

Amended Finance, Personnel & Licensing Committee Agenda

There will be a meeting of the City of Cumberland Finance, Personnel & Licensing Committee on Monday, July 6, 2026, at 10:00 a.m. at Cumberland City Hall to consider the following agenda.

1. Call Meeting to Order
2. Public Comment
3. Approve June 1, 2026, Finance Committee meeting minutes
4. Review of monthly financial reports
5. Discussion and possible action relating to amendment to Cumberland Municipal Code of Ordinances Section 1.05 Regarding Appointed Officers.
6. Discussion and possible action relating to the Zoning and Building Permit Application and associated fees.
7. Discussion and possible action relating to potential trademarking and licensing of city logo.
8. Discussion and possible action to award the bid for the Sorensen St. utility extensions in TID #8 to Albrightson Excavating, Inc. in the amount of \$114,932.85
9. Staff report and future agenda items
10. Consider moving into Closed Session per WI Stat 19.85(1)(e) deliberating or negotiation the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to discuss the following:
 - a. J&A Northwest Construction offer to purchase for Parcel # 212-1107-62-000
 - b. Request from Jonathan Kauffman financial assistance from TID #9 or the Affordable Housing Fund for excessive excavation costs related to Parcel #212-1107-63-000
 - c. Development Agreement for Kauffman Estates Phase 1 in TID #8
11. Reconvene into Open Session to take any action as may be necessary or appropriate arising out of Closed Session.
12. Motion to adjourn

Arlene Frisinger, City Clerk
City of Cumberland

*It is possible that a quorum of the Common Council may be in attendance at this meeting. This constitutes a meeting of the Common Council and must be noticed as such, although the Common Council will not take any formal action at this meeting

Finance & Licensing Committee Minutes
June 1, 2026

Present: Bill Lussier, Kelly Cady, Doris Laursen, Jim Anderson, Mayor Shoemaker, Arlene Frisinger, Randy Reeg, Jim Schullo, Heather Wolfe, Chloe Heinenke, and Michael Benjamin.

Lussier called the meeting to order at 10:00 a.m. The meeting was properly advertised, all interested parties were notified.

A motion was made by Laursen, seconded by Schullo, to approve the Finance & Licensing Committee Meeting minutes of May 4, 2026, Finance Committee meeting. Motion carried.

Monthly Financial Report was given.

A motion was made by Laursen, seconded by Cady, to wait until October/November to transfer funds from the K-9 donation fund. Motion carried.

A motion was made by Schullo, seconded by Laursen, to recommend to council for approval of spending up to \$11,000 for the brush dump training range.

General concession was to change the procurement policy to include donation funds. Bring back to the July meeting.

A motion was made by Schullo, seconded by Cady to pay the IRS up to \$16,000 for penalties from the fiscal years of 2021-2025.

A motion was made by Laursen, seconded by Schullo, to move into closed session per WI Stat 19.85(1)(e) deliberating or negotiation the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to discuss establishing cost per acre for land available due to TID 39 industrial park expansion and the Kauffman Estates Phase 1 Development Agreement.

A motion was made by Cady, seconded by Laursen, to adjourn at 11:28 a.m. Motion carried.

Respectively submitted by:
Arlene Frisinger, Clerk

1.05 APPOINTED OFFICERS.

- (1) ENUMERATED. The appointed officers of the City shall consist of the following:
 - (a) City Attorney.
 - (b) ~~Clerk-Treasurer.~~ **Clerk.**
 - (c) ~~Assessor.~~ **Treasurer.**
 - (d) ~~Chief of Police.~~ **Assessor.**
 - (e) ~~{Rep. #520}~~ **Chief of Police.**
 - (f) Health Officer.
 - (g) City Administrator. ~~{Am. #790; 10/21/23}~~
 - (h) Weed Commissioner.
 - (i) City Forester.
- (2) METHOD OF SELECTION. The appointed officials enumerated hereunder shall be appointed by the Mayor subject to confirmation by the City Council.
- (3) TERMS OF OFFICE. ~~The regular term of appointive officers shall be 2 years and until their successors are elected and qualify, commencing on May 1 in the year of appointment, except that the term of the Chief of Police shall be one year.~~ **Terms of office shall be indefinite unless otherwise delineated in an individual employment contract, subject to standard removal procedures for cause or otherwise, except that the offices of City Attorney, Assessor, Health Officer, Weed Commissioner and City Forester shall hold one-year terms of office and shall be subject to annual appointments.**

1.05 - APPOINTED OFFICERS.

- (1) ENUMERATED. The appointed officers of the City shall consist of the following:
 - (a) City Attorney.
 - (b) Clerk-Treasurer.
 - (c) Assessor.
 - (d) Chief of Police.
 - (e) (Rep. #520)
 - (f) Health Officer.
 - (g) City Administrator. (Am. #790; 10/21/23)
 - (h) Weed Commissioner.
 - (i) City Forester.
- (2) METHOD OF SELECTION. The appointed officials enumerated hereunder shall be appointed by the Mayor subject to confirmation by the City Council.
- (3) TERMS OF OFFICE. The regular term of appointive officers shall be 2 years and until their successors are elected and qualify, commencing on May 1 in the year of appointment, except that the term of the Chief of Police shall be one year.

CITY OF CUMBERLAND, WISCONSIN

Daniel C. Shoemaker, Mayor

mayor@cityofcumberland.net

Randall D. Reeg, Administrator

cityadmin@cityofcumberland.net

Arlene Frisinger, Clerk

clerk@cityofcumberland.net

Shari Rosenow, Treasurer

treasurer@cityofcumberland.net



Phone: 715.822.2752

950 1st Avenue

www.cityofcumberland.net

Fax: 715.822.3799

Cumberland, WI 54829

Zoning and Building Permit Application

APPLICANT/PROPERTY OWNER INFORMATION

Name: _____ Phone: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Email: _____

PROJECT INFORMATION

Property Address: _____

☐ Same as Mailing Address above

Parcel ID# (if no street address is available): _____

Zoning District: _____

OVERLAY DISTRICTS

Check all that apply:

☐ Wetland

☐ Wellhead Protection

☐ TID # _____

☐ Planned Unit Development

☐ Floodplain

☐ Does not apply

PROJECT DESCRIPTION

Write a short description of project or circumstance:

PROJECT DESCRIPTION

Fees	Select	Permit/Application Type	Short Description
\$50	☐	Zoning Permit	Required for land use, structures, and activities to ensure compliance with zoning regulations.
TBD	☐	Building Permit	Required for the construction, alteration, or repair of buildings and structures. Not required for accessory building under 120 square feet.
No Fee	☐	Renovation Permit	Required for interior or exterior remodeling or improvements that do not involve a full new structure. (Chapter 14 – Building Code Section 14.07)
\$50	☐	Sign Construction	Required for the installation, placement, construction of signs.
\$25	☐	Sign Alteration	Request for modification to physical sign
\$50	☐	Certified Survey Map (CSM) Approval	Request for review and approval of a certified survey map for land division or property boundary adjustments
\$250	☐	Plat Approval	Request for review and approval of a subdivision plat for the creation or development of lots, streets, or public improvements.
\$250	☐	Zoning Amendment	Request to change the zoning map or zoning ordinance regulations.
\$250	☐	Conditional Use Permit	Request for approval of a use that may be allowed in a zoning district under specific conditions.
\$250	☐	Variance	Request for relief from specific zoning requirements due to unique property conditions.
\$250	☐	Administrative Appeal	Request for review of a zoning administrator's decision or interpretation.
TBD	☐	Other	_____

Total: \$ _____

ZONING CODES

For reference and questions please refer to City of Cumberland Zoning Codes here: <https://bit.ly/4e9DbVw>

Scan for Zoning Code Information



LAND USE STRUCTURE

	☐ Principal Structure	☐ Attached Accessory Type:	☐ Detached Accessory Type:	☐ Excavation
☐ New	_____ Sq Ft _____ Height _____ Roof Overhang	_____ Sq Ft _____ Height _____ Roof Overhang	_____ Sq Ft _____ Height _____ Roof Overhang	_____ Sq Ft _____ Slope
☐ Addition	_____ Sq Ft _____ Height _____ Roof Overhang	_____ Sq Ft _____ Height _____ Roof Overhang	_____ Sq Ft _____ Height _____ Roof Overhang	_____ Sq Ft _____ Slope
☐ Remodel/Internal Renovation	☐ Structural ☐ Electrical ☐ Plumbing	☐ Structural ☐ Electrical ☐ Plumbing	☐ Structural ☐ Electrical ☐ Plumbing	N/A

_____ Estimated Value of new work or improvements

FILLING AND GRADING

Purpose of Filling and/or Grading: _____

Calculate Area of Filling and/or Grading – Include all cut, fill, leveling, or stockpile areas or any other areas such as haul roads where bare soil will be exposed.

Length _____ X Width _____ = Total Area _____ square feet

Calculate % Slope - % of slope is calculated by dividing the vertical rise by the horizontal distance and multiplying by 100.

Vertical Rise _____ / Horizontal Distance _____ X 100 = _____ % of Slope

☐ Check box if Filling and Grading does not apply

A SITE PLAN MUST BE SUBMITTED FOR APPROVAL

Site plan must be on a separate sheet that is at least 8.5X11" and must include the following:

Existing Structures

Existing Setbacks

Lot Dimensions

New Proposed Structure

Erosion Control Plan

Excavation Plan

THE FOLLOWING CONDITIONS ARE TO BE ATTACHED TO ALL PERMITS

1. This permit shall expire twelve (12) months from the date of issuance unless written renewal request is submitted.
2. Erosion control measures shall be implemented and properly installed, and shall remain in place until the disturbed area is re-established with vegetation.
3. Water may not be diverted in a way that causes it to concentrate on another person's land, city streets, alleys, curbs, sidewalks, etc.
4. The Zoning Administrator shall be informed of the date of commencement and completion.

STATE AND FEDERAL LAWS

I understand that I am responsible for complying with State and Federal laws concerning construction near or on wetlands, lakes, and streams. Wetlands not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law and/or other penalties or costs. For more information, either contact the Department of Natural Resources Center or visit the Department of Natural Resources Wetlands Identification web page at www.dnr.wi.gov/wetlands/locating.html

APPROVAL

In the event this application is approved by the City of Cumberland, I agree:

- That no work shall commence until I have received the issued Land Use Permit and/or Building Permit
- That all work shall be done in accordance with requirements of the City of Cumberland Zoning Permit, the City of Cumberland Zoning Code all other applicable city codes and the laws and regulations of the State of Wisconsin
- That city officials charged with administering city ordinances or other authorized person shall be permitted access to the above described property at any reasonable time for the purpose of inspection
- That it is my responsibility to contact the Uniform Dwelling Code (UDC) Inspector regarding the issuance of a Building Permit, West Wisconsin Inspection Agency, LLC, (715-556-3136)

Signature of Property Owner: _____

Date: _____

CITY APPROVAL

Zoning Administrator Signature: _____

Date: _____

City Administrator Signature: _____

Date: _____

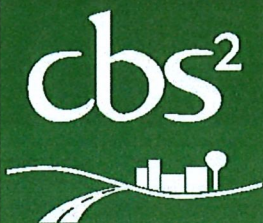
☐ Approved

☐ Denied

☐ Referred to Committee _____

NOTES

Updates or notes for future reference:



Your Project Solutions Start Here

Date: May 27, 2026

RE: Sorensen Utility Extension
Cumberland, WI
CBS² CUMBE 25002

Ms. Randy Reeg
City Administrator
City of Cumberland
950 1st Avenue
Cumberland, WI 54829

Dear Randy,

Bids for the City of Cumberland Sorensen Utility Extension project were received at 2:00 p.m. on May 27, 2026. Five bids were received and accepted for the project and are summarized below:

Base Bid

Albrightson Excavating, Inc.	\$114,932.85
DeSantis Excavating, LLC	\$127,024.00
A-1 Excavating LLC	\$133,333.00
JGJ Dirt LLC	\$143,178.21
Ritola Inc.	\$196,810.32

The itemized bid tabulation is attached.

Based on our review, it is our opinion that Albrightson Excavating, Inc. of Woodville, has the equipment and experience to perform the work as defined in the bidding documents. If the City decides to proceed with the project as bid, we therefore recommend award of the project in the amount of \$114,932.85 to Albrightson Excavating, Inc.

Should you have any questions, please contact me by phone at 715.505.8633 or by e-mail at thastings@cbssquaredinc.com.

Sincerely,

Tyler Hastings, PE
Project Manager

Enclosure

770 Technology Way
Chippewa Falls, WI
54729

info@cbssquaredinc.com

cbssquaredinc.com

Sorensen Utility Extension																		
City of Cumberland																		
Unit Price Bid Tabulation																		
2:00 p.m., May 27, 2026																		
Item No.	Item Code	Description	Unit	Bid Qty	Albrightson Excavating, Inc.			DeSantis Excavating, LLC			A-1 Excavating LLC			JGJ Dirt LLC			Ritola, Inc.	
					Total	Bid Price	Bid Unit Price	Total	Bid Price	Bid Unit Price	Total	Bid Price	Bid Unit Price	Total	Bid Price	Bid Unit Price	Total	Bid Price
1	S01 45 00-01	Quality Control	L.S.	1	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 100.00	\$ 100.00	\$ 4,000.00	\$ 4,000.00	\$ 2,103.14	\$ 196,810.32	\$ 2,103.14	\$ 2,103.14	
2	S01 55 25-01	Maintenance of Traffic	L.S.	1	\$ 500.00	\$ 500.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 500.00	\$ 500.00	\$ 5,000.00	\$ 5,000.00	\$ 3,026.20	\$ 3,026.20	\$ 3,026.20	\$ 3,026.20	
3	S01 71 13-01	Mobilization	L.S.	1	\$ 12,450.00	\$ 12,450.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 13,735.00	\$ 13,735.00	\$ 23,549.10	\$ 23,549.10	\$ 18,824.22	\$ 18,824.22	\$ 18,824.22	\$ 18,824.22	
4	S31 25 10-01	Inlet Protection	Each	2	\$ 160.00	\$ 320.00	\$ 25.00	\$ 50.00	\$ 50.00	\$ 200.00	\$ 400.00	\$ 195.00	\$ 390.00	\$ 144.34	\$ 288.68	\$ 144.34	\$ 288.68	
5	S31 25 10-02	Tracking Pad	Each	1	\$ 1,000.00	\$ 1,000.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 300.00	\$ 300.00	\$ 1,450.00	\$ 1,450.00	\$ 1,678.10	\$ 1,678.10	\$ 1,678.10	\$ 1,678.10	
6	S31 25 10-03	Erosion Mat	S.Y.	870	\$ 2.50	\$ 2,175.00	\$ 4.00	\$ 3,480.00	\$ 4.00	\$ 3,480.00	\$ 4.00	\$ 3,480.00	\$ 2.02	\$ 1,757.40	\$ 2.32	\$ 2,018.40	\$ 2.32	\$ 2,018.40
7	S31 25 20-01	Silt Fence	L.F.	449	\$ 3.50	\$ 1,571.50	\$ 3.00	\$ 1,347.00	\$ 3.00	\$ 1,347.00	\$ 2.00	\$ 898.00	\$ 2.51	\$ 1,126.99	\$ 2.63	\$ 1,180.87	\$ 2.63	\$ 1,180.87
8	S32 11 26-01	Replace Gravel Driveway	L.S.	1	\$ 1,200.00	\$ 1,200.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 8,242.03	\$ 8,242.03	\$ 8,242.03	\$ 8,242.03	
9	S32 12 18-01	Replace Asphalt Driveway	L.S.	1	\$ 1.00	\$ 1.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 5,500.00	\$ 5,500.00	\$ 7,500.00	\$ 7,500.00	\$ 10,407.77	\$ 10,407.77	\$ 10,407.77	\$ 10,407.77	
10	S32 92 12-01	Turf Establishment	L.S.	1	\$ 10,196.00	\$ 10,196.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 500.00	\$ 500.00	\$ 2,575.00	\$ 2,575.00	\$ 15,537.26	\$ 15,537.26	\$ 15,537.26	\$ 15,537.26	
11	S33 11 00-01	8-Inch Ductile Iron Water Main	L.F.	355	\$ 88.23	\$ 31,321.65	\$ 100.00	\$ 35,500.00	\$ 100.00	\$ 35,500.00	\$ 100.00	\$ 35,500.00	\$ 85.98	\$ 30,522.90	\$ 134.10	\$ 47,605.50	\$ 134.10	\$ 47,605.50
12	S33 11 00-02	Fittings	L.B.	188	\$ 16.00	\$ 3,008.00	\$ 20.00	\$ 3,760.00	\$ 20.00	\$ 3,760.00	\$ 20.00	\$ 3,760.00	\$ 16.11	\$ 3,028.68	\$ 0.01	\$ 1.88	\$ 0.01	\$ 1.88
13	S33 11 00-03	6-Inch Gate Valve and Box	Each	2	\$ 2,440.00	\$ 4,880.00	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00	\$ 6,000.00	\$ 9,000.00	\$ 6,500.00	\$ 2,334.51	\$ 4,669.02	\$ 2,362.80	\$ 4,725.60	\$ 2,362.80	\$ 4,725.60
14	S33 11 00-04	Hydrant	Each	1	\$ 6,785.00	\$ 6,785.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 9,000.00	\$ 9,000.00	\$ 6,500.00	\$ 6,500.00	\$ 9,275.90	\$ 9,275.90	\$ 9,275.90	\$ 9,275.90	
15	S33 11 00-05	6-Inch Ductile Pipe	L.F.	69	\$ 89.04	\$ 6,143.76	\$ 95.00	\$ 6,555.00	\$ 95.00	\$ 6,555.00	\$ 100.00	\$ 6,900.00	\$ 120.92	\$ 8,343.48	\$ 90.28	\$ 6,229.32	\$ 90.28	\$ 6,229.32
16	S33 11 00-06	Connect to Existing Water Main	Each	1	\$ 1,300.00	\$ 1,300.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,500.00	\$ 4,500.00	\$ 3,512.99	\$ 3,512.99	\$ 3,512.99	\$ 3,512.99	
17	S33 31 00-01	8-Inch PVC Sanitary Sewer	L.F.	318	\$ 46.99	\$ 14,942.82	\$ 77.00	\$ 24,486.00	\$ 77.00	\$ 24,486.00	\$ 60.00	\$ 19,080.00	\$ 49.00	\$ 15,582.00	\$ 85.80	\$ 27,284.40	\$ 85.80	\$ 27,284.40
18	S33 31 00-02	Connect to Existing Sanitary Sewer	Each	1	\$ 900.00	\$ 900.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 3,000.00	\$ 3,000.00	\$ 290.00	\$ 290.00	\$ 2,119.16	\$ 2,119.16	\$ 2,119.16	\$ 2,119.16	
19	S33 31 00-03	6-Inch Service Pipe - Schedule 40	L.F.	51	\$ 43.12	\$ 2,199.12	\$ 55.00	\$ 2,805.00	\$ 55.00	\$ 2,805.00	\$ 80.00	\$ 4,080.00	\$ 36.62	\$ 1,867.62	\$ 75.40	\$ 3,845.40	\$ 75.40	\$ 3,845.40
20	S33 31 00-04	6x8 Service Wye	Each	1	\$ 310.00	\$ 310.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 500.00	\$ 500.00	\$ 280.32	\$ 280.32	\$ 209.79	\$ 209.79	\$ 209.79	\$ 209.79	
21	S33 31 00-05	Tracer Wire Access Box	Each	1	\$ 175.00	\$ 175.00	\$ 40.00	\$ 40.00	\$ 40.00	\$ 200.00	\$ 200.00	\$ 150.00	\$ 150.00	\$ 38.91	\$ 38.91	\$ 38.91	\$ 38.91	
22	S33 31 00-06	48-Inch Concrete Manhole	Each	2	\$ 5,377.00	\$ 10,754.00	\$ 6,000.00	\$ 12,000.00	\$ 6,000.00	\$ 6,500.00	\$ 13,000.00	\$ 6,547.85	\$ 13,095.70	\$ 11,874.39	\$ 23,748.78	\$ 11,874.39	\$ 23,748.78	
23	S33 31 00-07	Excess Manhole Depth	V/F	6	\$ 300.00	\$ 1,800.00	\$ 200.00	\$ 1,200.00	\$ 200.00	\$ 2,400.00	\$ 400.00	\$ 750.00	\$ 4,500.00	\$ 817.67	\$ 4,906.02	\$ 817.67	\$ 4,906.02	
Base Bid Total						\$ 114,932.85		\$ 127,024.00		\$ 133,333.00		\$ 143,178.21		\$ 196,810.32		\$ 196,810.32		\$ 196,810.32