shall be disconnected from such service and a new sewer service shall be installed for each building.

D. Condemnation of real estate. Whenever any real estate or any easement therein, or use thereof, shall, in the judgment of the City of Park Falls, be necessary to the sewer system and whenever, for any cause, an agreement for the purchase thereof cannot be made with the owner thereof, the City of Park Falls shall proceed with all necessary steps to take such real estate easement or use by condemnation in accordance with the Wisconsin Statutes and the Uniform Relocation and Real Property Acquisition Policy Act of 1970, if federal funds are used.

E. Title to real estate and personalty. All property, real, personal and mixed, acquired for the construction of the sewer system, and all plans, specifications, diagrams, papers, books and records connected with said sewer system, and all buildings, machinery and fixtures pertaining thereto shall be the property of the City of Park Falls.

§ 373-3. User rules and regulations.

A. General.

(1) The rules, regulations and sewer rates of the City of Park Falls hereinafter set forth shall be considered a part of the contract with every person, company or corporation who is connected to the sewer system of the City of Park Falls; and every such person, company or corporation by connecting with the sewer system shall be considered as expressing his or their assent to be bound thereby. Whenever any of said rules and regulations, or such others as the said City of Park Falls may hereafter adopt, are violated, the service shall be shut off from the building or place of such violation (even though two or more parties are receiving service through the same connection) and shall not be reestablished, except by order of the City of Park Falls, and on payment of all arrears, the expenses and established charges of shutting off and putting on and such other terms as the City of Park Falls may determine, and a satisfactory understanding with the party that no further cause for complaint shall arise. In case of such violation, the City of Park Falls, furthermore, may declare any payment made for the service by the party or parties committing such violation to be forfeited, and the same shall thereupon be forfeited. The right is reserved to the City of Park Falls to change the said rules, regulations and sewer rates from time to time as it may deem advisable and to make special rates and contracts in all proper cases.

(2) The rules and regulations of the chapter for the government of licensed plumbers, sewer users and others are hereby adopted and established.

B. Plumbers. No plumber, pipe fitter or other person will be permitted to do any plumbing or pipe fitting work in connection with the sewer system without first receiving a license from the State of Wisconsin.

C. Users.

- (1) Mandatory hookup.
 - (a) The owner of each parcel of land adjacent to a sewer main on which there exists a building usable for human habitation or in a block through which such system is extended shall connect to such system within 30 days of notice in writing from the City. Upon failure to so do, the City may cause such connection to be made and bill the property owner for such costs. If such costs are not paid within 30 days, such notice shall be assessed as a special tax lien against the property; however, the owner may, within 30 days after the completion of the work, file a written option with the City Clerk or Treasurer stating that he cannot pay such amount in one sum and ask that they be levied in not to exceed five equal installments and that the amount shall be so collected with interest at the rate of 8% per annum from the completion of the work, the unpaid balance being a special tax lien, all pursuant to § 281.45, Wis. Stats.
 - (b) In lieu of the above, the City, at its option, may impose a penalty for a period that the violation continues, after 10 days' written notice to any owner failing to make a connection to the sewer system of an amount equal to 150% of the minimum quarterly charge for sewer service payable quarterly for the period in which the failure to connect continues; and upon failure to make such payment, said charge shall be assessed as a special tax lien against the property, all pursuant to § 281.45, Wis. Stats.
 - (c) This chapter ordains that the failure to connect to the sewer system is contrary to the minimum health standards of said City and fails to assure preservation of public health, comfort and safety of said City.
- (2) Septic tanks prohibited. The maintenance and use of septic tanks and other private sewage disposal systems within the area of the City of Park Falls serviced by its sewer system are hereby declared to be a public nuisance and a health hazard. From and after September 7, 1982, the use of septic tanks or any private sewage disposal system within the area of the City serviced by the sewerage system shall be prohibited.
- (3) Application for service.
 - (a) Every person connecting with the sewer system shall file an application in writing to the City of Park Falls in such form as is prescribed for that purpose. Blanks for such applications will be furnished at the office of the Clerk or Treasurer of the City of Park Falls. The application must state fully and truly all the use which will be allowed, except upon further application and permission regularly obtained from said City of Park Falls. If the applicant is not the owner of the premises, the written consent of the owner must accompany the application. Persons connected to the sewer system of the City of Park Falls are referred to herein as "users."
 - (b) The application may be for service to more than one building or more than one unit of service through one service connection, and, in such case, charges shall be made accordingly.
 - (c) If it appears that the service applied for will not provide adequate service for the contemplated use, the City of Park Falls may reject the application. If the City of Park Falls shall approve the application, it shall issue a permit for services as shown on the application.
- (4) Connection charge. Persons attaching to a main of Park Falls Municipal Sewer Utility shall pay a connection charge as established by the City, plus that person shall have the lateral from the sewer main installed at his own expense.
- (5) Tap permits. After sewer connections have been introduced into any building or upon any premises, no plumber shall make any alterations, extensions or attachments, unless the party ordering such tapping or other work shall exhibit the proper permit for the same from the City of Park Falls.

Chapter 442. Water

Article IV. Compulsory Connection; Prohibited Drainage

[Adopted as Secs. 9-3-5 through 9-3-7 of the 1997 Code]

§ 442-40. Compulsory connection to sewer and water.

- A. When required. Whenever a sewer or water main becomes available to any building used for human habitation, the Board of Public Works shall notify the owner or his agent in writing in the manner prescribed by the Wisconsin Statutes or by registered mail addressed to the last-known address of the owner or his agent.
- B. Contents of notice. The notice required by this article shall direct the owner or his agent to connect the building to such main or mains in the manner prescribed by the Board of Public Works and to install such facilities and fixtures as may be reasonably necessary to permit passage of sewage incidental to such human habitation into the sewerage system and to furnish an adequate supply of pure water for drinking and to prevent creation of a health nuisance.
- C. Connection at expense of owner. If the owner or his agent fails to comply with the notice of the Board of Public Works within 30 days of service or mailing thereof, the Board of Public Works may cause connection to be made and the expense thereof shall be assessed as a special tax against the property.
- D. Installment option. The owner or his agent may, within 30 days after completion of the work, file a written option with the City Clerk or Treasurer stating that he cannot pay the cost of connection in one sum and electing that such sum be levied in three equal annual installments, with interest at a rate established by the Council.
- E. Privies, cesspools, etc., prohibited after connection with sewer. After connection of any building used for human habitation to a sewer main, no privy, cesspool, or waterless toilet shall be used in connection with such human habitation.

§ 442-41. Emptying of drains and sewers prohibited.

No person shall permit any drain or sewer from the dwelling house, barn, stable, shop, or other building on the premises occupied or owned by him to empty or run into any open sewer or gutter or into any of the streets or public alleys or upon or over any sidewalk or other public places within the City without authorization.

§ 442-42. Draining surface water into sanitary sewer prohibited.

No person shall connect or permit to be connected directly or indirectly the downspout of any building or cistern overflow with any sanitary sewer or in any manner cause or permit rain or surface water to drain into any sanitary sewer designated to carry sanitary sewage only. No foundation or footing drains shall be connected to the sanitary sewer system.