

—CITY OF—
EAGLE RIVER
Wisconsin

Snowmobile Capital of the World

★ ATV/UTV Capital of Wisconsin

★ Hockey Capital of Wisconsin

AGENDA NOTICE

THE FINANCE COMMITTEE OF THE CITY OF EAGLE RIVER WILL HOLD A MEETING ON TUESDAY, JANUARY 13, 2026, 5:15 P.M. AT CITY HALL, 525 E. MAPLE STREET IN EAGLE RIVER.

- 1) Call To Order.
- 2) Roll Call.
- 3) Treasurer confirmation that all bank accounts are reconciled.
- 4) Treasurer report of any and all late payments and penalties
- 5) Treasurer's monthly update
- 6) December 2025 Financial Review.
- 7) 2022 W2 Corrections
- 8) Review & Approval of Accounts Payable
- 9) Adjourn.

Please note that, upon reasonable notice at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services or provide a video link for meetings. For additional information, or to request this service, please contact the City Clerk's Office at 715-479-8682 ext. 224, 525 E. Maple Street, P.O. Box 1269, Eagle River WI 54521.

Date of posting 1/12/2026

Accounts

Accounts



Totals

HRA	\$53,252.36
x6810	Balance
OPERATING	\$179,556.34
x6745	Balance
Operating Sweep	\$2,881,132.06
x6745	Balance
Surplus Sweep	\$0.00
x6836	Balance
① Closed	
GOLF	\$48,111.32
x7396	Balance
Golf Sweep	\$117,454.95
x7396	Balance
CAT LOADER	\$75,752.66
x0811	Balance
DPW TRUCKS	\$29,749.79
x1788	Balance
ERGC MOWER	\$14,769.88
x3160	Balance
PLEASURE ISLAND RD	\$85,213.76
x5171	Balance
TAX EXPT 0001	\$856,404.00
x8466	Balance
TAX EXPT 0002	\$58,679.88
x2380	Balance

CASH

(\$) **\$3,279,507.03**

6 accounts

BORROWED

§ **\$1,120,569.97**

6 accounts

Alerts

You have no unread alerts.

Accounts

<u>GENERAL</u>	Available balance	
**0001	\$128,301.27	Recent ▼
<u>TERM LOAN 1005</u>	Principal balance	
*****1005	\$78,191.29	Recent ▼
<u>TERM LOAN 1006</u>	Principal balance	
*****1006	\$25,217.05	Recent ▼
<u>TERM LOAN 1007</u>	Principal balance	
*****1007	\$96,989.02	Recent ▼
<u>TERM LOAN 1008</u>	Principal balance	
*****1008	\$263,786.87	Recent ▼
<u>CITY OF EAGLE CKG 7072</u>	Available balance	
****7072	\$503,427.45	Recent ▼
<u>COMMERCIAL TERM LOAN 6405</u>	Principal balance	
****6405	\$124,379.00	Recent ▼
<u>TERM LOAN 4376</u>		
****4376		Recent ▼
<u>TERM LOAN 4604</u>	Principal balance	
****4604	\$185,759.76	Recent ▼
<u>TERM LOAN 6120</u>	Principal balance	
****6120	\$127,195.48	Recent ▼

Accounts

Accounts



Totals

City savings 2255	\$34,490.35
x2255	Available
① Dormant	
Gov Ln 6176	\$150,005.36
x6176	Balance
Gov Ln 6177	\$69,961.29
x6177	Balance
Gov Ln 6178	\$30,934.46
x6178	Balance
Gov Ln 6179	\$155,283.06
x6179	Balance

CASH

(\$) **\$34,490.35**

1 account

BORROWED

§ **\$406,184.17**

4 accounts

Account Number	Short Description	2025	2025 Actual	2025 Budget	Budget Status
		December	12/31/2025		
100-00-41110-000-000	GENERAL PROPERTY TAXES	0.00	1025861.00	1025861.00	0.00
100-00-41150-000-000	PUBLIC ACCOMMODATION TAX	0.00	142611.02	105000.00	37611.02
100-00-41160-000-000	PREMIER AREA RESORT TAX	0.00	317084.26	265000.00	52084.26
100-00-41310-000-000	PILOT - LIGHT & WATER	14627.34	175528.08	175000.00	528.08
100-00-41320-000-000	PILOT - TAX EXEMPT ORG	0.00	25103.24	36500.00	-11396.76
100-00-41330-000-000	PILOT - Eagle River Golf Cours	0.00	70000.00	70000.00	0.00
100-00-42000-000-000	SPECIAL ASSESSMENTS	0.00	0.00	125.00	-125.00
100-00-43410-000-000	SHARED REVENUE	0.00	133463.55	133464.00	-0.45
100-00-43420-000-000	2% FIRE DUES RECD	0.00	11635.30	8500.00	3135.30
100-00-43430-000-000	COMPUTER EXEMPT STATE AID	0.00	5852.05	5852.00	0.05
100-00-43450-000-000	VIDEO SERVICE PROVIDER REVENUE	0.00	4898.02	4898.00	0.02
100-00-43520-000-000	LAW ENFORCEMENT IMPROVEMENT	0.00	1920.00	0.00	1920.00
100-00-43530-000-000	GENERAL TRANSPORTATION AIDS	74361.87	358948.19	284000.00	74948.19
100-00-43534-000-000	LOCAL ROAD IMPROVEMENT PROGRAM	0.00	7343.96	0.00	7343.96
100-00-43540-000-000	RECYCLING GRANT	0.00	3927.98	3000.00	927.98
100-00-43690-000-000	PERSONAL PROPERTY STATE AID	0.00	65919.99	65920.00	-0.01
100-00-44110-000-000	CABLE FRANCHISE FEE	0.00	20236.19	21000.00	-763.81
100-00-44120-000-000	LIQUOR LICENSES	128.00	13133.12	12000.00	1133.12
100-00-44130-000-000	OPERATOR LICENSES	60.00	3930.00	2500.00	1430.00
100-00-44140-000-000	CIGARETTE LICENSES	0.00	1224.99	900.00	324.99
100-00-44150-000-000	DIRECT SALE PERMITS	0.00	1360.00	500.00	860.00
100-00-44160-000-000	SANITARY HAULER PERMIT	0.00	525.00	250.00	275.00
100-00-44170-000-000	TAXI LICENSE	0.00	125.00	115.00	10.00
100-00-44180-000-000	PICNIC LICENSE	0.00	270.00	250.00	20.00
100-00-44200-000-000	PET LICENSES	-216.00	253.69	60.00	193.69
100-00-44210-000-000	SHORT TERM RENTAL LICENSE	200.00	4200.00	5000.00	-800.00
100-00-44400-000-000	ZONING PERMITS	0.00	14306.68	8000.00	6306.68
100-00-44500-000-000	EXCAVATING PERMITS	0.00	4975.00	1000.00	3975.00
100-00-45100-000-000	LAW & ORDINANCE VIOLATIONS	1426.45	7095.22	7000.00	95.22
100-00-45221-000-000	POLICE INVESTIG FORFEITURE	0.00	389.35	750.00	-360.65
100-00-46110-000-000	PUBLICATIONS	0.00	340.00	300.00	40.00
100-00-46200-000-000	PUBLIC SAFETY	-2500.00	0.00	250.00	-250.00
100-00-46310-000-000	STREET MAINTENANCE	0.00	4203.34	4000.00	203.34
100-00-46420-000-000	GARBAGE COLLECTION	539.59	107507.18	117248.00	-9740.82
100-00-46440-000-000	WEED CONTROL	0.00	125.00	0.00	125.00
100-00-46720-000-000	PARK - RENTAL FEES	0.00	100.00	100.00	0.00
100-00-46750-000-000	SWIM LESSONS	0.00	825.00	750.00	75.00
100-00-47400-000-000	INTERGOV CHARGES FOR SERV	0.00	50000.00	50000.00	0.00
100-00-48100-000-000	INTEREST INCOME	8272.56	90486.11	75000.00	15486.11
100-00-48200-000-000	RENT	2100.00	28265.00	25200.00	3065.00
100-00-48210-000-000	LEASE REVENUE	0.00	1000.00	2410.00	-1410.00
100-00-48309-000-000	SALE OF OTHER EQUIP & PROPERTY	0.00	40170.00	30000.00	10170.00
100-00-48400-000-000	INSURANCE RECOVERIES - OTHER	0.00	8510.00	7713.00	797.00
100-00-48900-000-000	OTHER MISC. REVENUE	5.79	557.18	40000.00	-39442.82
100-00-48999-000-000	PROCEEDS FROM LONG-TERM DEBT	-295768.00	-295768.00	0.00	-295768.00
100-00-49100-000-000	PROCEEDS FROM LT DEPT	0.00	0.00	295768.00	-295768.00
100-00-49100-200-000	PROCEEDS FROM LT DEPT	0.00	112612.00	0.00	112612.00
100-00-49200-000-000	TRANSFERS FROM LIGHT AND WATER	0.00	0.00	35000.00	-35000.00
100-00-49300-000-000	FUND BALANCE APPLIES	0.00	0.00	50000.00	-50000.00
TOTAL REVENUES		-196762.40	2571053.69	2976184.00	-405130.31

Account Number	Short Description	2025	2025 Actual	2025 Budget	Budget Status
		December	12/31/2025		
100-00-51100-110-000	CITY COUNCIL WAGES/SALARIES	7350.00	24675.00	26400.00	1725.00
100-00-51100-130-000	CITY COUNCIL PAYROLL TAXES	562.27	1887.55	2020.00	132.45
100-00-51100-311-000	CITY COUNCIL TECH & SUPPORT	0.00	2736.24	0.00	-2736.24
TOTAL CITY COUNCIL EXPENSES		7912.27	29298.79	28420.00	-878.79
100-00-51100-321-000	GENERAL DUES & SUBSCRIPTIONS	0.00	1567.21	0.00	-1567.21
100-00-51300-210-000	LEGAL COUNSELING	680.00	10040.00	7400.00	-2640.00
100-00-51410-110-000	MAYOR WAGES/SALARIES	1750.00	21875.00	21000.00	-875.00
100-00-51410-130-000	MAYOR PAYROLL TAXES	133.88	1673.49	1515.00	-158.49
100-00-51410-131-000	MAYOR RETIREMENT	0.00	486.52	1376.00	889.48
100-00-51410-133-000	MAYOR LIFE INSURANCE	0.00	55.24	140.00	84.76
100-00-51410-223-000	MAYOR TELEPHONE	0.00	41.22	0.00	-41.22
100-00-51410-310-000	MAYOR SUPPLIES & EXPENSES	0.00	32.68	0.00	-32.68
100-00-51410-311-000	MAYOR TECHNOLOGY & SUPPORT	0.00	259.76	0.00	-259.76
TOTAL MAYOR EXPENSES		1883.88	24423.91	24031.00	-392.91
100-00-51415-110-000	ADMINISTRATOR WAGES/SALARIES	7299.20	88891.12	43801.00	-45090.12
100-00-51415-130-000	ADMINISTRATOR PAYROLL TAXES	544.52	6602.40	3351.00	-3251.40
100-00-51415-131-000	ADMINISTRATOR RETIREMENT	468.32	6088.16	3044.00	-3044.16
100-00-51415-132-000	ADMINISTRATOR HEALTH INSURANCE	892.78	10787.22	5357.00	-5430.22
100-00-51415-133-000	ADMINISTRATOR LIFE INSURANCE	18.92	269.74	101.00	-168.74
100-00-51415-135-000	ADMINISTRATOR HRA BENEFITS	0.00	2847.50	1445.00	-1402.50
100-00-51415-223-000	ADMINISTRATOR TELEPHONE	20.61	247.24	300.00	52.76
100-00-51415-280-000	ADMINISTRATOR EQUIP LEASE & SU	27.42	67.06	575.00	507.94
100-00-51415-310-000	ADMINISTRATOR SUPPLIES & EXP	89.85	894.18	1250.00	355.82
100-00-51415-311-000	ADMIN - TECHNOLOGY & SUPPORT	83.41	893.56	1250.00	356.44
100-00-51415-312-000	ADMINISTRATOR POSTAGE	0.00	0.00	50.00	50.00
100-00-51415-320-000	ADMINISTRATOR PUB & RECORDING	0.00	104.00	0.00	-104.00
100-00-51415-321-000	MEMBESHIP/SUBSCRIPTIONS DUES	0.00	70.00	827.00	757.00
100-00-51415-331-000	ADMINISTRATOR TRAINING & MILEA	0.00	854.35	3500.00	2645.65
TOTAL ADMINISTRATOR EXPENSES		9445.03	118616.53	64851.00	-53765.53
100-00-51420-110-000	CLERK WAGES/SALARIES	5398.40	71801.24	70179.00	-1622.24
100-00-51420-130-000	CLERK PAYROLL TAXES	390.18	5278.24	5369.00	90.76
100-00-51420-131-000	CLERK RETIREMENT	375.18	4985.21	4877.00	-108.21
100-00-51420-132-000	CLERK HEALTH INSURANCE	892.78	11041.73	10713.00	-328.73
100-00-51420-133-000	CLERK LIFE INSURANCE	15.18	349.08	179.00	-170.08
100-00-51420-135-000	CLERK HRA BENEFITS	0.00	0.00	1445.00	1445.00
100-00-51420-156-000	CLERK BACKGROUND CK/LICENSING	105.00	811.25	1000.00	188.75
100-00-51420-223-000	CLERK TELEPHONE	41.22	494.39	500.00	5.61
100-00-51420-280-000	CLERK EQUIP LEASE & SUPPLIES	0.00	0.00	575.00	575.00
100-00-51420-290-000	CLERK CONTRACT & CONSULT	0.00	0.00	0.00	0.00
100-00-51420-310-000	CLERK OFFICE SUPPLIES	24.32	591.03	1750.00	1158.97
100-00-51420-311-000	CLERK TECHNOLOGY & SUPPORT	62.32	1906.86	2100.00	193.14
100-00-51420-312-000	CLERK POSTAGE	0.00	0.00	750.00	750.00
100-00-51420-314-000	CLERK PRINTING EXPENSE	0.00	41.99	50.00	8.01
100-00-51420-320-000	CLERK PUBLISHING & REC EXP	564.72	6460.80	5000.00	-1460.80
100-00-51420-321-000	CLERK DUES & SUBSCRIPTIONS	0.00	220.00	182.00	-38.00

Account Number	Short Description	2025	2025 Actual	2025 Budget	Budget Status
		December	12/31/2025		
100-00-51420-331-000	CLERK TRAINING & MILEAGE	0.00	615.50	1500.00	884.50
100-00-51420-340-000	CLERK OPERATING SUPPLIES	0.00	30.00	0.00	-30.00
	TOTAL CLERK EXPENSES	7869.30	104627.32	106169.00	1541.68
100-00-51440-110-000	ELECTIONS WAGES/SALARIES	0.00	3611.25	6120.00	2508.75
100-00-51440-290-000	ELECTIONS CONTRACT & CONSULT	0.00	250.00	250.00	0.00
100-00-51440-312-000	ELECTION POSTAGE	0.00	320.00	250.00	-70.00
100-00-51440-313-000	ELECTION SUPPLIES & MAINT	0.00	756.82	500.00	-256.82
100-00-51440-320-000	ELECTIONS PUBLISHING & RECORD	0.00	79.00	500.00	421.00
100-00-51440-331-000	ELECTION TRAINING & MILEAGE	0.00	122.50	0.00	-122.50
	TOTAL ELECTION EXPENSES	0.00	5139.57	7620.00	2480.43
100-00-51510-211-000	ACCOUNTING AUDITOR	0.00	53091.99	45665.00	-7426.99
100-00-51520-110-000	TREASURER WAGES/SALARIES	4991.50	64577.75	64890.00	312.25
100-00-51520-130-000	TREASURER PAYROLL TAXES	304.14	4141.42	4964.00	822.58
100-00-51520-131-000	TREASURER RETIREMENT	346.90	4488.04	4510.00	21.96
100-00-51520-132-000	TREASURER HEALTH INSURANCE	1830.18	21604.77	21963.00	358.23
100-00-51520-133-000	TREASURER LIFE INSURANCE	30.88	677.70	299.00	-378.70
100-00-51520-135-000	TREASURER HRA BENEFITS	2798.23	5695.00	2890.00	-2805.00
100-00-51520-136-000	TREASURER FITNESS BENEFIT	0.00	30.00	0.00	-30.00
100-00-51520-223-000	TREASURER TELEPHONE	41.22	558.00	380.00	-178.00
100-00-51520-280-000	TREASURER EQUIP LEASE & SUPPLI	0.00	0.00	575.00	575.00
100-00-51520-290-000	TREASURER CONTRACT & CONSULT	2500.00	2500.00	0.00	-2500.00
100-00-51520-310-000	TREASURER SUPPLIES & EXP	0.00	1364.90	500.00	-864.90
100-00-51520-311-000	TREASURER TECHNOLOGY & SUPPORT	19.99	5831.54	4825.00	-1006.54
100-00-51520-312-000	TREASURER POSTAGE	0.00	0.00	1200.00	1200.00
100-00-51520-315-000	REAL ESTATE TAX POSTAGE	0.00	1753.02	0.00	-1753.02
100-00-51520-316-000	REAL ESTATE TAX PREP	0.00	87.54	0.00	-87.54
100-00-51520-320-000	TREASURER PUBLISHING & RECORDI	0.00	0.00	0.00	0.00
100-00-51520-321-000	TREASURER DUES & SUBSCRIPTIONS	0.00	494.00	350.00	-144.00
100-00-51520-331-000	TREASURER TRAINING & MILEAGE	95.00	1499.71	1500.00	0.29
	TOTAL TREASURER EXPENSES	12958.04	115303.39	108846.00	-6457.39
100-00-51520-339-000	BANK SERVICE CHGS	2750.92	4014.89	800.00	-3214.89
100-00-51530-110-000	ASSMT OF PROPERTY	0.00	9625.00	11000.00	1375.00
100-00-51530-320-000	ASSMT OF PROP PUBLISH & RECORD	0.00	653.03	250.00	-403.03
100-00-51530-331-000	ASSMT OF PROPERTY TRAINING	0.00	50.00	50.00	0.00
	TOTAL ASSMT OF PROPERTY EXPENSE:	0.00	10328.03	11300.00	971.97
100-00-51600-135-000	GENERAL BUILDING COBRA PAYMENT	0.00	920.00	0.00	-920.00
100-00-51600-220-000	GEN BUILDING UTILITIES	1349.77	14310.89	15000.00	689.11
100-00-51600-223-000	GEN BUILDING TELEPHONE	469.75	2933.93	3000.00	66.07
100-00-51600-280-000	GEN BUILDING EQUIP LEASE	592.62	2592.10	0.00	-2592.10
100-00-51600-291-000	GEN BUILDING CLEANING SERVICE	500.00	6990.00	11250.00	4260.00
100-00-51600-292-000	GEN BUILDING SANITARY DISPOSAL	160.92	1425.14	2163.00	737.86
100-00-51600-310-000	GEN BUILDING SUPPLIES	368.76	4125.23	1600.00	-2525.23
100-00-51600-311-000	GEN BUILDING TECH & SUPPORT	7865.88	11365.73	500.00	-10865.73
100-00-51600-312-000	GEN BUILDING POSTAGE	0.00	1131.78	0.00	-1131.78

Account Number	Short Description	2025	2025 Actual	2025 Budget	Budget Status
		December	12/31/2025		
100-00-51600-351-000	GEN BUILDING MAINTENANCE & EXP	13.98	9449.21	18500.00	9050.79
100-00-51600-520-000	GEN BUILDING WORKMAN'S COMP	0.00	956.00	702.00	-254.00
100-00-51938-510-000	GEN BUILDING PROP/LIAB INS	0.00	39180.52	55759.00	16578.48
TOTAL GEN BUILDING EXPENSES		11321.68	95380.53	108474.00	13093.47
100-00-51980-000-000	LATE PENALTIES & FEES	0.00	515.00	0.00	-515.00
100-00-51991-000-000	MISCELLANEOUS EXP	0.05	-3911.78	0.00	3911.78
100-00-52100-110-000	POLICE WAGES/SALARIES	43441.72	486764.25	488656.00	1891.75
100-00-52100-115-000	POLICE OVERTIME	8697.84	31242.01	32000.00	757.99
100-00-52100-130-000	POLICE PAYROLL TAXES	3760.42	37255.80	39830.00	2574.20
100-00-52100-131-000	POLICE RETIREMENT	7226.41	73130.55	77838.00	4707.45
100-00-52100-132-000	POLICE HEALTH INSURANCE	10713.26	121397.69	128559.00	7161.31
100-00-52100-133-000	POLICE LIFE INSURANCE	38.53	921.58	370.00	-551.58
100-00-52100-135-000	POLICE HRA BENEFITS	89.69	9942.90	11560.00	1617.10
100-00-52100-136-000	POLICE FITNESS BENEFIT	0.00	210.00	600.00	390.00
100-00-52100-155-000	POLICE EMPLOYMENT SCREENING	700.00	1169.48	1600.00	430.52
100-00-52100-200-000	POLICE COMMUNITY RELATIONS	0.00	534.84	750.00	215.16
100-00-52100-210-000	POLICE LEGAL	-1280.00	7440.00	15000.00	7560.00
100-00-52100-223-000	POLICE TELEPHONE	1135.90	13548.49	13000.00	-548.49
100-00-52100-231-000	POLICE EQUIP MAINTENANCE	209.00	3793.75	6000.00	2206.25
100-00-52100-232-000	POLICE VEHICLE MAINTENANC	1046.74	10682.75	7000.00	-3682.75
100-00-52100-233-000	POLICE FUEL & OIL	746.89	9915.69	16000.00	6084.31
100-00-52100-236-000	POLICE BLDG MAINT	272.00	1985.26	0.00	-1985.26
100-00-52100-280-000	POLICE EQUIP LEASE & SUPPLIES	314.68	1082.41	1100.00	17.59
100-00-52100-310-000	POLICE SUPPLIES & EXP	332.61	954.03	2000.00	1045.97
100-00-52100-311-000	POLICE TECHNOLOGY & SUPPORT	0.00	0.00	0.00	0.00
100-00-52100-312-000	POLICE POSTAGE	0.00	172.54	400.00	227.46
100-00-52100-331-000	POLICE TRAINING	0.00	5803.48	8000.00	2196.52
100-00-52100-332-000	POLICE TRAVEL	41.43	1042.81	1000.00	-42.81
100-00-52100-333-000	POLICE UNIFORMS	0.00	972.55	1500.00	527.45
100-00-52100-334-000	POLICE OFFICER SUPPLIES	0.00	95.17	2600.00	2504.83
100-00-52100-335-000	POLICE MEMBERSHIPS/DUES & SUBS	822.77	1247.77	1500.00	252.23
100-00-52100-336-000	POLICE CLOTHING EXPENSE	1341.19	7360.07	4900.00	-2460.07
100-00-52100-351-000	POLICE BUILDING MAINTENANCE	0.00	147.50	0.00	-147.50
100-00-52100-353-000	POLICE FIREARMS & SUPPLIES	244.93	405.84	4500.00	4094.16
100-00-52100-361-000	POLICE SAFETY EQUIP	0.00	0.00	1200.00	1200.00
100-00-52100-400-000	POLICE EQUIP LEASE	0.00	0.00	2000.00	2000.00
100-00-52100-510-000	POLICE LIABILITY INSURANCE	0.00	8528.56	16211.00	7682.44
100-00-52100-520-000	POLICE WORKMAN'S COMP	0.00	9691.00	8745.00	-946.00
100-00-52100-700-000	POLICE WELLNESS GRANT EXPENSE	0.00	278.35	0.00	-278.35
100-00-52100-810-000	POLICE CAPITAL EQUIP	0.00	0.00	0.00	0.00
100-00-52185-000-000	POLICE INVESTIGATION EXP	1072.35	2523.83	3500.00	976.17
100-00-52190-000-000	COMMUNICATION ACCESS SERV	0.00	1543.97	16000.00	14456.03
TOTAL POLICE EXPENSE		80968.36	851784.92	913919.00	62134.08
100-00-52110-110-000	POLICE CHIEF WAGES/SALARIES	36276.37	123667.57	95000.00	-28667.57
100-00-52110-130-000	POLICE CHIEF PAYROLL TAXES	2318.99	8405.49	6936.00	-1469.49
100-00-52110-131-000	POLICE CHIEF RETIREMENT	5445.10	18562.62	13555.00	-5007.62

Account Number	Short Description	2025	2025 Actual	2025 Budget	Budget Status
		December	12/31/2025		
100-00-52110-132-000	POLICE CHIEF HEALTH	3660.36	28486.20	21962.00	-6524.20
100-00-52110-133-000	POLICE CHIEF LIFE	68.64	868.69	403.00	-465.69
100-00-52110-135-000	POLICE CHIEF HRA BENEFITS	445.52	517.82	2890.00	2372.18
100-00-52110-331-000	POLICE CHIEF TRAINING	0.00	639.30	3500.00	2860.70
100-00-52110-333-000	POLICE CHIEF UNIFORMS	0.00	864.19	650.00	-214.19
TOTAL POLICE CHIEF EXPENSES		48214.98	182011.88	144896.00	-37115.88
100-00-52170-000-000	BOAT PATROL	0.00	1727.55	0.00	-1727.55
100-00-52175-000-000	CIVIL AIR PATROL	0.00	2500.00	2500.00	0.00
100-00-52200-290-000	FIRE CONTRACT & CONSULT	0.00	57054.30	45419.00	-11635.30
100-00-52300-000-000	AMBULANCE	-2571.31	85542.44	123668.00	38125.56
100-00-53100-000-000	LEASE EXPENSE	150.00	150.00	0.00	-150.00
100-00-53300-110-000	PUBLIC WKS WAGES/SALARIES	35833.73	438589.34	299052.00	-139537.34
100-00-53300-130-000	PUBLIC WKS PAYROLL TAXES	2660.20	32760.94	22878.00	-9882.94
100-00-53300-131-000	PUBLIC WKS RETIREMENT	2080.73	25858.26	20784.00	-5074.26
100-00-53300-132-000	PUBLIC WKS HEALTH INSURANCE	5572.23	44674.55	26784.00	-17890.55
100-00-53300-133-000	PUBLIC WKS LIFE INSURANCE	96.35	2898.45	1480.00	-1418.45
100-00-53300-135-000	PUBLIC WKS HRA BENEFITS	314.88	1590.71	3618.00	2027.29
100-00-53300-136-000	PUBLIC WKS FITNESS	30.00	30.00	0.00	-30.00
100-00-53300-510-000	PUBLIC WKS PROP/LIAB INSURANCE	0.00	18804.16	30847.00	12042.84
100-00-53300-520-000	PUBLIC WKS WORKMAN'S COMP	0.00	5012.00	8828.00	3816.00
TOTAL PUBLIC WORKS EXPENSES		46588.12	570218.41	414271.00	-155947.41
100-00-53310-155-000	STREET EMPLOYMENT SCREENING	0.00	251.00	550.00	299.00
100-00-53310-220-000	STREET UTILITIES	873.01	7234.43	5000.00	-2234.43
100-00-53310-223-000	STREET TELEPHONE	496.38	4090.24	4000.00	-90.24
100-00-53310-230-000	STREET MAINTENANCE	192.83	14725.06	31000.00	16274.94
100-00-53310-231-000	STREET EQUIP MAINTENANCE	1599.14	36095.33	50000.00	13904.67
100-00-53310-232-000	STREET VEHICLE MAINTENANC	529.47	2016.98	2500.00	483.02
100-00-53310-233-000	STREET FUEL & OIL	5077.85	26216.47	20000.00	-6216.47
100-00-53310-234-000	STREET SHOP SUPPLIES	635.61	6055.92	6000.00	-55.92
100-00-53310-236-000	STREET BLDG MAINTENANCE	0.00	3127.78	2500.00	-627.78
100-00-53310-290-000	STREET CONTRACT & CONSULT	0.00	0.00	8000.00	8000.00
100-00-53310-292-000	STREET SANITARY DISPOSAL	853.65	5108.17	2500.00	-2608.17
100-00-53310-310-000	STREET OFF SUPPLIES & EXP	0.00	1330.35	250.00	-1080.35
100-00-53310-311-000	STREET TECH & SUPPORT	0.00	252.99	0.00	-252.99
100-00-53310-312-000	STREET POSTAGE	0.00	120.16	75.00	-45.16
100-00-53310-320-000	STREET PUBLISHING & RECORDING	0.00	428.00	250.00	-178.00
100-00-53310-321-000	STREET DUES	0.00	75.48	0.00	-75.48
100-00-53310-331-000	STREET TRAINING	555.12	1105.12	2000.00	894.88
100-00-53310-333-000	STREET UNIFORMS	365.17	3342.32	2500.00	-842.32
100-00-53310-340-000	STREET OPERATING SUPPLIES	32.00	769.77	250.00	-519.77
100-00-53310-352-000	STREET TOOLS	294.58	3477.59	3500.00	22.41
100-00-53310-361-000	STREET SAFETY EQUIP	543.00	1401.57	1000.00	-401.57
100-00-53310-362-000	STREET SAFETY CLOTHING	0.00	14.99	0.00	-14.99

Account Number	Short Description	2025	2025 Actual	2025 Budget	Budget Status
		December	12/31/2025		
100-00-53310-370-000	STREET SNOW REMOVAL MATERIALS	12823.15	54865.33	50000.00	-4865.33
100-00-53310-371-000	STREET SIGNAGE	0.00	3141.78	2000.00	-1141.78
100-00-53420-000-000	STREET LIGHTING	4333.38	50167.49	50000.00	-167.49
TOTAL STREET EXPENSES		29204.34	225414.32	243875.00	18460.68
100-00-53510-000-000	AIRPORT SUPPORT	0.00	30000.00	30000.00	0.00
100-00-53610-000-000	SEWER EXPENSES	0.00	1769.91	5000.00	3230.09
100-00-53620-000-000	REFUSE & GARBAGE COLLECTION	9289.42	93778.57	92185.00	-1593.57
100-00-53640-000-000	WEED & NUISANCE CONTROL	0.00	-1538.38	5234.00	6772.38
100-00-54100-000-000	ANIMAL CONTROL	0.00	0.00	100.00	100.00
100-00-55110-000-000	LIBRARY	0.00	58513.00	58513.00	0.00
100-00-55200-110-000	PARKS WAGES/SALARIES	3558.30	45648.60	55599.00	9950.40
100-00-55200-130-000	PARK PAYROLL TAXES	253.18	3223.13	4253.00	1029.87
100-00-55200-131-000	PARKS RETIREMENT	247.30	3172.62	3864.00	691.38
100-00-55200-132-000	PARKS HEALTH INSURANCE	498.63	6702.20	5357.00	-1345.20
100-00-55200-133-000	PARKS LIFE INSURANCE	4.91	175.03	48.00	-127.03
100-00-55200-135-000	PARKS HRA BENEFITS	0.00	0.00	728.00	728.00
100-00-55200-136-000	PARKS FITNESS BENEFIT	30.00	330.00	360.00	30.00
100-00-55200-220-000	PARKS UTILITIES	195.21	2301.10	2500.00	198.90
100-00-55200-223-000	PARKS TELEPHONE	0.00	720.00	720.00	0.00
100-00-55200-225-000	PARKS REFUGE & GARBAGE COLLECT	130.45	730.84	1500.00	769.16
100-00-55200-231-000	PARKS EQUIP MAINTENANCE	44.95	1069.79	500.00	-569.79
100-00-55200-232-000	PARKS VEHICLE MAINT	0.00	116.99	250.00	133.01
100-00-55200-233-000	PARKS FUEL & OIL	0.00	291.51	0.00	-291.51
100-00-55200-235-000	PARKS ICE RINK MAINT	0.00	652.59	500.00	-152.59
100-00-55200-291-000	PARKS CLEANING SERVICE	0.00	14965.00	7500.00	-7465.00
100-00-55200-340-000	PARKS OPERATING SUPPLIES	0.00	1565.44	1500.00	-65.44
100-00-55200-351-000	PARKS MAINTENANCE & EXP	0.00	5737.42	500.00	-5237.42
TOTAL PARKS EXPENSES		4962.93	87402.26	85679.00	-1723.26
100-00-55450-110-000	BEACH WAGES/SALARIES	0.00	400.00	600.00	200.00
100-00-55450-130-000	BEACH PAYROLL TAXES	0.00	30.60	0.00	-30.60
100-00-55450-220-000	BEACH UTILITIES	98.34	1597.40	1200.00	-397.40
100-00-55450-223-000	BEACH TELEPHONE	-11.12	214.79	0.00	-214.79
100-00-55450-230-000	BEACH MAINTENANCE	0.00	632.97	500.00	-132.97
100-00-55450-291-000	BEACH CLEANING SERVICE	0.00	3580.00	3000.00	-580.00
100-00-55450-292-000	BEACH SANITARY DISPOSAL	0.00	502.14	500.00	-2.14
100-00-55450-310-000	BEACH SUPPLIES & EXP	0.00	1502.45	1000.00	-502.45
100-00-55450-320-000	BEACH PUBLISHING & RECORDING	0.00	312.00	120.00	-192.00
100-00-55450-331-000	BEACH TRAINING EXP	0.00	0.00	0.00	0.00
TOTAL BEACH EXPENSES		87.22	8772.35	6920.00	-1852.35

Account Number	Short Description	2025	2025 Actual	2025 Budget	Budget Status
		December	12/31/2025		
100-00-55460-220-000	DEPOT UTILITIES	441.91	4208.15	4500.00	291.85
100-00-55460-236-000	DEPOT BUILDING MAINTENANCE	350.00	1739.90	500.00	-1239.90
100-00-55460-291-000	DEPOT CLEANING SERVICE	1050.00	10450.00	12000.00	1550.00
100-00-55460-310-000	DEPOT SUPPLIES & EXP	0.00	716.98	1000.00	283.02
TOTAL DEPOT EXPENSES		1841.91	17115.03	18000.00	884.97
100-00-55470-000-000	RECREATION PROGRAM & EVENTS	1720.82	2574.24	2068.00	-506.24
100-00-56720-000-000	TID AMINISTRATIVE EXP	0.00	300.00	300.00	0.00
100-00-56900-110-000	ZONING WAGES/SALARIES	0.00	0.00	43801.00	43801.00
100-00-56900-130-000	ZONING PAYROLL TAXES	0.00	0.00	3351.00	3351.00
100-00-56900-131-000	ZONING RETIREMENT	0.00	0.00	3044.00	3044.00
100-00-56900-132-000	ZONING HEALTH INSURANCE	0.00	0.00	5356.00	5356.00
100-00-56900-133-000	ZONING LIFE INSURANCE	0.00	110.20	101.00	-9.20
100-00-56900-223-000	ZONING TELEPHONE	20.61	247.15	300.00	52.85
100-00-56900-290-000	ZONING CONTRACT & CONSULT	5339.00	16354.70	20000.00	3645.30
100-00-56900-300-000	ZONING SURVEY SERVICES	0.00	1875.00	0.00	-1875.00
100-00-56900-310-000	ZONING SUPPLIES & EXP	0.00	30.50	250.00	219.50
100-00-56900-311-000	ZONING TECHNOLOGY & SUPPORT	240.00	9255.66	10000.00	744.34
100-00-56900-312-000	ZONING POSTAGE	0.00	22.47	250.00	227.53
100-00-56900-320-000	ZONING PUBLISHING & RECORDING	0.00	1268.95	1500.00	231.05
TOTAL ZONING EXPENSES		5599.61	29164.63	87953.00	58788.37
100-00-56940-000-000	ROOM TAX EXPENSE	0.00	97050.01	94500.00	-2550.01
100-00-56960-000-000	WATER & GROUND TESTING	0.00	2002.61	1500.00	-502.61
100-00-57327-000-000	STREET - LOCAL OUTLAY	0.00	256.25	0.00	-256.25
100-00-58500-000-000	DEBT ISSUANCE COSTS	0.00	546.77	0.00	-546.77
100-00-59200-000-000	TRANSFER TO OTHER FUNDS	0.00	0.00	67258.00	67258.00
Over Budget	TOTAL EXPENSES	280877.57	2972546.45	2957334.00	-15212.45
Under Budget	TOTAL REVENUES	-196762.40	2571053.69	2976184.00	-405130.31

Account Number	Short Description	2025 December	2025 Actual		Budget Status
			12/31/2025	2025 Budget	
150-00-44300-000-000	GREEN FEES	0.00	685,164.05	725,000.00	-39,835.95
150-00-44301-000-000	BEVERAGE & FOOD	0.00	0.00	100.00	-100.00
150-00-44302-000-000	HANDICAP FEES	0.00	4,032.00	3,360.00	672.00
150-00-44303-000-000	PULL CARTS	0.00	849.33	1,200.00	-350.67
150-00-44304-000-000	DRIVING RANGE FEES	0.00	46,581.09	45,000.00	1,581.09
150-00-44305-000-000	MERCHANDISE SALES	0.00	80,775.38	90,000.00	-9,224.62
150-00-44306-000-000	GOLF CLUB RENTAL	0.00	3,933.70	3,000.00	933.70
150-00-44307-000-000	AD & PROMOTIONAL SALES	0.00	11,575.00	9,575.00	2,000.00
150-00-44308-000-000	CART FEE	0.00	212,988.66	190,000.00	22,988.66
150-00-48100-000-000	INTEREST INCOME	531.28	7,469.07	3,000.00	4,469.07
150-00-48200-000-000	RENT - CC RESTAURANT	0.00	3,000.00	1,500.00	1,500.00
150-00-48400-000-000	INSURANCE RECOVERIES	0.00	1,000.00	0.00	1,000.00
150-00-49100-000-000	MISC REVENUE	0.00	-2,438.32	0.00	-2,438.32
TOTAL REVENUES		531.28	1,054,929.96	1,071,735.00	-16,805.04

Account Number	Short Description	2025	2025 Actual	2025 Budget	Budget Status
		December	12/31/2025		
150-00-52400-100-000	GOLF COURSE IMPUTED INCOME	414.77	414.77	0.00	-414.77
150-00-52400-110-000	GOLF COURSE PRO SHOP WAGES	17,091.57	149,596.88	126,629.00	-22,967.88
150-00-52400-110-001	GOLF COURSE GROUNDS WAGES	22,452.46	221,015.55	186,924.00	-34,091.55
150-00-52400-130-000	GOLF COURSE PRO SHOP PAYROLL T	1,297.29	11,305.95	9,687.00	-1,618.95
150-00-52400-130-001	GOLF COURSE GROUNDS PAYROLL TA	1,682.76	16,482.67	14,300.00	-2,182.67
150-00-52400-131-000	GOLF COURSE PRO SHOP WRS	1,083.61	5,340.14	4,595.00	-745.14
150-00-52400-131-001	GOLF COURSE GROUNDS WRS	1,547.19	9,398.25	7,926.00	-1,472.25
150-00-52400-132-000	GOLF COURSE PRO SHOP HEALTH IN	819.70	11,177.98	54,768.00	43,590.02
150-00-52400-132-001	GOLF COURSE GROUNDS HEALTH INS	2,796.04	33,290.72	32,675.00	-615.72
150-00-52400-133-000	GOLF COURSE PRO SHOP LIFE INS	40.60	577.69	450.00	-127.69
150-00-52400-133-001	GOLF COURSE GROUNDS LIFE INSUR	26.82	541.71	507.00	-34.71
150-00-52400-136-000	GOLF COURSE FITNESS BENEFIT	30.00	30.00	0.00	-30.00
150-00-52400-150-000	GOLF COURSE WORK PERMIT	0.00	0.00	20.00	20.00
150-00-52400-210-000	GOLF COURSE LEGAL	0.00	320.00	200.00	-120.00
150-00-52400-220-000	GOLF COURSE UTILITIES	1,213.71	11,641.24	22,000.00	10,358.76
150-00-52400-223-000	GOLF COURSE TELEPHONE	155.24	3,824.25	5,800.00	1,975.75
150-00-52400-230-000	GOLF COURSE BUILDING MAINT	0.00	15,104.95	0.00	-15,104.95
150-00-52400-231-000	GOLF COURSE EQUIP MAINTENANCE	0.00	8,370.16	10,250.00	1,879.84
150-00-52400-232-000	GOLF COURSE VEHICLE MAINTENANC	0.00	0.00	1,500.00	1,500.00
150-00-52400-233-000	GOLF COURSE CLUB HOUSE MAINT	42.19	46,614.62	10,100.00	-36,514.62
150-00-52400-234-000	GOLF COURSE GROUNDS MAINTENANC	0.00	7,000.00	12,600.00	5,600.00
150-00-52400-235-000	GOLF COURSE RESTURANT MAINT	0.00	7,091.18	0.00	-7,091.18
150-00-52400-236-000	GOLF COURSE GOLF CART MAINT	0.00	18,198.46	3,500.00	-14,698.46
150-00-52400-241-000	GOLF COURSE FUEL & OIL	92.39	17,160.14	15,000.00	-2,160.14
150-00-52400-245-000	GOLF COURSE LANDSCAPING	0.00	8,384.16	17,600.00	9,215.84
150-00-52400-246-000	GOLF COURSE SEED & SOIL	0.00	4,446.30	10,000.00	5,553.70
150-00-52400-247-000	GOLF COURSE IRRIGATION & DRAIN	0.00	17,992.81	25,000.00	7,007.19
150-00-52400-248-000	GOLF COURSE PESTICIDES & FERT	1,017.02	42,815.21	50,000.00	7,184.79
150-00-52400-250-000	GOLF COURSE ADVERTISING	1,692.00	18,794.00	20,000.00	1,206.00
150-00-52400-290-000	GOLF COURSE CONTRACT SERVICES	0.00	4,124.08	1,200.00	-2,924.08
150-00-52400-291-000	GOLF COURSE CLEANING SERVICE	0.00	8,534.02	14,000.00	5,465.98
150-00-52400-292-000	GOLF COURSE GARBAGE SERVICE	0.00	2,490.02	3,500.00	1,009.98
150-00-52400-302-000	GOLF COURSE HANDICAP FEE EXP	0.00	3,449.00	3,000.00	-449.00
150-00-52400-311-000	GOLF COURSE TECHNOLOGY & SUPP	0.00	3,303.77	900.00	-2,403.77
150-00-52400-312-000	GOLF COURSE POSTAGE	6.49	242.40	140.00	-102.40
150-00-52400-321-000	GOLF COURSE DUES/MEMBERSHIPS	0.00	2,120.66	4,500.00	2,379.34
150-00-52400-331-000	GOLF COURSE TRAINING/TRAVEL	0.00	3,416.77	5,200.00	1,783.23
150-00-52400-332-000	GOLF COURSE OFFICE SUPPLIES	0.00	426.00	900.00	474.00
150-00-52400-333-000	GOLF COURSE STAFF UNIFORMS	0.00	704.54	750.00	45.46
150-00-52400-333-001	GOLF COURSE GROUNDS UNIFORMS	0.00	2,216.27	1,100.00	-1,116.27
150-00-52400-338-000	GOLF COURSE CREDIT CARD FEES	72.79	21,201.76	7,500.00	-13,701.76
150-00-52400-339-000	GOLF COURSE BANK SERVICE CHGS	30.00	460.00	250.00	-210.00
150-00-52400-340-000	GOLF COURSE OPERATING SUPPLIES	58.57	18,888.29	10,725.00	-8,163.29
150-00-52400-340-001	GOLF COURSE GROUNDS OP SUPPLIE	0.00	0.00	1,000.00	1,000.00
150-00-52400-352-000	GOLF COURSE SHOP TOOLS	0.00	272.84	3,000.00	2,727.16
150-00-52400-390-000	GOLF COURSE MISC EXP	0.00	3,156.45	100.00	-3,056.45
150-00-52400-390-001	GOLF COURSE GROUNDS MISC EXPEN	0.00	680.45	100.00	-580.45
150-00-52400-400-000	GOLF COURSE MERCHANDISE EXP	0.00	50,411.65	57,000.00	6,588.35
150-00-52400-510-000	GOLF COURSE PROP/LIAB INSURANC	3,727.46	17,737.90	10,219.00	-7,518.90
150-00-52400-520-000	GOLF COURSE WORKMAN'S COMP	0.00	729.25	3,600.00	2,870.75
150-00-52400-530-000	GOLF COURSE UNEMPLOYMENT	599.00	8,285.00	10,000.00	1,715.00

Account Number	Short Description	2025 December	2025 Actual		Budget Status
			12/31/2025	2025 Budget	
150-00-52400-610-000	GOLF COURSE PRINCIPAL	0.00	36,742.50	42,306.00	5,563.50
150-00-52400-620-000	GOLF COURSE INTEREST	0.00	5,563.38	0.00	-5,563.38
150-00-52451-000-000	GOLF COURSE EQUIP PURCHASED	0.00	72,950.06	0.00	-72,950.06
150-00-59150-000-000	REPAY CITY LOAN	0.00	75,000.00	75,000.00	0.00
150-00-59200-000-000	APPROPRIATION TO COER	0.00	70,000.00	70,000.00	0.00
TOTAL EXPENSES		57,989.67	1,100,036.85	968,021.00	-132,015.85
TOTAL REVENUES		531.28	1,054,929.96	1,071,735.00	-16,805.04
DIFFERENCE		-57,458.39	-45,106.89	103,714.00	115,210.81

CITY OF
EAGLE RIVER
Wisconsin

Snowmobile Capital of the World

★ ATV/UTV Capital of Wisconsin

★ Hockey Capital of Wisconsin

AGENDA NOTICE

THE COMMON COUNCIL OF THE CITY OF EAGLE RIVER WILL HOLD A MEETING ON
TUESDAY, JANUARY 13, 2026, 6:00 PM AT CITY HALL, 525 E. MAPLE STREET IN EAGLE RIVER.

The meeting will be available via Zoom at the following link:

<https://us06web.zoom.us/j/81145375663?pwd=bQHqovHJVhgsraba1g3yEoGUXFGtmf.1>

Meeting ID: 811 4537 5663

Passcode: 064873

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approve the agenda in any order
5. Approve Minutes of Previous Meetings
6. Discussion and Possible Action on the Following Agenda Items:
 - a) MSA Monthly Updates
 - i. 2026 Non TID Services Agreement
 - b) Eagle River Light & Water
 - i. Approval of bid document for Sanitary Sewer Cleaning and Televising services
 - c) Planning Commission:
 - i. Lions Club request for approval to build municipal bathrooms at Grebman Park in 2026.
 - ii. Re-appointment of Mary Horant for a three-year term, April 2028
 - iii. Riverside Development – approval of preliminary plat application to subdivide Parcel 221-188, Riverside Park, and change the zoning district from Park/Recreation to Single-Two Family Residential. The parcel is described as Part of Government Lot 1, Section 32, and Government Lot 8, Section 29, Township 40 North, Range 10 East.
 - 1) Ordinance #601 - Amend the zoning district classification from Park/ Recreation (PR) to Single & Two-Family Residential (R-2)
 - 2) Approval of preliminary plat
 - d) Eagle River Revitalization
 - i. Approval to dispose of cabinets and shelves from Revitalization Office.
 - e) Approval of easement agreement between Holperin Property Management LLC and the City of Eagle River for the strip of property between Holperin building at 221 W. Wall Street and 229 W. Wall Street, known as Rotary Square
 - f) Street Closing/display of goods/event food trucks/temporary sign/amplification permits:
 - i. Temporary Signs: 4th Annual Recycling Extravaganza – Dynamic, August 22, 2026, 9:00AM – 1:00PM, Eagle River Elementary School, Temp Signs on Pleasure Island Road at Hwy 45, and at Pleasure Island Road and School Parking lot. Bob Blaus

Please note that, upon reasonable notice at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services or provide a video link for meetings. For additional information, or to request this service, please contact the City Clerk's Office at 715-479-8682 ext. 224, 525 E. Maple Street, P.O. Box 1269, Eagle River WI 54521.

Date of posting 1/12/2026

CITY OF
EAGLE RIVER
Wisconsin

Snowmobile Capital of the World ★ ATV/UTV Capital of Wisconsin ★ Hockey Capital of Wisconsin

- ii. Display of Goods/Amplifying Device/Temporary Signs/Food Trucks: Eagle River Farmers Market, Wed May 6 – Oct 7, 2026 and Sundays May 24 – October 4, 2026, 8:30AM – 1:00PM, exemption from Direct Sellers Permit request, Porta Potty to be contracted, paid, placed behind market sign and cleaned weekly and unlocked during market hours by ERRP, weekly entertainer using small amplifier to provide music during market hours (may be busking). Jo Ann Simons
- g) Operator's licenses: Rachel Beyersdorf, Brooke Grabowski, Brett Jungwirth, Madison Nyman
- h) 2026 Capital Improvement Loan Payment - Debt Service Fund
- i) Approve payment of the bills for the City and the Golf Course
- j) Presentation and approval of corrected 2026 Budget Summary
- k) Police chief monthly update on departmental activities
 - i. Hiring for new patrol officer
- l) Administrator's monthly update on activities of all departments
 - i. Approval of bid document for City janitorial services

7. **Adjourn.**

Please note that, upon reasonable notice at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services or provide a video link for meetings. For additional information, or to request this service, please contact the City Clerk's Office at 715-479-8682 ext. 224, 525 E. Maple Street, P.O. Box 1269, Eagle River WI 54521.

Date of posting 1/12/2026

December 9, 2025

A meeting of the Finance Committee of the City of Eagle River was called to order at 5:15PM by Mayor Deb Brown.

Roll Call: Dan Dumas, Kim Schaffer, Vic Washelesky and Jerry Burkett. Also in attendance: Robin Ginner, Cory Hoffmann and Becky Bolte.

Treasurer confirmation that all bank accounts are reconciled: Hoffmann reported that accounts are balanced through November 2025.

Treasurer report of any and all late payments and penalties. Hoffmann confirmed none.

Treasurers monthly update: None

November 2025 Financial Review: Hoffmann provided budget status reports for the City and Golf Course through 11-30-25. Budget comparisons at 11-30-2024 vs 11-30-2025 for both City and Golf Course were also provided.

Review and approval of Accounts Payable for City and Golf Course: *Motion by Burkett, 2nd by Washelesky, to recommend payment of presented City and Golf Course payables to City Council. Carried on a roll call vote, all.*

Motion by Burkett, 2nd by Schaffer to adjourn at 5:30PM. Carried, all.

Becky Bolte - Clerk

December 9, 2025

A meeting of the Common Council of the City of Eagle River was called to order at 6:00PM by Mayor Deb Brown.

The Pledge of Allegiance was led by Police Chief Christine Dobbs and was recited by all present.

Roll Call: Jerry Burkett, Vic Washelesky, Kim Schaffer and Dan Dumas. Also in attendance: Robin Ginner, Becky Bolte, Mike Sanborn, Chris Dobbs, Tyler Salvinski, and Brad Adamovich.

Motion by Burkett, 2nd by Dumas to approve the agenda in any order. Carried, all.

Motion by Burkett, 2nd by Dumas to approve the minutes of 11-11-2025 Finance Committee and Common Council meetings. Carried, all.

2026 Budget Public Hearing: The 2026 Budget Public Hearing was opened by Mayor Brown at 6:01PM. No public comments. The public hearing was closed at 6:02PM. Mayor Brown reported on the City of Eagle River mill rate of \$6.61/1000 and overall mill rate estimated at \$11.17/1000. Mill rates were affected by the TID valuation following the 2024 revaluation. *Motion by Schaffer, 2nd by Washelesky to adopt resolution 1068 – Adopting the 2026 budget and authorizing the City of Eagle River 2025 tax levy of \$2,031,253.02. Carried on a roll call vote, all.*

Approval and Recognition of the Retirement of the Following Employees:

Resolution 1069 - Cindy Franz, Utility Clerk, 5/9/1994 through 1/13/2026: *Motion by Burkett, 2nd by Schaffer to adopt resolution 1069 in recognition of Cindy Franz and her 33 years of service to the City of Eagle River Light and Water Department. Carried on a roll call vote, all.*

Resolution 1070 - Robert Mignon, Electric Foreman, 11/17/2014 through 1/13/2026: *Motion by Dumas, 2nd by Washelesky to adopt resolution 1070 in recognition of Bob Mignon and his 11 years of service to the City of Eagle River Light and Water Department. Carried on a roll call vote, all.*

Resolution 1071 - Christine Dobbs, Chief of Police, 9/11/1992 through 12/31/2025: *Motion by Burkett, 2nd*

by Washelesky to adopt resolution 1071 in recognition of Chris Dobbs and her 31 years of service to the City of Eagle River Police Department.

- a) Fire Department Ice Castle Report by Michael Anderson: Fire Chief Michael Anderson reported the 2025-2026 ice castle is in honor of 25th Anniversary of September 11 attack on the Twin Towers. The twin towers will be replicated and Anderson notified Council of safety and potential liability.
- b) MSA Monthly Updates: John Promer was present and presented MSA provided, written update including updates on the Silver Lake Road project and McFaul Ln, we are down to retainage for grass restoration.
- c) Eagle River Light and Water: Mike Sanborn presented proposed sewer rate increase of 12%, effective 1/1/26. Supporting documentation was made available to Council. Discussion on reasons for increase and potential for further increases. Council and audience collaborated on potential money saving avenues to lower expenses. *Motion by Washelesky to table until January, no second, motion dies. Motion by Burkett, 2nd by Dumas to approve sewer rate increase of 12% effective 1-1-2026. Carried on a roll call vote. Ayes: Burkett, Dumas, Schaffer. Nays: Washelesky*

Motion by Burkett, 2nd by Schaffer to re-appoint David Eibner for a new four-year term on the Light and Water Utility Commission, September 2025 – September 2029. Carried, all.

- d) United Lower Eagle River Chain of Lakes Commission – 2025 Final Project Cost \$1720.82. 2025 Budget approval at \$1532.89, final number at \$1720.82. Discussion on the website re-do charges. *Motion by Dumas, 2nd by Washelesky to approve payment of \$1,720.82 to United Lower Eagle River Chain of Lakes Commission to cover final 2025 project costs. Carried on a roll call vote, all.*

- e) Ordinance 601 – Updates to winter parking ordinance. Ginner presented the Ordinance stating the Chief of Police recommends changing the 12:00AM start to 2:30AM to account for bar closing. Discussion on the presented Ordinance being complicated for enforcement. Adamovich presented public works plowing concerns as related to the presented ordinance. Jim Holperin, who requested the change, wants to see a monetary fine included in ordinance to encourage compliance. *Motion by Burkett, 2nd by Dumas to table item until January meeting to amend the existing Ordinance language to include only the addition of a fine. Carried on a roll call vote, all.*

- f) Street Closing/display of goods/event food trucks/temporary sign/amplification permits:
World Championship Derby Complex LLC – 1311 N Railroad:

Motion by Dumas, 2nd by Schaffer to approve the World Championship Derby Complex permits as listed:

- 1) *Vintage World Championship Snowmobile Derby – Street Closing/Amplifying Device/Temp Signs – January 7-11, 2026, set-up January 7, racing 8AM – 8PM January 8, 10,11, racing January 9 8AM – 11PM, road closure on south end of Pleasure Island Rd beginning at 9AM on January 8, road closure on Friday, January 9 at Hwy 45 and road at the north end of track 8AM- 10PM, Barricades and cones fee \$4.00. Laura Campbell*
- 2) *World Championship Snowmobile Derby – Street Closing/Amplifying Device/Temp Signs – January 14 – 18 2026, set-up January 14, racing 8AM – 8PM January 15,17,18, January 16 – 8AM – 11PM, road closure on south end of Pleasure Island Rd beginning at 9AM on January 15, road closure on Friday, January 16 at Hwy 45 and road at the north end of track 8AM- 10PM, Barricades and cones fee \$4.00. Laura Campbell*
- 3) *World Series of Snowmobile Racing – Street Closing/Amplifying Device/Temp Signs February 12 -15, 2026, set-up February 12,13, racing 8AM – 8PM February 14,15, road closure on south end of Pleasure Island Rd beginning at 9AM on February 13, Barricades and cones fee \$4.00. Laura Campbell. Motion carried, all.*

Sno-Eagles Trailside BBQ at Farmers Market location:

Motion by Schaffer, 2nd by Washelesky to approve the Sno-Eagles permit as listed:
Display of Goods/Temporary Signs/Usage of Farmers Market Shed on Michigan/Railroad St. - Trailside BBQ Event, ERFD approval to place burn barrel at site to be used as warm-up location. Dates to be

determined, estimating two or three Saturdays during the snowmobile season with time approximations of 11AM – 3PM. Dan Dumas. Motion carried. Ayes: Schaffer, Washelesky, Burkett. Nays: None. Dumas abstained from vote.

g) Liquor Licenses: Motion by Burkett, 2nd by Schaffer to approve a Class "B" Beer license and "Class C" Wine license for Aiello's on Wall Street LLC, Premises – Eastern 30' of 207 E Wall Street - anticipated to be given the address of 209 E Wall Street due to split, Tina Aiello Agent, Term of 12/10/25 – 6/30/26. Carried, all.

h) Operators Licenses: Motion by Schaffer, 2nd by Washelesky to approve Regular Operators Licenses to: Shelby Dewitt and Terri McGovern. Carried, all.

i) Direct Sales: Motion by Washelesky, 2nd by Dumas to approve a Food Truck Direct Sales permit to Los Tres Magueyes Inc., Food Truck, one-year term, 1000 N Railroad, Julio Herrera Manrique Seller contingent on applicant providing PRAT number to the Clerk. Carried, all.

j) Bike Wisconsin – Robert Layton; Riverview Park Pavillion Rental, June 14, 2026, Fee reduction: Discussion on fee consistency. Motion by Schaffer, 2nd by Dumas to approve reservation at the standard rental price of \$200 plus \$50 refundable deposit to Bike Wisconsin for the 7:00AM – 12:30PM rental of Riverview Park Pavillion on June 14, 2026. Carried, all.

k) Community Square Reservation Contract: Motion by Dumas, 2nd by Schaffer to approve presented Community Square Reservation Contract as presented, limiting reservation of the facility to non-profit or community event organizers as approved by Council, creating a \$100 refundable deposit requirement for use. Carried on a roll call vote, all.

l) Resolution 1067 - Appointment of 2026-2027 Election Inspectors: Motion by Schaffer, 2nd by Washelesky to approve Resolution 1067 – Appointment of 2026-2027 Election Inspectors as presented. Carried, all.

m) Discussion regarding implementation of Impact Fees on large developments: Ginner researched the process to implement development impact fees and provided written documentation of the lengthy process. Ginner stated it would take up to six months to implement and would require outside consulting possibly with MSA or NW Regional Planning Commission to assist with implementation requirements. Discussion on cost, need, and options including negotiating with developers.

n) Approval of Employee Manual Updates: Ginner presented updates to the employee manual. Motion by Dumas, 2nd by Burkett to approve employee manual updates, effective 1-1-2026, as follows:

- i. Addition of definitions to clarify department separation between City and Utility
- ii. Update to HRA policy per 2026 plan approved 10/28/2025
- iii. WRS information per WRS manual
- iv. Updates to FMLA designating Administrator as the employee in charge of FMLA documentation. Carried on a roll call vote, all.

o) Motion by Schaffer, 2nd by Washelesky to approve payment of the bills for the city and the golf course recommended by the Finance Committee. Carried on a roll call vote, all.

p) Motion by Schaffer, 2nd by Washelesky to grant approval to close Nicolet Bank account 0001 earning 1.90% and transfer funds from closure to previously approved account with Nicolet Bank earning 4.02%. Carried on a roll call vote, all.

q) Police Department: Assistant Police Chief Tyler Salvinski and Office Manager Danelle Moran prepared a monthly update on current departmental activities.

r) Administrator's monthly update on activities of all departments: Ginner provided a written update adding the State and Local Cybersecurity Grant Program excludes anything that is part of an existing agreement but would cover services beyond the original agreement. The LWM Cyber Security Grant will cover \$4,800.

s) Clerk's monthly update: None

Motion by Washelesky, 2nd by Dumas to adjourn to Closed Session at 7:20PM according to Wisconsin State Statute: 19.85(1)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; Review of Operators License Applications – Nathan Olkonen and Andrew Wells. Carried on a roll call vote, all.

Motion by Burkett, 2nd by Washelesky to Reconvene in Open Session at 7:30PM according to Wisconsin State Statute 19.85 (2) with possible action on closed session agenda items.

Motion by Burkett, 2nd by Dumas to deny issuance of Operators License to Nathan Olkonen. Carried on a roll call vote, all.

Motion by Burkett, 2nd by Schaffer to approve issuance of Operators License to Andrew Wells. Carried on a roll call vote, all.

Motion by Washelesky, 2nd by Schaffer to adjourn at 7:32PM. Carried, all.

Becky J Bolte - Clerk

City of Eagle River

CLIENT LIAISON:

Phil Kriesel

Phone: 715-362-3244

Cell: 715-482-0238

pkriesel@msa-ps.com

DATE:

January 13, 2026



2026 STREETS PROJECT (R00088144)

Fieldwork for the project was completed in December. We are beginning the process of reviewing the fieldwork and developing plans for the alley and street repaving. With the history of road construction in the past of little to no gravel, each improvement will include a gravel base with the project.

NON TID SERVICES 2025 (R00088145)

- 2026 Non TID Services contract should be on this agenda for consideration.
- The Non TID services contract allow MSA to respond quickly to small engineering service requests as they come up.

SILVER LAKE ROAD (R00088117)

(No Change)

The project is substantially complete. Next spring we will monitor the grass growth before paying the contractor the final retainage.

Currently the project is under budget with change order #1 pushing the project costs to slightly above the bid amount.

• Project work completed to date	\$583,244.55
• Change Order #1 completed to date	\$46,871.00
• Pay Request #3	\$630,155.55
• Original CO #1 amount	\$52,936.00
• Project Contractor	
○ Pitlik and Wick	
○ Bid amount \$628,635.70	

The City of Eagle River was awarded a \$320,971.32 MSID grant from WISDOT for the reconstruction of Silver Lake Road from the intersection of Sheridan Street and Silver Lake Road to the City limits near the swimming beach. Our estimate at the time of the bid was \$670,244. The planned project is to include replacement of the pavement and provisions for a sidewalk on the south side of the project.

Added to the Silver Lake Rd Project was drainage corrections near the end of Mc Faul Lane. This cost was included in Change Order #1.

GIS UPDATE (R00088098)

The City met with MSA to discuss moving their GIS to ESRI's new software platform called Experience Builder. The current version called Web AppBuilder will be retiring this year. The city plans to move forward with the upgrade to Experience Builder in 2025. The current GIS apps will continue to work until the upgrade is complete.

USER AGREEMENT WITH LANDFILL UPDATE (R00088141)

MSA will continue to facilitate User Agreement talks between the City of Eagle River and Highway G Landfill. The discussions relating to updating the agreement have paused, because the City is no longer accepting the landfill's leachate. Additional conversations are anticipated in the coming months. MSA has also periodically shared information with the landfill and their engineer regarding leachate pretreatment.

GENERAL WASTEWATER ASSISTANCE UPDATE (R00088143)

MSA has provided various technical assistance to the City of Eagle River in recent months:

- MSA received an information request in December regarding several items pertaining to ways to reduce costs for the Sewer Utility as well as providing recommendations on future practices.
- MSA has provided responses to some of the items and additional information is forthcoming.
 - Leachate is being trucked to a city in Lincoln County. Their WWTF is much larger, so there is more dilution of leachate contaminants. Also, the WWTF does not have a requirement for sampling their effluent for these contaminants and their biosolids (sludge) did not exceed the DNR recommended thresholds at the time of biosolids sampling.
 - Septage receiving at the WWTF could be considered to generate additional revenue and offset some of the lost revenue from leachate acceptance, but it is not without risk and thoughtful consideration of treatment capacity and potentially upgrades to the facility for coarse screening, sampling, and additional equalization. Further discussions with WWTF and Utility staff are planned in this regard.
- Other recommendations regarding cleaning and televising, collection system repairs, staffing and training in preparation of eventual retirements are forthcoming as well.

WDNR INTENT TO APPLY – CLEAN WATER FUND AND SAFE DRINKING WATER LOAN PROGRAMS

An ITA will was submitted for sewer lining that was part of the Spruce and Third Streets project. An ITA does not obligate the city to proceed with a project.

There is no fee for this service. It is important to think about what possible projects could come up in the next year to apply for. This should be looked at like a wish list. Funding changes will happen over the next year, and this is the required first step in using DNR loan and grant programs.



Professional Services Agreement

MSA Project Number: 00088145

This AGREEMENT (Agreement) is made effective 1/13/2026 by and between

MSA PROFESSIONAL SERVICES, INC (MSA)

Address: 1835 North Stevens Street, Rhinelander, WI 54501

Phone: (715) 362-3244

Representative: Phil Kriesel

Email: pkriesel@msa-ps.com

CITY OF EAGLE RIVER (OWNER)

Address: 525 E. Maple Street, Eagle River, WI 54521

Phone: 715-479-8682

Representative: Debra A. Brown

Email: COERMayor@eagleriverwi.gov

Project Name: City of Eagle River Non-TID Services

The scope of the work authorized is: See Attachment A: Scope of Services

The schedule to perform the work is: Approximate Start Date: 1/14/2026
Approximate Completion Date: 12/31/2026

The estimated fee for the work is: \$5000

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis. Attachment B: Rate Schedule is attached and made part of this Agreement

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

CITY OF EAGLE RIVER

Debra A. Brown
Mayor
Date: _____

OWNER ATTEST:

Becky Bolte
Clerk Deputy Treasurer
Date: _____

MSA PROFESSIONAL SERVICES, INC.

A handwritten signature in blue ink that reads "Phil Kriesel".

Phil Kriesel
Senior Engineering Team Leader
Date: 1/13/2026

MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC) (rev 11/25)

1. Scope and Fee. The scope of Owner's Project (the "Project"), scope of MSA's services (the "Work"), for those services are defined in Attachment A. The scope and fee constitute a good faith estimate of the tasks and associated fees required to perform the services defined in Attachment A. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service or involve renovation of an existing building or structure, activities often cannot be fully defined during initial planning. As the Project progresses, facts uncovered may reveal a change in direction which may alter the Work. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.

2. Owner's Responsibilities.

(a) Project Scope and Budget

The OWNER shall define the scope and budget of the Project and, when applicable, periodically update the Project budget, including that portion allocated for the cost of the Work. The Project budget shall include contingencies for design, development, and, when required by the scope of the Project, construction of the Project. The OWNER shall not significantly increase or decrease the overall Project scope or schedule, the portion of the budget allocated for the cost of the Work, or contingencies included in the overall budget or a portion of the budget, without the agreement of MSA to a corresponding change in the Project scope, quality, schedule, and compensation of MSA.

(b) Designated Owner Representative

The OWNER shall identify a Designated Representative who shall be authorized to act on behalf of the OWNER with respect to the Project. OWNER's Designated Representative shall render related decisions in a timely manner so as to avoid unreasonable delay in the orderly and sequential progress of MSA's services. MSA shall not be liable for any error or omission made by OWNER, OWNER's Designated Representative, or OWNER's consultant.

(c) Tests, Inspections, and Reports

When required by the scope of the Project, the OWNER shall furnish tests, inspections, and reports required by law or the Contract Documents, such as planning studies; preliminary designs; structural, mechanical, or chemical tests; tests for air, water, or soil pollution; and tests for hazardous materials.

(d) Additional Consultants

MSA's consultants shall be identified in Attachment A. The OWNER shall furnish the services of other consultants other than those designated in Attachment A, including such legal, financial, accounting, and insurance counseling services as may be required for the Project.

(e) OWNER Provided Services and Information

MSA shall be entitled to rely on the accuracy and completeness of services and information furnished by the OWNER, Designated OWNER Representative, or Consultant. MSA shall use reasonable efforts to provide prompt written notice to the OWNER if MSA becomes aware of any errors, omissions, or inconsistencies in such services or information.

3. Billing. MSA will bill the OWNER monthly with net payment due upon receipt. Balances due past thirty (30) days shall be subject to an interest charge at a rate of 18% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

4. Costs and Schedules. Costs (including MSA's fees and reimbursable expenses) and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, pandemics, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

5. Access to Site. Owner shall furnish right-of-entry on the Project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of

services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

6. Location of Utilities. Owner shall supply MSA with the location of all pre-existent utilities and MSA has the right to reasonably rely on all Owner supplied information. In those instances where the scope of services require MSA to locate any buried utilities, MSA shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend MSA in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information or instructions which have been furnished to MSA by others.

7. Professional Representative. MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other recommendations made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not warrant or represent that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

8. Construction. When applicable to the scope of the Project, the OWNER shall contract with a licensed and qualified Contractor for implementation of construction work utilizing a construction contract based on an EJCDC construction contract and general conditions appropriate for the scope of the Project and for the delivery method. In the construction contract, the OWNER shall use reasonable commercial efforts to require the Contractor to (1) obtain Commercial General Liability Insurance with contractual liability coverage insuring the obligation of the Contractor, and name the OWNER, MSA and its employees and consultants as additionally insureds of that policy; (2) indemnify and hold harmless the OWNER, MSA and its employees and consultants from and against any and all claims, damages, losses, and expenses ("Claims"), including but not limited to reasonable attorney's fees and economic or consequential damages arising in whole or in part out of the negligent act or omission of the contractor, and Subcontractor or anyone directly or indirectly employed by any of them. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work, the same being the sole and exclusive responsibility of the contractors or subcontractors.

9. Standard of Care. In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, which is known as the "standard of care". The standard of care is defined as that level of skill and care ordinarily exercised by members of the same profession practicing at the same point in time and in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

10. Municipal Advisor. MSA Professional Services, Inc. is not acting as a 'Municipal Advisor' to the owner pursuant to Section 15B of the Exchange Act. For financial advice related to the corresponding project, the client is encouraged to discuss their finances with internal and/or external advisors and experts before making decisions incurring debt and/or supporting those obligations. MSA desires to serve each client well by providing the best information publicly available and is providing information as part of its engineering responsibilities to inform client options. The information is not intended to provide financial advice or recommendations and is not bound by the formal Municipal Advisor fiduciary duty.

11. Conduct Expectations. Owner and MSA understand their respective obligations to provide a safe, respectful work environment for their employees. Both parties agree that harassment on the job (unwelcome verbal, physical or other behavior that is related to sex, race, age, or protected class status) will not be tolerated and will be addressed timely and in compliance with anti-harassment laws.

12. Electronic Documents and Transmittals. Owner and MSA agree to transmit and accept project related correspondence, documents, text, data, drawings and the like in digital format in accordance with MSA's Electronic Data Transmittal policy. Each party is responsible for its own cybersecurity, and both parties waive the right to pursue liability against the other for any damages that occur as a direct result of electronic data sharing.

13. Building Information Modelling (BIM). For any projects, and not limited to building projects, utilizing BIM, OWNER and MSA shall agree on the appropriate level of modelling required by the project, as well as the degree to which the BIM files may be made available to any party using the Electronic Document Transmittal provisions of section 12 of this Agreement.

14. Construction Site Visits. If the scope of services includes services during the Construction Phase, MSA shall make visits to the site as specified in Attachment A— Scope of Services. MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

15. Termination. This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

16. Betterment. If, due to MSA's error, any required or necessary item or component of the Project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the Project.

17. Hazardous Substances. OWNER acknowledges and agrees that MSA has had no role in identifying, generating, treating, storing, or disposing of hazardous substances or materials which may be present at the Project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the Project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

18. Insurance. MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional

insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

19. Reuse of Documents. Reuse of any documents and/or services pertaining to this Project by the OWNER or extensions of this Project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

20. Indemnification. To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

21. Accrual of Claims. To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement will be deemed to have accrued, and all statutory periods of limitation will commence, no later than the date of Substantial Completion; or, if MSA's services do not include Construction Phase services, or the Project is not completed, then no later than the date of Owner's last payment to MSA.

22. Dispute Resolution. OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters thru mediation with a mutually agreed upon mediator. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in the court having jurisdiction as specified in this Agreement.

23. Exclusion of Special, Indirect, Consequential and Liquidated Damages. MSA shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the Project or this contract.

24. Limitation of Liability. Neither MSA, its Consultants (if any), nor their employees shall be jointly, severally, or individually liable to the OWNER in excess of the amount of the insurance proceeds available.

25. Successors and Assigns. The successors, executors, administrators, and legal representatives of Owner and MSA are hereby bound to the other party to this Agreement and to the successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement. Neither party may assign, sublet, or transfer any rights under or interest (including, but without limitation, claims arising out of this Agreement or money that is due or may become due) in this Agreement without the written consent of the other party, which shall not be unreasonable withheld, except to the extent that any assignment, subletting, or transfer is mandated by law.

26. Notices. Any notice required under this Agreement will be in writing, and delivered: in person (by commercial courier or otherwise); by registered or certified mail; or by e-mail to the recipient, with the words "Formal Notice" or similar in the e-mail's subject line. All such notices are effective upon the date of receipt.

27. Survival. Subject to applicable Laws and Regulations, all express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

28. Severability. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations will be deemed stricken, and all remaining provisions will continue to be valid and binding upon Owner and MSA.

29. No Waiver. A party's non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Agreement.

30. State Law. This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

31. Jurisdiction. OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be Sauk County, Wisconsin.

32. Understanding. This agreement contains the entire understanding between the parties on the subject matter hereof and no representations. Inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

**ATTACHMENT A:
SCOPE OF SERVICES**

Provide non-TID project planning and consultation services as requested by the City of Eagle River. Services will be performed on an as-needed basis, with projects billed by phase and task as directed by the city.

**ATTACHMENT B:
RATE SCHEDULE**

Administrative	\$ 90 – \$160/hr.
Architects	\$ 90 – \$208/hr.
Community Development Specialists	\$144 – \$208/hr.
Digital Design	\$121 – \$159/hr.
Environmental Scientists/Geologists	\$116 – \$203/hr.
Geographic Information Systems (GIS)	\$105 – \$203/hr.
Housing Administration	\$ 97 – \$198/hr.
Inspectors/Zoning Administrators	\$115 – \$160/hr.
IT Support	\$184 – \$203/hr.
Land Surveying	\$ 90 – \$208/hr.
Landscape Designers & Architects	\$ 90 – \$231/hr.
Planners	\$ 90 – \$226/hr.
Principals	\$230 – \$330/hr.
Professional Engineers/Designers of Engineering Systems	\$163 – \$214/hr.
Project Managers	\$126 – \$259/hr.
Real Estate Professionals	\$147 – \$203/hr.
Staff Engineers	\$ 90 – \$157/hr.
Technicians	\$105 – \$159/hr.
Utility Treatment Operators	\$ 90 – \$190/hr.

Labor rates represent an average or range for a particular job classification. These rates are in effect until December 31, 2026.

REIMBURSABLE EXPENSES (effective November 30, 2025)

Building Inspection Permit Management	\$25/permit
Copies/Prints	Rate based on volume
Specs/Reports	\$10
Copies	\$0.14/page \$0.16/page for DOT
Plots	\$0.01/sq.in.
Flash Drive	\$10
Dini Laser Level	\$85/per day \$86/day for DOT
Drone Flight	\$375/flight \$330/flight for DOT
Geodimeter	\$30/hour
GPS Equipment	\$20/hour \$11.25/hour for DOT
GPS R2 Equipment	\$20/hour \$2/hour for DOT
Mailing/UPS	At cost
Mileage – Reimbursement	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle	\$0.70/mile \$0.74/mile for DOT
Nuclear Density Testing	\$30/day \$35/day for DOT
Organic Vapor Field Meter	\$100/day
PC/CADD Machine	Included in labor rates
Robotic Survey Equipment	\$20/hour \$11/hour for DOT
Stakes/Lath/Rods	At cost
Travel Expenses, Lodging, & Meals	At cost
Traffic Counting Equipment & Data Processing	At cost

Expense rates represent an average or range for a particular category and are subject to change to match incurred cost in real time.

— CITY OF —
EAGLE RIVER
Wisconsin

City of Eagle River
WISCONSIN

Contract Document for:
Sanitary Sewer Televising, Cleaning and Repair Services

January 14, 2026

City of Eagle River
Eagle River City Hall
525 E Maple St.
Eagle River, Wisconsin
715-479-8682

Table of Contents

00100:	INVITATION TO BID	3
00110:	GENERAL REQUIREMENTS	3
00120:	INSTRUCTIONS TO BIDDERS.....	5
00125:	IMMIGRATION COMPLIANCE CERTIFICATION.....	10
00130:	STATEMENT OF WORK.....	12
00200:	BID SUBMITTAL FORM	15
00210:	IMMIGRATION COMPLIANCE CERTIFICATION.....	16
00300:	AGREEMENT OF NOTICE OF AWARD.....	17
00400:	NOTICE TO PROCEED	19
00500:	GENERAL CONDITIONS	20
00501:	Definitions.....	20
00502:	Additional Instructions And Detail Drawings.....	21
00503:	Schedules, Reports And Records	21
00504:	Drawings, Maps And Specifications	21
00505:	Materials, Services And Facilities	21
00506:	Substitutions	22
00507:	Protection Of Work, Property And Persons	22
00508:	Supervision By Contractor	23
00509:	Changes In The Work.....	23
00510:	Time For Completion And Liquidated Damages.....	23
00511:	Correction Of Work	24
00512:	Insurance	24
00513:	Indemnification.....	25
00514:	Separate Contracts	26
00515:	Subcontracting.....	26
00516:	Guarantee.....	27
00517:	Arbitration By Mutual Agreement	27
00518:	Taxes.....	27
00600:	CHANGE ORDER	29
00700:	CERTIFICATE OF FINAL COMPLETION OF WORK	30
	Appendix A – Sanitary sewer Map	31

00100: INVITATION TO BID

The City of Eagle River, Wisconsin, is requesting sealed bids from qualified firms for Sanitary Sewer Televising, Cleaning and Repair Services for the City's municipal sanitary sewer system.

The Work includes:

- Cleaning and televising approximately 15,000 linear feet of sanitary sewer annually on a seven-year rotation to complete the entire system.
- Providing inspection reports, defect identification, digital video files, GIS-compatible data, and an annual comprehensive summary report.
- Preparing annual recommended repairs with defect type, severity, location, recommended fix, estimated cost, and supporting media.
- Full scope of work is provided in bid document, which can be found on the City of Eagle River's website at: <https://eagleriverwi.gov/resources/bids-and-rfps/>

Project Timeline

- Sealed Bid Due Date: 12:00 PM, _____, 2026
- Cleaning/Televising Completion: May 15th annually
- Repairs Completion (if authorized): October 31st annually

Bid Submission

Sealed bids will be received until 12:00 PM on _____, 2026 at:

City of Eagle River
525 E. Maple Street
PO Box 1269
Eagle River, WI 54521
Attn: Robin Ginner, City Administrator

Bids shall be submitted on the forms provided in the Bid Document package.

The City of Eagle River reserves the right to reject any or all bids, to waive informalities, and to accept the bid deemed most advantageous to the City.

Contact

Questions may be directed to: Robin Ginner, City Administrator Phone: 715-479-8682 ext. 227 Email: rcginner@eagleriverwi.gov

00110: GENERAL REQUIREMENTS

The general requirements in this document apply to the City of Eagle River's municipal sanitary sewer system. See Appendix A for a system map and details.

Contact: City of Eagle River
Robin Ginner, City Administrator
Ph 715-479-8682 ext. 227

Cell 715-525-2666
e-mail: rcginner@eagleriverwi.gov

City Hall
525 E Maple Street
P.O. Box 1269
Eagle River, WI 54521

Contractor: General Contractor and all sub-contractor awarded construction of project

1. Coordination of Work
 - a. CONTRACTOR is responsible to coordinate their work with the City of Eagle River, and any Sub-Contractors, as assigned.
 - b. The CONTRACTOR shall furnish all mobilization, labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, and all other requirements necessary to do all work required for the completion of each item of the Work and as herein specified.
2. Work Schedule
 - a. There are no limits on days of week in which work can be performed. Work hours must be between 7 am and 8 pm. Project Completion Deadlines:
 - i. Cleaning/Televising: May 15th annually
 - ii. Repairs: October 31st annually
3. Required Contractor Payments
 - a. Full payment will be paid upon completion after signing of the "Certificate of Completion" is signed by the CONTRACTOR and CITY.
4. Temporary Power
CONTRACTOR will supply temporary power as needed.
5. Character of Workmen
 - a. The CONTRACTOR shall always be responsible for the conduct and discipline of their employees and/or any Subcontractor or persons employed by Subcontractors. All employees must have sufficient knowledge, skill, certifications and experience to perform properly the work assigned to them. Any supervisor, foreman, or workman employed by the CONTRACTOR or Subcontractor who does not perform their work in a skillful manner or appears to be incompetent or to act in a disorderly or intemperate manner shall, at the written request of the CITY, be discharged from the work and shall not be employed again in any portion of the work without the approval of the CITY. If any employee is not immediately removed when required, any work done by him/her will not be estimated or accepted.
 - b. Effective November 11, 2025, all contractors completing work for the City of Eagle River and/or the Eagle River Light & Water Utility are subject to compliance with the City's Immigration Compliance Policy.

6. Workmanship

The CONTRACTOR shall furnish suitable tools and building appliances to perform the work to be done. Work shall be completed in a neat and skillful manner at the location. All equipment shall be correctly field aligned, leveled and adjusted for satisfactory operation and shall be installed so that proper and necessary connections can be made readily between the various units. The CONTRACTOR shall furnish, install, and protect all necessary accessories and attachments and all other appurtenances needed for proper installation of the work.

7. Continuing Obligation

The CONTRACTOR's obligation to perform and complete the Work in accordance with the Contract Documents shall be absolute. Neither recommendation of any progress or final payment, nor the issuance of a Certificate of Substantial Completion, nor any payment by CITY to CONTRACTOR under the Contract Documents, nor any use or occupancy of the Work or any part thereof by CITY, nor any act of acceptance by CITY, nor any failure to do so, nor any review and approval of a shop drawing or sample submission, nor the issuance of a notice of acceptability, nor any correction of defective Work by CITY will constitute an acceptance of Work not in accordance with the Contract Documents or a release of CONTRACTOR's obligation to perform the Work in accordance with the Contract Documents.

8. Discrepancies and Omissions

- a. If, during the performance of the Work, CONTRACTOR finds a conflict, error, or discrepancy in the Contract Documents, CONTRACTOR shall so report to CITY in writing at once and before proceeding with the Work affected thereby shall obtain a written interpretation or clarification from CITY; however, CONTRACTOR shall not be liable to CITY for failure to report any conflict, error, or discrepancy in the Contract Documents unless CONTRACTOR had actual knowledge thereof or should reasonably have known thereof.
- b. Any incidental item of material, labor, or detail required for the proper execution and completion of the Work and omitted from the Contract Documents but obviously required by governing codes, local regulations, trade practices, operational functions, and good workmanship, shall be provided as a part of the Work without extra charge, even though not specifically detailed or mentioned.

9. Oral Agreements

No oral order, objection, claim or notice by any party to the others shall affect or modify any of the terms or obligations contained in any of the Contract Documents, and none of the provisions of the Contract Documents shall be held to be waived or modified by reason of any act whatsoever, other than by a mutually agreed waiver or modifications thereof in writing, and no evidence shall be introduced in any proceeding of any other waiver or modification.

00120: INSTRUCTIONS TO BIDDERS

The general requirements in this document apply to the City of Eagle River's municipal sanitary sewer system. See Appendix A for a system map and details.

Contact: City of Eagle River
Robin Ginner, City Administrator
Ph 715-479-8682 ext. 227
Cell 715-525-2666
e-mail: rcginner@eagleriverwi.gov

City Hall
525 E Maple Street
P.O. Box 1269
Eagle River, WI 54521

Contractor: General Contractor and all sub-contractor awarded construction of project

1. Location and Work to be Done

The general requirements in this document apply to the City of Eagle River's municipal sanitary sewer system as outlined in the Statement of Work in Section 00130 of the bid documents, as directed by the City of Eagle River Administrator, Utility Manager and/or Public Works Foreman or their designee. See Appendix A for a system map and details.

2. Documentation

The Work to be done and paid for under any item shall not be limited to the exact extent mentioned or described but shall include all incidental work necessary or customarily done for the completion of that item.

All quantities are approximate and do not expressly, or by implication warrant that the actual quantities will correspond therewith, but the CITY reserves the right to reasonably increase or decrease quantities as needed. An increase or decrease in the quantity for any item shall not be regarded as cause for an increase or decrease in the unit prices.

3. Receipt and Opening of Bids

The City of Eagle River, herein called the CITY, will receive sealed Bids for the project known as:
SANITARY SEWER TELEVISING, CLEANING AND REPAIR SERVICES

Bids shall be addressed to City of Eagle River, P.O. Box 1269, 525 E. Maple St., Eagle River, WI 54521, or hand delivered to the Eagle River City Hall, 525 E. Maple St., Eagle River, WI 54521 and endorsed "SANITARY SEWER TELEVISING, CLEANING AND REPAIR SERVICES". Bid submissions shall be in a sealed envelope. Bids will be received at the Eagle River City Hall until **12:00 PM Central time, on**
_____, 2026 at which time and place said bids will be publicly opened and read aloud.

4. Preparation of Bid

Each bid must be submitted on the prescribed form (Section 200). All blank spaces for bid prices must be filled in, in ink or typewritten, in both words and figures. The Immigration Compliance Certification (Section 210) must be completed and submitted with the bid documentation. Failure to complete the bid document adequately may result in the disqualification of the bidder.

Each bid must be submitted in a sealed envelope bearing on the outside the name of the bidder, their address, and endorsed with the name of the project as specified in Receipt and Opening of Bids, above. If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed as specified in Receipt and Opening of Bids, above.

All bids, attachments to bids, and/or other items supplied to CITY, including project descriptions, by all bidders, successful or otherwise, shall be the property of CITY. CITY shall not owe to any bidder, successful or otherwise, any obligation of confidentiality regarding any bid, attachment to bid, other items supplied to CITY by bidder, including but not limited to blueprints, maps, drawings, or project descriptions, or any contract document resulting from bid. Contract documents shall be the property of both parties.

CITY shall not be liable to any bidder for any costs incurred in bidding or communicating with CITY concerning bidding.

Unless otherwise made clearly inapplicable by CITY in this document, all bid prices shall include the cost of mobilization of equipment and personnel, and no extra payment will be made for such mobilization or movement of equipment and personnel from job-to-job site.

5. Bid Opening Procedure

The following list of requirements shall apply to each filed bid. Bids not meeting all the requirements for timeliness and security will be rejected; bids not meeting signature and addenda requirements will be rejected prior to checking of bid amounts.

- a) Bids shall be filed at the place and before the time specified in Receipt and Opening of Bids, above.
- b) The total dollar amount of each bid will be read, and the three apparent lowest bids will be selected for further consideration. These three apparent low bids will be read aloud for the benefit of the other bidders and the bid opening procedure will be closed. All those present at the bid opening may examine all bids after the bid opening and after the reading of the three apparent low bids.

6. Right to Reject Bid

The CITY reserves the right to waive any informality in bids and to reject any and all bids, should the CITY deem it to be in the public interest to do so.

The CITY may also reject bids which in its sole judgment are either incomplete, conditional, obscure, or not responsive or which contain additions not called for, erasures not properly initialed, alterations, similar irregularities.

7. Modification

Any bidder may modify their bid by written communication delivered to and received by the CITY at any time prior to the scheduled closing time for receipt of bids. The communication shall not reveal

the bid price but shall provide the addition or subtraction or other modification so that the final prices or terms will not be known by the CITY until the sealed bid is opened.

8. Ability and Experience of Bidder

No award will be made to any bidder who cannot satisfy the CITY that he/she has sufficient ability and experience in this class of work and sufficient capital and plant to enable him/her to prosecute and complete the work successfully within the time named. The CITY's decision or judgment on these matters will be final, conclusive, and binding. The CITY may make such investigations as it deems necessary, and the bidder shall furnish to the CITY, under oath if so required, all such information and data for this purpose as the CITY may request.

9. Conditions of Work

Each bidder must familiarize him/herself fully with the conditions relating to the project and the employment of labor thereon. Failure to do so will not relieve a successful bidder of their obligation to furnish all material and labor necessary to carry out the provisions of their contract. Insofar as possible the CONTRACTOR, in carrying out their work, must employ such methods or means as will not cause any interruption of or interference with the work of any other CONTRACTOR or employees performing their duties at the work site.

10. Addenda and Interpretations

Addenda may be required during the bidding period to modify, clarify, or interpret the Specifications and Contract Documents. It is intended, but not guaranteed, that such Addenda shall be mailed by the Awarding Authority to all persons or parties to whom Bid, and Contract documents have been issued (Bidders of Record). Failure to receive such Addenda shall in no way relieve any bidder from the execution of its provisions. All bidders are cautioned to verify the number of Addenda that have been issued and to secure any needed copies from the City Administrator. Addenda will be published on the City of Eagle River's website, <https://eagleriverwi.gov/resources/bids-and-rfps/>

No interpretation of the meaning of the specifications or other pre-bid documents will be made to any bidder orally. All information given to bidders other than by means of the specifications, or by addenda, as described below, is given informally, and shall not be used as the basis of a claim against the CITY. All bidders, by bidding, expressly, and irrevocably waive any and all such claims.

11. Project Inspection

The CONTRACTOR shall make the project site and all project records available to the City of Eagle River Administrator, Utility Manager and/or Public Works Foreman or their designee for review during the project. City staff will periodically monitor the progress of work to ensure that the project is proceeding substantially as defined in the documents listed in the table of contents.

12. Obligation of Bidder

At the time of the opening of bids, each bidder will be presumed to have read and be thoroughly familiar with the Contract Documents (including all addenda). The failure or omission of any bidder to examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect of his/her bid.

13. Information Not Guaranteed

All information given in the Contract Documents and other documents relating to electrical conditions, existing equipment, existing gas pipes, existing electrical conduits and other structures is from the best sources at present available to the CITY. All such information is furnished only for the information and convenience of bidders and is not guaranteed.

It is agreed and understood that the CITY does not warrant or guarantee that any conditions, or other structures encountered during construction will be the same as those indicated in the Contract Documents.

It is further agreed and understood that no bidder or CONTRACTOR shall use or be entitled to use any of the information made available to him/her or obtained in any examination made by him/her in any manner as a basis of or ground for any claim or demand against the CITY arising from or by reason of any variance which may exist between the information made available and the actual subsurface or other structures actually encountered during the construction work, except as may otherwise be expressly provided for in the Contract Documents.

14. Time for Completion

The successful general bidder must agree to commence work on the date specified in the Notice to Proceed, and to fully complete the project within the time limit stated in the documents.

15. Comparison of Bids

Bids will be compared on the basis of prices set forth in the bid forms.

In the event that there is a discrepancy between the lump sum or unit prices written in words and figures, the prices written in words will govern.

16. Award of Contract

The Contract will be awarded to "the lowest responsible bidder" pursuant to Wisconsin Statute s. 59.52(29) as amended and/or renumbered. Such a bidder shall possess the skill, ability and integrity necessary for the faithful performance of the work, shall be able to furnish labor that can work in harmony with all other elements of labor employed, or to be employed, in the work, and shall otherwise comply with all applicable provisions of law. Contract award shall be subject to the availability of an appropriation for funding.

17. Contractor Records

Bidders understand and agree that, because CITY is a party to this contract, provisions of the Wisconsin Open Records Law and other laws relating to public records may apply to records kept by Bidders. Bidder agrees to fully comply with such laws, and to cooperate with CITY in its compliance with such laws. Cooperation shall include, but not be limited to, the provision of records, or copies of records to CITY or others upon the request of CITY. Compliance and cooperation of Bidders shall be at their sole cost and expense.

18. Insurance

The CONTRACTOR shall furnish evidence of all listed Workers Compensation, General Liability, Auto and Umbrella insurance coverages. Certificates of insurance shall be filed with the submitted

bid/contract forms with the CITY OF EAGLE RIVER named as an "additional insured."

To the fullest extent permitted by law, the bidder shall indemnify and hold harmless the City of Eagle River, Eagle River Light & Water Utility, and its agents against all injuries, deaths, strikes, losses, damages, claims, suits, liabilities, judgements, costs and expenses which may arise from any negligence of the CONTRACTOR, its employees or subcontractors.

See Section 00512 for full insurance coverage requirements.

19. Compliance with Laws

The CONTRACTOR shall keep themselves fully informed of, and comply with, all existing and future Federal, State and Local Laws, ordinances, rules, and regulations affecting CONTRACTOR and all of CONTRACTOR's employees, agents, and subcontractors engaged or employed on the Work, the materials and equipment used in the Work or the conduct of the Work, and of all orders, decrees and other requirements of bodies or tribunals having any jurisdiction or authority over the same. If any discrepancy or inconsistency is discovered in the Specifications, or other Contract Documents in relation to any such law, ordinance, rule, regulation, order, decree or other requirement, the CONTRACTOR shall forthwith report to the City Administrator in writing. The CONTRACTOR shall at all times observe and comply with, and cause all their agents, servants and employees to observe and comply with all such existing and future laws, ordinances, rules, regulations, orders, decrees and other requirements and he/she shall protect, indemnify and save harmless the CITY, its officers, agents, servants, employees and the City Administrator from and against any and all claims, demands, suits, liabilities, judgments, penalties, losses, damages, costs and expenses, including attorney's fee, arising from or based upon any violation or claimed violation of any such law, ordinance, rule regulation, order, decree or other requirements, whether committed by the CONTRACTOR or any of their agents, servants or employees.

Applicable provisions of Wisconsin State Statutes and Regulations and/or the United States Code and Code of Federal Regulations govern this contract and any provision in violation of the foregoing shall be deemed null, void and of no effect. Where conflict between Code of Federal Regulations and State Laws and Regulations exist, the more stringent requirement shall apply.

00125: IMMIGRATION COMPLIANCE CERTIFICATION

1. Purpose

The purpose of this policy is to ensure compliance with all applicable federal immigration and employment laws, including the Immigration Reform and Control Act (IRCA) of 1986 and subsequent amendments, by requiring that all contractors performing work for the City of Eagle River verify the legal right of their employees and subcontractors to work in the United States.

2. Authority

This policy is adopted under the authority of the City Council of the City of Eagle River, pursuant to its power to establish procurement and contracting standards for municipal operations, and in accordance with federal law, including:

- a. 8 U.S.C. §1324a (Unlawful Employment of Aliens)

- b. 8 U.S.C. §1324b (Unfair Immigration-Related Employment Practices)
- c. Executive Order 12989, as amended (Compliance with Immigration Laws in Government Contracts), where applicable

3. **Applicability**
This policy applies to all contractors, vendors, and consultants who enter into a contract for goods, services, or construction with the City of Eagle River, including any subcontractors engaged in the performance of such contracts.

4. **Policy Requirements**

- a. **Verification of Work Authorization**
 - i. All contractors and subcontractors must comply with federal law requiring the verification of the employment eligibility of all employees through completion of Form I-9.
 - ii. Contractors are encouraged to use the E-Verify system operated by the U.S. Department of Homeland Security (DHS).
- b. **Certification Requirement**
 - i. Contractors must sign a Certification of Compliance with Immigration Laws as a condition of award or renewal.
 - ii. The certification form shall be included in all City contract documents.
- c. **Subcontractor Compliance**
 - i. Contractors shall include a provision in every subcontract requiring compliance with this policy.
 - ii. Contractors are responsible for ensuring that all subcontractors provide equivalent certification.
- d. **City's Right to Audit**
The City reserves the right to request proof of compliance with this policy at any time during the contract term.

5. **Enforcement and Penalties**
Any contractor or subcontractor found to have violated this policy shall be subject to:

- a. Immediate termination of the contract for cause;
- b. Disqualification from bidding on or entering into future contracts with the City for up to three (3) years; and
- c. Any additional remedies allowed under state or federal law.

6. **Severability** If any portion of this policy is found to be invalid or unenforceable, such portion shall not affect the validity or enforceability of the remaining provisions.

7. **Effective Date** This policy shall take effect immediately upon adoption by the Eagle River City Council and shall apply to all contracts executed thereafter.

Approved by the City Council of the City of Eagle River. Adopted November 11, 2025.

00130: STATEMENT OF WORK

The CONTRACTOR agrees to provide the services listed in this Statement of Work.

1. Annual Sewer Cleaning and Televising Requirements
 - a) The Contractor shall clean and televise 15,000 linear feet (LF) of sanitary sewer each year, completing a full system cycle over a seven-year rotation.
 - b) Work shall include all required cleaning, debris removal, root cutting, flushing, and preparation necessary to obtain high-quality televising results.
 - c) Sanitary sewer segments shall be identified by the Contractor, who shall develop a proposed seven-year rotation plan outlining approximately 15,000 LF of sewer to be cleaned and televised each year. The rotation plan shall be submitted annually for review and approval by the City Administrator, Eagle River Light & Water Utility Manager, and Department of Public Works Foreman prior to the start of work
 - d) The Contractor is responsible for providing adequate traffic control and safety measures in accordance with Manual on Uniform Traffic Control Devices (MUTCD) standards and applicable OSHA requirements.
2. Televising and Inspection Standards
 - a) All sewer inspections shall be performed using color CCTV equipment capable of capturing clear imagery under all flow conditions, with pan-and-tilt capabilities to allow full inspection of pipe walls, joints, laterals, and defects.
 - b) Televising shall conform to current industry standards including PACP (Pipeline Assessment and Certification Program) or equivalent, unless otherwise approved by the City.
 - c) All video shall be continuously logged with distance measurements, pipe size, material, flow conditions, and observations of structural or maintenance defects.
3. Cleaning Requirements
 - a) All sewer mains shall be cleaned prior to televising using methods appropriate for the pipe condition and material (e.g., high-pressure jetting, mechanical root cutting, mechanical scraping).
 - b) Debris removed during cleaning shall be collected, contained, transported, and disposed of in accordance with local, state, and federal regulations.
 - c) The Contractor shall report any conditions preventing cleaning or televising (collapsed pipe, heavy grease, obstructions, surcharging) immediately to the City and provide recommended corrective actions.
4. Manhole Access and Locating Responsibilities
 - a) The CONTRACTOR shall be responsible for accessing all manholes required to complete the cleaning and televising work. This includes removing standard covers, clearing light vegetation, and exposing manhole lids that are reasonably accessible using normal hand tools.
 - b) If a manhole cannot be readily located or accessed due to being buried, paved over, obstructed by heavy brush, or otherwise hidden or inaccessible:
 - i. The CONTRACTOR shall notify the CITY immediately.
 - ii. The Public Works Department will be responsible for locating, exposing, or uncovering such manholes.

- iii. The CONTRACTOR shall not perform excavation or surface disturbance unless specifically authorized in writing by the CITY.
- c) The CONTRACTOR shall ensure manholes are closed securely after work and shall immediately report any structural defects such as missing steps, cracked cones, or evidence of inflow/infiltration.

5. Water Supply for Cleaning and Jetting Operations

The CONTRACTOR may obtain water for jetting and cleaning operations from City-owned fire hydrants, subject to the following requirements:

- a) The CONTRACTOR shall coordinate hydrant access with the Eagle River Light & Water Utility prior to use.
- b) A hydrant meter, if required by the Utility, shall be installed and used at all times.
- c) The CONTRACTOR shall operate hydrants using proper tools and techniques to prevent damage to hydrant stems, valves, and distribution mains.
- d) Hydrants must be fully opened during use and must not be throttled.
- e) All hydrants shall be returned to proper working condition after use, including ensuring caps are secure and that the hydrant drains.
- f) Any damage to hydrants or Utility infrastructure caused by improper operation shall be repaired at the CONTRACTOR's expense.

The CITY will not charge for water usage unless otherwise stated, but the CONTRACTOR shall be responsible for all backflow prevention requirements or equipment rentals associated with hydrant use.

6. Flow Control and Bypass Pumping Requirements

a) Flow Control

The CONTRACTOR shall be responsible for managing sanitary sewer flows as necessary to complete cleaning and televising activities in a safe and effective manner. Flow control may include temporary flow diversion, reduction, or bypass pumping where required to obtain clear video footage or to safely perform cleaning operations.

b) Bypass Pumping (If Required)

- i. Bypass pumping shall be conducted in a manner that prevents sewer backups, surcharging, overflows, or discharge to the environment.
- ii. All bypass equipment shall be sized to adequately handle peak flows for the affected sewer segment.
- iii. Discharge hoses or temporary piping shall be installed to prevent roadway hazards, tripping hazards, or damage to public or private property.
- iv. Noise, odor, and safety impacts shall be minimized.
- v. The CONTRACTOR shall maintain 24-hour monitoring whenever bypass pumping is in operation.

c) Notification

If bypass pumping is expected to be necessary, the CONTRACTOR shall notify the City Administrator, Utility Manager, and DPW Foreman at least 48 hours in advance for approval of the proposed method.

d) Prohibitions

Under no circumstances shall sewage be intentionally discharged into storm sewers, surface waters, or onto streets, right-of-way surfaces, or private property.

7. Deliverables and Data Requirements
 - a) The Contractor shall deliver the following items upon completion of each year's assigned work:
 - i. Inspection Reports for each pipe segment, documenting structural defects, maintenance issues, infiltration, roots, debris, and service lateral conditions.
 - ii. Defect Identification and Coding using a standardized scoring system.
 - iii. Digital Video Files in a mutually agreed-upon format, clearly labeled by segment ID, location, and date.
 - iv. GIS-Compatible Access Data Files, including spatial coordinates, pipe attributes, observation logs, and defect data suitable for import to the City's GIS system.
 - b) Annual Comprehensive Summary Report including:
 - i. Work completed and segments televised
 - ii. Summary of overall system condition
 - iii. Prioritized list of recommended repairs
 - iv. Notable findings needing immediate attention
 - v. Mapping exhibits, if applicable
 - c) All data shall be delivered in both digital format and one hard-copy binder unless otherwise agreed.
8. Annual Recommended Repairs and Cost Estimates
 - a) Contractor shall provide a detailed repair recommendation package for all observed defects, organized by priority level (immediate, short-term, long-term).
 - b) Each recommended repair shall include:
 - i. Defect type and severity score
 - ii. Location (segment, distance from upstream/downstream manhole)
 - iii. Description of recommended repair method (lining, spot repair, root treatment, manhole rehab, etc.)
 - iv. Estimated repair cost, including labor, equipment, materials, mobilization and any required traffic control
 - v. Supporting video or photographic documentation
 - c) All cost estimates and repair recommendations shall be submitted annually to:
 - i. City Administrator
 - ii. Eagle River Light & Water Utility Manager
 - iii. DPW Foreman
 - d) No repair work shall begin without written approval from all required City representatives.
9. Coordination and Communication Requirements
 - a) Contractor shall provide weekly updates during active work, including progress, issues encountered, and anticipated schedule adjustments.
 - b) Contractor shall notify the City of any defects requiring immediate action (e.g., imminent collapse, severe infiltration, major blockages) within 24 hours.
10. Warranty and Performance Expectations
 - a) All cleaning and televising work shall meet accepted industry standards. The City reserves the right to require re-cleaning or re-televisioning of any segment if deliverables are incomplete, unclear, or do not meet performance standards, at no additional cost.

00200: BID SUBMITTAL FORM

For Sanitary Sewer Televising, Cleaning and Repair Services

Submitted by: _____

Company: _____

Address: _____

Phone: _____

E-mail: _____

- I. The Undersigned BIDDER offers and agrees, if this Proposal is accepted, to enter an Agreement with the CITY and to complete all work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time in accordance with the Contract Documents.
- II. BIDDER has examined and familiarized him/herself with all the Bidding Documents, has examined the actual site and locality where the Work is to be performed; that he/she has made such independent investigations as he/she deems necessary; and has satisfied him/herself as to all conditions affecting cost, progress, or performance of the Work.
- III. BIDDER accepts all the terms and conditions of the Bid Document Package.
- IV. The BIDDER is requested to provide with bid submittal what work of a similar character to that of the Eagle River Sanitary Sewer Televising, Cleaning and Repair Services that they have done with references that will enable the CITY to judge experience, skill, and business standing (add supplementary page if necessary). Reference to include: Completion Date; Project Name; Contract Amount; Reference Name; Reference Telephone No.

Total Bid Amount for Annual Work as Stated in Scope of Work: \$ _____

Written Total Amount: _____

Fee Schedule for Additional Work

1. Labor @ Hourly Rate: \$ _____ /hr. [to include overhead & profit]
2. Material Cost @ CONTRACTOR cost plus mark-up @ _____ % of material cost

Submitting bidder acknowledges that they have read and agree to the conditions stated in Roman Numerals one, two, three, and four.

Submitter's Signature:

Date:

00210: IMMIGRATION COMPLIANCE CERTIFICATION

Certification of Compliance with Immigration Laws

Project/Contract Title: Sanitary Sewer Televising, Cleaning and Repair Services

Purpose

This certification is required as a condition of award or renewal of any contract with the City of Eagle River, pursuant to the City's Policy on Verification of Citizenship or Legal Residency Status for Contractors and in accordance with federal law, including the Immigration Reform and Control Act (8 U.S.C. §1324a–1324b).

Contractor Certification

By signing below, the undersigned contractor hereby certifies that:

1. The Contractor is in full compliance with all applicable federal immigration laws and regulations.
2. The Contractor does not knowingly employ or contract with any unauthorized alien.
3. The Contractor verifies the employment eligibility of all employees through lawful means, including Form I-9 and, where applicable, E-Verify.
4. The Contractor shall require all subcontractors to comply with the same verification requirements.
5. The Contractor understands that violation of this certification constitutes a material breach of contract and may result in termination and disqualification from future contracts.

Acknowledgment and Signature

I hereby certify under penalty of perjury that the foregoing statements are true and correct, and that I am duly authorized to execute this certification on behalf of the Contractor.

Contractor/Company Name: _____

Authorized Representative (Print Name and Title): _____

Signature: _____ Date: _____

Drivers License Number: _____, State of Issue: _____

Address: _____

City/State/ZIP: _____

Telephone: _____ Email: _____

00300: AGREEMENT OF NOTICE OF AWARD.

This Agreement made this _____ day of _____, 2026 by and between State of Wisconsin, City of Eagle River, hereinafter called CITY, and _____, hereinafter called CONTRACTOR.

1. Scope of Work

The CONTRACTOR shall perform all work associated with the annual sanitary sewer cleaning and televising program as described in the bid documents and approved seven-year rotation plan. This includes cleaning, CCTV inspection, defect identification, data reporting, and delivery of all required documentation.

2. Provision of Labor, Equipment, and Services

The CONTRACTOR shall furnish all labor, materials, supplies, tools, equipment, transportation, utilities, and incidentals necessary to complete the annual sanitary sewer cleaning and televising services in accordance with the Contract Documents.

3. Term and Schedule of Work

The CONTRACTOR shall commence work upon issuance of the Notice to Proceed, to be issued on _____, 2026, and shall complete all required work for the 2026 program year by _____, 2026, unless extended by written agreement of the CITY. This contract anticipates annual performance of services under the established seven-year rotation, subject to annual authorization and funding.

4. Compensation

The CONTRACTOR agrees to perform all work described in the Contract Documents for the annual contract amount of \$_____, which includes the Base Bid and any approved alternates. Payment shall be made only for work completed as required and verified by the CITY.

5. Contract Documents Defined

The term "Contract Documents" shall include, but not be limited to: the Advertisement for Bids, Bid Proposal, Addenda, List of Subcontractors, Notice of Award, Agreement, Notice to Proceed, General Conditions, Instructions to Bidders, Scope of Work, Technical Specifications, Appendices, Annual Rotation Plan, and any authorized Change Orders or written modifications required to complete the work in an acceptable manner.

6. Payment

The CITY shall pay the CONTRACTOR for satisfactory performance of work, subject to additions and deductions as provided in the Contract Documents, and in the manner and at the times set forth therein. Final payment for each program year shall be contingent upon receipt and acceptance of all required deliverables, including inspection reports, GIS-compatible data, videos, and the annual comprehensive report.

7. Binding Effect

This Agreement shall be binding upon the parties hereto and their respective heirs, executors, administrators, successors, and assigns, and shall remain in effect for the duration of the

authorized annual work cycle unless terminated or amended in accordance with the Contract Documents.

IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed by their duly authorized officials, this agreement on the day and year first above written.

CITY OF EAGLE RIVER:

By: _____

Print Name: _____

Title: _____

ATTEST:

By: _____

Print Name: _____

Title: _____

CONTRACTOR: _____

By: _____

Print Name: _____

Title: _____

ATTEST:

By: _____

Print Name: _____

Title: _____

00400: NOTICE TO PROCEED

To: _____

Date: _____

Project: Sanitary Sewer Televising, Cleaning and Repair Services

You are hereby notified to commence WORK in accordance with the Agreement dated _____, 2026, on or before _____, 2026, and you are to complete all WORK by _____, 2026.

City of Eagle River

By _____

Title _____

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by _____

this the _____ day of _____, 2026

By _____

Title _____

00500: GENERAL CONDITIONS

00501: Definitions

Wherever used in the Contract Documents, the following terms shall have the meanings indicated and shall be applicable to both the singular and plural thereof:

- a. ADDENDA - Written or graphic instruments issued prior to the execution of the Agreement which modify or interpret the Contract Documents and Specifications, by additions, deletions, clarifications, or corrections.
- b. BID - The offer or proposal of the Bidder submitted on the prescribed form setting forth the prices for the Work to be performed.
- c. BIDDER - Any person, firm, or corporation submitting a Bid for the Work.
- d. CHANGE ORDER - A written order to the CONTRACTOR authorizing an addition, deletion, or revision in the Work within the general scope of the Contract Documents or authorizing an adjustment in the Contract Price or Contract Time.
- e. CITY - City of Eagle River and the Eagle River Light & Water Utility.
- f. CONTRACT DOCUMENTS - The Contract, including Advertisement for Bids, Information for Bidders, Bid, Agreement, Payment Bond, Notice of Award, Notice to Proceed, Change Order, Statement of Work, Drawings, Specifications, Immigration Compliance Certification and Addenda.
- g. CONTRACT PRICE - The total monies payable to the CONTRACTOR under the terms and conditions of the Contract Documents.
- h. CONTRACT TIME - The start and completion dates as stated in the Contract Documents for the completion of the Work.
- i. CONTRACTOR - The person, firm, or corporation with whom the CITY has executed the Agreement.
- j. FIELD ORDER - A written order affecting a change in the Work not involving an adjustment in the Contract Price or an extension of the Contract Time, issued by the CITY to the CONTRACTOR during construction.
- k. NOTICE OF AWARD - The Written Notice of the acceptance of the Bid from the CITY to the successful Bidder.
- l. NOTICE TO PROCEED - Written communication issued by the CITY to the CONTRACTOR authorizing him/her to proceed with the Work and establishing the date for commencement of the Work.
- m. PROJECT - The undertaking to be performed as provided in the Contract Documents.
- n. SPECIFICATIONS - A part of the Contract Documents consisting of written descriptions of a technical nature of materials, equipment, construction systems, standards and workmanship.
- o. STATEMENT OF WORK - Narrative description of a project's work requirement defining project-specific activities, deliverables and timelines for contractor providing services to the CITY.
- p. SUBCONTRACTOR - An individual, firm, or corporation having direct contract with CONTRACTOR or with any other Subcontractor for the performance of a part of the Work at the site.
- q. SUBSTANTIAL COMPLETION - That date certified by the CITY when the construction of the Project or a specified part thereof is sufficiently completed, in accordance with the Contract

Documents, so that the Project or specified part can be utilized for the purposes for which it is intended.

- r. SUPPLIER - Any person or organization that supplies materials or equipment for the Work, including that fabricated to a special design, but who does not perform labor at the site.
- s. WORK - All labor necessary to produce the construction required by the Contract Documents, and all materials and equipment incorporated or to be incorporated in the Project.
- t. WRITTEN NOTICE - Any notice to any party of the Agreement relative to any part of this Agreement in writing and considered delivered and the service thereof completed, when posted by certified or registered mail to the said party of their last given address or delivered in person to said party or their authorized representative on the Work.

00502: Additional Instructions And Detail Drawings

- a. The CONTRACTOR may be furnished additional instructions, by the CITY, as necessary to carry out the Work required by the Contract Documents.
- b. The Additional instructions thus supplied will become a part of the Contract Documents. The CONTRACTOR shall carry out the Work in accordance with the additional instructions.

00503: Schedules, Reports And Records

- a. Upon receiving Notice of Award, the CONTRACTOR shall submit construction schedules showing dates when the Work will be started, estimated date of completion of each part and, as applicable, shop drawings of the project.

00504: Drawings, Maps And Specifications

- a. The intent of the Specifications is that the CONTRACTOR shall furnish all labor, materials, tools, equipment, and transportation necessary for the proper execution of the Work in accordance with the Contract Documents and all incidental work necessary to complete the Project in an acceptable manner, ready for use, occupancy, or operation by the CITY.
- b. Any discrepancies found between the Specifications and site conditions or any inconsistencies or ambiguities in the Specifications shall be immediately reported to the CITY, in writing, who shall promptly correct such inconsistencies or ambiguities in writing. Work done by the CONTRACTOR after discovery of such discrepancies, inconsistencies or ambiguities shall be done at the CONTRACTOR's risk.

00505: Materials, Services And Facilities

- a. It is understood that, except as otherwise specifically stated in the Contract Document, the CONTRACTOR shall provide and pay for all materials, labor, tools, equipment, supervision, temporary construction of any nature, and all other services and facilities of any nature whatsoever necessary to execute, complete, and deliver the Work within the specified time.
- b. Materials and equipment shall be so stored as to insure the preservation of their quality and fitness for the Work. Stored materials and equipment to be incorporated in the Work shall be located so as to facilitate prompt inspection.
- c. Manufactured articles, materials and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned as directed by the manufacturer.

00506: Substitutions

- a. Whenever a material, article, or piece of equipment is identified on the Specifications by reference to brand name or catalog numbers, it shall be understood that this is referenced for the purpose of defining the performance or other salient requirements and that other products of equal capacities, quality and function shall be considered. The CONTRACTOR may recommend the substitution of a material, article, or piece of equipment of equal substance and function for those referred to in the Contract Documents by reference to brand name or catalog number and if, in the opinion of the CITY, such material, article, or piece of equipment is of equal substance and function to that specified, the CITY may approve its substitution and use by the CONTRACTOR. Any cost differential shall be deductible from the Contract Price and the Contract Documents shall be appropriately modified by Change Order. The CONTRACTOR warrants that if substitutes are approved, no major changes in the function or general design of the Project will result. Incidental changes or extra component parts required to accommodate the substitute will be made by the CONTRACTOR without a change in the Contract Price or Contract Time.

00507: Protection Of Work, Property And Persons

- a. The CONTRACTOR will be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work. The CONTRACTOR will take all necessary precautions for the safety of, will provide the necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to all employees on the Work and other persons who may be affected thereby, all the Work and all materials or equipment to be incorporated therein, whether in storage on or off the site, and other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designed for removal, relocation or replacement in the course of construction.
- b. The CONTRACTOR will comply with all applicable laws, ordinances, rules, regulations, and orders of any public body having jurisdiction. The CONTRACTOR will erect and maintain, as required by the conditions and progress of the Work, all necessary safeguards for safety and protection. The CONTRACTOR will notify CITY of adjacent utilities when prosecution of the Work may affect them. The CONTRACTOR will remedy all damage, injury or loss to any property caused, directly or indirectly, in whole or part, by the CONTRACTOR, any Subcontractor, or anyone directly or indirectly employed by any of them or anyone of whose acts any of them be liable, except damage or loss attributable to the fault of the Contract Documents or to the acts or omissions of the CITY or anyone employed by either of them or anyone for whose acts either of them may be liable, and not attributable, directly or indirectly, in whole or in part, to the fault or negligence of the CONTRACTOR.
- c. In emergencies affecting the safety of persons or the Work or property at the site or adjacent thereto, the CONTRACTOR, without special instructions or authorization from the CITY, shall act to prevent threatened damage, injury or loss. The CONTRACTOR will give the CITY prompt Written Notice of any significant changes in the Work or deviations from the Contract Documents caused thereby, and a Change Order shall thereupon be issued covering the changes and deviations involved.

00508: Supervision By Contractor

The CONTRACTOR will supervise and direct the Work. He/she will be solely responsible for the means, methods, techniques, sequences, and procedures of construction. The CONTRACTOR will employ and maintain on the Work, a qualified supervisor or superintendent who shall have been designated in writing by the CONTRACTOR as the CONTRACTOR's representative at the site. The supervisor shall have full authority to act on behalf of the CONTRACTOR and all communications given to the supervisor shall be as binding as if given to the CONTRACTOR. The supervisor shall be always present on the site as required to perform adequate supervision and coordination of the Work.

00509: Changes In The Work

- a. The CITY may at any time, as the need arises, order changes within the Statement of the Work without invalidating the Agreement. If such changes increase or decrease the amount due under the Contract Documents, or in the time required for performance of the Work, an equitable adjustment shall be authorized by Change Order.
- b. The CITY may also, at any time, by issuing a Field Order, make changes in the details of the Work. The CONTRACTOR shall proceed with the performance of any changes in the Work so ordered by the CITY unless the CONTRACTOR believes that such Field Order entitles the CONTRACTOR to a change in Contract Price or Time, or both, in which event, the CONTRACTOR shall give the CITY Written Notice thereof within seven (7) days after the receipt of the ordered change. Thereafter, the CONTRACTOR shall document the basis for the change in Contract Price or Time within thirty (30) days. The CONTRACTOR shall not execute such changes pending the receipt of an executed Change Order or further instruction from the CITY.

00510: Time For Completion And Liquidated Damages

- a. The date of commencement and the time for completion of the Work are essential conditions of the Contract Documents. The CONTRACTOR shall begin the initial year of Work for the 2026 program on the date specified in the Notice to Proceed and shall complete all 2026 Work within the timeframe established therein. For each subsequent program year under the approved seven-year rotation plan, the CONTRACTOR shall commence and complete that year's designated Work within the annual timeframe specified in the CITY's Notice to Proceed or other written authorization issued for that program year.
- b. The CONTRACTOR shall prosecute the Work each year at a rate of progress that ensures full completion of the annual cleaning and televising requirements within the applicable Contract Time established by the CITY. It is expressly understood and agreed by and between the CONTRACTOR and the CITY that the Contract Time for each program year represents a reasonable period for completion, taking into account average climatic conditions, seasonal limitations, and other factors typical to the locality of the Work.
- c. If the CONTRACTOR fails to complete the Work within the Contract Time for any program year, or within any authorized extension granted by the CITY, the CONTRACTOR shall pay to the CITY liquidated damages in the amount of \$100.00 per calendar day for each day the CONTRACTOR is in default beyond the stipulated completion date for that program year.
- d. The CONTRACTOR shall not be assessed liquidated damages or excess costs when delays in completing the Work are caused by circumstances beyond the CONTRACTOR's control and

without fault or negligence on the part of the CONTRACTOR, provided that the CONTRACTOR promptly gives Written Notice to the CITY of such delay. Permissible causes include, but are not limited to:

- i. Any preference, priority, or allocation order duly issued by the CITY;
- ii. Unforeseeable causes beyond the control of the CONTRACTOR, including but not limited to acts of God, acts of the public enemy, acts of the CITY, acts of another contractor performing work for the CITY, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and abnormal or unforeseeable weather conditions.

00511: Correction Of Work

- a. The CONTRACTOR shall promptly remove from the premises, all Work rejected by the CITY for failure to comply with the Contract Documents, whether incorporated in the construction or not, and the CONTRACTOR shall promptly replace and re-execute the Work in accordance with the Contract Documents and without expense to the CITY and shall bear the expense of making good, all Work of other CONTRACTORs destroyed or damaged by such removal or replacement.
- b. All removal and replacement Work shall be done at the CONTRACTOR's expense. If the CONTRACTOR does not take action to remove such rejected Work within ten (10) days after receipt of Written Notice, the CITY may remove such Work and store the materials at the expense of the CONTRACTOR.
- c. Department for payment. CITY Clerk-Treasurer's Department will process payment per normal voucher payment process.

00512: Insurance

1. Contractor's Liability Insurance

- a. The CONTRACTOR shall maintain insurance, issued by companies authorized to do business in Wisconsin, sufficient to protect against claims arising out of the CONTRACTOR's operations, including work performed by subcontractors. Coverage shall include:
 - i. Workers' compensation and employer's liability
 - ii. Bodily injury, personal injury, and property damage to non-employees
 - iii. Damage to tangible property (other than the Work itself)
 - iv. Motor vehicle liability (owned, non-owned, and hired vehicles)
 - v. Products and completed operations
- b. All liability insurance shall be written on an occurrence basis, unless otherwise approved in writing by the CITY, and shall remain in effect without interruption through final completion of the Work.
- c. The CITY shall be named as an Additional Insured on the Contractor's General Liability and Automobile Liability policies.

2. Certificates of Insurance

- a. Certificates of insurance acceptable to the CITY shall be provided before Work begins, showing all required coverages and limits and listing the CITY as an additional insured where required.
- b. Certificates must provide 30 days' prior written notice to the CITY of cancellation or non-renewal. Updated certificates must be submitted for any policy changes.

- c. Subcontractors must carry insurance with coverage equal to the requirements of the CONTRACTOR.

3. City's Liability Insurance

The CONTRACTOR shall provide and pay for CITY's Protective Liability Insurance naming the CITY, its officers, employees, and agents as insureds for claims arising from the CONTRACTOR's operations.

4. Property Insurance

If applicable to the Work, the CONTRACTOR shall maintain property insurance covering the Work at full insurable value, including off-site and in-transit materials, written on an "all-risk" basis. Policies must include fire, extended coverage, theft, vandalism, and malicious mischief. Coverage must remain in force until final acceptance, and the CITY shall be named as an insured.

5. Minimum Insurance Limits

Insurance carried by the CONTRACTOR shall be no less than the following:

Workers' Compensation

- State statutory limits

General Liability

- General Aggregate: \$1,000,000
- Each Occurrence: \$1,000,000
- Products/Completed Operations Aggregate: \$1,000,000
- Personal & Advertising Injury: \$1,000,000
- Fire Damage (any one fire): \$100,000
- Medical Expense (any one person): \$5,000

Automobile Liability

- General Aggregate: \$1,000,000
- Each Occurrence: \$1,000,000

Umbrella Liability

- General Aggregate: \$1,000,000
- Each Occurrence: \$1,000,000

6. No Limitation of Contractor Liability

Insurance requirements or limits listed herein shall not be interpreted as limiting the CONTRACTOR's liability under the Contract.

00513: Indemnification

To the fullest extent permitted by law, the CONTRACTOR shall indemnify and hold harmless the CITY, its agents, and employees from and against all claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance or failure of performance of the Work by the CONTRACTOR or any Subcontractor(s). This obligation shall apply to any such claims, damages, losses, or expenses attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss

of use resulting therefrom, caused in whole or in part by any negligent or willful act or omission of the CONTRACTOR, any Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable.

In claims against the CITY or any of its agents or employees by an employee of the CONTRACTOR, any Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation shall not be limited by any limitation on the amount or type of damages, compensation, or benefits payable by or for the CONTRACTOR or any Subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

The CONTRACTOR's obligation under this section shall not extend to the liability of the CITY, its agents, or employees arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, Change Orders, designs, or Specifications.

00514: Separate Contracts

- a. The CITY reserves the right to let other Contracts in connection with this Project. The CONTRACTOR shall afford other CONTRACTOR reasonable opportunity for the introduction and storage of their materials and the execution of their Work and shall properly connect and coordinate the Work with theirs. If the proper execution or results of any part of the CONTRACTOR's Work depends upon the Work of any other CONTRACTOR, the CONTRACTOR shall inspect and promptly report to the CITY, any defects in such Work that render it unsuitable for such proper execution and results.
- b. The CITY may perform additional Work related to the Project or the CITY may let other Contracts containing provisions similar to these. The CONTRACTOR will afford the other CONTRACTORS who are parties to such Contracts (or the CITY, if the CITY is performing the additional Work) reasonable opportunity for the introduction and storage of materials and equipment and the execution of Work and shall properly connect and coordinate the Work with theirs.
- c. If the performance of additional Work by other CONTRACTORS or the CITY is not noted in the Contract Documents prior to the execution of the Contract, Written Notice thereof shall be given to the CONTRACTOR prior to starting any such additional Work. If the CONTRACTOR believes that the performance of such additional Work by the CITY or others involves it in additional expense or entitles it to an extension of the Contract Time, the CONTRACTOR may make a claim thereof as provided in Sections 14 and 15.

00515: Subcontracting

- a. The CONTRACTOR may utilize the services of specialty Subcontracts on those parts of the Work which, under normal contracting practices, are performed by specialty Subcontractors.
- b. The CONTRACTOR shall be fully responsible to the CITY for the acts and omissions of its Subcontractors, and of persons either directly or indirectly employed by them, as the CONTRACTOR is for the acts and omissions of persons directly employed by the CONTRACTOR.
- c. Nothing contained in this Contract shall create any contractual relationship between any Subcontractor and the CITY.

00516: Guarantee

- a. The CONTRACTOR shall guarantee all materials and equipment furnished and Work performed for a period of one (1) year from the date of Substantial Completion. The CONTRACTOR warrants and guarantees for a period of five (5) year from the date of Substantial Completion of the system that the completed system is free from all defects due to faulty materials or workmanship and the CONTRACTOR shall promptly make such corrections as may be necessary by reason of such defects, including the repairs of any damage to other parts of the system resulting from such defects. The CITY will give notice of observed defects with reasonable promptness. In the event that the CONTRACTOR should fail to make such repairs, adjustments, or other Work that may be made necessary by such defects, the CITY may do so and charge the CONTRACTOR the cost thereby incurred.

00517: Arbitration By Mutual Agreement

- a. All claims, disputes, and other matters in question arising out of, or relating to, the Contract Documents or the breach thereof, except for claims which have been waived by making an acceptance of final payment may be decided by arbitration if the parties mutually agree. Any agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrators shall be final and judgment may be entered upon it in any court having jurisdiction thereof.
- b. Notice of the request for arbitration shall be filed in writing with the other party to the Contract Documents and a copy shall be filed with the CITY. Request for arbitration shall in no event be made on any claim, dispute, or other matter in question which would be barred by the applicable statute of limitations.
- c. The CONTRACTOR will carry on the Work and maintain the progress schedule during any arbitration proceedings, unless otherwise mutually agreed in writing.

00518: Taxes

- a. The CITY is a tax-exempt nonprofit organization that holds a Wisconsin Certificate of Exempt Status (CES) number. As of January 2016, building materials that become part of a qualifying nonprofit facility, provides an exemption from sales and use tax sold to a contractor As of January 2016 building materials that become part of a qualifying nonprofit facility, provides an exemption from sales and use tax sold to a contractor. The CITY wishes to take advantage of this new Wisconsin Status allowing the CONTRACTOR to direct purchase materials while not having to pay taxes on the materials.

How to Claim the Exemption

A contractor who makes purchases that qualify for this exemption must provide a fully completed exemption certificate to the seller. The contractor should check "other purchases exempted by law" on the certificate and enter "exempt under sec. 77.54(9m), Wis. Stats."

Note: A contractor who provides the seller with an exemption certificate claiming an item will be used in this exempt manner, then uses it in a taxable manner, is liable for use tax on its purchase price of such items.

Documentation to Maintain

Retailers – The seller is not liable for Wisconsin sales tax on its sales of taxable products if, within 90 days of the sale, it receives a fully completed exemption certificate from the contractor indicating the contractor is using the items in an exempt manner. Sellers are required to maintain adequate records, including exemption certificates obtained from contractors, to identify that the sale is exempt.

Contractors – The contractor is required maintain records to verify that the exemption applies when the real property construction activity is performed on a facility owned by the qualifying exempt entity. This may be done by obtaining a nonprofit organization's CES number and maintaining contracts and invoices showing the work was for this qualifying exempt entity.

Sub-Contractor – Do Purchases by Sub-contractors qualify? – YES. A subcontractor's purchase of property qualifies for exemption if the property becomes part of a facility located in Wisconsin owned by a qualifying exempt entity. Although the subcontractor is providing a real property construction activity under contract with the general contractor, the property is ultimately transferred to a qualifying exempt entity upon completion of the contract between the general contractor and the qualifying exempt entity.

00600: CHANGE ORDER

Change Order No. _____

Date: _____

Contract Date: _____

NAME OF PROJECT: Sanitary Sewer Televising, Cleaning and Repair Services

CITY: CITY OF EAGLE RIVER, WISCONSIN

CONTRACTOR: _____

The following changes are hereby made in the Contract Documents:

Original Contract Price: \$ _____

Current Contract price adjusted by previous Change Order(s): \$ _____

The Contract price due to this Change Order will be (increased) (decreased) by: \$ _____

The new Contract price, including this Change Order will be: \$ _____

The Contract time will be (increased) (decreased) by: _____ calendar days.

The date for completion of all work will be _____ (date).

This document will become a supplement to the Agreement and all provisions will apply hereto.

CONTRACTOR: _____
(Date)

CITY: _____
(Date)

00700: CERTIFICATE OF FINAL COMPLETION OF WORK

CONTRACT DATE: _____

CONTRACT TITLE: Sanitary Sewer Televising, Cleaning and Repair Services

COMPLETION DATE PER CONTRACT AND CHANGE ORDERS: _____

FINAL CERTIFICATION OF CONTRACTOR

I hereby certify that the Work as identified in the Final Payment Request for construction Contract Work dated _____, represents full compensation for the actual value of Work completed. All Work completed conforms to the terms of the Contract and authorized changes.

Date

CONTRACTOR

Signature

Title

FINAL CERTIFICATION OF PROJECT CITY

I have reviewed the CONTRACTOR'S Final Payment Request dated _____ and hereby certify that to the best of my knowledge, the cost of the Work identified on the Final Estimate represents full compensation for the actual value of Work completed and that the Work has been completed in accordance with the terms of the Contract and authorized changes.

This certification is provided in accordance with the terms of the General Conditions.

Date

City of Eagle River

Signature

Title

Appendix A – Sanitary sewer Map

Map of Eagle River Sanitary Sewer System can be found at:

<https://eagleriverwi.gov/wp-content/uploads/2026/01/34x48-Sanitary-Collection.pdf>

Lions Club Plans for Muni Bathrooms @ Gremban Park ArcGIS Web Map

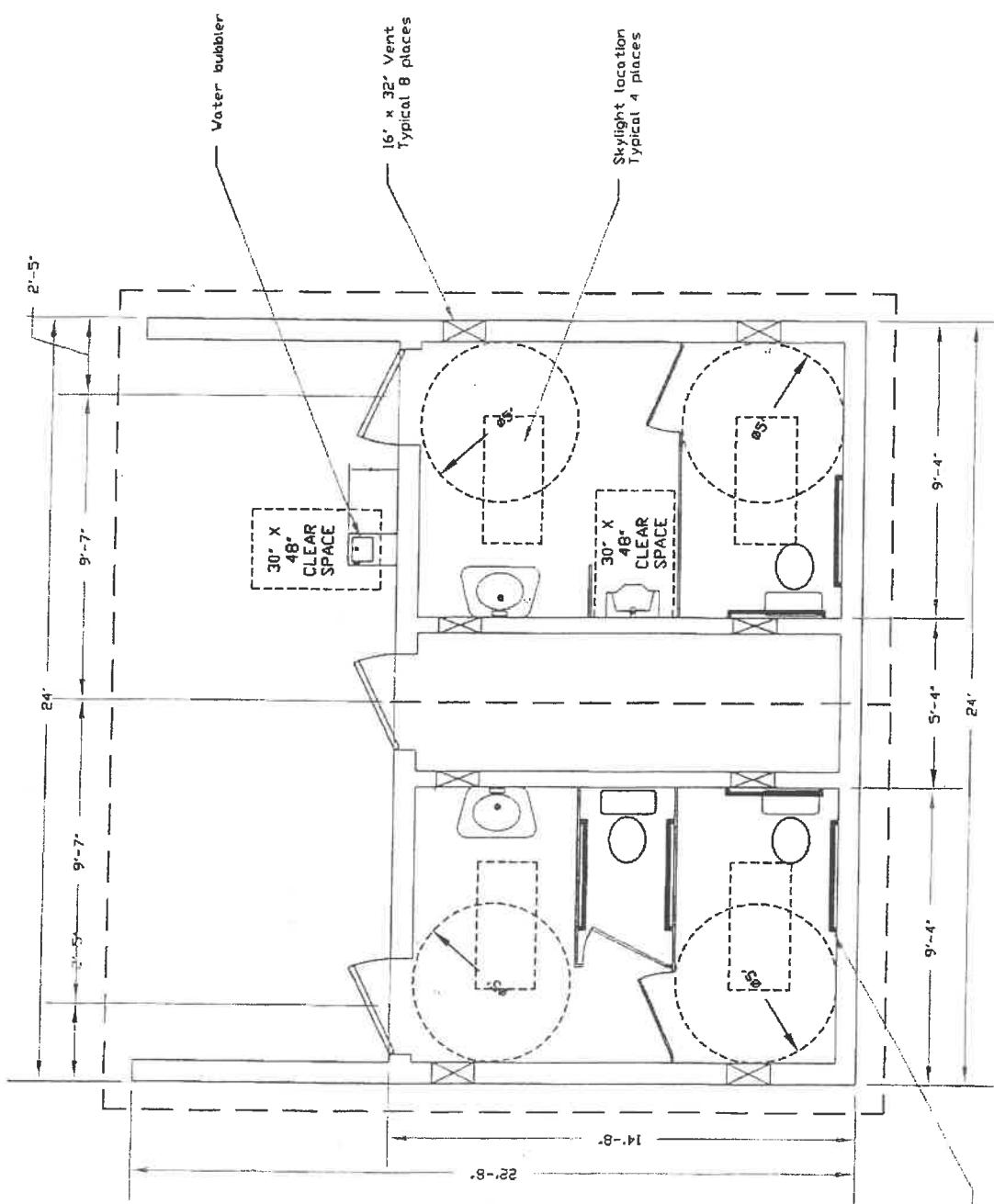


12/16/2025, 7:01:22 AM

1:1,315

0 0.01 0.01 0.02 0.03 mi
0 0.01 0.02 0.04 km

Created by Vilas County Mapping Department, Vilas County Land Information Department



Darren Rubio	SCALE: 3/16" = 1'-0"	APPROVED BY:	DRAWN BY:
	DATE: 6-21-10	DCR	
Riverside Bath			
Floor Plan	DRAWING #		

CITY OF
EAGLE RIVER
Wisconsin

Application for a Hearing before Planning Commission

Fee: \$300, payable at application

Applicant MUST provide the following information:

Name _____ Phone _____

Mailing Address _____ Email _____

Interest in the Property _____

Name of Property Owner _____

Project Site Address _____

The above signed applicant does petition the City Council as follows:

Amend the Zoning Classification or Boundaries of a District

Change may only be initiated by the City Council, Plan Commission or a petition by one or more of the owners or lessees of the property proposed to be changed.

Present Zoning Classification _____

Requested Zoning Classification _____

Applicant must provide the following information

- Legal description and address of the property in question.
- A sketch drawn to a scale of not less than 100 feet to the inch, showing area to be changed, its location, the location of the existing boundaries and the uses within 300 feet of the property proposed to be changed.
- Property owners names, mailing address of all property within 300 feet of the property in question.
- Present use of the property in question.
- Proposed use of the property in question.

Zoning Ordinance Amendment

Change initiated, must be initiated by Zoning Administrator.

Requested Amendment to section: _____

Conditional Use Permit

Zoning Classification of Property _____

List the requested conditional use, _____

Applicant must provide the following information:

- A legal description and address of the property where the use will take place.
- The names and mailing addresses of the abutting property owners.
- Present uses of the abutting properties.
- A site plan of the property showing distances of structures to property lines, parking areas, landscaping, lighting, traffic line of sight visibilities and any other information which will assist the Planning Commission to make a decision.

Additional information may be requested by the Eagle River Plan Commission or the Eagle River City Council to evaluate your application. The lack of information may in itself be sufficient cause to deny a petition. Failure to provide the above required information may result in additional public hearings, which additional costs will be borne by the applicant.

The completed application must be submitted to the Zoning Administrator's office no less than 30 days before the date of the Planning Commission meeting, 525 E. Maple Street, PO Box 1269, Eagle River, WI 54521.

***Applicant or Owner of the property or Agent shall appear before the
Planning Commission.***

Dated this _____ day of _____, 20 _____

Respectfully submitted by _____

For Office Use Only:

Permit distribution: Treasurer (w/check) File Planning Commission

Payment: \$ 300.00 Cash Check # _____ Date: Invoiced 12/11/25 Admin: _____ Date: _____

CITY OF
EAGLE RIVER
Wisconsin

Snowmobile Capital of the World  ATV/UTV Capital of Wisconsin  Hockey Capital of Wisconsin

RESOLUTION NO. 1072
A RESOLUTION APPROVING A PRELIMINARY PLAT

WHEREAS, Vilas County, through its engineering consultant MSA, has submitted a preliminary plat application to subdivide Parcel 221-188 and the northern-most portion of Parcel 221-182, located north of West Division Street and commonly known as Riverside Park, within the City of Eagle River; and

WHEREAS, the subject property is legally described as Part of Government Lot 1, Section 32, and Government Lot 8, Section 29, Township 40 North, Range 10 East, City of Eagle River, Vilas County, Wisconsin; and

WHEREAS, the City of Eagle River Planning Commission conducted a duly noticed public hearing on January 8, 2026, in accordance with Wisconsin Statutes and the City of Eagle River Subdivision Ordinance, at which time all interested parties were given the opportunity to be heard regarding the proposed preliminary plat; and

WHEREAS, following review of the preliminary plat, public testimony, and staff recommendations, the Planning Commission forwarded a recommendation of approval to the Common Council; and

WHEREAS, the Common Council finds that the proposed preliminary plat meets the requirements of the City of Eagle River Comprehensive Plan, compatible with surrounding land uses, and promotes orderly growth and development within the City.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Eagle River that the preliminary plat is hereby approved as presented, subject to compliance with all applicable municipal ordinances, subdivision regulations, and conditions of approval imposed by the City; and

BE IT FURTHER RESOLVED that City staff are authorized to take all actions necessary to implement this resolution and to process subsequent plat approvals in accordance with City requirements.

Adopted this _____ day of _____, 2026.

CITY OF EAGLE RIVER

Debra A. Brown, Mayor

Date

ATTEST:

Becky Bolte, City Clerk

Date

CITY OF
EAGLE RIVER
Wisconsin

ORDINANCE NO. 601

**AN ORDINANCE AMENDING THE ZONING DISTRICT CLASSIFICATION FROM
PARK/RECREATION TO SINGLE TWO-FAMILY RESIDENTIAL (R-2)**

The Common Council of the City of Eagle River, Vilas County, Wisconsin, does hereby ordain as follows:

SECTION 1. PURPOSE AND AUTHORITY.

This Ordinance is adopted pursuant to the authority granted under Wisconsin Statutes Chapter 62 and Chapter 61, and the City of Eagle River Zoning Code, for the purpose of amending the official zoning map of the City of Eagle River.

SECTION 2. FINDINGS.

The Common Council finds and determines that:

- A. Vilas County, through its engineering consultant MSA, submitted an application to rezone property associated with a preliminary plat for the subdivision of Parcel 221-188 and the northern-most portion of Parcel 221-182, located north of West Division Street and commonly known as Riverside Park; and
- B. The subject property is legally described as Part of Government Lot 1, Section 32, and Government Lot 8, Section 29, Township 40 North, Range 10 East, City of Eagle River, Vilas County, Wisconsin; and
- C. A duly noticed public hearing was held by the City of Eagle River Planning Commission on January 8, 2026, in accordance with Wisconsin Statutes and the City of Eagle River Zoning Code, at which time interested persons were given the opportunity to be heard; and
- D. Following review of the application, public testimony, and staff recommendations, the Planning Commission recommended approval of the zoning district classification change to the Common Council; and
- E. The Common Council finds that the zoning amendment is consistent with the City of Eagle River Comprehensive Plan, compatible with surrounding land uses, and promotes orderly growth and development within the City.

SECTION 3. ZONING DISTRICT AMENDMENT.

The official Zoning Map of the City of Eagle River is hereby amended to reclassify the property described in Section 2(B) of this Ordinance from Park/Recreation (PR) zoning district to Single Two-Family Residential (R-2) zoning district.

CITY OF
EAGLE RIVER
Wisconsin

SECTION 4. ADMINISTRATION.

The City Clerk, Zoning Administrator, and other appropriate City officials are authorized and directed to take all actions necessary to implement this Ordinance, including updating the official zoning map and records of the City.

SECTION 5. SEVERABILITY.

If any section, subsection, clause, or provision of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions.

SECTION 6. EFFECTIVE DATE.

This Ordinance shall take effect upon passage and publication as required by law.

Adopted by the Common Council of the City of Eagle River this _____ day of _____, 2026.

Adopted on this 13th day of January, 2026.

SIGNED: _____

Debra A Brown, Mayor

Date

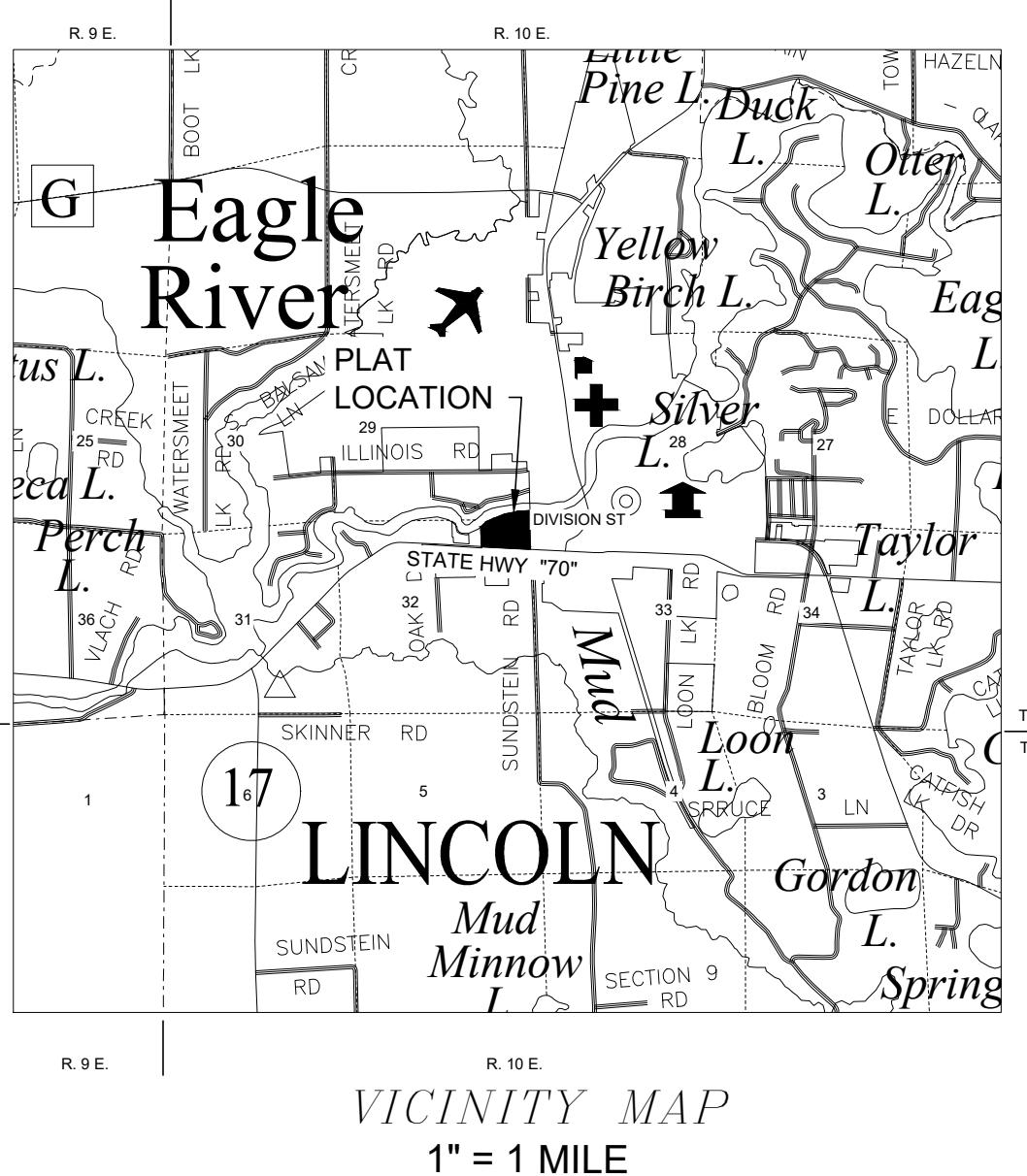
ATTEST: _____

Becky Bolte, Clerk

Date

PRELIMINARY PLAT OF RIVERSIDE

LOCATED IN PART OF GOV'T LOT 1, SECTION 32 AND GOV'T LOT 8, SECTION 29, ALL IN TOWNSHIP 40 NORTH, RANGE 10 EAST,
CITY OF EAGLE RIVER, VILAS COUNTY, WISCONSIN



CURRENT OWNER AND SUBDIVER: VILAS COUNTY 330 COURT STREET, EAGLE RIVER, WI 54521

SURVEYOR: E. SCOTT TECCA, PLS MSA PROFESSIONAL SERVICES, INC. 11 E. MARSHALL AVE., SUITE 201 RICE LAKE, WI 54868

ENGINEER: MSA PROFESSIONAL SERVICES, INC. 1835 NORTH STEVENS STREET RHEINLANDER, WI 54501

LEGEND

- 1 1/4" x 18" Long Rebar 4.03 lbs./Lineal Foot Set
- 1" Dia. Iron Pipe Found, or as noted
- ◆ 0.75" Pipe Found
- ▲ Mag Nail Found
- Meander Corner Found as noted
- (XXX) Previously Recorded As USPLS Monument of Record Found as Noted
- △ Computed Point - Nothing Found or set

SUBDIVISION BOUNDARY
LOT LINE/RIGHT-OF-WAY
EASEMENT LINE
SECTION / 1/4 SECTION LINE
CENTERLINE
PREVIOUS SURVEY
EASEMENT AREA - TO AMERICAN TRANSMISSION COMPANY, LLC., Vol. 1514, Pg. 605, Doc. No. #458692



BEARINGS REFERENCED TO VILAS COUNTY COORDINATE SYSTEM, NAD83(2011) WITH THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 32 BEARING N88°53'56".

0 80 160

ENGINEERING | ARCHITECTURE | SURVEYING
FUNDING | PLANNING | ENVIRONMENTAL
11 E Marshall Street, Rice Lake WI 54868
(715) 234-1009 www.msa-ps.com



CURVE	LENGTH	RADIUS	DELTA	CH. BEARING	CH. DIST.
C1	39.92'	180.00'	12°42'30"	N22°21'12"E	39.84'
C2	28.79'	210.00'	75°12'3"	N33°00'24"E	28.77'
C3	93.45'	210.00'	25°29'50"	N49°41'00"E	92.68'
C4	55.01'	280.00'	11°15'27"	N68°03'39"E	54.93'
C5	56.99'	280.00'	11°39'39"	N79°31'12"E	56.89'
C6	81.64'	120.00'	38°58'45"	N9°13'04"E	80.07'
C7	87.14'	150.00'	33°17'08"	N45°47'21"E	85.92'
C8	88.00'	220.00'	22°55'06"	N73°53'28"E	87.41'

ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.

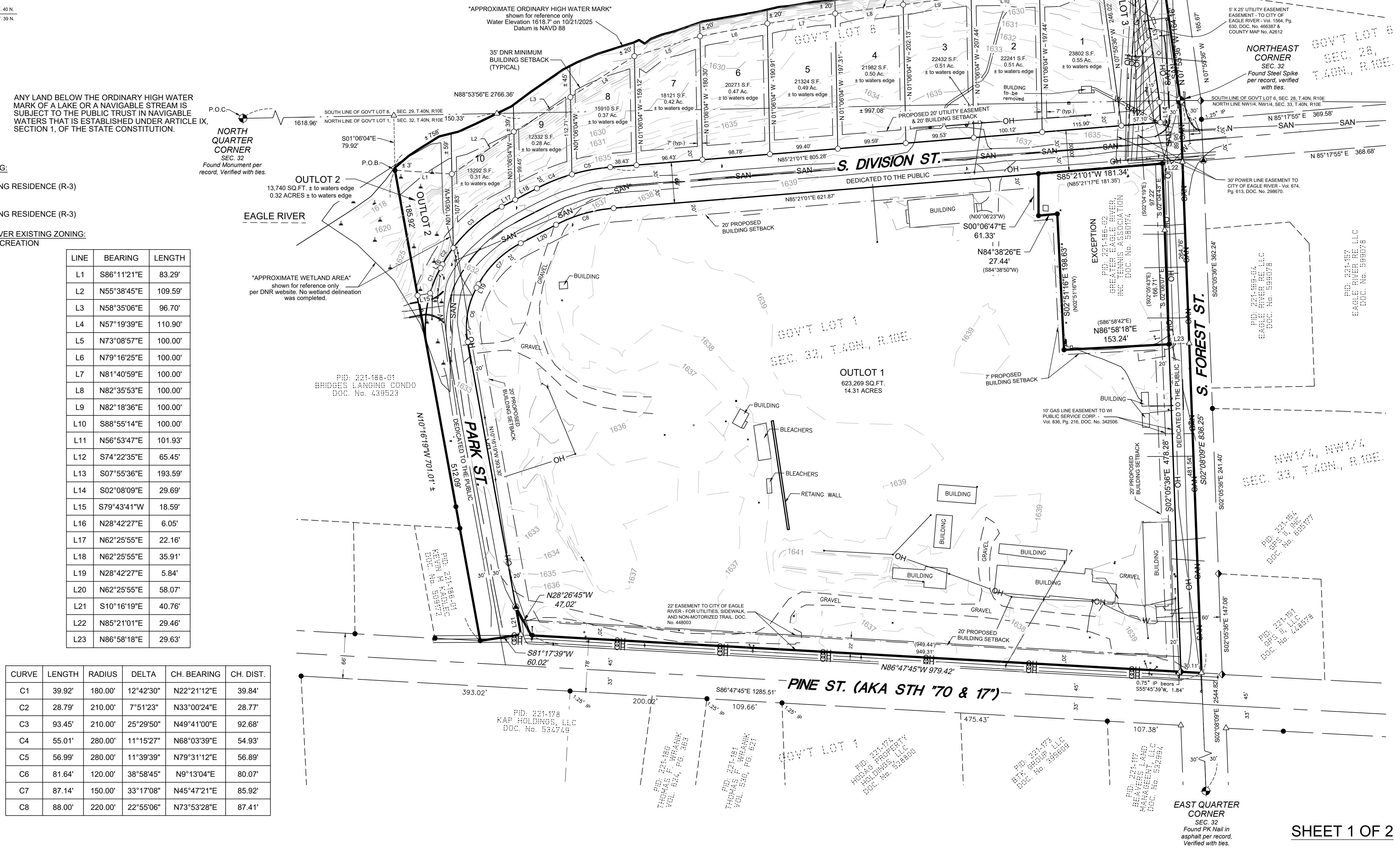
PROPOSED ZONING:
LOTS 1-10
MULTIPLE DWELLING RESIDENCE (R-3)

OUTLOTS 1-3
MULTIPLE DWELLING RESIDENCE (R-3)

CITY OF EAGLE RIVER EXISTING ZONING:
PR - PARK AND RECREATION

LINE	BEARING	LENGTH
L1	S86°11'21"E	83.29'
L2	N55°38'45"E	109.59'
L3	N58°35'06"E	96.70'
L4	N57°19'39"E	110.90'
L5	N73°08'57"E	100.00'
L6	N79°16'25"E	100.00'
L7	N81°00'59"E	100.00'
L8	N82°35'53"E	100.00'
L9	N82°18'36"E	100.00'
L10	S88°55'14"E	100.00'
L11	N56°53'47"E	101.93'
L12	S74°22'35"E	65.45'
L13	S07°55'36"E	193.59'
L14	S02°08'09"E	29.69'
L15	S79°43'41"W	18.59'
L16	N28°42'27"E	6.05'
L17	N62°25'55"E	22.16'
L18	N62°25'55"E	35.91'
L19	N28°42'27"E	5.84'
L20	N62°25'55"E	58.07'
L21	S10°16'19"E	40.76'
L22	N85°21'01"E	29.46'
L23	N86°58'18"E	29.63'

Curve	Length	Radius	Delta	Ch. Bearing	Ch. Dist.
C1	39.92'	180.00'	12°42'30"	N22°21'12"E	39.84'
C2	28.79'	210.00'	75°12'3"	N33°00'24"E	28.77'
C3	93.45'	210.00'	25°29'50"	N49°41'00"E	92.68'
C4	55.01'	280.00'	11°15'27"	N68°03'39"E	54.93'
C5	56.99'	280.00'	11°39'39"	N79°31'12"E	56.89'
C6	81.64'	120.00'	38°58'45"	N9°13'04"E	80.07'
C7	87.14'	150.00'	33°17'08"	N45°47'21"E	85.92'
C8	88.00'	220.00'	22°55'06"	N73°53'28"E	87.41'



PRELIMINARY PLAT OF RIVERSIDE

LOCATED IN PART OF GOVT LOT 1, SECTION 32 AND GOVT LOT 8, SECTION 29, ALL IN TOWNSHIP 40 NORTH, RANGE 10 EAST,
CITY OF EAGLE RIVER, VILAS COUNTY, WISCONSIN

SURVEYORS CERTIFICATE

I, E. SCOTT TECCA, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF CHAPTER 236 OF THE WISCONSIN STATUTES AND THE SUBDIVISION REGULATIONS OF THE CITY OF EAGLE RIVER, WISCONSIN, AND UNDER THE DIRECTION OF THE CITY OF EAGLE RIVER, THE PLAT OF RIVERSIDE HAS BEEN SURVEYED, DIVIDED, AND MAPPED UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION; THAT SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES AND THE SUBDIVISION OF THE LAND SURVEYED; AND THAT THIS LAND IS ALL OF GOVT LOT 8, SECTION 29, TOWNSHIP 40 NORTH, RANGE 10 EAST, AND A PART OF PART OF GOVT LOT 1, SECTION 32, CITY OF EAGLE RIVER, VILAS COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID SECTION 32, THENCE S02°08'09"E, ALONG THE EAST LINE OF SAID SECTION 32, A DISTANCE OF 836.25 FEET TO THE EXTENSION OF THE NORTH RIGHT OF WAY LINE OF STATE HIGHWAY 70; THENCE N86°47'45"W, ALONG SAID NORTH LINE, A DISTANCE OF 979.42 FEET; THENCE N28°26'45"W, ALONG SAID NORTH LINE, A DISTANCE OF 47.02 FEET; THENCE S10°16'19"E, ALONG SAID NORTH LINE, A DISTANCE OF 40.76 FEET; THENCE S81°17'39"W, ALONG SAID NORTH LINE, A DISTANCE OF 60.02 FEET TO THE WESTERLY RIGHT OF WAY LINE OF PARK STREET; THENCE N10°16'19"W, ALONG SAID WESTERLY RIGHT OF WAY LINE AND THE EXTENSION THEREOF, A DISTANCE OF 701.01 FEET, MORE OR LESS TO THE SOUTH EDGE OF EAGLE RIVER; THENCE NORTHEASTERLY ALONG SAID NORTH LINE, A DISTANCE OF 758 FEET, MORE OR LESS, TO ITS INTERSECTION WITH THE NORTH LINE OF SAID SECTION 32; THENCE N88°53'56"E, ALONG SAID NORTH LINE OF SAID SECTION 32, A DISTANCE OF 997.1 FEET, MORE OR LESS TO THE POINT OF BEGINNING.

EXCEPTING THAT PART AS FOLLOWS:

A PARCEL OF LAND BEING A PART OF MILL LOT 1 OF THE COUNTY CLERK'S PLAT OF GOVT. LOT 1 AND PART OF THE SE1/4-NE1/4, SAID PARCEL LOCATED IN GOVT. LOT 1, SECTION 32, TOWN 40 NORTH, RANGE 10 EAST, CITY OF EAGLE RIVER, VILAS COUNTY, WISCONSIN, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 32 BEING MARKED BY A SURVEY SPIKE IN THE PAVEMENT OF THE CITY BOAT LANDING ROAD, THENCE S15°44'23"W 95.89 FEET TO AN IRON PIPE ON THE SOUTHERLY R/W LINE OF W. DIVISION STREET AND ON THE WESTERLY R/W LINE OF S. FOREST STREET AND THE PLACE OF BEGINNING, THENCE ALONG THE WESTERLY R/W LINE OF SAID S. FOREST STREET S 2°04'19"E 97.22 FEET AND S 2°05'43"E 166.71 FEET TO AN IRON PIPE, THENCE LEAVING SAID R/W LINE S 86°58'42"W 153.24 FEET TO AN IRON PIPE, THENCE N 2°51'16"W 198.63 FEET TO AN IRON PIPE, THENCE S 84°38'50"W 27.44 FEET TO AN IRON PIPE, THENCE N 0°06'23"W 61.33 FEET TO AN IRON PIPE ON THE SOUTHERLY R/W LINE OF SAID W. DIVISION STREET, THENCE N 85°21'17"E 181.35 FEET ALONG SAID SOUTHERLY R/W LINE BACK TO THE PLACE OF BEGINNING.

SAID PARCEL CONTAINS 972,200 SQUARE FEET OR 22.31 ACRES MORE OR LESS TOTAL AND 844,373 SQUARE FEET OR 19.38 ACRES MORE OR LESS MINUS RIGHT-OF-WAY.

E. SCOTT TECCA
PROFESSIONAL LAND SURVEYOR #S-4049
DATED THIS 18TH DAY OF NOVEMBER, 2025

OWNER'S CERTIFICATE - COUNTY OF VILAS
THE COUNTY OF VILAS, AS OWNER, DOES HEREBY CERTIFY THAT SAID OWNER HAS CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MAPPED, AND DEDICATED AS REPRESENTED HEREON. SAID OWNER FURTHER CERTIFIES THAT THIS PLAT IS REQUIRED BY S. 236.10 OR S. 236.12 WISCONSIN STATUTES TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: THE VILAS COUNTY COMMUNITY DEVELOPMENT DEPARTMENT, THE WISCONSIN DEPARTMENT OF ADMINISTRATION, THE WISCONSIN DEPARTMENT OF TRANSPORTATION, WISCONSIN DEPARTMENT OF NATURAL RESOURCES, AND THE CITY OF EAGLE RIVER.

IN WITNESS WHEREOF, THE COUNTY OF VILAS HAS CAUSED THESE DOCUMENTS TO BE SIGNED BY
THEIR REPRESENTATIVE THIS ____ DAY OF _____, ____.

PUBLIC WORKS/
ECONOMIC DEVELOPMENT DIRECTOR

STATE OF WISCONSIN) SS
VILAS COUNTY)

PERSONALLY CAME BEFORE ME ON THIS ____ DAY OF _____, ____.

THE ABOVE NAMED _____, TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC, _____
COUNTY, STATE

MY COMMISSION EXPIRES

CITY OF EAGLE RIVER APPROVAL CERTIFICATE

I, BECKY BOLTE, BEING THE DULY APPOINTED, QUALIFIED, AND ACTING CITY CLERK OF THE CITY OF EAGLE RIVER, DO HEREBY CERTIFY THAT THIS PLAT WAS APPROVED BY THE COMMON COUNCIL OF THE CITY OF EAGLE RIVER, VILAS COUNTY, WISCONSIN AND FURTHER CERTIFY THAT CONDITIONS OF SAID APPROVAL WERE FULFILLED ON

THE ____ DAY OF _____, ____.

RESOLUTION NO. _____

BECKY BOLTE, CITY CLERK

CITY OF EAGLE RIVER TREASURER CERTIFICATE

I, CORY HOFFMANN, BEING THE DULY ELECTED, QUALIFIED, AND ACTING TREASURER OF THE CITY OF EAGLE RIVER, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS OF

THE ____ DAY OF _____
ON ANY OF THE LAND IN RIVERSIDE.

CORY HOFFMANN, CITY TREASURER

VILAS COUNTY TREASURER CERTIFICATE

I, PAULETTE M. SARNICKI, BEING THE DULY ELECTED, QUALIFIED, AND ACTING TREASURER OF THE COUNTY OF VILAS, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS OF

THE ____ DAY OF _____
ON ANY OF THE LAND IN RIVERSIDE.

PAULETTE M. SARNICKI, COUNTY TREASURER

VILAS COUNTY REGISTER OF DEEDS CERTIFICATE

RECEIVED FOR RECORDING THIS ____ DAY OF _____, ____ AT
____ O'CLOCK ____ M.

AND RECORDED IN VOLUME ____ OF PLATS AT VILAS COUNTY ON PAGES
____ AS DOCUMENT NO. ____.

SHERRY BIERMAN, REGISTER OF DEEDS
VILAS COUNTY, WISCONSIN



525 E. Maple Street · P.O. Box 1269 · Eagle River · WI 54521
Phone: (715) 479-8121 · Fax: (715) 479-6904

December 16, 2025

Phil Kriesel
MSA Engineering
Rhineland, WI

Dear Phil,

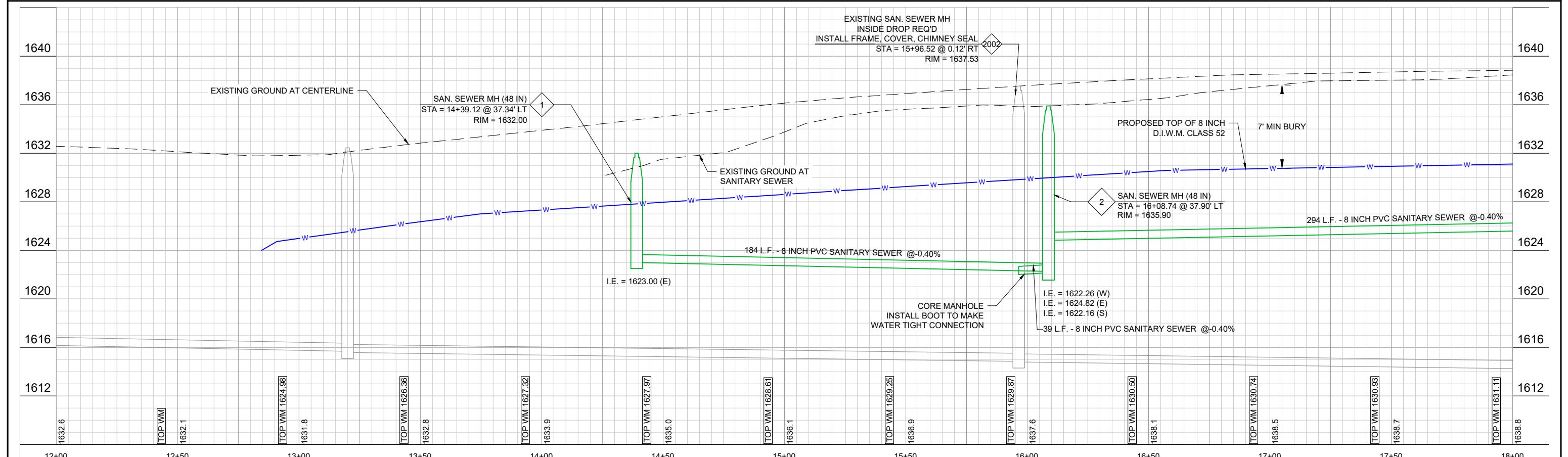
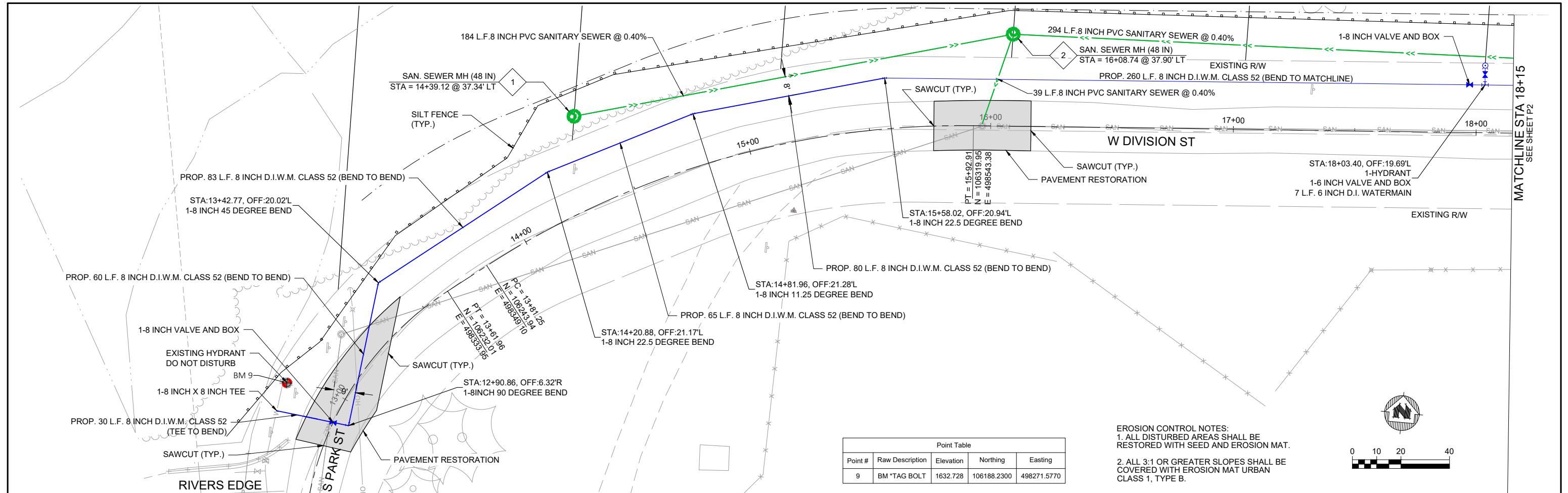
The City of Eagle River Light & Water Utility, the City of Eagle River Street Department, and the City of Eagle River Administrator have reviewed and approved the proposed watermain and sanitary sewer utility extension for the proposed Vilas County property located along West Division Street which is entirely in the boundaries of the City of Eagle River.

At this time, the City and the Light & Water Department do not foresee any concerns or issues with this application or future connection. Once properly installed, the City of Eagle River will take ownership of the proposed utilities.

Please feel free to contact me with any questions.

Thank you,

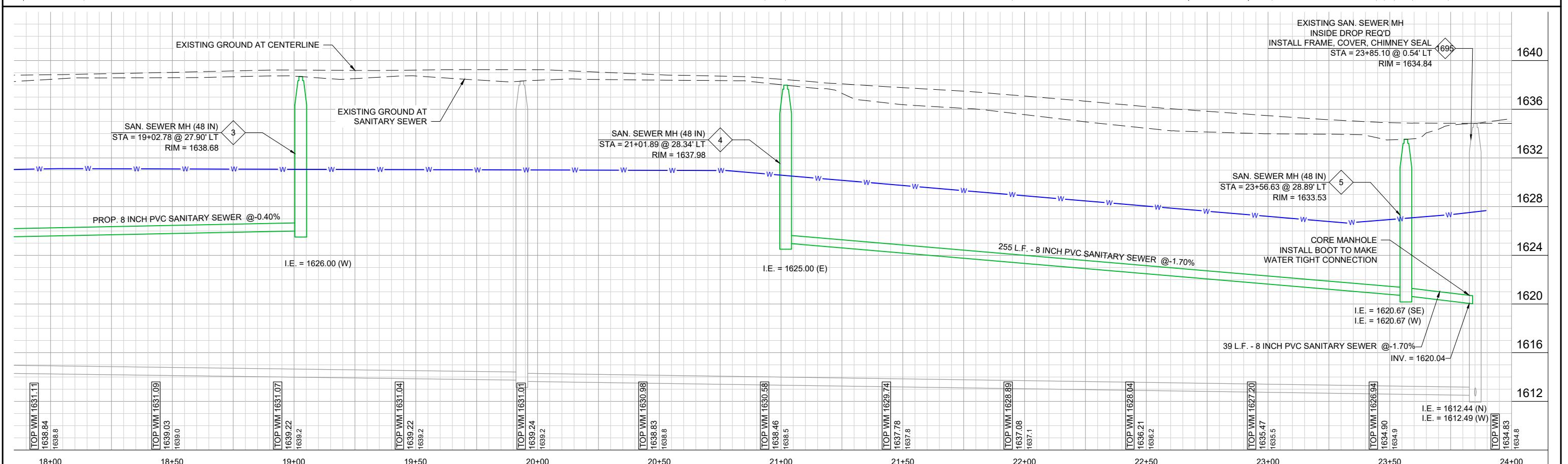
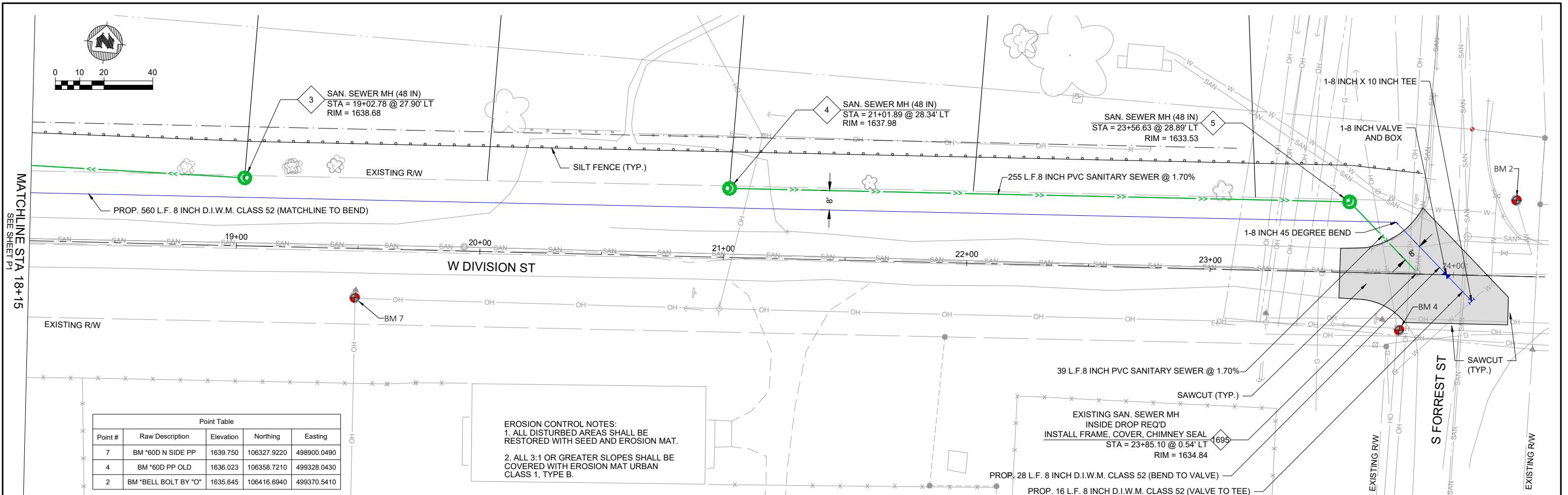
Mike Sanborn, Manager
Eagle River Light & Water Utility
715-479-8121



PROJECT DATE:	DRAWN BY:	NO.	DATE:	REVISION	BY:
	Init
	DESIGNED BY:	Init	.	.	.
	CHECKED BY:	Init	.	.	.

PLOT DATE: 11/19/2025 8:42 AM, G:\14142391\14239009\CADD\Construction Documents\14239009 Utility Plan.dwg





PROJECT DATE:	DRAWN BY:	NO.	DATE	REVISION	BY	MSA	W DIVISION ST UTILITIES VILAS COUNTY FORESTRY VILAS COUNTY, WISCONSIN	SANITARY & WATER MAIN	PROJECT NO. 14239009
	INIT		ENGINEERING ARCHITECTURE SURVEYING FUNDING PLANNING ENVIRONMENTAL 1835 North Stevens Street, Rhinelander WI 54501 (715) 362-3244 www.msa-ps.com © MSA Professional Services, Inc.		
	DESIGNED BY:	INIT	.	.	.				
	CHECKED BY:	INIT	.	.	.				

PLOT DATE: 11/19/2025 8:42 AM, G:\14142391\14239009\CADD\Construction Documents\14239009 Utility Plan.dwg

Sheet P2

Robin Ginner

From: smurphy132@charter.net
Sent: Tuesday, December 30, 2025 11:26 AM
To: Robin Ginner
Subject: Riverside Park

December 29, 2025

To City Administrator, Eagle River, WI

The City of Eagle River is growing and rather rapidly at that. Housing is sorely needed but not at the expense of losing Riverside Park. It would seem the downtown area needs a common green area, both for esthetics and use, and Riverside Park being in the right location and on the Eagle River, is it. Please keep Riverside a public park!

Susan Murphy
132 S. Aquila Court
Eagle River, Wi 54521

Robin Ginner

From: Michael Kunstman <mkunstman@att.net>
Sent: Wednesday, December 31, 2025 8:42 AM
To: Robin Ginner
Subject: Riverside Park

As a property owner in Eagle River since 1999, I strongly oppose the rezoning of the public park land to residential development. Over the years, I have seen the natural beauty and open areas in and around eagle river dwindle, with the most recent being Lake Forest Golf Course. Riverside Park property should be protected for future public use and for generations to come.'

That property is used and loved by full time residents, seasonal residents and tourists frequently.

There are not many parcels like that left anywhere and to build houses there would be a shame.

Thanks,

Michael Kunstman
3667 Kropetz Lane
Eagle River, Wi

847-917-9462

Robin Ginner

From: Martha von Kluck <vonklucm@hotmail.com>
Sent: Thursday, January 1, 2026 1:55 PM
To: Robin Ginner
Subject: Riverside Park

Dear Ms. Ginner,

I am strongly opposed to the proposed redistricting and potential sale of Riverview Park lands for private residential use.

Parks and other public lands are so designated for the use of the general community. They are open, undeveloped land available for enjoyment by all. Such land is particularly important for an area in which tourism is an essential part of the economy.

Riverside Park should not be destroyed and sold to the highest bidder for commercial use. Once destroyed, open land cannot be reclaimed. Sale of the land to generate income for the City of Eagle River is a short term solution to a budgetary concern. Once sold the land would only profit privately held businesses and individuals.

Let us continue to prioritize the greater good of public spaces.

Yours truly,
Martha von Kluck

Every empire falls. But love endures, justice awakens, and the Sacred calls us—always—to choose the path of courage, compassion, and community.

Robin Ginner

From: Debra Rekau <debraarekau13@gmail.com>
Sent: Wednesday, January 7, 2026 4:08 PM
To: Robin Ginner
Subject: Land parcel Riverside Park

It is our hope that the parcels of land that include Riverside Park and the Fairgrounds, continue to be greenspaces and do not have buildings put on them .

There are few natural areas left in the city that provide a respite, and these 2 areas should be used for events or leisure . Riverside Park could be made more people friendly by adding additional picnic or recreational accessories . As it is now, this land is underused yet there is potential!

Housing , however, will eliminate any possibility of that opportunity for many and will obviously limit it to just a few. Again, reconsider the sale of these areas . Once the green space is gone, it is gone forever.

(The many storage buildings lining the roads and the other parcels being gutted for apartments make for a very 'less' Northwoods appeal to locals and tourists. Trees cut and replaced by metal . Ugh)

Sincerely,
Debra and Kurt Rekau
Duck Lake
ER,
54521

Sent from my iPhone

Robin Ginner

From: Steve Favorite <Chairman@townofcloverland.wi.gov>
Sent: Thursday, January 8, 2026 7:15 AM
To: Robin Ginner
Cc: Jim Swenson; Joe Spitz; mike maierle; Laura VanValkenberg; Schroeder, Carlton; gary meister; Tracy Schilling; Jeff & Ann Currie
Subject: Public comment fairgrounds River front development
Attachments: cranberry fest traffic.pptx

To: Robin Ginner
From: Steve Favorite
Re: Fairgrounds property public comment
My wife and I own a house in Eagle River at 107 Silver Lake Rd. and have been city taxpayers for the past 17 years.
We do, however, live in the Town of Cloverland and I currently serve on the Town Board as Chairman. I am a retired, land surveyor, and have had business locations in the Town of Lincoln at 5230 Highway 70 W. 1712 Highway 45 N. and also in the City of Eagle River at 701 N. Railroad St.
Over the past 35 years I have traveled on a routine basis along Highway 70 past the fairgrounds property for business and personal use. I have observed the many events held on the fairgrounds property and enjoy seeing the tens of thousands of visitors come to this area. I also recognize the traffic congestion and the many pedestrians walking to and from these events. Attached is a photo which I have taken of the most recent Cranberry festival event. This illustrates the congestion along highway 70 just west of Park Street. Accompanying this photo is a newspaper article highlighting Karen Margelofsky's comments regarding the pedestrian safety issues.
Eight years ago I helped form the river trail commission for a connecting bicycle/pedestrian route between Saint Germain and Eagle River. Currently the City of Eagle River, the towns Of Cloverland and St Germain are part of this commission and have plans for an off-road bicycle pedestrian route. This route would go along the north side of Highway 70 until it connects with Park Street at the fairgrounds property. It would then go along Park Street around the fairgrounds property and terminate eventually at Riverview Park.
I am requesting that in development of the riverfront property you strongly consider the Rivertrail commissions plans for an off-road bicycle/pedestrian route which will provide adequate ingress and egress and safety for all.
The River Trail commission has prepared preliminary engineering drawings mapping the location and I asked that the plans be entered into the record for public comment.
Thank you for your consideration.

Get [Outlook for iOS](#)

NEWS

Trail

FROM PAGE 5

Jim Swenson, River Trail Commission chairman, spoke on how beneficial it could be to bring the trail further east into Eagle River, and how the towns "from Mercer all the way to St. Germain" that already host portions of Heart of Vilas have seen great benefits for all types of trail users because of their involvement.

"The benefits for the municipalities, the businesses, the health aspects for everyone, it's tremendous. And it's only increased in the six to seven years I'm talking since the commission has been formed," Swenson said.

executive director of Eagle River Revitalization Program (ERRP), went on record saying that even if safety is a concern using the Highway 17/70 route, it's still much safer than what's there now.

"There isn't anything, and right now people are still using it," she said. "I keep hearing 'the safety' (issues), but right now they are on the road biking, with kids, with adults. By doing nothing and saying 'it's not safe' (the proposed trail route), you're putting the bikers in the biggest risk, the walkers, because you're saying 'hey just walk on the highway.' We're just trying to direct them to a safer path."

Dumas said that he supports the concept, but maybe not the route, adding, "I find it hard to swallow that we are not

connected to one of the most beautiful trails in America."

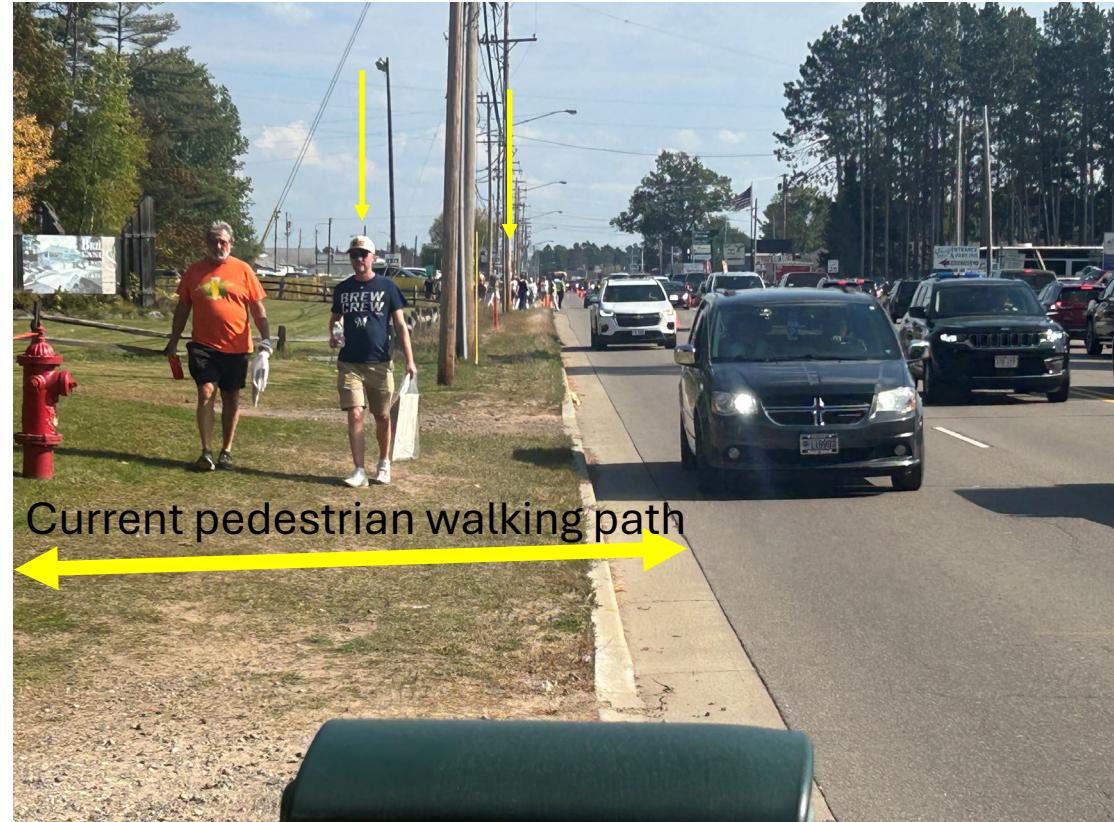
Ultimately the council decided to set up a meeting later this fall with supervisors from Lincoln in order to discuss their involvement with the project. Burkett indicated he would like those 22 landowners to also be invited to the informational meeting with Lincoln supervisors in order to gauge their support of the project. No date for that meeting was set.

Audit updates, three-way stops and brush dump ordinances

In addition to the lengthy River Trail discussion, the council also received an update on the city's audit process from Clifton Larsen Allen CPA's Scott Sternhagen.

"The audit went really

Cranberry Fest 2025 Highway 70 view to fairgrounds. Recent photo post news paper article comment



River Trail dominates city council discussion

City's audit review went 'really well'

BY MICHELLE DREW
EDITOR

Frustration was palpable during last Tuesday's Eagle River City Council meeting after discussion of the River Trail project dominated approximately an hour of the nearly 2.5-hour meeting.

The topic was on the agenda to discuss creating a resolution of support for the trail project, similar to the one the Town of Cloverland recently inked. But after more than five years of talking about the trail, city aldermen and

-women, River Trail project representatives, and others involved in the process have dug their heels in either staunchly in support of the project, or against.

Most of the information brought forth during the Sept. 9 meeting has already been talked about previously. In reference to that fact, Alderman Dan Dumas said he was "sick of spinning tires on this."

Speaking in support of the trail were Alderman Vic Walshalesky, who kicked off the discussion saying he was "100% in favor" of signing a support resolution.

Alderman Jerry Burkett launched his ongoing concerns with the project—including the safety issues

of the proposed trail option that comes down Highway 17/70 into Eagle River and maintenance costs the city would be responsible for—and said that no further action should be taken on the subject until a meeting was set with officials from the town of Lincoln.

"I still don't think it's safe," Burkett added. "I think it should go north." (Another trail option that has been presented includes a route that bypasses the city of Eagle River, and instead directs bicyclists to Sunset Road and out to County Highway G.)

To date, Lincoln officials have not expressed interest in joining the River Trail Commission, composed

of St. Germain, Town of Cloverland and City of Eagle River. The trail route using Highway 17/70 would have to cross town and private property in Cloverland, Lincoln and the city of Eagle River.

Burkett also asked that the opinions of the 22 landowners who would need to sign land-use agreements for the trail to cross their properties be brought into the mix.

Laura VanValkenburg, president of Great Headwaters Trails Foundation, told the council the group is close to finalizing a letter to send to the property owners and expects to send it out in the next couple weeks.

To TRAIL Pg. 8

Trail

FROM PAGE 5

Jim Swenson, River Trail Commission chairman, spoke on how beneficial it could be to bring the trail further east into Eagle River, and how the towns “from Mercer all the way to St. Germain” that already host portions of Heart of Vilas have seen great benefits for all types of trail users because of their involvement.

“The benefits for the municipalities, the businesses, the health aspects for everyone, it’s tremendous. And it’s only increased in the six to seven years I’m talking since the commission has been formed,” Swenson said.

Karen Margelofsky,

executive director of Eagle River Revitalization Program (ERRP), went on record saying that even if safety is a concern using the Highway 17/70 route, it’s still much safer than what’s there now.

“There isn’t anything, and right now people are still using it,” she said. “I keep hearing ‘the safety’ (issues), but right now they are on the road biking, with kids, with adults. By doing nothing and saying ‘it’s not safe’ (the proposed trail route), you’re putting the bikers in the biggest risk, the walkers, because you’re saying ‘hey just walk on the highway.’ We’re just trying to direct them to a safer path.”

Dumas said that he supports the concept, but maybe not the route, adding, “I find it hard to swallow that we are not

connected to one of the most beautiful trails in America.”

Ultimately the council decided to set up a meeting later this fall with supervisors from Lincoln in order to discuss their involvement with the project. Burkett indicated he would like those 22 landowners to also be invited to the informational meeting with Lincoln supervisors in order to gauge their support of the project. No date for that meeting was set.

Audit updates, three-way stops and brush dump ordinances

In addition to the lengthy River Trail discussion, the council also received an update on the city’s audit process from Clifton Larsen Allen CPA’s Scott Sternhagen.

“The audit went really

Robin Ginner

From: Warren Kmiec <wkmiec@hotmail.com>
Sent: Thursday, January 8, 2026 11:03 AM
To: Robin Ginner
Subject: Fw: Riverside Parcels

From: Warren Kmiec <wkmiec@hotmail.com>
Sent: Thursday, January 8, 2026 10:59 AM
To: reginner@eagleriverwi.gov <reginner@eagleriverwi.gov>
Subject: Riverside Parcels

Greetings,

I am a property owner on Eagle River directly across from the Riverside Parcels being discussed for rezoning. I am not in favor of the change of zoning to allow for residential development on this property for the following reasons.

1. It should be considered that this river front property adds to the natural beauty of the river course through town. It does have benefit for the animals living there as well as the river's health.
2. This river front is the site of heavy boat traffic during the Summer-Fall season. Pontoon boats pass through this area about every 5 minutes in the day light hours. And sometimes in both directions simultaneously.

The addition of more homes on the Riverside parcels would eventually lead to more docks and boats that would add to the traffic issues.

3. Consider also that there is a public boat landing adjacent to this Riverside property which is another element of the boat traffic issue.

For these reasons, I do believe it would be best for the Vilas County to keep this land as a natural area and not sell it for residential development.

Warren Kmiec
4861 Sherburn Rd
Eagle River, WI 54521

608-719-7315

Robin Ginner

From: Nan Andrews <andrews.nan@gmail.com>
Sent: Sunday, January 11, 2026 4:27 PM
To: COER Mayor
Cc: COER Ward 1; jerry@burkettrealty.com; COER Wards 3 & 4; COER Ward 5; Robin Ginner
Subject: Revenue-Raising Alternatives to the Rezoning of Riverside Park Land
Attachments: Revenue-Raising Alternatives for the City of Eagle River.docx

January 11, 2026

Dear Mayor and Members of the Common Council,

Thank you for the opportunity to comment on the proposed rezoning of Riverside Park from Park/Recreation to Single Two-Family Residential, scheduled for consideration at your January 13 meeting. I appreciate the Council's responsibility to address ongoing fiscal shortfalls and to evaluate whether City-owned assets are being used to their fullest potential.

I understand the primary reasons cited for this proposed change: the need to increase revenue for City expenses through the potential sale and development of approximately five acres of publicly owned land in Vilas County, and a desire to make use of a green space that is currently perceived as underutilized. These concerns are real and deserving of thoughtful discussion.

However, I respectfully urge the Council to consider that the sale of public parkland represents a one-time infusion of revenue paired with a permanent loss of a community asset. Once sold and developed, Riverside Park can never be returned to public use. For this reason, I ask that the Council carefully review the attached document, which outlines numerous realistic, achievable, and locally appropriate revenue-raising options that do not require the divestment of public land.

The attached materials detail a wide range of alternatives, including tourism-driven events, modest user fees, sponsorships and naming rights, facility rentals, parking and recreation passes, partnerships with local businesses, and targeted grant opportunities. Many of these ideas build directly on Eagle River's existing strengths - outdoor recreation, winter sports, downtown events, and seasonal tourism - and demonstrate the potential to generate recurring annual revenue rather than a single capital gain. Collectively, these strategies could conservatively yield hundreds of thousands of dollars annually while preserving Riverside Park as a public resource.

Importantly, the attachment also reflects an underlying principle: underuse does not equal lack of value. In many cases, underused public spaces represent untapped opportunity rather than failure. With modest investment, creative programming, and partnerships, Riverside Park itself could become part of the solution - contributing to revenue, community life, and tourism - without being removed from public ownership.

I respectfully request that the Common Council fully review the attached revenue alternatives and consider whether one or more of these approaches could be pursued prior to making an irreversible rezoning decision. Fiscal responsibility and stewardship of public land need not be mutually exclusive.

Thank you for your time, your service to the City of Eagle River, and your thoughtful consideration of this important matter.

Respectfully submitted,
Nan Andrews

Town of Lincoln Resident

Attachment: Revenue-Raising Alternatives for the City of Eagle River

Executive Summary

Revenue Alternatives to the Sale of Riverside Park Land

Purpose

This executive summary provides a concise overview of **revenue-raising alternatives** that could address City budget needs **without selling or rezoning** public parkland.

Key Consideration

The sale of Riverside Park land would provide a **one-time financial benefit** while permanently eliminating a public asset. The strategies summarized here offer **recurring revenue potential** and preserve long-term community value.

Primary Revenue Categories

- Tourism and signature events
- Recreation and access fees
- Sponsorships and municipal advertising
- Facility rentals and service fees
- Grants and public-private partnerships
- Community-based micro-fundraising

Estimated Financial Impact

- **Recurring annual revenue:** approximately **\$300,000+**
- **Additional one-time funding:** grant awards exceeding **\$100,000**

Advantages Over Land Sale

- Preserves public ownership of Riverside Park
- Generates ongoing revenue rather than a single capital gain
- Aligns with Eagle River's recreation- and tourism-based economy
- Avoids long-term municipal service and infrastructure costs

Recommendation

Prior to rezoning or selling public parkland, the Common Council is encouraged to **fully evaluate and prioritize one or more revenue strategies outlined**, many of which can be implemented incrementally and within existing City operations.

Revenue-Raising Alternatives to the Rezoning of Riverside Park Land

Prepared for January 13, 2026, Common Council Consideration

I. Purpose

This attachment presents **viable, recurring revenue-raising alternatives** to the sale and rezoning of approximately five acres of City-owned parkland at Riverside Park. The strategies outlined are intended to address fiscal shortfalls **without permanently divesting public land**, and to align with Eagle River's identity as a recreation- and tourism-based community.

II. Community Events & Tourism-Driven Revenue

1. Annual Signature Festival

Establish a new Eagle River signature event (e.g., winter ice sculpture festival, chainsaw carving competition, or lakeside summer arts and music festival).

Revenue Sources

- Paid admission or premium tickets
- Vendor booth fees
- Corporate and local business sponsorships

Community Benefit: Increases tourism, overnight stays, and local spending while reinforcing community identity.

2. Seasonal Food & Market Fairs

Expand or enhance:

- Farmers & Makers Markets
- Food Truck Nights
- Holiday Markets

Revenue Sources:

- Vendor participation fees – premium booth tiers (better spots)
- Paid entertainment slots (local bands)
- “Market Pass” benefits
- Entry wristbands
- Sponsored signage

Revenue potential: 50 vendors x \$75 premium - \$3,750+ per season

3. Community Classes & Workshops

Fee-based offerings in partnership with local businesses for hosting including:

- Outdoor skills (kayaking, snowshoeing, fishing)
- Arts and crafts workshops
- Cooking demonstrations with local chefs

Benefit: Low overhead, scalable programming that supports local businesses.

III. Outdoor & Recreation-Based Revenue

4. Adventure Pass / Trail Fees

Introduce a modest annual “Adventure Pass” supporting:

- Bike trails

- Snowmobile routes
- Snowmobile Season pass + VIP experiences
- Ice fishing access support
- Boat launch access
- Lake amenity maps

Purpose: Creates a dedicated funding stream for maintenance and improvements.

Idea 1: \$10 add-on digital pass for visitors who already bought a snowmobile trail pass via WI DNR.

Revenue potential: 2,000 add-ons x \$10 - \$20K

Idea 2: Sell annual Adventure passes that include discounts at lodging and dining; VIP access at Derby events with food/drink vouchers

Revenue potential: Pass holders pay \$50-100/year – 1,000 locals & visitors = \$50K-\$100K

5. Seasonal and Event Parking Fees

Implement paid parking during peak periods at:

- Trailheads
- Boat launches
- Premium parking during festivals and events

Benefit: Generates revenue while managing congestion.

Revenue potential: 100 spots c \$5/day x 60 peak days - \$30K

6. Naming Rights & Sponsorships

Offer sponsorship opportunities for:

- Parks and pavilions
- Seasonal ice rink
- Trail segments
- Community gardens
- Event series

Example: "Sponsored by XYZ Bank Family Pavilion at Riverside Park."

Revenue potential: 10 assets at \$3K = \$30 K/multi-year

IV. Public Space & Asset Activation

7. Pop-Up Vendor Stalls

Activate underutilized public spaces with rotating:

- Food vendors
- Artisan booths or mini-markets
- Pop-up retail/boutiques

Revenue Model: Space rental or percentage of sales.

8. Municipal Advertising Program

Designated advertising locations on:

- Welcome signage

- Park kiosks
- Trailhead information boards

Revenue: Sell annual agreements with local businesses. 50 boards x \$200/year - \$10K

V. Facility & Strategic Revenue Initiatives

9. Facility Rentals

Increase promotion and use of City-owned facilities (city hall, parks, Rotary square) for:

- Weddings and private events
- Conferences and retreats

Structure: Tiered pricing for residents and non-residents.

Revenue potential: 50 rentals x \$500 = \$25K

10. Grant & Foundation Funding

Create a small team dedicated to pursuing funding opportunities including:

- State tourism grants
- Federal infrastructure and recreation grants
- Environment and trail enhancement grants
- Non-profit arts, recreation, and environmental foundations

Note: A single successful grant can exceed \$100,000.

11. Local Impact Investment Program

Enable residents and businesses to invest in Trail improvements, Park amenities, Energy-efficient infrastructure i.e. solar lighting, etc.

- Tiered donor levels
- Public recognition
- transparent progress updating/reporting

12. Seasonal / Short-Term Lodging Tax Adjustments

Evaluate modest adjustments or increasing of:

- Hotel and short-term rental taxes

VI. User Fees & Community Support

13. Recreation & Activity Fees (offer passes and resident discounts)

- Youth leagues
- Adult sports

14. Special Service Fees for users

- Bulky item/trash pickup
- Yard waste or compost drop-off
- Premium recycling services

Revenue potential: Modest fees could add \$10-20K

VII. Partnerships & Micro-Fundraising

15. City Loyalty / Supporter Program

Paid “Eagle River Supporter Pass” providing:

- Discounts at participating businesses
- Priority Event access/benefits
- Special badge on city website (Public recognition)

16. Donation Kiosks & QR Codes

Add tasteful Voluntary donations via:

- On City website
- On city/Park signage
- At Trailheads

17. Corporate Volunteer & Sponsorship Days

Businesses contribute financially in exchange for:

- Community service days
- Sponsorship recognition for a project
- Coordinated volunteer projects

18. University & School Partnerships

Host/Collaborations for:

- Summer camps co-branded with school
- Research initiatives that bring grants
- Internship programs with small fees attached

VIII. Estimated Annual Revenue Potential

Category	Estimated Revenue
Seasonal Event Passes & VIP Experiences	\$125,000+
Downtown Events & Sponsorships	\$30,000+
Adventure & Parking Fees	\$50,000+
Advertising & Naming Rights	\$40,000+
Facility Rentals & Services	\$45,000+
Grants (one-time)	\$100,000+
Total Potential	~\$300,000+ annually

IX. Implementation Timeline

Short Term (1–3 months) Donation QR codes on city website and signs, parking fees at high demand lots, vendor markets and small events

Mid Term (3–9 months) Trail/Adventure Pass, Ice Castle ticketing, sponsorship programs, facility rental promotions

Long Term (9+ months) Grant funding for capital projects, tourism tax adjustments, facility rental expansion, annual signature festival, corporate naming rights agreements

Robin Ginner

From: Carol Marshall <cmarsha@swbell.net>
Sent: Saturday, January 10, 2026 3:47 PM
To: COER Mayor
Cc: Robin Ginner
Subject: Letter re rezoning and other concerns

Dear Mayor Brown

First of all thank you for the open meetings this week and upcoming.
Let's keep working together for a better place, today and tomorrow and years to come.

I am attaching this letter I wrote in full which I am also submitting to the VC News Review in an abbreviated version, as they only allow 250 words.

Dear Mayor Brown and VCNR Editor,

I'm writing as an informed citizen deeply discouraged by the current policy direction of our city and county governments. This week I attended local Vilas County Forest, Recreation, and Land meeting and the public hearing at the City of Eagle River regarding rezoning the Riverside Park lots from Recreation to Residential. This letter summarizes my statement at the meetings and my concerns with our direction which seems short sighted with no look to the future.

As a resident owner on Catfish Lake with a background in environmental engineering, I urge a comprehensive impact study, environmental in particular, before any development. The DNR identifies density, aquatic invasive species status, shoreline impact and waterfront access as critical risk factors for our waterways. The Riverside Park area already faces density challenges exceeding desired impervious % (adjacent water treatment plant) and drainage runoff. Adding private water access features (docks, etc.) and residential density will further endanger boaters and the water quality of the Eagle and Wisconsin Rivers.

Vilas County's new slogan is "Exploring the Wild Beauty of the Northwoods", yet I see little commitment to that beauty when five acres of green space are prioritized for rezoning and sale.

I have serious concerns for the decisions being pushed through both Vilas County committees and the City of Eagle River Planning Commission, as I see it, because Jerry Burkett is allowed to dictate policy, procedure, and all actions in local government. Despite the comments read from letters and statements by residents present at the meeting asking for the green space park area to remain undeveloped, and a petition by the Vilas County Fairground Board for the same, the commission voted quickly to approve the rezoning which will certainly precede a sale by the county.

The net profit to the county expected? \$1.5M (\$2.5M sale-\$1M infrastructure cost). Jerry Burkett spoke for at length (20-40 minutes) during the Commission proceedings about the desperate budget situation the county and city are in and his work to be our "savior". Burkett declared that only he

has the answer to balancing a \$42M county budget....this \$1.5M sale of 5 acres of green space for residential vacation rooming houses! Really? The Commission bought it. It was hard to breathe as we respectfully let him speak. He disrespectfully declared the audience to be ill informed, unfamiliar with city and county budgets and he told those present to call the governor to demand levy relief (here's the secret truth---it's the state house and senate who set the levies, not the governor).

How could the Commission vote this way after so many citizens asked for more study and more information before making rezoning and sales decisions? Mr. Burkett has served on the City Council and County Board for nearly a decade while owning a prominent local realty business which will profit from future listings and sales. And yet he states the budget is in trouble.

Tourism is our lifeblood; people come to Eagle River and Vilas County for green space and wild adventures in fresh clean waters. Without those tourists, our businesses do not thrive. The sale of 5 acres for \$1.5M net will NOT save the budget. Let's talk about revenue opportunities, recreational development, silent sports, preserving the environment, cooperation with nearby towns, building community, listening to informed and expert citizens, and acting on other than Jerry Burkett's influence, conflicted as it is.

As a final note, current use being low in this area does not mean improvements cannot be made to increase this use. Some might dream of 10 private homes for tourist rooming houses, but I dream of a river walk and bike trail and protected wildlife areas. It's time for new ideas that prioritize a stronger, greener future for Eagle River.

*Carol Marshall
Eagle River, WI
Town of Lincoln
cmarsha@swbell.net
713-203-5502*

*Carol Marshall
cmarsha@swbell.net
713-203-5502*

Robin Ginner

From: Martha von Kluck <vonklucm@hotmail.com>
Sent: Monday, January 12, 2026 10:36 AM
To: COER Mayor; COER Ward 1; jerry@burkettrealty.com; COER Wards 3 & 4; COER Ward 5; Robin Ginner
Subject: Riverside Park

To members of the City Council and City Administration:

I strongly urge you to vote against the approval of the preliminary plat application to subdivide Parcel 221-188, Riverside Park, and change the zoning district from Park/Recreation to Single-Two Family Residential.

At a minimum, I urge you to table any action until an impact assessment is approved and completed for this property. Mayor Brown suggested an impact assessment at the Planning Commission meeting on January 8, but there was no discussion. The idea warrants discussion. As many have suggested, and one member expressed, "a bell cannot be unrung." Once a property is developed, that action cannot be reversed. A thorough impact assessment would consider many variables including environmental, city services, city resources, expenses and potential income, impact on other neighboring properties and adjacent waterways, other potential uses and more.

It is my understanding that the County would receive all proceeds from a potential sale. Even if that money went to the City of Eagle River, it would have a minor, one time impact on the City budget. Revenue from the property would be in the form of property taxes, sometime in the future after the property was developed, sold and on the tax rolls. It is not an immediate path to increased income. At that, how much yearly income would it generate? According to information available on the Internet, the City of Eagle River receives 50-60% of Vilas County Property tax. The effective tax rate is 7.1% of property value and the median value is currently \$235,900. Assuming 10 properties were developed with a value of \$500,000 each, the amount of additional tax income to the City would be perhaps \$20,000-25,000/year. Even at a value/property of \$750,000, the additional income would be less than \$30,000/-35,000/year, Income to the County, which receives 13% of property tax revenue would clearly be considerably less. (My figures might not be precise but the point is clear: relative to total annual budgets for City and County, this is a small amount of new income.)

As a resident of Vilas County, the matter of Riverside Park impacts me and all taxpayers in Vilas County. It has additional impact on residents of the city and all who visit the larger Eagle River area as tourists.

Please view this as an opportunity to conduct an impact assessment, revisit the potential uses of this currently underused property, and work in conjunction with the Vilas County Economic Development Corporation to address not only Riverside Park, but additional means to generate income.

Yours truly,
Martha von Kluck
1746 W. Bass Lake Rd.
Eagle River Wisconsin

Robin Ginner

From: Jo Ann Simons <director@eagleriverrevitalization.org>
Sent: Thursday, December 18, 2025 10:46 AM
To: Robin Ginner
Subject: Re: Fwd:

There are four pieces total. Two small white cabinets, a particle board shelving unit, and the smaller desk with no legs that has drawer in it.

Jo Ann Simons



MAIN STREET AMERICA®
GOLD TIER STATUS

MAIN STREET WISCONSIN
2024 MAIN STREET OF THE YEAR

Inspire • Design • Promote

EAGLE RIVER REVITALIZATION PROGRAM
Celebrating Our Community Since 1999

SMALL TOWN.
BIG VISION.
SCAN TO SUPPORT.

JO ANN SIMONS
Executive Director

715.477.0645 715.891.0596 525 E. Maple St., PO Box 2302
Eagle River, WI 54521

director@eagleriverrevitalization.org www.EagleRiverRevitalization.org

Let's Get Social!  @EagleRiverRevitalization  @ERFarmersMarket  @YEMEagleRiver

On Thu, Dec 18, 2025 at 10:41 AM Robin Ginner <rcginner@eagleriverwi.gov> wrote:

Got it. I'll put it on the agenda. The countertop I'll have our guys move into the basement.

Thanks,

Robin

Robin Ginner

City Administrator

City of Eagle River

Note my new email address: rcginner@eagleriverwi.gov

Elected Officials and Members of City Committees: In order to comply with Open Meetings Act Requirements, please limit any reply to only the sender of this electronic communication. Please be aware that written communication, emails and faxes are generally considered open public records.







EASEMENT AGREEMENT

Document Number

Title of Document

Record this document with the Register of Deeds

Name and Return Address:

(Parcel Identification Number)

EASEMENT AGREEMENT

THIS AGREEMENT entered into this _____ day of _____, 2026, by and between the City of Eagle River, a Wisconsin Municipality, hereinafter referred to as "City" and Holperin Property Management LLC, a Wisconsin Limited Liability Company, hereinafter referred to as "Holperin"; and

WHEREAS, City is the owner of Rotary Square, a copy of the parcel description is attached hereto and made a part hereof as Exhibit A; Holperin is the owner of a parcel of real estate, a copy of said legal description being attached hereto and made a part hereof as Exhibit A; and

WHEREAS, Holperin is the owner of a parcel of real estate which is described in Exhibit B attached hereto and made a part hereof; and

WHEREAS, a portion of Rotary Square is adjacent to the Holperin real estate and in fact currently is being utilized as the Wall Street Square; and

WHEREAS, the parties have discussed an easement for the City for the area of the Holperin property that currently is being used for Rotary Square;

NOW, THEREFORE, in consideration of the promises contained herein, THE PARTIES HERETO AGREE AS FOLLOWS:

1. That Holperin hereby grants a perpetual easement to City for a parcel of real estate whose description is attached hereto and made a part hereof as Exhibit B.
2. That in this easement area, the City shall have the right to maintain Rotary Square.
3. That this agreement constitutes the entire agreement of the parties and no verbal representations shall be a part hereof unless reduced to writing and executed by both parties.

Dated the day, month and year first above stated.

Drafted By:

Steven C. Garbowicz, Attorney at Law
State I.D. #1018485
221 South First Street; P.O. Box 639
Eagle River, WI 54521
715.479.6444 x 1

CITY OF EAGLE RIVER:

By: Debra A. Brown, Mayor

By: Becky J. Bolte, Clerk

ACKNOWLEDGMENT

STATE OF WISCONSIN)
COUNTY OF VILAS)ss.
)

Personally came before me this _____ day of _____, 2026, the above named Debra A. Brown and Becky J. Bolte, of the City of Eagle River, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin.
My Commission Expires: _____

HOLPERIN PROPERTY MANAGEMENT LLC:

By:

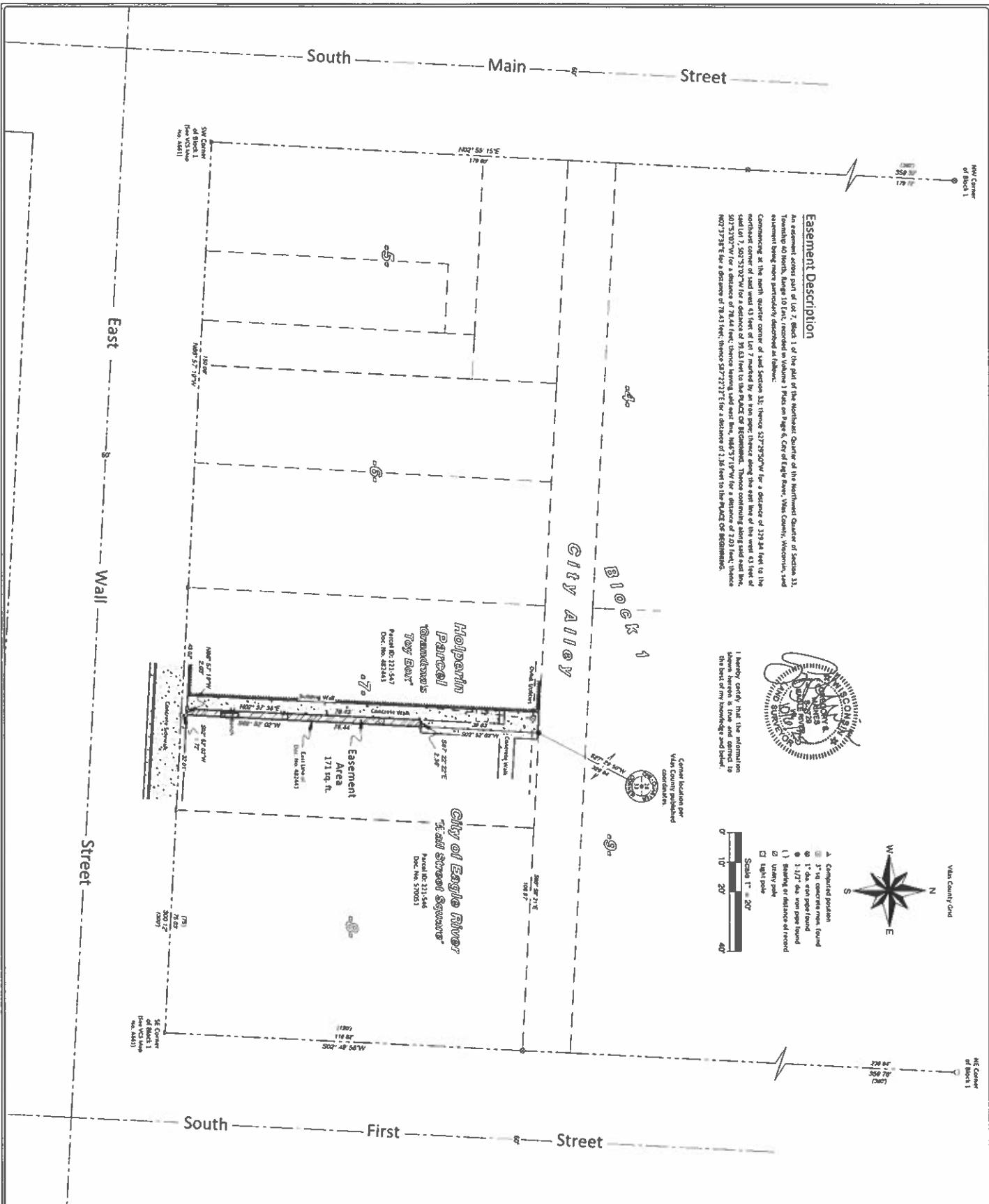
By:

ACKNOWLEDGMENT

STATE OF WISCONSIN)
COUNTY OF VILAS)ss.
)

Personally came before me this _____ day of _____, 2026, the
above named _____, to me known to be the person(s) who
executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin.
My Commission Expires: _____



Easement Exhibit

*Being part of Lot 7, Block 1 of the Plat of the
NE 1/4 - NW 1/4 of Section 33, T 40 N, R 10 E,
City of Eagle River
Vilas County, Wisconsin*

EXHIBIT



MAINES & ASSOCIATES
Attorneys and Surveyors

Arbor Vitae, WI 54558
Phone 715.356.9485

Eagle River, WI 5452
Phone 715.479.2570

www.mesionesydesarrollos.com

482443

THIS DEED made between Donald T. Rubo and Charlotte A. Rubo, husband and wife ("Grantor") and Holperin Property Management LLC ("Grantee"),

WITNESSETH, that the said Grantor, for valuable consideration conveys to Grantee the following described real estate in VILAS County, State of Wisconsin:

TRANSFER
\$ 681.00
FEE \$3/1000

RECORDED

JAN 08 2010
10:25 am*Open Hansen*

REGISTER OF DEEDS, VILAS CO., WI

RETURN TO
Northwoods Title & Closing Services, 117-Pd
LLC
229 South Third Street
Eagle River, WI 54521
34408FP

Tax Parcel No: PL 1, 7-2

The West 43 feet of Lot 7, Block 1 of the recorded Plat of the NE 1/4 of the NW 1/4 in Section 33, Township 40 North, Range 10 East, in the City of Eagle River, Vilas County, Wisconsin, as the same appears of record in Vol. 1 of Plats, page 6.

This _____ is not _____ homestead property.
(is not)

Together with all and singular the hereditaments and appurtenances thereunto belonging;
And Grantor(s) warrants that the title is good, indefeasible in fee simple and free and clear of encumbrances except SUBJECT TO RESTRICTIONS, RESERVATIONS, EASEMENTS, CONDITIONS, COVENANTS AND PUBLIC OR PRIVATE RIGHTS OF RECORD.

Dated this 23rd day of December, 2009.

(SEAL)

*

(SEAL)

*

(SEAL)

Donald T. Rubo

*Donald T. Rubo

Charlotte A. Rubo

(SEAL)

*Charlotte A. Rubo

AUTHENTICATION

Signature(s) _____

authenticated this day of , 2009

*

TITLE: MEMBER STATE BAR OF WISCONSIN
(If not, _____
authorized by § 706.06, Wis. Stats.)

THIS INSTRUMENT WAS DRAFTED BY

ATTORNEY PAUL DUESER

PER DESCRIPTION FURNISHED

(Signatures may be authenticated or acknowledged. Both are not necessary.)

*Names of persons signing in any capacity should be typed or printed below their signatures.

WARRANTY DEED

ACKNOWLEDGMENT

STATE OF WISCONSIN

Vilas County

} ss.

Personally came before me this 23rd day of Dec. 2009 the above named Donald T. Rubo and Charlotte A. Rubo to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Debra K. Johnson

MARY ANN K. FRIED

Notary Public Vilas County, Wis.

My Commission expires: 3/21/10

EXHIBIT

B

482443

Board of Directors:

Danielle Mazur - President
Dan Dumas – VP & Appt'd Alderman
Jeremy Oberlander -Treasurer
Sarah Zidek - Secretary
Melissa Hopkins Tina Aeillo
Terry Lyon Kevin Eckes
Andy Lichtfuss



ExOfficio Directors:

Robin Ginner Vito Bortolotti
Kim Emerson Kathy Schmitz
Kim Adamovich

Executive Director:

Karen Margelofsky, Cell: (715) 522-0900
karen@eagleriverrevitalization.org

January 5, 2026

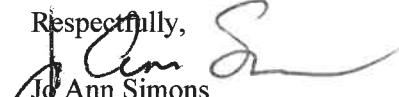
Dear Mayor Brown and Eagle River City Council:

With this letter, the Eagle River Revitalization Program, Inc., (ERRP) and our Eagle River Farmers Market Committee are requesting approval for use of the City's property located between N.Michigan Street and Hwy 45 just North of the bridge for the 2026 Farmers Market.

The market is scheduled for every Wednesday beginning May 6 thru October 7th, starting at 6:30am until 3pm (allowing for setup and teardown time) and from May 24 thru October 4 on Sundays from 7AM to 3PM (again allowing for setup and teardown time). Market is open from 8:30am – 1pm.

- Exemption from the "Direct Sellers Permit" to cover all exhibitors at the markets who have permission from or who have paid a booth fee to the Eagle River Market/ERRP and are selling during market hours.
- Allow for temporary sandwich boards to be placed, or on private property (with permission), for directions and promotions of the market or its activities. The City Administrator, Eagle River Light & Water, the police Department and the Department of Public Works will be consulted should questions arise regarding public safety, logistical issues and signage placement.
- To contract and pay for a porta-potty to be placed behind the Farmers' Market sign to be cleaned weekly and unlocked during market hours.
- To allow a weekly entertainer the opportunity to use a small amplifier to provide music during market hours only. The entertainer may also be busking (playing for donations in public) during the market hours.
- To allow for food trucks (who provide proper licenses & insurance) on the property to provide hot foods to market vendors and customers during market hours.

Please let us know if there are any questions.

Respectfully,

Jo Ann Simons
Executive Director
Eagle River Revitalization Program

City of Eagle River
Notice of Public Hearing - Proposed Consolidated Budget for 2026

NOTICE IS HEREBY GIVEN that on December 9, 2025, at 6:00 p.m., a PUBLIC HEARING on the PROPOSED BUDGET of the City of Eagle River will be held pursuant to Sec. 65.90 of the Wis. Stats. This meeting will be conducted at the Eagle River City Hall at 525 E Maple Street in Eagle River, Wisconsin. Video conference and telephone access is also available. To connect electronically or by phone, go to www.eagleriverwi.gov click on 'Current Year Meeting Agendas & Minutes' under the 'City Government' heading and scroll to the December 9, 2025 meeting agenda and follow the link. The proposed budget is available for inspection at City Administrator's office, 525 E. Maple Street, Eagle River, Wisconsin, from 8:00 a.m. to 4:30 p.m., Monday through Thursday, and by appointment on Fridays from 8:00 a.m. to noon. It is also available on our website at www.eagleriverwi.gov under 'City Budget'.

Signed and posted this 13th day of November, 2025, by Corinne Hoffmann, City Treasurer
Corrected, January 13, 2026

Budget Summary General Fund	2024 Actual	2025 Projected	2025* Budget	2026 Budget	% Change
Revenues					
Property Taxes	1,055,725	1,025,861	1,025,861	1,036,429	1.03%
Other Taxes	656,393	640,228	651,625	654,584	0.45%
Intergovernmental Revenue	487,366	527,562	526,634	526,303	-0.06%
Licenses & Permits	30,591	42,376	30,575	35,435	15.90%
Fines, Forfeitures, and Penalties	8,689	6,058	7,750	7,934	2.37%
Public Charges for Services	107,074	125,321	122,648	123,077	0.35%
Miscellaneous Revenue	246,825	217,992	230,323	172,060	-25.30%
Other Financing Sources	1,575,768	295,768	295,768	124,379	-57.95%
Transfer in from Debt Service	35,000	35,000	35,000	35,000	0.00%
Applied Fund Balance	-	50,000	50,000	200,000	300.00%
Total General Fund Revenues	4,203,431	2,966,167	2,976,184	2,915,201	-2.05%
Expenditures					
General Government	543,510	490,360	536,755	537,898	0.21%
Public Safety	1,131,518	1,164,989	1,226,073	1,124,747	-8.26%
Public Works	671,567	788,065	663,146	753,365	13.60%
Health & Human Services	112,636	87,198	97,519	105,000	7.67%
Other Culture & Recreation	213,939	212,435	201,181	216,538	7.63%
Conservation & Development	70,503	83,781	88,253	82,553	-6.46%
Transfers & Other Expenses	216,089	97,810	163,258	95,100	-41.75%
Total General Fund Expenditures	2,959,762	2,924,638	2,976,184	2,915,201	-2.05%
Beginning Fund Balance	245,204		1,490,129	1,514,517	
Actual or Projected Fund Balance	1,490,129		1,514,517	1,314,517	

* Some line item sums in the 2025 calculations have been adjusted; however, the total budget remains exactly as adopted. The changes reflect presentation only and do not affect the approved budget amount.

2026 Proposed Budget						
All City Funds	Property Taxes	Other Earned Revenues	Total Revenues	Total Expenditures	Fund Bal. 1/1/26	Fund Bal. 12/31/26
General Fund	1,036,429	1,885,518	2,915,201	2,915,201	1,514,517	1,314,517
Debt Service	679,093			679,093	527,884	527,884
Capital Improvement			891,974	891,974	76,282	76,282
Tax Increment District #2	199,877	13,956	213,833	138,956	-570,664	-495,787
Tax Increment District #3	365,848	12,781	378,629	169,059	746,062	955,632
Special Revenue Funds					4,150	4,150
Golf Course Proprietary Fund			1,065,510	991,688	244,701	318,523
Property Tax Levy - 2024 *Includes TID Levy	1,888,239				305,119,800	Mill Rate - 2024 0.00618852
Property Tax Levy - 2025 *Includes TID Levy	2,031,253				307,333,800	Mill Rate - 2025 0.00660927
Base Percentage Change in Mill Rate from 2024 to 2025 6.80%						

The City of Eagle River is an equal opportunity provider and employer

CITY OF EAGLE RIVER
MONTHLY POLICE CHIEF'S REPORT
JANUARY 2026

Presented to: Mayor Debra Brown and the City of Eagle River Common Council
Prepared by: Chief Tyler Salvinski

CURRENT ACTIVITY:

During the month of December our officers investigated 87 offenses. A total of 6 cases were cleared by arrest or referred for prosecution. A total of 6 new cases were added to our active investigation caseload. A total of 2 cases were placed in inactive status and 0 incidents unfounded. The remaining cases have been closed without arrest or referred for review to the District Attorney, Juvenile Intake or another agency. Our active investigation caseload is presently 24 cases under continued investigation. In addition to calls with sufficient details to report below, the following reflects the numbers and types of calls for service:

Agency Assist – Fire/EMS		Lost or Found Property	1
Alarm	1	Noise Complaint	1
Ambulance or Medical Assist	4	Parking Problem	2
Animal Problem	2	Probation/Parole Violation	3
Assault, Simple	1	Suspicious Person/Circumstance	5
Bail Jumping	2	Search Warrant	5
Citizen Assist	11	Traffic Accident, Hit and Run	2
Cont Subst/Possession Marijuana	1	Traffic Accident, NonRep	3
Controlled Substance/Possession	1	Traffic Accident, Prop Damage	7
Dead Body	1	Traffic Hazard	4
Disorderly Conduct	9	Theft, Gas Skips	1
DUI Alcohol or Drugs	5	Threatening	1
Domestic Violence Offense	1	Traffic Offense	6
Fire	1	Theft, Property, Other	2
Fraud/Swindle/Confidence Game	3	Utility Problem	2
Fraud, Wire	3	Welfare Check	9
Information	1		

A total of 41 traffic stops were conducted resulting in a total of 419 citations or warnings being issued. The following reflects the numbers and types of citations or warnings being issued:

Exceed zones and posted limits	1
Fail stop-stop sign	3
Non-registered auto	4
Operating MV w/o proof insurance	1
Operate after suspension	1
OWI 1 st offense	1
OWI 3 rd offense	1
Unreasonable & imprudent speed	1
Unsafe lane deviation	1

Our department took 6 people into custody and booked them into the Vilas County Jail.

Officers continued to investigate a Fraud at Ripco Credit Union. The fraud involved 4 individuals from New York believed to be part of a larger criminal organization. The Vilas County Sheriff, FBI, DCI, and Bureau of Diplomatic Security are assisting with the investigation.

Our new squad was delivered to Belco Vehicle Solutions. Belco advised that they will start working on the vehicle and anticipate the vehicle will be ready for service before the end of January.

Lexipol is the company the police department uses for department policies. Lexipol is endorsed through the League of Municipalities. Lexipol endorses/owns PoliceOne Academy that offers multiple training courses and videos for officers available 24/7. I will be adding PoliceOne Academy under the training budget for this year. The cost for adding PoliceOne to our Lexipol account will be a one-time set up fee of \$319.50 and an annual rate of \$556.20 per year.

Respectfully submitted,



Tyler Salvinski
Chief of Police



PROPOSAL

Eagle River Police Department

About Us

Created in 2003 by two attorneys (and former law enforcement officers), Lexipol exists to serve those who serve others. We know the weight public safety leaders carry—and we believe no one should bear it alone. That's why we build tools and deliver guidance that help law enforcement and corrections department leaders cut through complexity and protect what matters most: your people, your purpose, and your community. With a range of informational and technological tools that reinforce accountability, reduce liability, and build community trust, Lexipol helps your team achieve total readiness.

12K

PUBLIC SAFETY AGENCIES
AND MUNICIPALITY
CUSTOMERS

670K

FIRST RESPONDERS
USING LEXIPOL
SOLUTIONS

170

PARTNERSHIPS WITH PUBLIC
SAFETY ASSOCIATIONS AND
RISK POOLS

Solutions For Today. Ready For Tomorrow.

Lexipol is the only all-in-one platform for law enforcement and corrections leaders that supports every aspect of your operations, so you can stay ready for what's next.

- **Policy:** Improve policy compliance with state-specific policies researched and written by policy and legal professionals – and tools to efficiently distribute them and track personnel acknowledgements as laws and standards evolve.
- **Training:** Meet training mandates and enhance performance with high-quality, compliant training across all levels of your agency, online or in the field.
- **Wellness:** Empower your agency with a wellness program that combines 24/7, confidential, app-based support with data-driven analytics to identify trends, tailor wellness initiatives, and foster a culture of sustained resilience and engagement.
- **Reports:** Proactively address issues, trace patterns, and enhance decision-making and community trust with real-time, centralized access to key metrics.
- **Grants:** Identify, apply for, and secure grants that fund essential agency needs with a real-time, online database and team of experienced grant writers.



Description of Services

PoliceOne Academy

Training is key to improving safety and effectiveness in law enforcement agency operations. PoliceOne Academy's online training platform combines high-quality content with time-saving features to help your training resources go further.

- 24/7 access to online learning, allowing your officers to train when it's convenient
- Hundreds of full-length courses and thousands of videos built for micro-learning
- Reports to help you monitor and track training completion, compliance and license renewal
- Acceptance as a Certified Training Provider and for continuing education in many states
- Ability to upload and build your own content and create personalized learning plans
- Simple setup process to get you started quickly, backed by technical and customer support

Agency is Purchasing the following**Order Summary**

Qty	Description	Unit Price	Disc (%)	Disc Amt	Tax Amount	Extended
6	PoliceOne Academy Annual Rate	\$103.00	10%	\$61.80		\$556.20
1	P1A Account Set-Up Fee	\$355.00	10%	\$35.50		\$319.50
Discount:				\$97.30	Subtotal:	\$875.70

Discount:	\$97.30
Subtotal:	\$875.70
Tax:	
Total Due:	\$875.70

Notes**Discount Notes**

City Administrator's Report

January 6, 2026

Submitted by Robin Ginner

Admin/General

Included in your packet is a corrected 2026 budget notice. The version presented at the final budget hearing contained incorrect 2025 figures, resulting from the removal of several line items that showed \$0 amounts for 2026. Those deletions affected the accuracy of the notice. The budget sheet has since been fully reviewed and corrected, and Council action is needed to re-approve the notice and authorize its posting on the City's website as a corrected document. Going forward, our internal review process will be adjusted to ensure multiple staff review and verify the final budget notice prior to approval, to confirm that all figures and line items are accurate.

Jim Holperin and I spoke again about the winter parking ordinance, and he decided to drop the issue and not come back with another draft. So, unless/until I hear differently, we will not change the winter parking ordinance, and it will remain as currently written. He did say he would like to see the ordinance enforced. Obviously, he will be in contact with his tenants to make sure they park in public parking lots for the remainder of the winter season.

I've been invited to join the board of the Wisconsin Natural Resources Foundation. I haven't been involved in nonprofit volunteerism for a year or so, and this position aligns with my interests and experience. I've returned their call to find out more about the time commitment required and will decide based on when and where they meet, and what kind of time requirements are involved. Obviously, I need to make sure it doesn't conflict with City business first before accepting a seat to serve on their board of directors.

I've put together an RFP for City cleaning services. Upon approval of the bid document, I will discuss with our current cleaning company (because I don't wish to blind-side her), then will release the document for proposals.

IT & Phones/Internet – IT Strategies began reviewing the City's IT infrastructure in December and coordinated with Vilas County IT regarding the Police Department systems, as well as Silver Bay Systems for the City's network. Their review of the City's infrastructure identified several concerning issues, which confirmed some existing concerns and reinforced that moving to a more fully equipped IT provider was the right decision to better safeguard and manage the City's technology. Below are some findings from IT Strategies that will need to be addressed immediately (Notes from me in **Red** below). They will be back on January 2nd to start implementation of our IT management.

- **The router (Firewall).** You do own it, unfortunately he (**Silver Bay**) did not renew the licenses for any of the firewall software, which makes it useless after the end of the year. I do have the team working on a quote for a new router, they should have it to you by end of day today (**12/15/25**). I have asked them to put good, better and best quotes together, each one will be optional, you can just choose the one you want on the quote. (**Silver Bay sent us an email over the holiday break that our firewall license was renewed short term into February, so the City's system was not at risk.**)

- **Your server.** The news here is not much better. Your server is running Windows 2016 server. This version of the operating system went end of life in January of 2022. It is now in what is called extended support, which means it is getting only security updates and bug fixes. Further, if there is a bug or non-security or bug related issues with the operating system, Microsoft will not support a fix. On January 12th, 2027, Microsoft will completely stop supporting the operating system. I also learned that your server is running as an active directory server (so that is what is logging you in for everything, except MS Office). Also, it sounded like your MS Office and local active directory are not configured in a hybrid mode. *(The City's server, in addition to the PD server solution, will need to be addressed this coming year. Likely sooner rather than later.)*
- **Backups-** Bill stated that he has never tested recovery of any sort from the backups. He also stated that he thought that the offsite backup to the cloud was stopped. (We will check this as soon as we have access to see what the real state is). *(If anything were to happen to our tape backups, the City would be vulnerable to a significant loss of electronic files. This risk is less related to cybersecurity threats and more to the possibility of a server failure, which could result in the loss of critical data. IT Strategies will begin implementing a new backup solution at the start of the year to address this risk.)*

Departments/Committees/Commissions

Golf Course – So... I had planned to leave the water on at the Clubhouse this winter so painters and Camtech would have access to the bathrooms while completing their work. However, during the extreme cold over the weekend of December 13–14, a pipe broke. Kyle and Matt discovered the issue after receiving a call from Mike Sanborn. Fortunately, Light & Water closely monitors water usage and was able to identify that water was running in the building. No damage occurred to the structure beyond the broken pipe itself. Kyle and Matt were able to make the repair, avoiding the need to call in an outside plumber. The water has since been turned off for the remainder of the winter.

Restaurant Lease – The Mayor and I will conduct initial interviews with the two parties that submitted proposals for the golf course restaurant lease. Following those interviews, we will request a special session of the full Council to conduct final interviews with both candidates and act on the 2026 lease. I have also prepared a more tightly drafted lease agreement for review by Steve Garbowicz, which is intended to address and prevent the issues experienced over the past two seasons.

Painting – I touched base with Lou Deditz on a timeframe for painting the clubhouse. He will be freed up from his current job around mid-January, and the golf course is next on the list. I confirmed that we need it to be complete no later than March 1st so a new restauranteur will have time ahead of the season to get in and get themselves situated.

Light & Water – I drafted a bid packet for sewer cleaning and televising services and shared it with Vic Washelesky and Mike Sanborn for review. There was some discussion about whether this work could be done in-house, but I don't think that's the best option. Neither Public Works

nor Light & Water staff have the time, specialized skills, or equipment to take this on without hiring additional staff, which would be far more expensive than contracting the work out. It's also worth noting that the cleaning and televising themselves aren't the costly part of this process—the bigger expense comes from the repairs and lining that are identified through the televising process. Going out for bid helps ensure we're getting competitive pricing and gives us a better chance to control costs where possible. As a reminder, this work—including any repairs—is paid for through the Sewer Replacement Fund managed by Light & Water.

Planning Commission/Comprehensive Plan – We have received five public comments related to the public hearing on Riverside Park. There has been confusion regarding the distinction between Riverside Park and Riverview Park, as well as the respective roles of the Planning Commission and the City Council in determining the future of the property. To address this, I prepared a handout for distribution at the meeting that clarifies the scope of the Planning Commission's discussion and provides background information on the property and the public hearing process. At the meeting, the Lions Club also presented a plan to build bathrooms at Gremban Park behind City Hall.

Public Works – Brad, Karl and Tony attended a confined spaces training through the Rural Water Association. Because of their work with our storm and sanitary sewer system, this is an important training, so our crew doesn't put themselves in danger when doing repairs or inspections.

DPW report on the previous month's activities attached to this report ([Appendix A](#))

River Trail Commission – My draft response letter to the DOT regarding winter snow removal has been circulated back to the GHT collaborators for review, and we will place it on the next River Trail Commission agenda for formal approval before sending it to the Department. No other segment of the Heart of Vilas Trail system carries a requirement for winter snow removal. Within Eagle River, the trail either follows City side streets or traverses private property. An attorney has reviewed the DOT's letter and found no precedent—along this trail or statewide—for mandating snow removal on private property or, for that matter, anywhere along the system. We remain hopeful that the DOT will reconsider its position and, consistent with its approach elsewhere in Wisconsin, allow local municipalities to determine whether winter snow removal is appropriate or feasible based on local needs and available resources.

Room Tax Commission – Room Tax revenue for 2025 was consistent with receipts from the past three years. Despite a lighter winter in 2024/2025, strong summer activity offset lower winter lodging revenue. As a result, the Commission voted to fund the Grant Program for 2026 and transferred funds to the grant account, making \$100,000 available for the program this year. Currently, three organizations are awaiting the grant announcement and intend to apply. The first round of applications will be due March 31, 2026.

One of our members-at-large, Justin Behling, has left his position at Wild Eagle Lodge. This seat is not appointed by a municipality but is instead held by a representative from the lodging industry located within the Room Tax district. Justin served on the Room Tax Commission, the Chamber Ad & Promo Committee, and the Grant Committee, making this a significant role to

fill. Kim Emerson has reached out to his replacement at Wild Eagle Lodge and has confirmed that she is willing to assume Justin's committee responsibilities.

2026 Projects

I forwarded a copy of our immigration policy and certification to Phil Kreisel to make sure it's included in all future bid documents handled by MSA. He confirmed that he will make sure, and asked me to remind him in the future, ahead of any new projects beyond 2026.

I'm happy to report that we were successful with our Safe Streets 4 All grant application in the amount of \$160,000. We will work with MSA on this grant to get a better inventory of the state of our streets and where safety improvements can be made. This should open up more funding opportunities for the City, where our match will be reduced to as little as 10%. Good news for some of these streets that are in really rough shape.

Appendix A – Public Works Department for December

Submitted by Brad Adamovich

In December, the DPW completed typical winter tasks throughout the city including plowing, snow removal, ice removal, and additional maintenance of streets, sidewalks, and municipal properties.

DPW received only a couple sewer calls this month. Upon investigation and after running the city main sewer lines, no issues were found to be related to the city sewer main as they all were issues with the privately owned laterals.

Broad overview of DPW work activity during the month:

- Maintenance and repairs on plows and snow removal equipment
- Plowed and removed snow from roads
- Snow blow the sidewalks
- Apply sand and salt to roads and sidewalks when necessary
- Assisted revitalization director on city hall office renovations
- Pushed up snow dump sites after storms
- Hauled snow out of municipal parking lots after storms
- DPW personnel attended multiple safety training sessions
- Sign repairs to damaged road signs
- Cleaned up tree debris from winter storms
- Maintenance on municipal buildings
- Picked up animal road kills



Request for Proposals (RFP) Municipal Janitorial and Cleaning Services

1. Notice of Request for Proposal

CITY OF EAGLE RIVER, WISCONSIN REQUEST FOR PROPOSALS MUNICIPAL JANITORIAL AND CLEANING SERVICES

The City of Eagle River, Wisconsin is requesting proposals from qualified firms to provide municipal janitorial and cleaning services at various City-owned facilities, including both year-round and seasonal locations.

Proposals must be submitted in accordance with the Request for Proposals (RFP) documents prepared by the City.

RFP documents may be obtained from the City of Eagle River by contacting:

City of Eagle River
Attn: City Administrator
P.O. Box 1269
Eagle River, WI 54521
Phone: (715) 479-8682
Email: rcginner@eagleriverwi.gov
Or online at: <https://eagleriverwi.gov/resources/bids-and-rfps/>

Sealed proposals must be received by the City of Eagle River no later than 12:00 PM Noon, Friday, January 30, 2026.

The City of Eagle River reserves the right to reject any or all proposals, waive informalities or irregularities, and award a contract in the best interest of the City.

2. Introduction

The City of Eagle River, Wisconsin ("City") is requesting proposals from qualified, experienced firms to provide municipal janitorial and cleaning services at various City-owned facilities.

Services include a combination of year-round and seasonal cleaning, with variable frequency depending on facility use.

The City intends to select a vendor that demonstrates reliability, responsiveness, experience with municipal or commercial facilities, and the ability to scale services seasonally.

3. Contract Term

The City anticipates awarding a contract for an initial one-year term, with the option to renew for up to two (2) additional one-year periods, subject to satisfactory performance, annual budget appropriation, and City approval.

4. Scope of Services

The selected contractor shall provide all labor, equipment, supplies, supervision, and transportation necessary to perform the services described below.

Year-Round Facilities

City Hall:

- Restroom cleaning and sanitization
- Cleaning and disinfecting surfaces
- Vacuuming and/or mopping floors
- Trash and recycling removal

Police Department:

- Restroom cleaning and sanitization
- Cleaning and disinfecting surfaces
- Vacuuming and/or mopping floors
- Trash and recycling removal

Rotary Square:

- Restroom cleaning and sanitization
- Multiple visits daily during summer months on weekends and holidays

Railroad Depot:

- Restroom cleaning and sanitization
- Multiple visits daily during summer months on weekends and holidays

Seasonal Facilities

Golf Course Facilities (Clubhouse and Greens Building):

- Multiple restroom cleaning and sanitization

- April through October

Silver Lake Beach:

- Bathhouse and portable toilet cleaning and sanitization
- Cleaning and restocking supplies
- Daily opening and closing of the bathhouse facility
- Summer through October

T-Docks:

- Restroom cleaning and sanitization
- Summer through October

Riverview Park:

- Restroom cleaning and sanitization
- Summer through October

Additional Locations

- The contractor shall be available to provide cleaning services at other City-owned locations as assigned, on an as-needed basis.

5. Contractor Responsibilities

The contractor shall:

- Provide all necessary cleaning supplies and equipment
- Use environmentally responsible cleaning products where feasible
- Ensure staff are properly trained and supervised
- Maintain consistent service schedules
- Respond promptly to special requests or emergency cleaning needs
- Comply with all applicable federal, state, and local laws and regulations
- Maintain all required insurance coverage

6. Proposal Requirements

Proposals shall include, at a minimum:

- Company Information
- Experience and Qualifications
- Service Approach
- Pricing
- Proof of Insurance meeting the requirements of this RFP
- Signature of Immigration Compliance Certification

7. Evaluation Criteria

Proposals will be evaluated based on experience, service approach, pricing, references, and overall responsiveness.

8. Insurance Requirements (Wisconsin Municipal Standard)

The successful proposer shall, at its own expense, maintain insurance coverage with insurance companies authorized to do business in the State of Wisconsin and acceptable to the City. Coverage shall be maintained throughout the term of the contract and shall include, at a minimum:

Commercial General Liability:

- \$1,000,000 per occurrence
- \$2,000,000 general aggregate
- Policy shall include contractual liability

Automobile Liability:

- \$1,000,000 combined single limit for all owned, non-owned, and hired vehicles

Workers' Compensation:

- Statutory limits as required by Wisconsin law (Wis. Stat. §102)

Employer's Liability:

- \$1,000,000 each accident
- \$1,000,000 disease – each employee
- \$1,000,000 disease – policy limit

Additional Insured:

The City of Eagle River, its officers, officials, employees, and agents shall be named as Additional Insureds on the Commercial General Liability policy on a primary and non-contributory basis.

Waiver of Subrogation:

Contractor shall provide a waiver of subrogation in favor of the City of Eagle River on Workers' Compensation and Commercial General Liability policies where permitted by law.

Proof of Insurance:

Certificates of Insurance evidencing the required coverage shall be provided prior to execution of any contract and upon renewal of policies.

9. Immigration Compliance Certification

Purpose

The purpose of this policy is to ensure compliance with all applicable federal immigration and employment laws, including the Immigration Reform and Control Act (IRCA) of 1986 and subsequent amendments, by requiring that all contractors performing work for the City of Eagle River verify the legal right of their employees and subcontractors to work in the United States.

Authority

This policy is adopted under the authority of the City Council of the City of Eagle River, pursuant to its power to establish procurement and contracting standards for municipal operations, and in accordance with federal law, including:

- 8 U.S.C. §1324a (Unlawful Employment of Aliens)
- 8 U.S.C. §1324b (Unfair Immigration-Related Employment Practices)
- Executive Order 12989, as amended (Compliance with Immigration Laws in Government Contracts), where applicable

Applicability

This policy applies to all contractors, vendors, and consultants who enter into a contract for goods, services, or construction with the City of Eagle River, including any subcontractors engaged in the performance of such contracts.

Policy Requirements

- Verification of Work Authorization
 - i. All contractors and subcontractors must comply with federal law requiring the verification of the employment eligibility of all employees through completion of Form I-9.
 - ii. Contractors are encouraged to use the E-Verify system operated by the U.S. Department of Homeland Security (DHS).
- Certification Requirement
 - i. Contractors must sign a Certification of Compliance with Immigration Laws as a condition of award or renewal.
 - ii. The certification form shall be included in all City contract documents.
- Subcontractor Compliance
 - i. Contractors shall include a provision in every subcontract requiring compliance with this policy.
 - ii. Contractors are responsible for ensuring that all subcontractors provide equivalent certification.
- City's Right to Audit
 - The City reserves the right to request proof of compliance with this policy at any time during the contract term.

Enforcement and Penalties

Any contractor or subcontractor found to have violated this policy shall be subject to:

- Immediate termination of the contract for cause;
- Disqualification from bidding on or entering into future contracts with the City for up to three (3) years; and
- Any additional remedies allowed under state or federal law.

Severability

If any portion of this policy is found to be invalid or unenforceable, such portion shall not affect the validity or enforceability of the remaining provisions.

Effective Date

This policy shall take effect immediately upon adoption by the Eagle River City Council and shall apply to all contracts executed thereafter.

Approved by the City Council of the City of Eagle River. Adopted November 11, 2025.

10. Termination

The City reserves the right to terminate the contract, in whole or in part, at any time and for any reason, with or without cause, upon thirty (30) days written notice to the contractor. The City may terminate the contract immediately for cause, including but not limited to failure to perform services in accordance with contract requirements

11. Non-Appropriation

The obligations of the City under any contract resulting from this RFP are contingent upon the availability of funds and annual budget appropriation. In the event funds are not appropriated for continuation of the contract, the City may terminate the contract without penalty, liability, or further obligation.

12. Indemnification

To the fullest extent permitted by law, the contractor shall indemnify, defend, and hold harmless the City of Eagle River, its officers, officials, employees, and agents from and against any and all claims, damages, losses, and expenses, including reasonable attorney fees, arising out of or resulting from the contractor's performance of the services, provided that such claim is attributable to bodily injury, sickness, disease, death, or damage to tangible property caused by the negligent acts, errors, or omissions of the contractor or anyone directly or indirectly employed by the contractor.

13. Submission Instructions

Proposals must be submitted in a sealed envelope or approved electronic format clearly marked "Municipal Janitorial and Cleaning Services RFP – City of Eagle River" and delivered to the City Administrator by the deadline stated in the Notice of Request for Proposal.

14. Reservation of Rights

The City reserves the right to reject any or all proposals, waive informalities or irregularities, request clarification, negotiate terms, and award a contract in the best interest of the City.

IMMIGRATION COMPLIANCE CERTIFICATION

Certification of Compliance with Immigration Laws

Project/Contract Title: Municipal Janitorial and Cleaning Services

Purpose

This certification is required as a condition of award or renewal of any contract with the City of Eagle River, pursuant to the City's Policy on Verification of Citizenship or Legal Residency Status for Contractors and in accordance with federal law, including the Immigration Reform and Control Act (8 U.S.C. §1324a–1324b).

Contractor Certification

By signing below, the undersigned contractor hereby certifies that:

1. The Contractor is in full compliance with all applicable federal immigration laws and regulations.
2. The Contractor does not knowingly employ or contract with any unauthorized alien.
3. The Contractor verifies the employment eligibility of all employees through lawful means, including Form I-9 and, where applicable, E-Verify.
4. The Contractor shall require all subcontractors to comply with the same verification requirements.
5. The Contractor understands that violation of this certification constitutes a material breach of contract and may result in termination and disqualification from future contracts.

Acknowledgment and Signature

I hereby certify under penalty of perjury that the foregoing statements are true and correct, and that I am duly authorized to execute this certification on behalf of the Contractor.

Contractor/Company Name: _____

Authorized Representative (Print Name and Title): _____

Signature: _____ Date: _____

Drivers License Number: _____, State of Issue: _____

Address: _____

City/State/ZIP: _____

Telephone: _____ Email: _____

Eagle River Golf Course Marketing Report & Proposed Facebook Posts

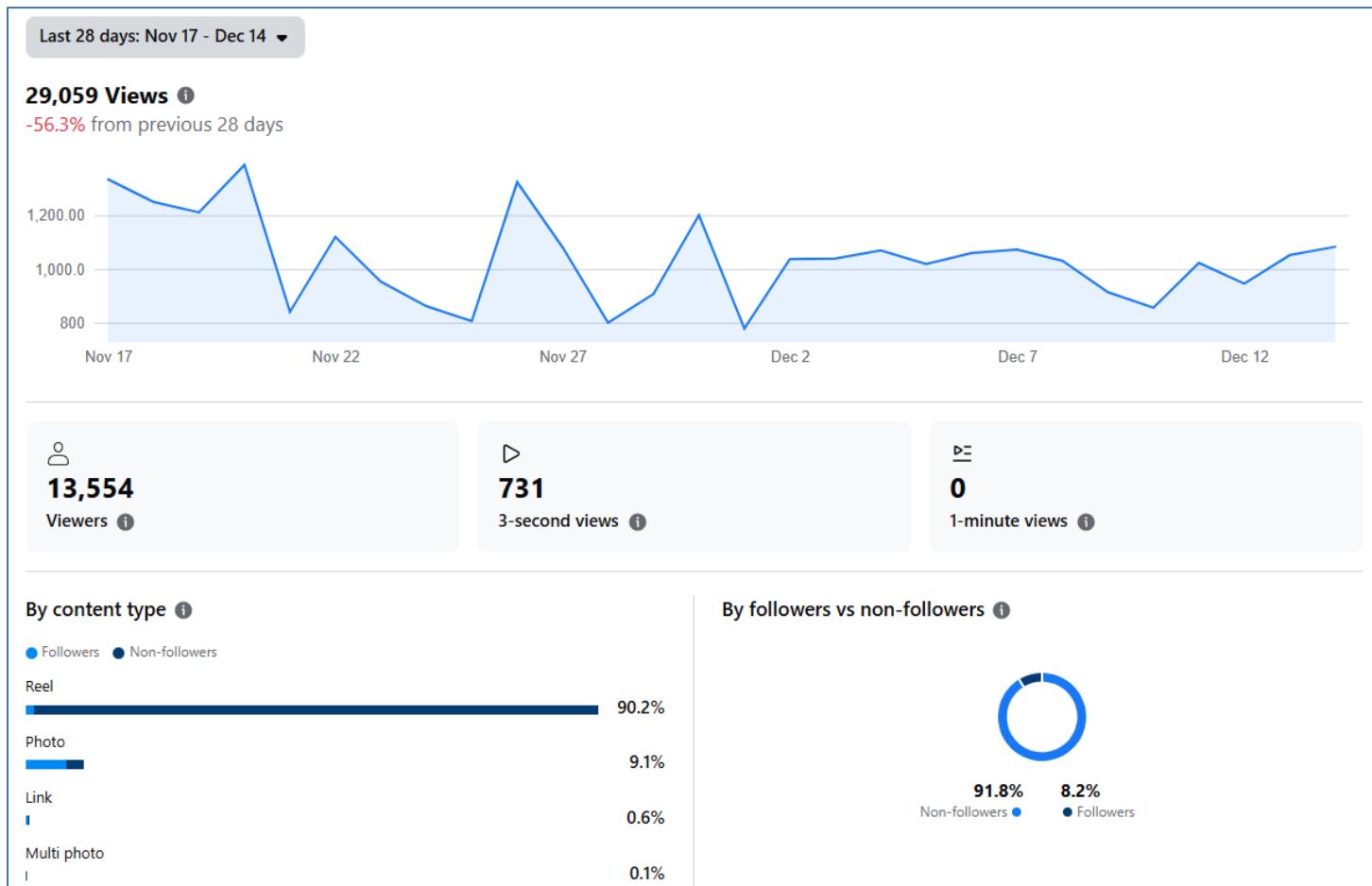
December 15, 2025

Facebook Page:



As of today, the page has 2,818 followers.
On November 17th, the page had 2,816 followers.

Facebook Insights:



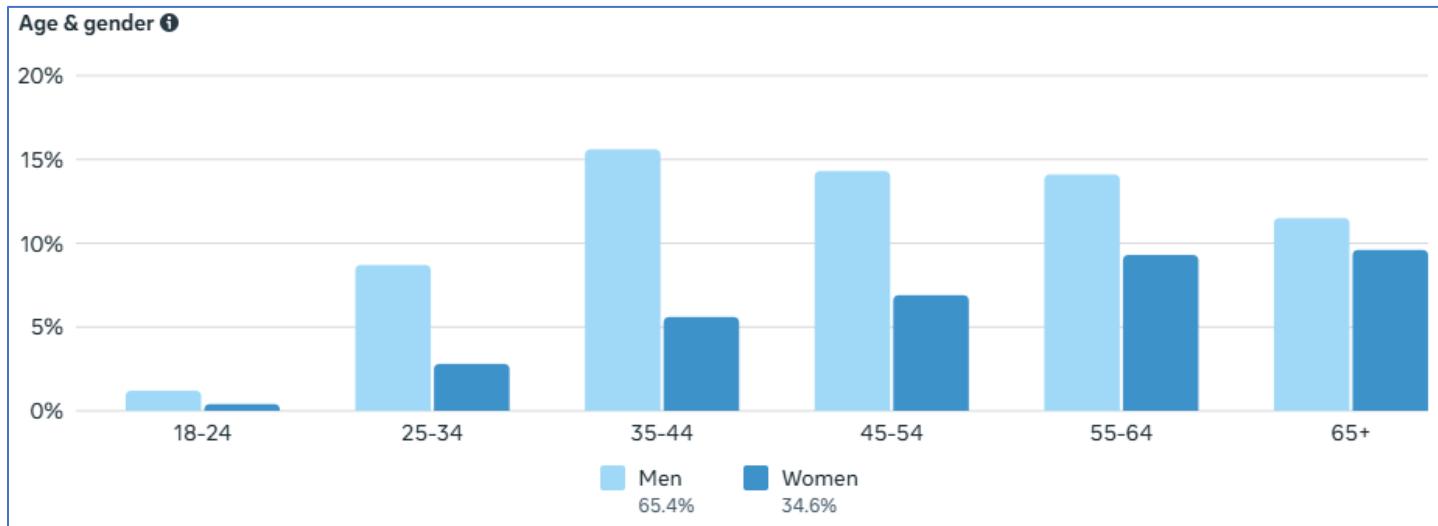
Eagle River Golf Course Marketing Report & Proposed Facebook Posts

December 15, 2025

Facebook Insights (continued):

Preview	Views	Viewers	Interactions
 Looking for a way to improve your golf game ... Published • Yesterday at 6:00 AM	182	137	3
 Here are some ideas to fill that golf-lover's sto... Published • Dec 11 at 6:00 AM	193	139	3
 Curious about our course? Check out our video... Published • Dec 7 at 6:00 AM	164	108	5
 Happy Santa's List Day! Will you get that new s... Published • Dec 4 at 8:52 AM	137	95	1
 The chances of getting a hole-in-one are 12,50... Published • Nov 30 at 6:00 AM	399	260	6
 Happy Thanksgiving! 🍁 Published • Nov 27 at 6:00 AM	372	264	25
 The greens may be turning white, but we're stil... Published • Nov 26 at 9:42 AM	678	506	15
 It's time to trade the ball hunt for a buck hunt! ... Published • Nov 22 at 6:00 AM	267	204	8
 The course may be closed, but nature is always... Published • Nov 17 at 6:00 AM	125	90	6

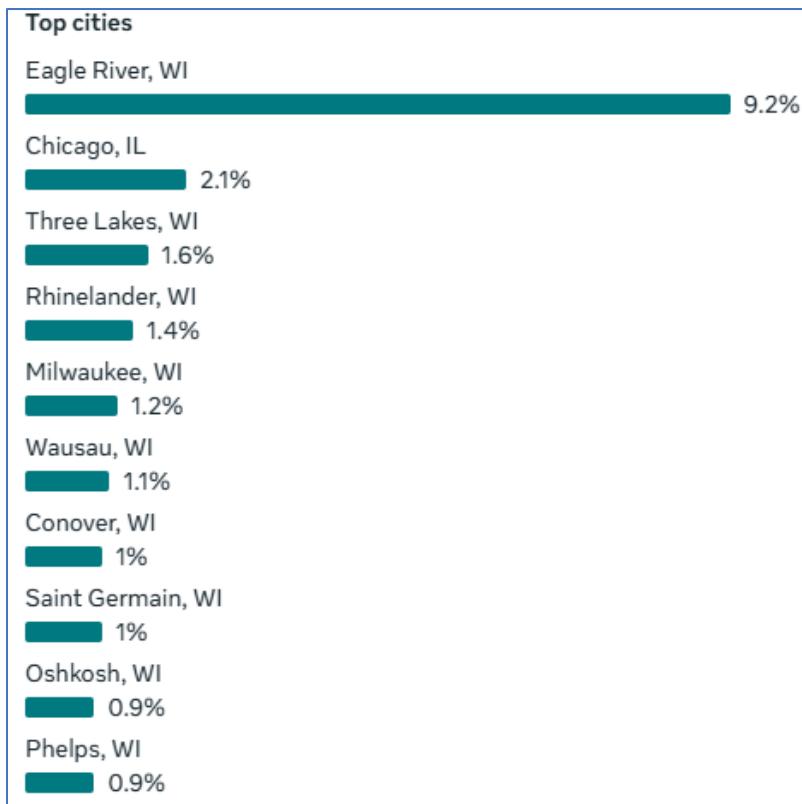
Facebook Audience Demographics:



Eagle River Golf Course Marketing Report & Proposed Facebook Posts

December 15, 2025

Facebook Audience Demographics Continued:



Facebook Videos:

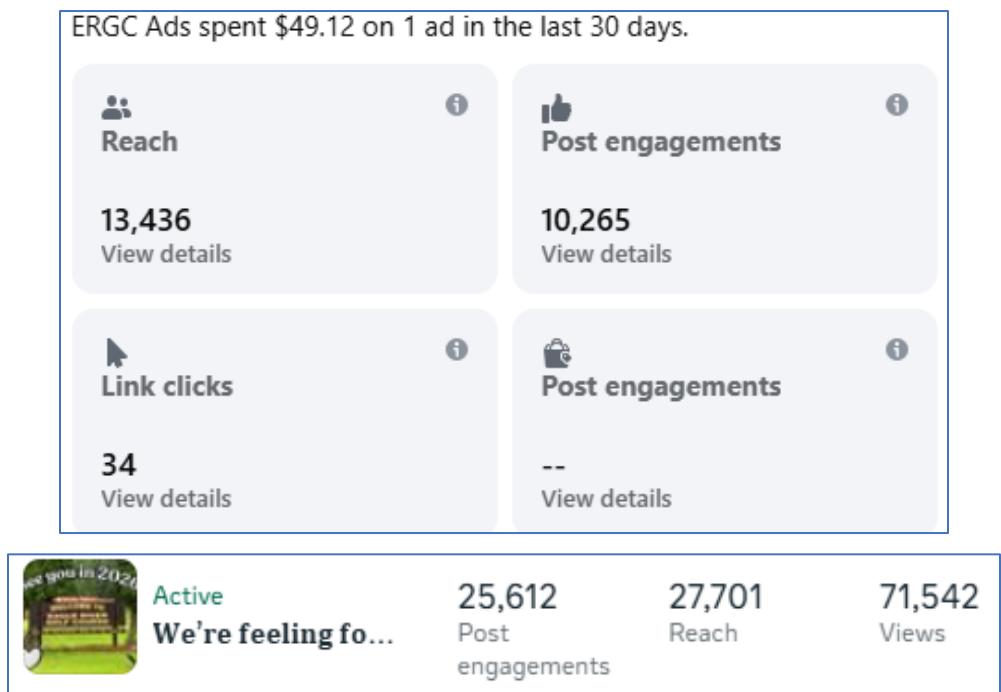


Video Link - <https://www.facebook.com/EagleRiverGolfCourse/reels/>

Eagle River Golf Course Marketing Report & Proposed Facebook Posts

December 15, 2025

Facebook Ads:



Instagram Page:

 **eaglerivergolfcourse** 

Eagle River Golf Course

627 posts 611 followers 59 following

Golf Course & Country Club
Our course is wooded, watered and totally in keeping with the beauty of the Northwoods - and one of the most challenging... [more](#)
457 McKinley Blvd, Eagle River, Wisconsin 54521
www.eaglerivergolfcourse.com

Account insights

Views

917

Views

Followers

73.7%

Non-followers

26.3%

Accounts reached

226

By content type

All

Followers

Non-followers

Posts

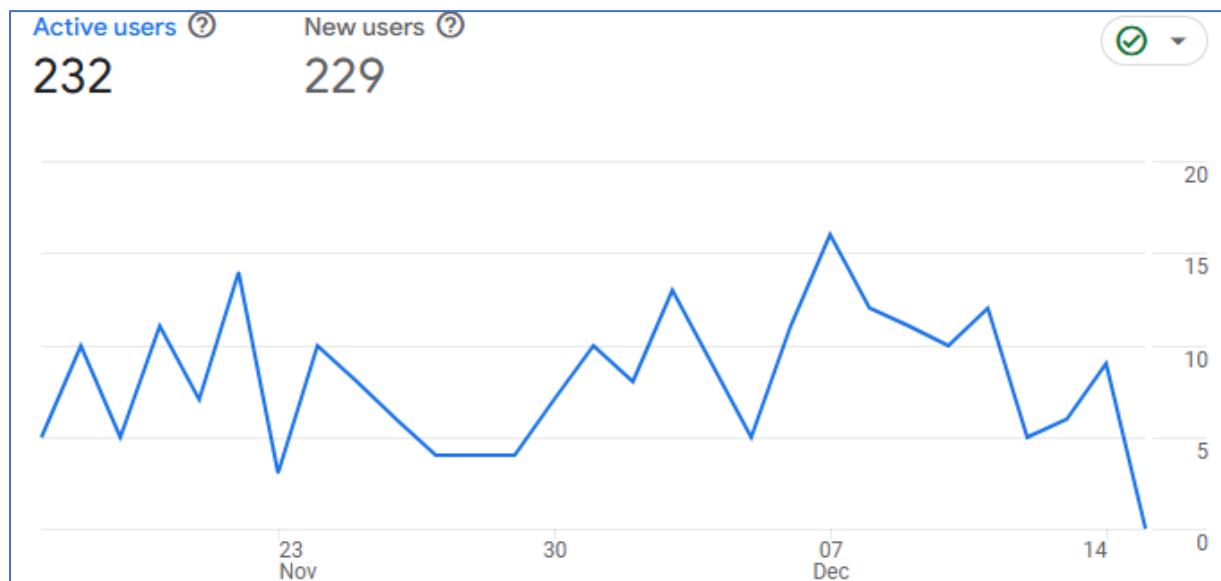
Reels

• Followers • Non-followers

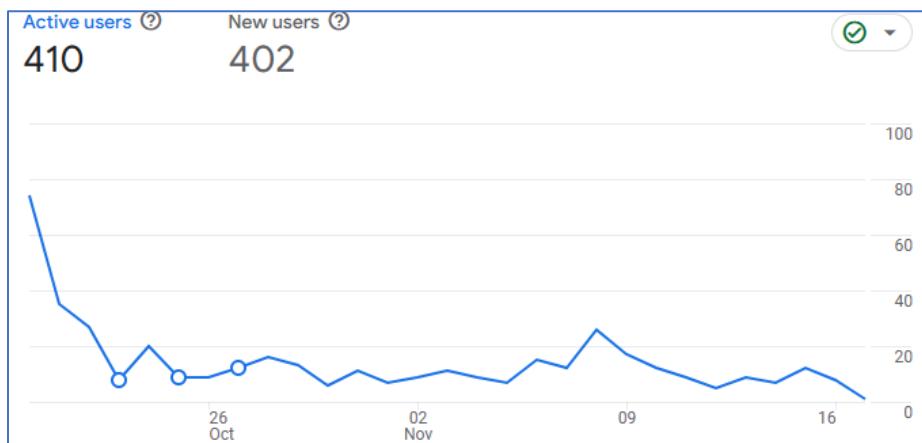
Eagle River Golf Course Marketing Report & Proposed Facebook Posts

December 15, 2025

Google Analytics:



November 17th through December 15th



October 20th through November 17th

Visitor Demographics:



The primary age range of website visitors in this period was 25-34. Males comprised 72.5% of page visitors.

Eagle River Golf Course Marketing Report & Proposed Facebook Posts

December 15, 2025

Website Pages Visitors are Viewing:

Total	390 69.03% of total
1 /	180 (46.15%)
2 /about-us/rates/	41 (10.51%)
3 /about-us/view-our-course/	28 (7.18%)
4 /about-us/	15 (3.85%)
5 /about-us/staff/	14 (3.59%)
6 /teetimes/	14 (3.59%)
7 /lessons/	10 (2.56%)
8 /about-us/scorecard/	7 (1.79%)
9 /contact-us/	7 (1.79%)
10 /ladies-league-meet-your-officers-president/	7 (1.79%)

Location of Website Visitors:

Total	232 60.1% of total
1 Wisconsin	52 (22.41%)
2 Illinois	29 (12.5%)
3 California	16 (6.9%)
4 Minnesota	14 (6.03%)
5 Texas	14 (6.03%)
6 (not set)	12 (5.17%)
7 Colorado	12 (5.17%)
8 Ohio	12 (5.17%)
9 Iowa	9 (3.88%)
10 Oregon	8 (3.45%)

State

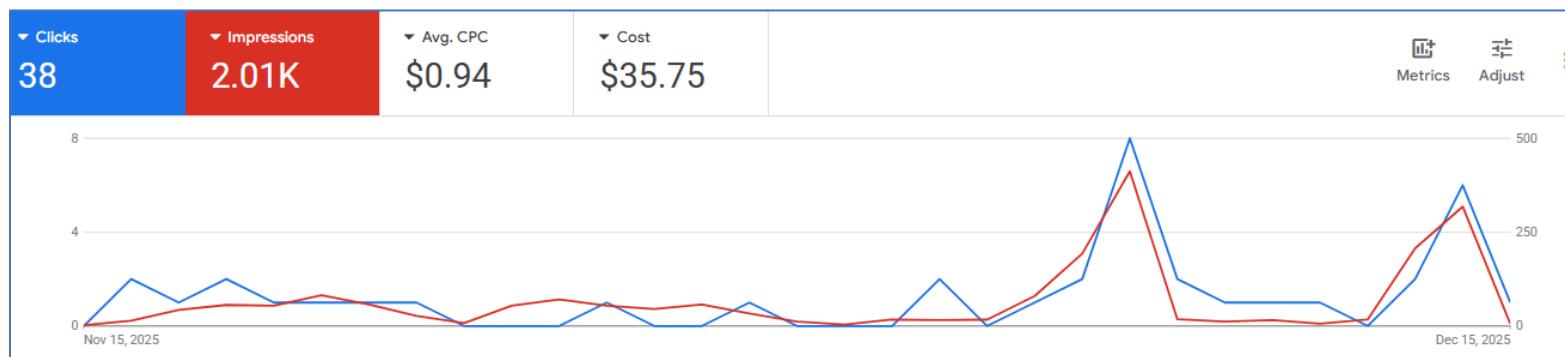
Total	232 60.1% of total
1 (not set)	25 (10.78%)
2 Chicago	11 (4.74%)
3 Columbus	9 (3.88%)
4 Eagle River	6 (2.59%)
5 The Dalles	6 (2.59%)
6 Los Angeles	5 (2.16%)
7 Eau Claire	4 (1.72%)
8 Rhinelander	4 (1.72%)
9 Sacramento	4 (1.72%)
10 Milwaukee	3 (1.29%)

City

Eagle River Golf Course Marketing Report & Proposed Facebook Posts

December 15, 2025

Google Ads:

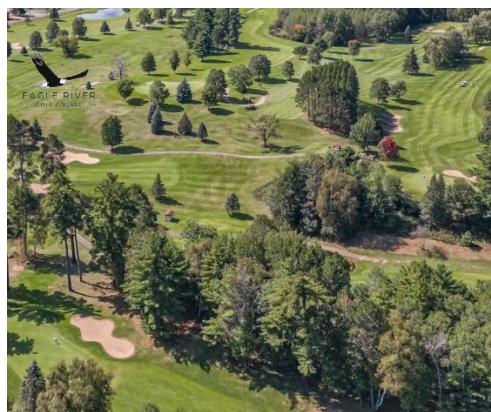


Proposed Facebook and Instagram Posts:

1/3 - Our golfers are practicing their Winter swing...mostly by shoveling snow. ❄️



1/5 - Happy National Bird Day! 🐦 🎉 Here's a bird's-eye view of our beautiful course. We can't wait to see you this Spring!



Eagle River Golf Course Marketing Report & Proposed Facebook Posts

December 15, 2025

1/8 - Spring is on the horizon! Soar over Hole 1 and keep your game on par. 🎟️⛳️
https://www.youtube.com/watch?v=z_NsqdvQ5E8



1/11 - Did you know the earliest golf balls were made of wood, and later, leather stuffed with feathers? Discover the fascinating history of the golf ball! <https://www.foundgolfballs.com/pages/history-of-the-golf-ball>



1/15 - As we continue our countdown to opening day, soar over Hole 2 with this bird's-eye view and keep your game on par. 🎟️⛳️

<https://www.youtube.com/watch?v=d3NTMl-wSCA>



Eagle River Golf Course Marketing Report & Proposed Facebook Posts

December 15, 2025

1/18 – Did you know the record for most golf holes played by an individual in 24 hours is 420? That's a lot of steps! How many have you managed in a single day? <https://www.guinnessworldrecords.com/world-records/64161-most-golf-holes-played-by-an-individual-in-24-hours-walking>



1/22 – Three is a magic number! Get ready for Spring and soar over Hole 3 with this bird's-eye view and keep your game on par.

<https://www.youtube.com/watch?v=p6gs6W0iXz8>



1/25 – Before the invention of the tee, golfers would form mounds of sand or dirt to “tee off.” It wasn’t until the late 19th century that experimentation with the golf tee began! Learn more at

<https://www.caddyclassics.com/blogs/pro-tips/the-history-of-the-golf-tee-from-sand-mounds-to-modern-innovation>.



Eagle River Golf Course Marketing Report & Proposed Facebook Posts
December 15, 2025

1/28 – Happy National Library Shelfie Day! Let us know your favorite golf book in the comments.



1/29 – FORE! As we continue the countdown to our opening day, soar over Hole 4 with this bird's-eye view and keep your game on par. 🏌️🚩

<https://www.youtube.com/watch?v=SmZEgdX0jV8>



1/31 – Time to start getting ready for golf season! Use these simple stretches to prepare for tee off this Spring -

<https://www.mayoclinic.org/healthy-lifestyle/fitness/in-depth/golf-stretches/art-20546809>.



Eagle River Golf Course Marketing Report & Proposed Facebook Posts
December 15, 2025

We welcome your comments or questions and will schedule these posts upon your approval.

Respectfully submitted,

Team Swisher

Allison Burns, Kassie Bellin, Dina Casso, Karly Kolehouse and Kim Swisher

Office: 715-437-0090

Email: allison@kimswisher.com

Email: kassie@kimswisher.com

Email: dina@kimswisher.com

Email: karly@kimswisher.com

Email: kim@kimswisher.com