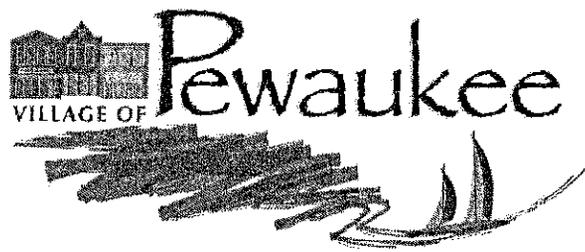


Public



**Regular Village Board Meeting Agenda**

September 6, 2016 – 7:00 pm  
Village Hall, 235 Hickory Street, Pewaukee, WI 53072

1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call.
2. Approval of Minutes of Previous Meeting.
  - Minutes of the Regular Village Board Meeting – August 16, 2016
3. Citizen Comments. – *Comments should be addressed directly to the Village Board and should be limited to a maximum of three minutes per speaker. Speakers are asked to state name and address for the record.*
4. Ordinances.
  - a. Ordinance No. 2016-12, Ordinance to Create Chapter 28 of the Municipal Code of the Village of Pewaukee To Establish a Code of Ethics
5. Resolutions.
  - a. Resolution No. 2016-04, A Resolution Committing to Required Funding for the Pewaukee Public Library and Requesting Exemption from the 2016 Waukesha County Library Tax Levy for 2017 Purposes
  - b. Resolution No. 2016-05, Resolution to Approve Façade Improvement Loan Application for Mangold Holdings LLC and Heather and Michael Mangold
6. Old Business.
  - a. None.
7. New Business.
  - a. Discussion and Possible Action on Oral Cancer Foundation Special Event Permit Application for Run/Walk for Oral Cancer Awareness on October 8, 2016
  - b. Discussion and Possible Action on Purchase of Sewer Utility Truck
  - c. License Approvals and Vendor Permits.
    1. Operator License – New and Renewals
    2. Transient Merchant Permits
    3. Premise License
  - d. Distribution of and Discussion/Direction Related to Preliminary Draft 2017 General Fund Budget
  - e. Scheduling of 2017 Budget Workshops
  - f. Discussion and Direction and Acknowledgment of the Van Horn Donation for the Bridge Project.
  - g. Discussion and Possible Action on Turning Over the Pedestrian Bridge Project to the Pewaukee River Partnership.
8. Citizen Comments. – *Comments should be addressed directly to the Village Board and should be limited to a maximum of three minutes per speaker. Speakers are asked to state their name and address for the record.*
9. Closed Session. – The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(e) for the purpose of deliberating or negotiating 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, specifically to discuss negotiation strategy regarding Fire/EMS Agreement; and pursuant to Wis. Statute Section 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever



### **Regular Village Board Meeting Agenda**

competitive or bargaining reasons require a closed session, specifically to discuss a negotiating strategy regarding the possible acquisition of easement rights along the Pewaukee River for a pedestrian bridge.

10. Reconvene Into Open Session

11. Adjournment.

Note: Notice is hereby given that a quorum of a Village Committee and/or Commission may be present at the Village Board meeting, and if so, this meeting shall be considered an informational meeting of that Committee or Commission and no formal action of that Committee or Commission shall occur.

Posted: September 2, 2016

**VILLAGE OF PEWAUKEE  
VILLAGE BOARD MEETING  
August 16, 2016**

**1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call**

President Knutson called the meeting to order at approximately 7:01 p.m. The Pledge of Allegiance was recited followed by a moment of silence.

Village Board members present on Roll Call: Trustee Paul Evert, Trustee Kevin Yonke, Trustee Heather Gergen, Trustee Joe Zompa, Trustee Tom Calder, and President Jeff Knutson, Trustee Cathy Baumann was excused.

Also Present: Village Attorney, Mark Blum; PD Lieutenant, Mark Garry; Park, Recreation, and Building Services Director, Kelley Woldanski; Village Administrator, Scott Gosse; Village Clerk, Chaz Schumacher; Deputy Clerk-Treasurer, Cassie Smith.

**2. Approval of Minutes of Previous Meetings**

***a. Minutes of the Regular Village Board Meeting – August 2<sup>nd</sup>, 2016***

Trustee Calder asked the Board to note the previous meeting is recorded as having ended at 8:23 p.m.

**Trustee Zompa moved, seconded by Trustee Gergen to approve the August 2<sup>nd</sup>, 2016 minutes as presented. Motion carried 6-0.**

**3. Citizen Comments**

Carole Stamm – 130 West Wisconsin Avenue, Unit 1 – Ms. Stamm stated the Village Board needs to work together as a team, at the last meeting one member was cruel and showed arrogance and disrespect towards their equals and the Village President. Ms. Stamm stated she called the Government Accountability Board and spoke with Diane Lowe regarding the recall process for a village board member. Per Ms. Stamm, Ms. Lowe agreed with her and explained what was needed for a recall. Ms. Stamm stated she would need 994 signatures to file a recall petition. Ms. Stamm stated she has received all the necessary paperwork to move forward with a recall. She stated she is very upset with she has seen and that she will be watching the board and will see about moving forward with the recall petition.

**4. Ordinances**

***a. Ordinance No. 2016-12, Ordinance to Create Chapter 28 of the Municipal Code of the Village of Pewaukee To Establish a Code of Ethics***

Administrator Gosse informed the board about his findings after reaching out to other municipalities regarding if they require financial disclosures. He stated 7 responded stating they do not require financial disclosures and 1 stated they do not currently but did at their previous municipality of Twin Lakes. The Twin Lakes disclosure has been included in the packet as an example. Gosse stated Kelley Woldanski from the City of Pewaukee informed him recently that the City does require a disclosure.

Trustee Calder thanked Administrator Gosse for gathering information from other communities. He stated this is needed in the Village and asked that the Board use the form Gosse provided in the packet, replacing information to reflect the Village's information.

Trustee Zompa stated his biggest concern with the financial disclosure is possibly creating a barrier to potential board members. He stated that the form presented is better and he would possibly support something like it. He stated there needs to be a balance of transparency for the electors without creating barriers because people may not want to put themselves into this light.

Trustee Gergen stated her agreement with Trustee Zompa. She stated she would like to see the City of Pewaukee's form and see if it is something the Village could use. The form presented in the packet is more palatable. Administrator Gosse stated Woldanski did forward a copy of the City's form and he will forward it to the Village Board.

**Trustee Calder moved, seconded by Trustee Evert to defer this item until the information requested by Trustee Gergen is supplied. Motion carried 6-0.**

Trustee Gergen stated she would like to see the complete ordinance with all edits included, prior to voting on the ordinance. She stated she thought the ordinance would be meant more as a guideline. Attorney Blum stated edits have not been made, he is waiting for direction from the board on who would be affected by the financial disclosure, is the ordinance meant more as a guideline and if so, there are State Statutes that provide for it, if the Board wants to move above and beyond that, standards will be needed and a complaint process established.

**Trustee Calder moved, seconded by Trustee Evert to withdraw the original motion to defer this item.**

**Trustee Calder moved, seconded by Trustee Gergen that this item be deferred and that direction and input from the Board to the Village Attorney will be provided regarding what the ordinance will entail, and that the information requested by Trustee Gergen be provided to the Board. Motion carried 6-0.**

## **5. Old Business**

### ***a. Discussion and Possible Action on Laimon Family Lakeside Park parking lot patching contract***

Park, Recreation, and Building Services Director Woldanski stated she has safety concerns with areas of the parking lot and water not going where it needs to for proper drainage. She stated 3 quotes have been presented, they were not easy to obtain. She is recommending PLM Paving for the project.

Trustee Zompa asked if the Department of Public Works has been involved with the process. Woldanski stated she worked with DPW Supervisor Jack Straehler and Tom Opie on what was needed for the project and then the quotes were obtained. Discussion followed.

**Trustee Calder moved, seconded by Trustee Yonke to award the project to PLM Paving for an amount not to exceed \$7,980. Motion carried 5-1, Trustee Zompa voted nay.**

## **6. New Business**

### ***a. Discussion and update by Assessor Regarding 2016 Assessment Process and Possible 2017 Revaluation***

Dean Peters of Associated Appraisal introduced himself to the Board, he stated he wanted to discuss the market conditions and the need for a revaluation in 2017. He stated the most recent information from the DOR certification of equalized value shows an approximate 4% increase in market value from January 2015 to January 2016, the market is healthy. He stated the assessments are within 92-93% of the market value, as per the agreement to keep the assessments within 10% of the market value, but the assessments are getting close to the 10% difference. He stated there are some concerns with looking at the previous assessment records because there are 3 different sets and it's been a rocky conversion to put them all into the digital format, all of the residential and some commercial have been entered. He stated there was difficulty in entering the remaining commercial records as there were large discrepancies between the paper records, the GIS records, and actual properties. He stated a substantial increase in assessments will gain public attention. He stated values need to be updated in 2017 and if a revaluation is done it would be up to date and meet the DOR requirement of being digitally maintained.

Trustee Zompa stated he assumes taxes will increase for the residential properties, but asked about the empty store fronts and how they will be impacted. Dean Peters stated the DOR is saying there's a 2% increase for commercial properties. Peters stated he has tried to talk to the DOR about the assessed values on the empty storefronts being too high but there have been above assessed value sales and that could be impacting it.

Trustee Zompa stated if the Village decides to move forward with revaluation, citizens need to be prepared for it. Dean Peters stated Associated Appraisal has materials to help with this process.

Trustee Calder asked for the ratio of equalized values for Commercial and Residential properties. Peters stated the values are 92-93% currently, in the past there was a disparity between them but right now both are about the same.

Trustee Gergen asked if the Village needs to decide now or if it can wait until the budget process and until other things are sigend. Trustee Zompa stated the costs have been built in and quantitated in the 2017 budget and the Village should do it now or the costs for a revaluation could increase. Zompa stated the Village needs to move forward with the revaluation. Discussion followed.

Trustee Calder asked that the revaluation be up for discussion and possible action at the next Village Board meeting.

President Knutson thanked Dean Peters for his time.

***b. Discussion and Possible Action on Adoption of Emergency Operations Plan***

Police Lieutenant Mark Garry presented the emergency operations plan for the Village. Garry stated the Board has received a condensed version of the plan as the actual product has sensitive information included. He stated all departments heads have had an opportunity to review it and understand the rules and guidelines it provides. He stated it is a living document so it will change over time.

Trustee Zompa stated he has worked with Emergency Operations Plans and asked what plans are in place to keep the document current. Lieutenant Garry stated a large scale exercise will be done sometime in the next year and the Village Board will be involved with the tabletop exercises. Garry stated the City of Delafield is performing a large scale exercise and he will be assisting with it and using the experience to bring back to the Village.

Trustee Evert complimented Lieutenant Garry on his work and everyone else who worked on the emergency operations plan, it is very good.

Trustee Gergen asked if the Village would be coordinating with Red Cross or other agencies and where the emergency shelters will be located. Lieutenant Garry stated there are several locations such as WCTC, multi-family units, even businesses, it would depend on where the event is occurring.

President Knutson asked why the Administrator was not included in the DRT. Lieutenant Garry stated it would depend on what role the administrator takes.

Trustee Gergen asked if the fire chief had signed off on the plan. Lieutenant Garry stated the fire chief has signed off on it.

The Board thanked Lieutenant Garry for his work on the emergency operations plan.

Trustee Calder moved, seconded by Trustee Gergen to approve the Emergency Operations Plan for the Village of Pewaukee as presented. Motion carried 6-0.

***c. License Approvals and Vendor Payments***

Trustee Gergen moved, seconded by Trustee Evert to approve new Regular Operator Permits for the remainder of the July 1, 2016 through June 30, 2017 license term as presented for the following applicants:

Taylor Covert                      Amanda Buskirk                      Lukas Kohanowski                      Stacy Levenhagen

Motion carried 6-0.

***d. Monthly Approval of Checks and Invoices for all Funds – July 2016***

Trustee Calder noted that the fire administration fees continue to climb.

Trustee Evert moved, seconded by Trustee Gergen to approve the July 2016 Treasurer's Report in the amount of \$593,921.62. Motion carried 6-0.

**7. Citizen Comments**

None.

**8. Closed Session** - *The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 19.85(1)(e) for the purpose of deliberating or negotiating 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, specifically to discuss a negotiating strategy regarding a fire and EMS agreement with the City of Pewaukee; and pursuant to Wis. Statute Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider employment of an Equipment Operator candidate.*

Trustee Calder moved, seconded by Trustee Evert to move into Closed Session at approximately 7:58 p.m. Motion carried on Roll Call vote, 6-0.

**9. Reconvene into Open Session**

Trustee Calder moved, seconded by Trustee Gergen to reconvene into Open Session at approximately 8:33 p.m. Motion carried on Roll Call vote, 6-0.

**10. Adjournment**

Trustee Evert moved, seconded by Trustee Zompa to adjourn the August 16, 2016 Village Board meeting. Motion carried 6-0.

Meeting adjourned at approximately 8:34 p.m.

Respectfully Submitted,

Chaz M. Schumacher  
Village Clerk



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 31, 2016

Re: Agenda Item *4a*, Ordinance No. 2016-12, Ordinance to Create Chapter 28 of the Municipal Code of the Village of Pewaukee To Establish a Code of Ethics

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#### **BACKGROUND**

This matter was deferred by the Village Board at its August 16<sup>th</sup> meeting to the September 6<sup>th</sup> meeting to allow for the Village Board members to receive and review a copy of the City of Pewaukee Statement of Economic Interest form. Additionally, the motion for deferral also contemplated that the Village Board would be providing direction to Attorney Blum on what the Village Board would like see contained in a final draft ordinance for action at a future meeting.

#### **ACTION REQUESTED**

The action requested of the Village Board is to provide direction on the desired final content of the attached ethics ordinance to Attorney Blum so that final language desired by the Village Board can be brought back in final draft form.

#### **ANALYSIS**

A copy of the Village of Twin Lakes "Property Interest Statement" was provided at the last Village Board meeting. A copy of the City of Pewaukee Statement of Economic Interest form is attached for reference along with another copy of the draft Ethics Ordinance.

Attachments

LAW OFFICES OF  
**HIPPENMEYER, REILLY, MOODIE & BLUM, S.C.**

ROBERT B. MOODIE  
MARK G. BLUM  
THOMAS G. SCHMITZER  
LORI J. FABIAN  

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(1911-1979)  
WILLIAM F. REILLY  
(1932-2007)

E-MAIL: [MGBLUM@HRMBLAWFIRM.COM](mailto:MGBLUM@HRMBLAWFIRM.COM)

May 11, 2016

**Via Email ([villagepresident@villageofpewaukee.com](mailto:villagepresident@villageofpewaukee.com))**  
Mr. Jeff Knutson, President  
Village of Pewaukee  
235 Hickory Street  
Pewaukee, WI 53072

**Via Email ([sgosse@villageofpewaukee.com](mailto:sgosse@villageofpewaukee.com))**  
Mr. Scott Gosse  
Village of Pewaukee  
235 Hickory Street  
Pewaukee, WI 53072

Re: State of Wisconsin Ethics Laws

Gentlemen:

Enclosed is the proposed draft of Chapter 28 of the Village Code of the Village of Pewaukee dealing with the subject of an Ethics Board. Also enclosed is an Ethics Statement, as well as Rules and Procedures for the Ethics Board.

As you can see, the Code of Ethics identifies a process in which someone who believes that a Village employee or official has committed a violation of the rules can have their complaint investigated and addressed. It also sets forth conflicts of interest standards, as well as rules for impartially and the conduct of Village business.

I am providing these documents to you as a follow up to my conversations with President Knutson on this issue. As we discussed, the State of Wisconsin has an Ethics Code to which all public officials would be responsible. This Code would make rules particular to the Village and again, would set up a process to have complaints investigated and decided.

If it has been determined a Village official or employee has violated the Ethics Code, the next step would be to have that information provided to the Village Board or the Village Administrator, as the case may be. The steps that are then taken regarding the issue are up to the Board or the employee's supervisor as the Code does not specify specific forms of penalty for having violated the Code.

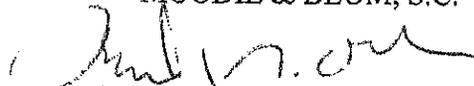
Please look this over and then feel free to contact me with any questions or concerns you may have regarding its content. Ultimately, if the Village wishes to move forward with this, the Village Board would need to consider the matter and to adopt the Ethics Ordinance and the Rules and Procedures for the Ethics Board. The Statement for employees and officials to sign could also be acted upon, although this is really derived from the content of the Ordinance itself.

Mr. Jeff Knutson  
Mr. Scott Gosse  
Village of Pewaukee  
May 11, 2016  
Page | 2

Thank you for your consideration of these matters.

Sincerely,

HIPPENMEYER, REILLY,  
MOODIE & BLUM, S.C.



Mark G. Blum

MGB/jb  
Enc.

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

**Ordinance to Create Chapter 28 of the Municipal Code of the Village of Pewaukee  
To Establish a Code of Ethics**

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The Village Board of the Village of Pewaukee, Waukesha County, Wisconsin do ordain as follows:

**SECTION I**

Chapter 28 of the Municipal Code of the Village of Pewaukee is hereby created to read as follows:

***CHAPTER 28 – ETHICS, CODE OF***

**Sec. 28-1. Declaration of Policy.**

- A. The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; government decisions and policy be made in the proper channels of the government structure; public office not be used for personal gain; and the public have confidence in the integrity of its government. In recognize of these goals, there is hereby established a Code of Ethics for all Village officials and employees, whether elected or appointed, paid or unpaid, including members of boards, committees and commissions of the Village. The purpose of this Chapter is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the Village and by directing disclosures by such officials and employees of private financial or other interests in matters affecting the Village. The Village Board recognizes that the representatives of the Village are drawn from society and therefore, cannot and should not be without all personal and economic interest in the decisions and policies of government; that citizens who serve as Village officials and employees retain their rights as citizens to interest of a personal and economic nature; that the standards of ethical conduct for Village officials and employees need to distinguish between those minor and inconsequential conflicts that are unavoidable in a free society and those conflicts which are substantial and material; and the Village officials and employees may need to engage in employment, professional or business activities other than official duties in order to support themselves or their families and to maintain a continuity of professional or business activity or may need to maintain investments, which activities or investments do not conflict with the specific provisions of this Chapter. The provisions and purpose of this Chapter and such rules and regulations as may be established are hereby declared to be in the best public interest.

- B. It is the intent of the Village Board that, in its operations, the Board of Ethics shall protect to the fullest extent the rights of individuals affected.

**Sec. 28-2. Standard of Conduct; Incorporation of Statute.**

There are certain provisions of the Wisconsin Statutes which should, while not set forth herein, be considered an integral part of any Code of Ethics. Accordingly, the provisions of the following sections of the Wisconsin Statutes are made a part of this Chapter and shall apply to public officers and public employees, whenever applicable.

§946.10	Bribery of public officials and employees
§946.11	Special privileges from public utilities
§946.12	Misconduct in public office
§946.13	Private interest in public contract prohibited

**Sec. 28-3. Responsibility of Public Office.**

Public officials and employees are agents of public purchase and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of the State of Wisconsin and the State of Wisconsin Public Official Ethics Law, and to carry out impartially the laws of the nation, state and municipality and thus, to foster respect of all government. They are bound to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal consideration, recognizing that the public interest must be their primary concern.

**Sec. 28-4. Definitions.**

As used in this Chapter, the following terms shall have the means indicated:

**ANYTHING OF VALUE or THING OF VALUE**

Any money or property, favor, service, payment, advance, forbearance, loan or promise of future employment, but does not include compensation and expenses paid by the state, fees, honorariums and expenses which are permitted and reported under §19.56, Wis. Stats., and political contributions which are reported under Chapter 11, Wis. Stats.

**EMPLOYEE**

Includes all full-time and part-time employees of the Village.

**FINANCIAL INTEREST**

Any interest which shall yield, directly or indirectly, a monetary or other material benefit to the official or employee or to any person employing or retaining service of the official or employee.

**IMMEDIATE FAMILY**

Spouse and children living at home.

**PERSONS**

Any person, corporation, partnership or corporate venture.

**PUBLIC OFFICIAL**

Includes all of those officers set forth in §61.24, §61.25, §61.26, §61.261, §61.27, §61.31 and

§61.32 of the Village Code, as well as all department heads, but shall not include the Municipal Judge and Village Attorney, who are already subject to stringent codes of professional responsibility and ethics. If the Weed Commissioner is a full-time Village employee, the Ethics Code shall not apply to such Village employee only to the extent of his serving as the Weed Commissioner, but shall apply to such employee in all other respects. Public official shall not include any individual, his company, firm or business or any of its employees or members whose relationship with the Village is created by contract.

#### **SEASONAL EMPLOYEE**

Employees hired to work a specific period of time or to work on a specific project or program with employment to terminate upon completion of project or program.

#### **Sec. 28-5. Conflicts of Interest.**

- A. Asking for or receiving anything of value. No official or employee shall ask for or accept anything from any source which may tend to impair his independence of judgment or action in the performance of his official duties. If an official or an employee receives anything from an unknown or anonymous source and has a question as to its appropriateness, the official or employee shall request an advisory opinion from the Ethics Board pursuant to §28.7B of this Chapter so as to avoid the appearance of impropriety. It is not a conflict of interest for any public employee or public official to receive from an individual person a gift or gratuity that is an unsolicited item or items.
- B. Engaging in certain business or transaction when incompatible with discharge of duties. No public official or employee shall engage in any business or transaction or shall act in regard to any financial interest, direct or indirect, which is incompatible with the proper discharge of his official duties for the benefit of the public, contrary to the provisions of this Chapter or which tend to impair his independence of judgment or action in the performance of his official duties. This subsection is not intended to interfere with public officials or employees having duties or employment in addition to those related to the Village, provided those duties or employment do not cause violations of this Chapter.
- C. Engaging in or accepting private employment when incompatible with discharge of duties. No public official or employee shall engage in or accept private employment or render service for private interest when such employment or service is incompatible with the proper discharge of his official duties or would tend to impair his independence or judgment or action in the performance of this official duties unless otherwise permitted by law, unless disclosure is made as hereinafter provided.
- D. Entering into contract with the Village. No public official or employee and no business in which a Village official or employee holds a ten (10%) percent or greater interest may enter into a contract with the Village. Unpaid members of Village boards and commissions may enter into a contract or contracts with the Village involving a payment or payments of not more than \$3,000.00 within a twelve-month period if such board or commission member has first made a written disclosure of the nature and extent of such proposed contract to the board and the department

acting for the Village in regard to such proposed contract or contracts. This Section does not affect the application of §946.13, Wis. Status.

- E. Disclosing confidential information. No official or employee shall disclose confidential information concerning the property, government or affairs of the Village nor shall he use such information to advance the financial or other private interest of himself or any other person.
- F. Disclosure of interest.
  - (1) In legislation. Any member of the Village Board who has a financial interest in any proposed legislation before the Village Board shall disclose on the records of the Village Board the nature and extent of such interest prior to or during the initial discussion on such legislation. Mere status as a taxpayer shall not be considered "financial interest". Any other official or employee who has a financial interest in any proposed legislative action of the Village Board and who participates in discussion with or gives an official opinion or recommendation to the Village Board shall disclose, on the records of the Village Board, the nature and extent of such interest.
- G. All public officials, Village employees and citizen member of boards and commission shall file with the Village Administrator the Code of Ethics Statement which is incorporated by reference. Public officials and citizen members will complete the form within sixty (60) days of appointment or election, and thereafter upon reappointment or reelection. All Village employees will complete the form within two (2) weeks of their employment.

**Sec. 28-6. Creation of Ethics Board; Qualifications; Membership.**

- A. There is hereby created an Ethics Board consisting of three (3) members and one (1) alternate, all of whom shall serve without compensation. The members of the Board of Ethics shall be residents of the Village and shall not be elected officials, full-time appointed officials, Village employees nor shall they be currently serving on any other Village board, committee or commission. The Village Attorney shall furnish the Board whatever legal assistance necessary in carrying out its functions. Terms of office shall be three (3) years, except that when the initial appointments are made, one member shall be appointed for one (1) year, one member shall be appointed for two (2) years, and one for three (3) years. The alternate shall serve on the Board when one of the members of the Board is unavailable. The term of the alternate shall be for three (3) years. The Ethics Board shall elect its own Chairman.
- B. Each member shall be appointed by the Village President subject to confirmation by the Village Board. The initial appointments shall be for staggered terms; one person with a single year term, one person with a two year term and a third person with a three year term. The alternate shall be appointed for a three year term as well.

**Section 28-7. Duties of Ethics Board.**

- A. The Ethics Board may adopt and develop written rules which shall be submitted to the Village Board for approval. A copy of such rules shall be filed with the Village Clerk. The Ethics Board shall select one of its members as Chairman and a Secretary who need not be a member.
- B. Any person to whom this Chapter applies may apply to the Ethics Board for an advisory opinion and shall be guided by the opinion rendered. Such person shall have the opportunity to present his interpretation of the facts at issue and of the applicability of provisions of this Chapter before the advisory decision is rendered. The Board's deliberations and action upon such applications shall be in meetings not open to the public. Records of the Board's opinions, opinion requests and investigations of violations shall be closed to public inspection. The Board, however, may choose to make such records public, but only with the consent of the individual requesting the advisory opinion.
- C. The Board shall investigate any complaint properly filed with it.
- D. The Board shall accept from any person or make upon its own motion a verified complaint, in writing, which shall state the name of the official or employee alleged to have committed a violation of this Chapter and which shall set forth the particulars thereof. The Board shall forward within ten (10) days a copy of the complaint to the official or employee who is accused. If no action on the verified complaint is taken by the Board within sixty (60) days, the complaint shall be void.
- E. Following the receipt or motion of a verified complaint, the Board may make preliminary investigations with respect to alleged violation of this Chapter. No preliminary investigation of the activities of any official or employee may be initiated, unless such official or employee is notified, in writing. The notice shall state the exact nature and purpose of the investigation, the individual's specific actions or activities to be investigated and a statement of such person's due process rights including, but not limited to, the right to appear before the Board to fairly, but concisely, respond to the results of the preliminary investigation.
- F. If after such investigation the Board finds that probable cause exists for believing the allegations of the complaint, it shall conduct a hearing on the matter which shall be held not more than thirty (30) days after such finding. The Board shall give the accused at least twenty (20) days' notice of the hearing date. Such hearings shall be at open session, unless the accused petitions for a hearing closed to the public. The rules of criminal evidence shall apply to such hearings. All evidence, including certified copies of records and documents which the Board considers, shall be fully offered and made part of the record in the case. Every party shall be afforded adequate opportunity to rebut or offer countervailing evidence.
- G. During all stages of any investigation or proceeding conducted under this subsection, the accused or any person whose activities are under investigation shall be entitled to be represented by counsel of his own choosing.

- H. The accused or his representatives shall have an adequate opportunity to examine all documents and records to be used at the hearing under Subsection F at a reasonable time before the date of the hearing, as well as during the hearing, to bring witnesses, establish all pertinent facts and circumstances and question or refute any testimony or evidence, including opportunity to confront and cross-examine adverse witnesses.
- I. The Board shall have the power to compel the attendance of witnesses and to issue subpoenas granted other boards and commissions under 885.01(1), Wis. Stats.
- J. Upon conclusion of the hearing, the Board shall file its decision within five (5) days, in writing, signed by all participating Board members with findings of fact, conclusion of law concerning the propriety of the conduct of the official or employee, if appropriate, refer to the matter to the Village Board, Civil Service Commission or other proper authority for its consideration.
- K. The affirmative vote of the Board shall be required for any action taken by the Board, with the exception that action taken by the Board pursuant to a hearing conducted under Subsection F shall require a unanimous vote of all those voting.

**Sec. 28-8. Applicability of Code.**

This Code shall be operative in all instances covered by its provisions, except as follows:

- A. All employees of the Village Police Department shall be governed by the Department's Code of Conduct as set established by the Chief, as well as any rules and regulations as set forth by the Village Police Commission when more restrictive than the Code.
- B. When superseded by an applicable statutory provision and statutory action is mandatory, or when the application of a statutory provision is discretionary, but determined by the Ethics Board to be more appropriate or desirable.

**SECTION II**

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed. Any Charter provision or any previously enacted Ordinance or Charter Ordinance inconsistent or in conflict hereby to that extent repealed.

**SECTION III**

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2016 by the Village Board of the Village of Pewaukee.

APPROVED:

\_\_\_\_\_  
Jeff Knutson, Village of Pewaukee President

Countersigned:

\_\_\_\_\_  
Chaz Schumacher, Village of Pewaukee Clerk

**Village of Pewaukee**  
**Code of Ethics Statement**

**To: All Employees, Elected & Appointed Officials**

The purpose of this document is to reaffirm the Village of Pewaukee's commitment to the highest standards of ethical behavior. It will also serve to summarize principles which are explained more fully in our "Code of Ethics", Section 28 of the Village Municipal Code.

It is expected that you will read the Code of Ethics. It is also expected that you will convey your commitment to these principles on a regular basis. Should there be any questions, contact your supervisor, our Village Administrator or the Ethics Board of the Village of Pewaukee.

Principles of the Village of Pewaukee Code of Ethics include:

- Public officials and employees are agents of public purpose and hold office for the benefit of the public.
- No official or employee shall ask for or accept anything from any source which may tend to impair his/her independence of judgment or action in the performance of his/her official duties.
- No public official or employee shall engage in any business or transaction or shall act in regard to any financial interest, direct or indirect, which is incompatible with the proper discharge of his/her official duties.
- No public official or employee shall engage in or accept private employment or render service for private interest when such employment or service is incompatible with the proper discharge of his/her official duties or would tend to impair his/her independence of judgment or action in the performance of his/her official duties unless otherwise permitted by law, or unless disclosure is made.
- No public official or employee and no business in which a Village official or employee holds a 10% greater interest may enter into a contract with the Village.
- No official or employee shall disclose confidential information concerning the property, government or affairs of this Village nor shall he/she use such information to advance the financial or other private interest or themselves or any other person.

All employees of the Village of Pewaukee Police Department shall be governed by the Code of Conduct as set by the Chief, as well as any rules and regulations set by the Village of Pewaukee Police Commission when more restrictive than Municipal Code.

It is important that Village of Pewaukee employees and officials understand the principles set forth in this document and Village Code Section 28. Our reputation for integrity is an important asset with the public we serve. The principles, as outlined, are designed to help us protect that asset. Anyone violating these principles will face appropriate disciplinary action. Your personal commitment to ethical behavior is essential if the Village of Pewaukee is to maintain the highest degree of honesty and integrity in its community activity.

Sincerely,

Jeff Knutson  
Village President

Acknowledgement:

I have read this document describing the principles of the Village of Pewaukee's Code of Ethics and have received or have access to a copy of Village Code 28.

\_\_\_\_\_  
Signature & Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Title/Position

## *ETHICS BOARD - RULES OF PROCEDURE*

### *VILLAGE OF PEWAUKEE*

1.01 Ethics Board. The Ethics Board is created by Section 28 of the Municipal Code of the Village of Pewaukee and has the authority to administer the Code of Ethics for officials, employees and others as described in Section 28-7 of the Village Code. It consists of three (3) appointed members and an alternate member serving when one of the members of the Board is unavailable.

1.02 Officers. At the initial meeting, and thereafter the annual meeting, in the month of May each year, the Board shall elect, by majority vote of its members, a Chairman and Secretary. The Chairman shall be a member of the Board and the Secretary need not be a member. They shall hold office until the next annual meeting.

1.03 Regular Meetings. The regular meetings of the Ethics Board shall be held when the need arises in the Village Hall in the room designed in the Agenda. The meetings may be held on the call of the Chairman or any two (2) Board members. Notice shall be given at least twenty-four (24) hours in advance of each meeting. The notice shall set forth the date, time, place and subject matter of the meeting, including that intended for consideration at any contemplated closed session, in such form as is reasonably likely to apprise members of the public and the news media thereafter.

1.04 Agenda. The Agenda of the items of business for each meeting shall be prepared by the Chairman and notice published by the Secretary.

1.05 Quorum. Three (3) members of the Board shall constitute a quorum. The alternate member of the Ethics Board shall be considered in making a determination whether the Board has a quorum.

1.06 Voting. A majority vote of the Board shall be necessary to pass any motion with the exception that Findings of Fact and Conclusions of Law made by the Board at a hearing conducted under Section 28-7(F) of the Village Code shall require the unanimous vote of the Board. The Secretary shall record all votes.

1.07 Minutes. The Secretary shall keep minutes of all meetings. The Board shall direct the obtaining of a Court Reporter for any hearing conducted under Section 28-7(F) of the Code.

1.08 Records. The Secretary shall be the custodian of the records of meetings of the Board. Financial and all other records shall be kept in a locked file cabinet in the office of the Village Clerk with access limited to members of the Ethics Board.

1.09 Access to Records.

A. Advisory Opinions. Records of the Board's Opinions, opinion requests and investigations of violations shall be closed to public inspection. The Board, however, may make such records public with the consent of the individual requesting the advisory opinion. If an individual who has received a written opinion from the Ethics Board publishes or discloses any

## *ETHICS BOARD - RULES OF PROCEDURE*

### *VILLAGE OF PEWAUKEE*

portion of the opinion, he or she shall have waived all confidentiality regarding the request, opinion, deliberations and all actions taken by the Board, and shall be deemed to have given the Board's consent to release otherwise confidential records. Upon issuing the advisory opinion, the Board shall inform the individual, in writing, of the waiver of confidentiality regarding the above records.

B. Records of Hearings. Certified copies, records and documents of a closed hearing conducted by the Board shall not be available to the public unless the accused requests release to the public.

#### 2.01 Investigation.

A. If the Board receives a verified complaint, directs a formal investigation or makes a formal complaint on its own motion, the Board will conduct a preliminary investigation. The Board shall have access to the Police Department, Office of the Village Attorney and other investigative gathering services in order to conduct its investigations. Such investigative gathering service shall file a written report with the Board, a copy of which shall be provided to the public official or employee upon request.

B. The investigation shall proceed only after written notice is given to the public official or employee or other person subject to the Ethics Code within ten (10) days of the Board formally accepting the verified complaint, the Board making a formal complaint on its own motion or the Board directing a formal investigation. The notice shall contain the exact nature and purpose of the investigation, the individual's specific actions or activities to be investigated, a statement of such person's due process rights and a copy of the verified complaint to the officer or employee or other person subject to the Ethics Code shall be forwarded to such person.

C. If, following the investigation, the Board determines there is not probable cause to believe a violation of the Ethics Code has occurred, the Board will dismiss the complaint. A copy of the determination shall be delivered to the public official or employee or other person subject to the Ethics Code upon the Board filing its determination.

D. If, after such investigation, the Board finds that probable cause exists that a violation of the Ethics Code has occurred, the Board shall then conduct a hearing on the matter which shall be held not more than thirty (30) days after such finding. The Board shall give the public official or employee or other person subject to the Ethics Code at least twenty (20) days notice of the hearing date.

2.02 Hearing. Upon determination by the Board to hold a hearing, it shall set the day, time and place of the hearing and direct the Secretary to give written notice to the public official or employee or other person subject to the Ethics Code. Within ten (10) days of receipt of notice, the public official, employee or other person subject to the Ethics Code may obtain a continuation to a later hearing date but not more than thirty (30) days after the initial date set for hearing on the notice.

*ETHICS BOARD - RULES OF PROCEDURE*

*VILLAGE OF PEWAUKEE*

2.03 Conduct of Hearing.

A. The hearing shall be open to the public unless the accused petitions for a hearing closed to the public, at which time the Board shall consider the factors contained in the open meetings laws, making its determination whether or not to close the hearing to the public. The Chairman of the Board shall preside at the hearing and all appearances shall be noted.

B. A transcript of the hearing shall be taken and prepared by a court reporter. The original transcript shall be paid for by the Village. Any additional copies shall be paid by the party requesting the same.

C. The Chairman shall read the verified complaint unless waived and the complainant shall be entitled to representation by counsel.

D. The Village Attorney shall be available to furnish the Board with whatever legal assistance is necessary in carrying out its functions. If the Board determines that counsel is needed to present the complaint, it shall arrange for counsel other than that of the Village Attorney, the expense of which shall be borne by the Village.

E. Opening and closing statements may be made by the parties or their attorney.

F. As the burden shall be upon the Village to prove a violation of the Code, the Village shall present its case to the Board first.

2.04 Witnesses.

A. The testimony of all witnesses shall be under oath.

B. The appearance of witnesses may be compelled by subpoenas issued by the Chairman of the Ethics Board.

C. Witnesses subpoenaed by the Board shall be entitled to payment of witness fees and mileage by the Village.

D. Each party shall have the right to cross-examine and impeach witnesses.

E. The Board shall have the right to examine any witness called to testify before the Board.

2.05 Rules of Evidence.

A. The Chairman may make all rulings on procedures and evidence. A ruling challenged by a Board member shall be finally determined by majority vote of the Board.

## *ETHICS BOARD - RULES OF PROCEDURE*

### *VILLAGE OF PEWAUKEE*

B. In making its determination, the Board shall consider only such evidence as is admissible under the evidentiary statutes of the State of Wisconsin.

2.06 Determination. Upon conclusion of the hearing and the Board's deliberation, the Board shall file its decision within five (5) days, in writing signed by all participating Board members, with Findings of Fact, Conclusions of Law and a Final Determination concerning the propriety of the conduct of the officer, employee or other person subject to the Ethics Code and, if appropriate, refer the matter to the Village Board or other proper authority with a recommendation for suspension, removal from office or employment or other disciplinary action.

### 3.01 Advisory Opinion.

A. Upon the written request of a public official, employee or other person subject to the Ethics Code, the Board will furnish an advisory opinion, in writing, regarding the application of the Code of Ethics to that public official, employee or other person subject to the Ethics Code.

B. The request shall contain a full statement of the pertinent facts and may contain the application of the Code of Ethics understood by the public official, employee or other person subject to the Ethics Code.

C. The request shall be filed with the Chairman or Secretary and placed on the next Board Agenda. The Board shall decide whether to prepare an opinion or request additional information in writing.

D. The Board's deliberations and actions on advisory opinions shall be in meetings not open to the public.

E. The Board shall direct the preparation of the advisory opinion by a member of the Board, the Village Attorney or Secretary and the final opinion shall be approved by the Board. Prior to the Board rendering an advisory opinion, the person who applies to the Ethics Board for an advisory opinion may, within twenty (20) days of submitting said application, request an opportunity to present his or her interpretation of the facts at issue and of the applicability of the provisions of the Code. The Board reserves the right to request the presence of the applicant to answer questions.

F. A Board member may dissent in writing from a Board advisory opinion.

G. Advisory opinions, opinion requests and records of investigations of alleged violations shall be closed to public inspection, except when requested by the individuals involved.

H. If an advisory opinion is given to a public official and that public official is later determined by the Board after a hearing to have violated the Code of Ethics in respect to this subject matter of the advisory opinion, the Board will then consider the advisory opinion in making its recommendation to the Village Board or other proper authority.

***ETHICS BOARD - RULES OF PROCEDURE***

***VILLAGE OF PEWAUKEE***

4.01 Amendment of Rules. These Rules shall not be changed, amended or repealed unless the amendment is introduced, in writing, at a regular meeting and the same laid over for consideration at the next regular meeting subsequently scheduled.

4.02 Roberts' Rules of Order. The Rules of parliamentary rules of order shall govern the proceedings of the Board in all cases to which they are applicable, if not inconsistent with any special rule adopted for the government of the Board or contrary to the laws of the State of Wisconsin.

Adopted by the Board of Ethics of the Village of Pewaukee on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Chairman

ATTEST:

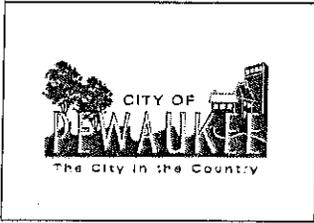
\_\_\_\_\_  
Secretary

The foregoing Rules were adopted by Motion of the Village Board of the Village of Pewaukee on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jeff Knutson, Village President

ATTEST:

\_\_\_\_\_  
Chaz Schumacher, Village Clerk



This form must be filed with:  
City of Pewaukee Ethics Board  
W240 N3065 Pewaukee Road  
Pewaukee, Wisconsin 53072  
(262) 691-0770

Information must be current as of this reporting date: **June 2016**

FOR OFFICE USE ONLY -  
DATE RECEIVED: \_\_\_\_\_

### CITY OF PEWAUKEE ETHICS BOARD STATEMENT OF ECONOMIC INTERESTS

Name: \_\_\_\_\_  
(Last Name) (First Name & Initial)

Address: \_\_\_\_\_  
(Street Address) (City) (State) (Zip Code)

Spouse's Name: \_\_\_\_\_  
(Last Name) (First Name & Initial)

Address (If different from above): \_\_\_\_\_  
(Street Address) (City) (State) (Zip Code)

Position Held or Sought \_\_\_\_\_  
(Include Department, Commission, Board, Committee, etc.)

#### DEFINITIONS AND EXPLANATORY MATERIAL

**INCOME:** Means gross income from whatever source derived as provided in section 61 of the Internal Revenue Code. Address questions about "income" to your tax adviser.

**IMMEDIATE FAMILY:** refers to your spouse or legal dependent for federal income tax purposes.

**ORGANIZATION:** refers to all corporations, partnerships, associations, trusts and other legal entities organized for profit regardless of form – except governments and individual people.

**TRUST:** If you or your immediate family, separately or together, are the only beneficiaries of a trust, treat the trust's assets as if you own them directly. If you or your immediate family has a proportional interest in a trust, treat that proportion of the trust's assets as if you own them directly. For example, if you and your immediate family have a 1/3 interest in a trust, complete your Statement as if you own 1/3 of each of the trust's assets.

If you or a member of your immediate family created a trust and can revoke it without the beneficiaries' consent, treat its assets as if you own them directly.

**PUBLIC RECORDS:** Statements of Economic Interests are open for public inspection.

**REPORT TO THE BEST OF YOUR INFORMATION AND BELIEF:** Information required on this Statement must be provided on the basis of the best knowledge, information and belief of the individual filing the Statement.

**PENALTIES:** Section 1.16 of the Municipal Code of the City of Pewaukee authorizes this form and Section 9(b) of such Code prescribes penalties for failure of a City of Pewaukee official or a candidate or nominee for local public office to file this form with the Ethics Board in a timely manner. Penalties may include forfeitures, reprimand, or, in the case of a candidate, exclusion from ballot.

Complete Items 1 through 4.

- EMPLOYERS.** List the names of all employers of the public official and his/her spouse.  
(If your employer is the City of Pewaukee, list department.)

Employer Name	Address

- REAL PROPERTY.** List the address of all real property located in the City of Pewaukee, in which you or your spouse has an ownership interest in.

Check here if you do not have any real property located in the City of Pewaukee.

Address

- CREDITORS.** List the names and addresses of all creditors to whom you or your spouse is indebted by more than fifty-thousand (\$50,000) dollars.

Check here if you do not have any business or personal debts of \$50,000 or more.

Name of Creditor	City and State

4. **OFFICES AND DIRECTORSHIPS.** List the names of all corporations and other business interests, both profit and nonprofit, in which the official or his/her spouse hold any office or directorship or own or control, directly or indirectly, more than twenty (20%) percent of the outstanding stock or more than twenty (20%) percent of other business ownership.

\_\_\_\_\_ Check here if you or your spouse do not hold any offices or directorships or own or control, directly or indirectly, more than 20% of the outstanding stock or more than 20% of other business ownership.

Name of Corporation	City and State

If, after filing this statement, the filer becomes aware of any change in the information contained in his/her current statement, he/she shall amend, as soon as possible, his/her statement to reflect accurately the change.

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**STATEMENT OF ECONOMIC INTERESTS ARE OPEN FOR PUBLIC INSPECTION**

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By signing this form I certify that the information contained in this Statement of Economic Interests and information I have filed with it is true, correct and complete to the best of my knowledge, information and belief.

\_\_\_\_\_  
SIGNATURE OF PERSON FILING

\_\_\_\_\_  
DATE

(\_\_\_\_\_) \_\_\_\_\_

Telephone Number at which you can be reached during normal business hours.

VILLAGE OF TWIN LAKES

PROPERTY INTEREST STATEMENT

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

POSITION IN VILLAGE  
GOVERNMENT \_\_\_\_\_

EMPLOYER NAME \_\_\_\_\_  
(If different than Village of Twin Lakes)

EMPLOYER ADDRESS \_\_\_\_\_

BUSINESS AND REAL ESTATE LOCATED WITHIN THE VILLAGE OF TWIN LAKES (other than my residence) IN WHICH I OR MY IMMEDIATE FAMILY (SPOUSE AND CHILDREN) HAVE A 10% OWNERSHIP OR MANAGING INTEREST.

BUSINESS NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

PRINCIPAL BUSINESS  
ACTIVITY \_\_\_\_\_

RELATIONSHIP  
TO BUSINESS \_\_\_\_\_

REAL ESTATE  
ADDRESS \_\_\_\_\_

(Use reverse of form for additional disclosures)

I have disclosed all businesses in which I or my immediate family have a direct or indirect financial interest identified.

\_\_\_\_\_  
Signature

Date \_\_\_\_\_



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 29, 2016

Re: Agenda Item 5a, Resolution No. 2016-04, A Resolution Committing to Required Funding for the Pewaukee Public Library and Requesting Exemption from the 2016 Waukesha County Library Tax Levy for 2017 Purposes

---

#### **BACKGROUND**

Annually, communities that desire to remain exempt from the County Library Tax must transmit to the County a resolution stating that they will expend no less than the County Library Tax rate for the prior year. Attached for your review and information please find a copy of a memo from WCFLS Director Connie Meyer regarding the annual exemption process from the County Library Tax along with a copy of the a proposed resolution committing to expend at least the average of the prior three years funding for library purposes.

#### **ACTION REQUESTED**

The action requested of the Village Board is to adopt Resolution No. 2016-04, A Resolution Committing to Required Funding for the Pewaukee Public Library and Requesting Exemption from the 2016 Waukesha County Library Tax Levy for 2017 Purposes.

#### **ANALYSIS**

Please note that the first bullet point on the attached memo indicates that communities must either meet a minimum levy requirement for library purposes or in the case of joint libraries (such as ours) levy and expend no less than the average of the prior three years. The Village has funded the library at an average of the prior three years and the proposed budget from the library would continue to do so.

Attachments

STATE OF WISCONSIN

VILLAGE OF PEWAUKEE

WAUKESHA COUNTY

RESOLUTION NO. 2016-04

**A RESOLUTION COMMITTING TO REQUIRED FUNDING FOR THE PEWAUKEE  
PUBLIC LIBRARY AND REQUESTING EXEMPTION FROM THE 2016  
WAUKESHA COUNTY LIBRARY TAX LEVY FOR 2017 PURPOSES**

**WHEREAS**, the Village Board of the Village of Pewaukee recognizes that pursuant to §43.64, Wis. Stats. and the recently enacted Section 43.64 (2)(c), Wis. Stats., in order for joint libraries to obtain an exemption from the Waukesha County library levy for the year 2016 for 2017 purposes, the Village Board must certify that it will expend no less than the average of the funding levels of the previous three years; and

**WHEREAS**, the Village of Pewaukee funded the Pewaukee Public Library \$236,924 in 2014, \$233,997 in 2015 and \$238,487 in 2016 with the average of the three years being \$236,469; and

**WHEREAS**, the Village Board further recognizes that pursuant to state law, listed funding for the Pewaukee Public Library must come only from municipal sources and must exclude fines, fees and other revenues as well as capital expenditures.

**THEREFORE, BE IT HEREBY RESOLVED** by the Village of Pewaukee Village Board that it pledges to appropriate and allow the Pewaukee Public Library to expend no less than \$236,469, thereby exempting the Village of Pewaukee from the 2016 county library levy for 2017 purposes.

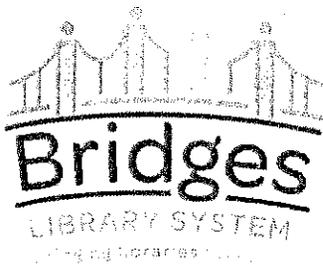
Dated this \_\_\_\_ day of September 2016.

VILLAGE OF PEWAUKEE

\_\_\_\_\_  
Jeff Knutson, Village Board President

ATTEST:

\_\_\_\_\_  
Chaz Schumacher, Village Clerk



741 N. Grand Ave., #210  
Waukesha, WI 53186

☎ 262.896.8080  
🌐 bridgeslibrarysystem.org

To: Chief Elected Officials/Administrators in Communities with Libraries, Member Library Directors  
From: Connie Meyer, Bridges Library System Director *Connie G Meyer*  
Re: Waukesha County library tax exemption notices  
Date: August 2, 2016

Annually Waukesha County sets a special levy for library services. The funds are distributed to libraries to compensate them for items borrowed by non-residents of their communities. State law (ss. 43.64(2) Wisc. Statutes) provides that communities with libraries may avoid double taxation and exempt themselves from this special levy if they meet certain conditions:

- Exempting library communities must levy and expend an amount equal to or greater than the mill rate set by Waukesha County in the preceding year with the exception of joint libraries whose participating municipalities have an alternate option for exempting which is to levy and expend an amount not less than the average of the previous 3 years (ss.43.64 (2)(c)).
- Exempting library communities are required to provide written notification to the county annually.
- The County Code requires that the notification be from the local governing body rather than from the clerk alone.
- The Code also requires a deadline date of September 30 so that the County Executive Budget available to supervisors and the general public can properly reflect the county library taxation levels in the Adopted Budget in November.
- For 2017 tax purposes, exempting communities must also have a library that meets or exceeds minimum county standards as certified by the library board. (The libraries have already received their standards certification letters.)

If you would like to exempt your community from the Waukesha County library tax, the form (on page 2), *Notice of Exemption from Waukesha County Library Levy 2016 Tax for 2017 Purposes* must be approved by the Municipality's governing body, signed, and returned to Bridges Library System no later than September 30, 2016. Also include a copy of your adopted municipal ordinance or resolution certifying that your library appropriation meets or exceeds the requirements. Email submission is acceptable as long as the form includes the actual signature.

Thank you for providing library services to our citizens. Strong libraries build strong communities and your commitment to financially support your library is important and valued!



Notice of Exemption from Waukesha County Library Levy  
2016 Tax for 2017 Purposes

Name of Community:

Name of library:

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We recognize that, pursuant to ss 43.64 Wisconsin Statutes, to obtain an exemption from the 2016 county library levy for 2017 purposes, the municipality must certify that during budget year 2017, its library will be provided and be allowed to expend no less than the county library tax rate in the prior year, \$0.283021 per \$1,000 Equalized Value.

In the case of joint library, an alternate exemption option exists pursuant to ss 43.64 (2) (c). Under this language, each participating municipality in the joint library has the option to certify that during its budget year 2017, the library will be provided and allowed to expend no less than the average of the funding levels of the previous 3 years.

We further recognize that, pursuant to state law, listed funding must be only from municipal sources, not the entire library budget. Reported amounts must exclude fines, fees, and other revenues. Capital expenditures are excluded as well.

I am authorized to certify that the governing body of the municipality has enacted an ordinance or resolution pledging that it will appropriate and allow the library to expend no less than a rate of \$0.283021 per \$1,000 of the actual state Equalized Value amount for the community that is published by the state on or about August 15, 2016 or, in the case of a joint library whose municipality may choose this option, that the participating municipality will appropriate and allow the library to expend no less than the average of the funding levels of the previous 3 years.

The community meets its requirement stated above and is therefore eligible for exemption from the 2017 Waukesha County library levy.

---

Name and Title of Person filling out this form:

---

Signature

---

Date

This form, along with a copy of the municipal resolution/ordinance, must be filed no later than September 30, 2016.

Send to:  
Bridges Library System  
741 N. Grand Avenue, Suite 210  
Waukesha, WI 53186  
Or email to [cmeyer@bridgeslibrarysystem.org](mailto:cmeyer@bridgeslibrarysystem.org)



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: September 1, 2016

Re: Agenda Item 5b, Resolution No. 2016-05, Resolution to Approve Façade Improvement Loan Application for Mangold Holdings LLC and Heather and Michael Mangold

---

### **BACKGROUND**

Mangold Holdings LLC, owner of the property at 126 Main Street where Mangold Creative is has submitted an application for a façade loan (copy of application attached). A copy of the application is attached for your review and consideration.

### **ACTION REQUESTED**

The action requested of the Village Board is to review the façade loan application by Mangold Holdings LLC and Heather and Michael Mangold. Should the Village Board concur and approve of the application, the action requested of the Village Board is to approve Resolution No. 2016-05.

### **ANALYSIS**

The work proposed to be covered is related to landscaping and paving portion of the property redevelopment. Heather and Mike Mangold received approval from the Plan Commission at its March 12, 2015 meeting for the architectural changes to the building from its former use as the Masonic Lodge (replacement of doors and windows, stucco and masonry work, exterior lighting, exterior painting, and gutter/downspout replacement). The cost of the work already performed, based upon information provided by the applicants, is approximately \$63,000.

The proposed work would comply with the requirements of the façade loan program as "landscaping, pedestrian improvements, signage and exterior improvements related to ADA may be included in a project application if they are directly related to a larger project". The Village Board could consider the work completed by the Mangold's thus far as the larger project.

The estimated cost for the proposed work is \$16,197.08 based upon quotes provided by the Mangold's. They are requesting the full amount of the proposed landscaping and pavement work to be funded by the Façade Loan Program with the work already completed as their matching portion.

There is approximately \$2,456 in the Downtown Loan Fund. The Village Board could utilize fund balance to fund the loan and return the funds to fund balance as the loan payments are made to facilitate this loan should the Village Board deem this a project it would like to support through the Façade Loan process.

Attachments

**VILLAGE OF PEWAUKEE  
PLAN COMMISSION MINUTES  
Thursday, March 12<sup>th</sup>, 2015**

**5. NEW BUSINESS**

***a. Review, discussion and possible action on a site plan for Mangold Creative located at 126 Main Street.(Applicant – Mangold Creative)***

Planner Censky explained the request, stating the site is a redevelopment of an existing structure that was at one time the masonic temple. The applicant requested the ability to modify the exterior and interior. The Plan Commission was unable to grant the request as the property was zoned IPS. The zoning has now been changed to B-2 and the Commission has the ability to approve requests for the property. The request as presented would be for offices on the upper level and a commons area on the ground level that would be used occasionally for special events. The building has approximately 5,300 sq. ft. of gross floor area, with calculations permitted to its zoning; the applicant would be required to provide 19 parking stalls onsite. Due to a small number of employees and very few visiting clients, the applicant is requesting that the parking requirement be modified to require only 7 parking stalls. The landscaping plan goes above and beyond the requirement. There will not be an outside dumpster as they will not produce enough waste to necessitate one. The signage will consist of a 6 sq. ft. area on the building. Outside lighting will be decorative in nature and some existing fixtures will remain. The applicant is requesting more time to meet condition #3 as presented in Censky's staff report. Discussion followed.

Trustee Zompa asked for clarification on the frequency of special events on the ground level, he feels that the parking plan is not concrete enough. Censky stated she had similar concerns but that the use doesn't allow for them to lease the space. If the frequency of special events becomes an issue, the Village reserves the right to modify the approval of the parking waiver. Attorney Blum stated the Village is granting a waiver and it's not a right by use, so if the plan of operation becomes different from what is currently being presented, the Village reserves the right to revisit the approval.

Comm. Rogers asked for clarification on consequences of not meeting the landscaping if it's extended to October 2016. Attorney Blum stated there could be issuances of citations due to permit violations.

**Comm. Rogers moved, seconded by Comm. Reilly to approve the site plan for Mangold Creative located at 126 Main Street contingent on the fact that the lower level is used only occasionally for special events as specifically indicated by the applicant, along with the following conditions:**

- 1) The parking area plan be refined in its detail to reflect a minimum 3' offset from the south lot line (ref Section 40.273(b)) with the offset area to be maintained/established into greenspace;
- 2) The parking area plan be refined in its detail to reflect the planned hard-surface material and a striping plan that accommodates not less than 7 cars onsite;
- 3) Hard-surface installation of parking area and landscape plantings/beds to be completed no later than October 31, 2016;
- 4) Remnant freestanding sign/posts to be removed from the site as soon as frost conditions permit and contractors signs are no longer pertinent;
- 5) Village Engineer review and approval of all applicable physical site development, utility, grading, drainage, storm water management, and construction details prior to permit issuance;
- 6) Plans for the future ornamental fence depicted around the west and south sides of the building to create a "patio" environment shall be submitted to Village Staff for review and approval as to consistency with the architectural character of the project and surroundings and compliance with Section 40.422(c) of the Code prior to installation;
- 7) Applicant to secure any/all applicable permits (i.e. sign permit,...) prior to start of related construction or installation onsite.

**Motion carried 4-0.**

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**RESOLUTION NO. 2016-05****Resolution to Approve Façade Improvement Loan Application for  
Mangold Holdings LLC and Heather and Michael Mangold**

---

**WHEREAS**, the Village of Pewaukee has established a facade loan improvement program for certain portions of the Downtown of the Village; and

**WHEREAS**, Mangold Holdings LLC and Heather and Michael Mangold have submitted an application for participation in the program for their property at 126 Main Street, Tax Key No. PWV0899-911; and

**WHEREAS**, the applicant has already completed façade and exterior improvements for the property in 2015; and

**WHEREAS**, the applicant has submitted a proposal to improve the landscaping and pave the parking lot for the property; and

**WHEREAS**, it is estimated that the cost of the proposed landscaping and parking lot improvements would be \$16,197.08; and

**WHEREAS**, the Village has determined that the property is within the district for which facade improvement loans are permitted; and

**WHEREAS**, the applicants have submitted a complete application to the Village and have provided the information as required under Resolution No. 2009-08 of the Village of Pewaukee; and

**WHEREAS**, the Village has received verification that financing has been or will be obtained for the project for which the application for funding is being made; and

**WHEREAS**, the proposed landscape and parking lot plan was reviewed and approved by the Village Plan Commission at a meeting on March 12, 2015; and

**WHEREAS**, verification has been received by the Village of the existence of adequate property insurance coverage as well as payment of taxes.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Board of the Village of Pewaukee that the application for the participation by Mangold Holdings LLC and Heather and

Michael Mangold, individually, in the Village of Pewaukee facade loan program, is hereby determined to be complete and further that the applicant has met all necessary eligibility requirements for participation of the program as required under Village of Pewaukee Resolution No. 2009-08.

**BE IT FURTHER RESOLVED** that the Village Board hereby authorizes the lending to the applicants, Mangold Holdings LLC and Heather and Michael Mangold, the total sum of \$16,197.08 subject to the terms of the façade loan program as set forth in Village of Pewaukee Resolution No. 2009-08, as well as the terms of the note, loan agreement and mortgage which shall be prepared in a form acceptable to the Village Administrator and Attorney.

**BE IT FURTHER RESOLVED** that the Village President, Village Administrator and Village Clerk are authorized to prepare and execute such documents as may be necessary to effectuate and carryout the intention of these resolutions.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

APPROVED:

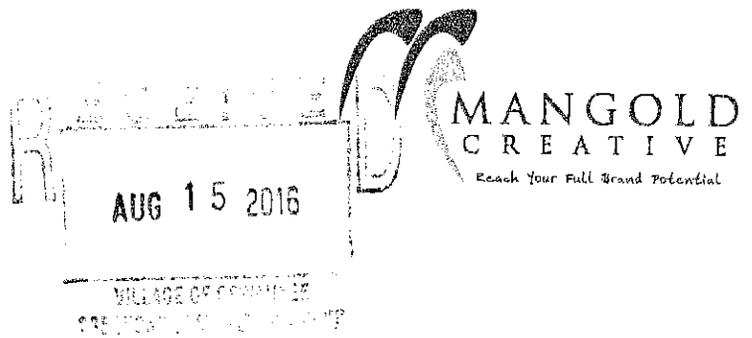
\_\_\_\_\_  
Jeff Knutson, Village of Pewaukee President

Countersigned:

\_\_\_\_\_  
Scott A. Gosse, Village of Pewaukee Administrator

Certified:

\_\_\_\_\_  
Chaz Schumacher, Village of Pewaukee Clerk



August 4, 2016

Mr. Scott Gosse  
Village of Pewaukee  
235 Hickory Street  
Pewaukee, WI 53072

Mr. Gosse,

Greetings. Attached you will find our submission for the Pewaukee Facade Loan program for our property at 126 Main Street, Pewaukee.

Per the Village loan program, we have provided:

- The completed Facade Loan Application, detailing our project and financing needs
- Two copies of our proposed improvements, reviewed and approved by Ms. Mary Censky and the Village
- Two copies of the project estimates and proposed costs
- A copy of our property insurance certificate, verifying coverage

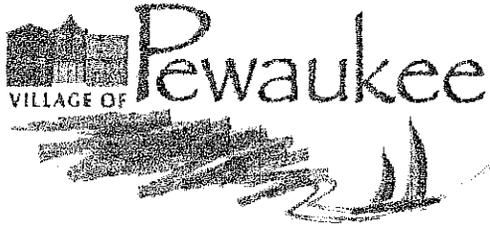
As members of the business community we are happy to have made Main Street in Pewaukee our home. We hope you are able to work with us to further improve our property, bringing more life, beauty and preservation to the historic downtown structure.

If you have any questions or require any additional information, please do not hesitate to contact us.

Sincerely,

Michael Mangold, Member  
Mangold Creative, LLC  
Mangold Holdings, LLC  
262-366-1708  
[mike@mangoldcreative.com](mailto:mike@mangoldcreative.com)

Heather N. Mangold, MBA, Member  
Mangold Creative, LLC  
Mangold Holdings, LLC  
262-446-0688  
[heather@mangoldcreative.com](mailto:heather@mangoldcreative.com)



235 Hickory Street  
Pewaukee, WI 53072  
262-691-5660  
262-691-5664

www.villageofpewaukee.wi.us

### Downtown Building Façade Renovation Loan Application

Name of Applicant: Mangold Holdings, LLC  
Street Address: 126 Main Street  
Pewaukee, WI 53072

Business Name: Mangold Holdings, LLC  
Parcel I.D. # (property tax #): PWV-089911 0899-411 (If unknown, leave blank)  
Project Address: 126 Main Street  
Pewaukee, WI

Phone Number: 262-446-0688  
Email Address: heather@mangoldcreative.com

#### Brief Project Description:

As you recall, we undertook a major renovation of the old Masonic Temple, renovating it from a tax assessment of \$190,000 to an assessment of \$314,000 in 2016. While we did address major facade and exterior improvements as a part of our original project without Village assistance, we were unable to address landscaping and parking lot as part of our original budget. Our intent is to use this facade loan program to help us accomplish that goal - Improving the lawn grade and adding planting beds, removing the flagpole that is in disuse, and paving the parking lot while adding much needed green space and plantings between our property and the Legion's. We also intend to add a small sitting area/patio, further enhancing the curb appeal of the property and helping prevent snow drifting issues we experienced in 2015. We will be paying cash for these improvements, however it will nearly deplete our reserves in the building fund and we anticipate 2 furnace replacements this fall for which cash must be available, so without the facade loan our exterior projects will have to be scaled back.

Include in the project description land uses intended, estimated timetable for construction and completion and one (1) copy of a set of project plans (11" x 17") as approved by the Plan Commission.

Cost Estimate of Façade Renovation: \$16,197.08

Date Project Will Begin: ASAP after approval, 9/1

The amount of the loan will be established as a matching amount to the amount of the funds the owner/applicant is investing in the project on a cash basis, which shall be documented through paperwork submitted to the Village following completion of the work. The Village will provide the loan proceeds as a reimbursement following completion of the work that was approved by the Village Plan Commission within 15 business days following submission of documentation by the owner/applicant to the Village.

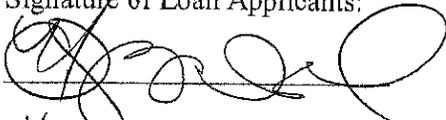
The loan shall be at 0% interest and for a term of ten years. The loan obligation shall be paid in ten equal annual installments commencing on July 1<sup>st</sup> of the second year following completion of the project. However, in no event shall the loan repayment be less than \$1,500 per year. The determination of the date of completion shall be made in the sole discretion of the Village. The

full balance of the loan shall be due immediately upon sale of the property. The loan may not be assigned without the expressed written consent of both parties. The loan may be prepaid in whole or in part at any time. If any payment is more than fifteen days late the entire remaining balance of the loan shall be immediately due and payable. Loan approval shall expire six months following the date the Village Board approves the loan unless the project has commenced. Projects must be completed within one year of Village Board approval.

I/We hereby certify that we own the property described in this application and that the information provided above and in the attached supporting documentation is to the best of my/our knowledge true and correct.

I/We have read the Downtown Building Façade Renovation Loan Program Policy Guidelines and understand that the Village Board of the Village of Pewaukee must approve loan applications made under the Village's Downtown Building Façade Renovation Loan Program.

Signature of Loan Applicants:

  
Heather Mangold, member  
Printed Name

8/4/16  
Date

  
Michael Mangold, member  
Printed Name

8/4/16  
Date

Please submit application and supporting documentation to:

Village Administrator  
Village of Pewaukee  
235 Hickory Street  
Pewaukee, WI 53072

Created 5/6/03  
Revised 5/1/06



# EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)  
7/19/2016

THIS EVIDENCE OF PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

AGENCY Liberty Mutual Insurance PO Box 188065 Fairfield, OH 45018		PHONE (A/C, No, Ext): 800-962-7132	COMPANY Ohio Security Insurance Company 175 Berkeley Street	
FAX (A/C, No): 800-845-3666	E-MAIL ADDRESS: BusinessService@LibertyMutual.com		Boston	MA 02116
CODE:	SUB CODE:			
AGENCY CUSTOMER ID#: 56997356		LOAN NUMBER		POLICY NUMBER BZS56997356
INSURED Mangold Creative LLC 126 N Main Street Pewaukee WI 53072		EFFECTIVE DATE 1/15/2016	EXPIRATION DATE 1/15/2017	<input type="checkbox"/> CONTINUED UNTIL TERMINATED IF CHECKED
THIS REPLACES PRIOR EVIDENCE DATED:				

### PROPERTY INFORMATION

LOCATION/DESCRIPTION 126 Main street Pewaukee WI 53072
--

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

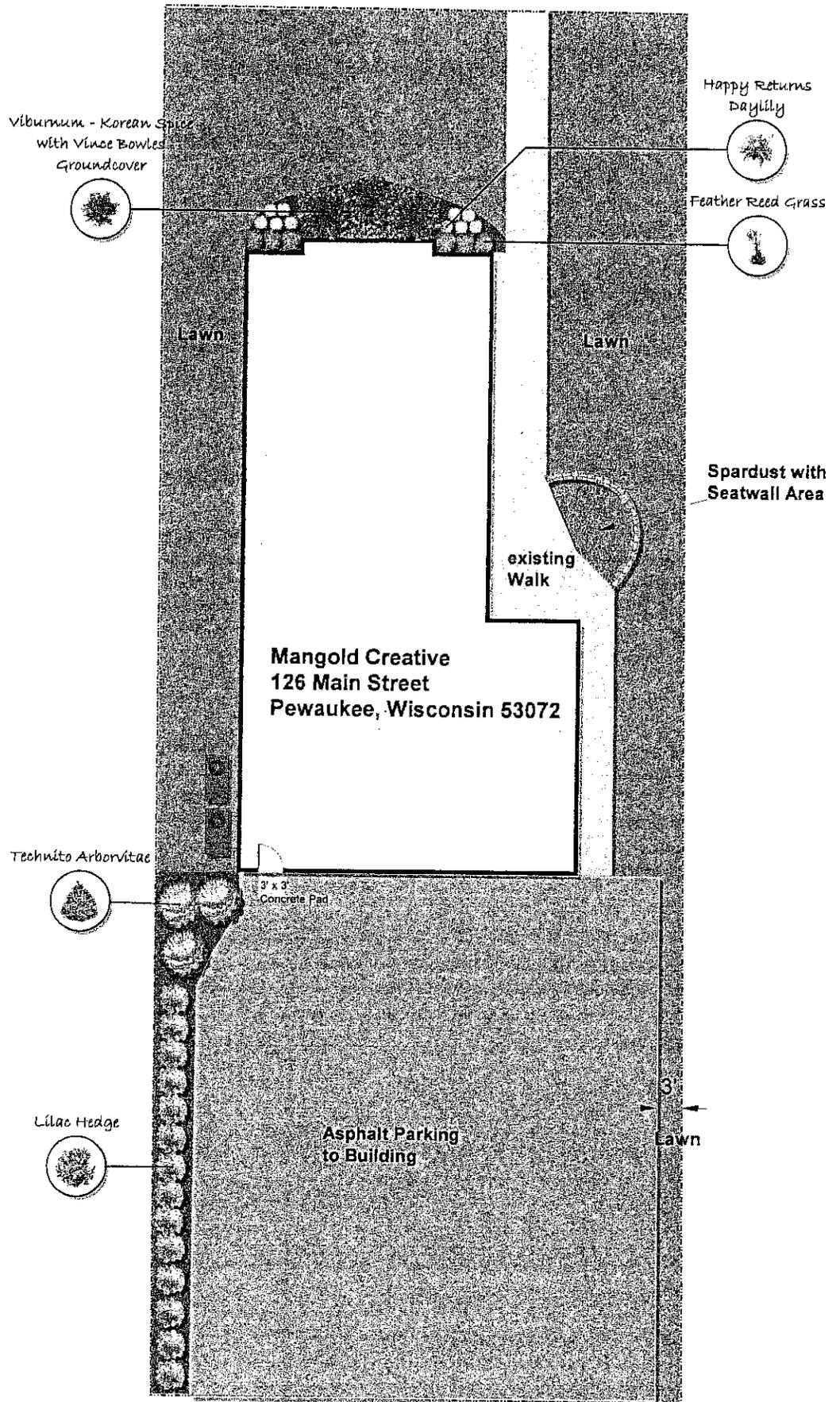
COVERAGE INFORMATION	PERILS INSURED	BASIC	BROAD	SPECIAL	AMOUNT OF INSURANCE		DEDUCTIBLE
Building Coverage; Special Form; Replacement Cost					545,900		500
Business Personal Property, Special Form					100,000		500
Business Income, Special Form, 12 Months Actual Loss Sustained							

REMARKS (Including Special Conditions)

**CANCELLATION**  
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

**ADDITIONAL INTEREST**

NAME AND ADDRESS Town Bank ISAOA 850 W. North Shore Dr Hartland WI 53029	ADDITIONAL INSURED	LENDER'S LOSS PAYABLE	<input checked="" type="checkbox"/> LOSS PAYEE
	MORTGAGEE		
	LOAN #		
AUTHORIZED REPRESENTATIVE Theresa Bierne <i>Theresa Bierne</i>			

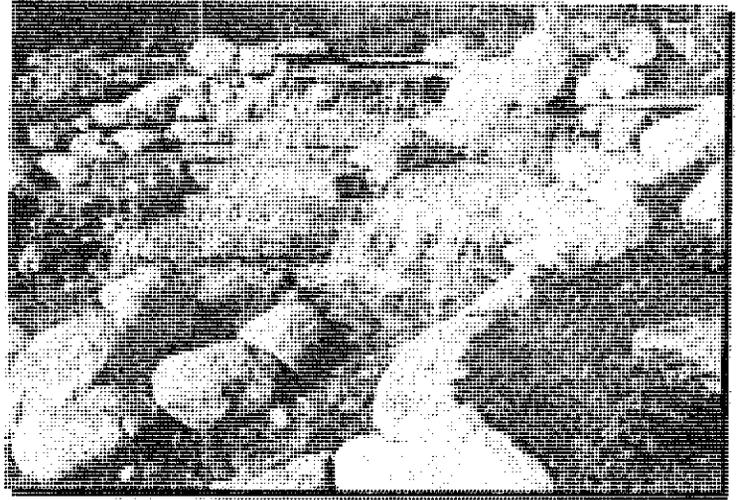


VILLANI  

**LANDSHAPERS**

N59 W14397 Bobolink Ave  
 Menomonee Falls, WI 53051  
 Phone: 262-252-4541  
 Fax: 262-252-4524

Number 152680



*A Proposal Prepared For*  
*Heather Mangold*  
 By  
*Tyson Mueller*

**Billing Address:**

Mangold Creative, LLC  
 126 N Main St  
 Pewaukee, WI 53072

262-366-1709

**Site Address:**

Mangold Creative, LLC landscape 2016  
 126 N Main St  
 Pewaukee, WI 53072

**Description of Materials and Work to be Performed:**

**Regrade, seed, straw matting lawn areas + screening bed in rear parking lot**

- Power rake areas to remove all rock and debris
- Includes all clean-up of debris before and after job is completed
- Spread pulverized brown topsoil to create a finished grade.
- Hand rake & machine around edges and perimeters.
- Broadcast spread& sow in a residential seed mix and starter fertilizer.
- Lay & pin straw blanket

Remove flagpole and stand during grading

Deliver and Install lilac and arborvitae along northwest edge of back parking lot. Add topsoil and prep bed for planting and add hardwood bark mulch after planting

Topsoil Blended Delivered	25	Yard
Spills - Excavated Dirt	3	cy
Fertilizer - Landscape Beds 14-7-7 plus MUTECH	1	50#bag
50% NSN		
Straw Blanket 900sq'	4	roll
Seed-Deluxe Sun - per pound	25	lb
Syringa, Miss Klm Dwf Pink Lilac: 30-36" BB	14	ea
Syringa		
Thuja, Techny Arborvitae 5-6'	3	ea
Mulch Installation	3	yd

**Front Planting Bed**

Deliver and Install front bed plantings per plan. Add topsoil and prep bed for planting and add hardwood bark mulch after planting

Viburnum, Korean Spice Viburnum: 3-4' BB	3	ea
Viburnum carlesii		
Mulch Installation	2	yd
Vinca, Bowles periwinkle: 2.5" pot	96	ea
Vinca		
Grass, Karl Forest Reed: #1 cont	6	ea
Calamagrostis		
Hemerocallis, Happy Returns Daylily: #1 cont	10	ea
Hemerocallis		

Sub Total : Front Planting Bed

\$1,217.28**Crushed Granite seating area with seatwall**

Add crushed granite seating area and 18" seatwall off main doors per plan.

Spardust	2	ton
Vintage 6 wall stone rockface with cap	1	ea

Sub Total : Crushed Granite seating area with seatwall

\$1,946.94

\$6,950.60

Sales Tax: 354.48

**Total:** \$7,305.08

Villani Landshapers reserves the right to re-bid any proposals that are not accepted within 30 days of the bid date listed above. Landshapers shall, upon request, provide to the Property Manager/Owner, or their designated representative, evidence of the following insurance coverage: Workman's Compensation, General Liability and Property Damage Liability. Landshapers shall have no liability for any damages not specifically covered by its insurance carrier. Landshapers reserves the right to add a fuel surcharge to this contract at anytime without notice. Time and Material not listed above will be an extra charge. The contractor reserves the right to add a surcharge for any material cost increases at any time.

All work will be completed in a workmanlike manner according to standard industry practices. Any alteration or deviation from the above specifications, except as noted herein, will be performed only upon the customers' written order, and will become a modification of the charges of this contract. Contractor is fully covered by insurance and affidavits will be supplied if desired. The contractor will do his utmost to maintain the performance schedules outlined in this contract, but the contractor cannot be held responsible for delay in performance due to exceptional weather conditions, acts of God or delay caused by other companies or unforeseen factors, i.e. buried utilities. The contractor shall not be liable for damages not covered by his liability insurance.

Alterations / deviations to contract if applicable:

\_\_\_\_\_

Initials of Landshapers Representative: \_\_\_\_\_

Initials of Property Manager: \_\_\_\_\_

**TERMS:**

- One third of the total price is due with the signing of this contract
- One third of the total price is due upon the project start.
- One third of the total price is due upon project completion.

Interest of 1.5% per month may be charged on delinquent balances.

Other Conditions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**ACCEPTANCE OF PROPOSAL:**

The above price(s), specifications, and conditions are satisfactory and hereby accepted. Villani Landshapers Lawn & Landscape Maintenance Inc., is authorized to do the work specified. I understand and agree to the terms and conditions listed on this proposal and that this proposal becomes a legally binding contract upon acceptance.

Authorized  
Signature: \_\_\_\_\_  
Representative: Villani Landshapers

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

Authorized  
Signature: \_\_\_\_\_

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

Print As Signed Above: \_\_\_\_\_

# Proposal

8535 W. Kaul Avenue Milwaukee, WI 53225  
 PHONE (414) 358-1613 FAX (414) 358-1698  
 sales@armstrongpaving.com  
 www.armstrongpaving.com



• asphalt paving • tennis court construction  
 • design • build • maintenance •

ATTN: MIKE MANGOLD

PROPOSAL SUBMITTED TO		PHONE	DATE
Mangold Creative		262-297-0611	04/11/16
STREET		JOB NAME	
126 Main Street		Asphalt Paving	
CITY, STATE AND ZIP CODE		JOB LOCATION	
Pewaukee, WI 53072		Same	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We propose to furnish all labor and materials necessary to perform the following work:

### ASPHALT PAVE REAR LOT/APPROX. 3,800 S.F.

- Remove grass and dirt along building and along east lot line of rear lot. Includes 4 bollards and related debris. Also, remove 4 or 5 larger exposed boulders or rocks.
- Regrade existing stone parking lot. Saw-cut edge of alley and at lot line.
- Import up to 20 tons of additional crushed stone. Adjust grades and contour lot for transition to alley. Fine grade, shape and compact entire lot area.
- Hot asphalt pave 3" avg. compacted thickness. Maintain slope and transition. Match slabs and perimeters flush. Hand-tamp and finish all edges. Mix design to be D.O.T. commercial mix type, Grade #4.

PRICE \$8,892.00

**OPTIONAL:**

~~Install extruded 6" concrete curb planter at west lot line. This rectangle planter to be 62 ft. x 4 ft. wide. Keep 8 ft. off alley.~~

ADD \$1,380.00

**NOTE:**

- \*\*\* Permits and related fees to be obtained, by owner.
- \*\*\* We will swale neighbors grass area near alley to help drain.

We propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

\_\_\_\_\_ dollars (\$ \_\_\_\_\_).

Payment to be made as follows:

TERMS: NET 10 DAYS, 1.5% PER MONTH INTEREST ON ALL ACCOUNTS 10 DAYS PAST DUE.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Work Compensation Insurance. **Notice of Lien Rights on back.**

Authorized Signature \_\_\_\_\_

Scott Greenlees

This proposal void in 15 days and covers above area and specs only.

Acceptance of Proposal. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. I fully understand and agree with the terms and conditions on the back of this proposal.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

---

**RESOLUTION NO. 2009-08****RESOLUTION TO AMEND THE DOWNTOWN BUILDING FAÇADE RENOVATION  
LOAN PROGRAM POLICY GUIDELINES REGARDING PROGRAM AREA MAP**

---

WHEREAS, the Village of Pewaukee Village Board adopted a Resolution on July 16, 1996 supporting the Wisconsin Main Street Program and the creation of Positively Pewaukee as the administrator of the Village's Main Street Program; and

WHEREAS, the Village Board created the Downtown Building Façade Renovation Loan Program in 2003 to encourage downtown businesses to undertake business façade improvements to enhance the appearance of the downtown and overall community; and

WHEREAS, with the recent transition of the former church at 169-175 Main Street to commercial/retail use, Positively Pewaukee requested and received an amendment to the Village's Main Street Program Area from the Wisconsin Main Street Program as this property was not included in the original area as it was a church use; and

WHEREAS, DesignXchange, the current owner/operator of the business at 169-175 Main Street has made an application under the Downtown Building Façade Renovation Loan Program for a façade loan; and

WHEREAS, Section V, Eligible Properties, states the "The building must be located in the program target area which shall be the Main Street Program area as approved by the Village Board"; and

WHEREAS, the Village Board desires to amend the Main Street Program Map and Downtown Building Façade Renovation Loan Program Policy Guidelines to amend the Program Area Map to include 169 – 175 Main Street and to exclude the Pewaukee Public Library property.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Village Board of the Village of Pewaukee hereby amends Downtown Building Façade Renovation Loan Program Area as illustrated in the attached document (Attachment A).

BE IT FURTHER RESOLVED that the Board hereby directs Village staff to take such steps as may be necessary to effectuate the intention of this Resolution.

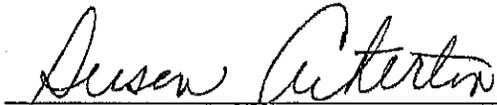
Passed and adopted this 3<sup>rd</sup> day of March 2009.

APPROVED:



Charles Nichols, Village of Pewaukee President

Countersigned:



Susan Atherton, Village of Pewaukee Clerk

Attachment A  
Village of Pewaukee

**Downtown Building Facade Renovation Loan Program  
Policy Guidelines**

- I. **PURPOSE:** The Village's intent in establishing this loan fund is to encourage downtown business owners to undertake business facade improvements. Physical improvements to structures downtown will assist in spurring economic vitality downtown. By improving the exteriors of commercial buildings downtown, the Village will enhance the appearance of the downtown and the community as a whole overall. The resulting effect will be the attraction of new businesses to downtown and to the community as well as the retention and expansion of existing businesses.
  
- II. **OBJECTIVES:** The Building Facade Renovation Loan Fund Program has the following objectives.
  - A. To renovate or rehabilitate commercial properties so as to prevent or eliminate deteriorating conditions.
  - B. To attract and retain businesses downtown.
  - C. To retain jobs and bring additional employment opportunities to the Village.
  - D. To make use of funds the Village has set aside for the enhancement of the Village's downtown and Lakefront both of which are deemed assets of the Village.
  - E. To spur activity which will provide return to the Village by way of physical improvements accomplished which may not otherwise have occurred.
  
- III. **ELIGIBLE ACTIVITIES:** Loans shall be made to eligible owners of buildings consistent with criteria established within this policy, and only for the following:
  - A. Permanent exterior improvements to a building that serve to enhance the architectural design and aesthetic value of the building, including the front, rear and sides of the building. Where applicable, alterations to historic buildings must be consistent with the original architectural design of the building.
  - B. Landscaping, pedestrian improvements, signage and exterior improvements related to ADA may be included in a project application if they are directly related to a larger project.
  
- IV. **INELIGIBLE ACTIVITIES OR PROJECTS:** The following shall be ineligible for any loan hereunder:
  - A. Any expense incurred prior to written notification of approval of the loan.

- B. Internal improvements to buildings.
- C. Expenditures incurred with regard to acquiring inventory.
- D. Working capital.
- E. Property acquisition.
- F. Buildings or businesses owned or operated by non-profits.
- G. No loan shall be made under this program to any person, firm or corporation where a conflict of interest would occur as a result of such loan.
- H. Residentially used property unless 50% or more of the building is used for commercial purposes.
- I. A project which is 100% new construction.
- J. Proposed project is for ineligible uses based on zoning district requirements.
- K. Property is ineligible as it is not within the program area. Owner does not have sufficient equity in the building to be mortgaged and in the opinion of the Village is not a good credit risk.
- L. Project proposed is not consistent with the architectural integrity of the building or the downtown as determined by the Village Board.
- M. Re-roofing or roof modifications.
- N. No loan shall be made by the Village as is otherwise prohibited by law.
- O. The proposed project is not consistent with the Village's master plan and/or the structure being improved is a non-conforming use under the Village Zoning Code.

**V. ELIGIBLE PROPERTIES**

- A. A building to be renovated or project to be undertaken must be owned by those who are citizens of the United States.
- B. The building must be located in the program target area (see attached map) which shall be the Main Street Program area as may be amended from time to time by the Wisconsin Main Street Program.

**VI. FINANCING MECHANISM:** The financing mechanism to be used in conjunction with this program will be a direct loan to the applicant from the Village. The loan shall be secured by a mortgage and note for the property involved in the project.

**VII. LOAN TERMS:** All loans granted under this program shall be subject to the following terms and conditions:

- A. The minimum loan granted under this program shall be \$1,500 and the maximum loan shall be \$15,000 per building.
  - 1. The Village Board reserves the right under this program to exceed the maximum loan amount of \$15,000 per building on a case by case basis when: the size of the building coupled with the proposed project would result in a significant impact on the downtown that would exceed the typical project under the program, and the project proposed goes beyond maintenance to improving the architectural value of the building to the downtown as determined by the Village Board.
- B. The amount of the loan will be established as a matching amount to the amount of funds the owner/applicant is investing in the project on a cash basis which shall be documented through paperwork submitted to the Village following completion of the

work. The Village will provide the loan proceeds as a reimbursement following completion of work that was approved by the Village Plan Commission within 15 business days following submission of documentation by the owner/applicant to the Village.

- C. The loan shall be at 0% interest and for a term of ten years.
- D. The loan obligation shall be paid in ten equal annual installments commencing on July 1<sup>st</sup> of the second year following completion of the project. However, in no event shall the loan repayment be less than \$1,500 per year. The determination of the date of completion shall be made in the sole discretion of the Village. The full balance of the loan shall be due immediately upon sale of the property. The loan may not be assigned without the expressed written consent of both parties. The loan may be prepaid in whole or in part at any time. If any payment is more than fifteen days late the entire remaining balance of the loan shall be immediately due and payable.
- E. Loan approval shall expire six months following the date the Village Board approves the loan unless the project has commenced.
- F. Projects must be completed within one year of Village Board approval.
- G. Project participation may be limited based on the availability of program funds.

**VIII. APPLICATION PROCEDURE:** The following is the application procedure for the Downtown Building Facade Renovation Loan Fund.

- A. Prior to the submission of an application for a loan, the applicant shall meet jointly with the Village Administrator and the Main St. Program Executive Director to determine if the proposed improvements conceptually will meet Village requirements with respect to the loan program, zoning, and other applicable laws, ordinances, rules and regulations. The applicant shall be responsible for complying with all Village requirements and procedures as they apply to the project.
- B. Loan applications shall be accepted and processed *only* after complete submission of the following to the Village Administrator:
  - 1. Completed application form including narrative explanation of the intent, scope, and anticipated time schedule of the proposed activity or project.
  - 2. Two copies of design drawings (if applicable) sufficient to accurately portray the work which is proposed including all effected elevations.
  - 3. Proposals indicating the cost of the proposed project.
  - 4. Evidence the property is insured and property taxes are paid that are due.
  - 5. Signed authorization form for the Village to use to determine sufficient equity exists to secure the loan.
  - 6. Determination by the Village Building Inspector that the building involved in the project is structurally sound (if applicable).
- C. The Village Administrator will complete initial verification of program eligibility. The Village Administrator will forward the project on to Plan Commission for review and approval as required by the Village Land Development Code. Following approval by the Plan Commission as required by the Land Development Code, the Village Administrator shall forward on to the Village Board a recommendation on loan approval to the Village Board.
- D. All loans shall be approved by the Village Board.
- E. Administrative procedures concerning the application, processing and administration

of loans under this program not specifically set forth in the provisions of these policy guidelines shall be subsequently established by the Village Board.

- IX. PROJECT LOAN PRIORITY:** Loan applications will be processed on a first come, first eligible basis as funding under the program is available.

(Drafted 9/5/02, Revised 9/20/02, rev. 9/25/02)

Adopted February 4, 2003

Revised and Adopted May 17, 2005

Revised and Adopted March 3, 2009





To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 31, 2016

Re: Agenda Item 7a, Discussion and Possible Action on Oral Cancer Foundation Special Event Permit Application for Run/Walk for Oral Cancer Awareness on October 8, 2016

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### **BACKGROUND**

The Oral Cancer Foundation has submitted a Special Event Permit application for a Run/Walk for Oral Cancer Awareness on October 8, 2016. This organization received approval in September of 2014 for its first run/walk on October 17, 2015. They are now requesting approval for a second event proposed for October 8<sup>th</sup>.

### **ACTION REQUESTED**

The action requested of the Village Board is to approve the event subject to the following conditions:

1. Provision of a Certificate of Insurance (1 million dollars minimum coverage) and provision of a copy of the "additional insured" endorsement with each naming the Village of Pewaukee as an additional insured as the event may include temporary road closures. The proof of insurance is required 30 days prior to the event.
2. Referencing that the basis of approval for this event is that the proceeds from the event benefit a regional population by providing funding and awareness for Oral Cancer research.
3. The Oral Cancer Foundation shall be responsible for reimbursing the Village for event staffing costs related to this event with payment being made within 30 days of invoicing.

### **ANALYSIS**

Attached please find a copy of the Oral Cancer Foundation's application. As previously mentioned, this would be the second event for this organization in the Village with the run/walk starting and ending at WCTC.

A copy of the application was distributed to department heads for review and comments on the application. The Police Department advised that it may require an Officer on overtime from 9:30AM until the end of the event for traffic control at the west entrance/exit of WCTC onto College Avenue (location within the Village). As with other events, this expense would be charged to the sponsoring organization.

For your information, the sponsor (and benefactor) of the event, the Oral Cancer Foundation, does not meet the definition of a local civic/nonprofit group as defined by the Village Code as its offices are not located in the City or Village of Pewaukee. However, the Village Board approved the 2015 event noting that this is a national non-profit organization providing benefits to a broad population.

Attachment



235 Hickory Street  
 Pewaukee, WI 53072  
 262-691-5660  
 262-691-5664  
[www.villageofpewaukee.wi.us](http://www.villageofpewaukee.wi.us)

### SPECIAL EVENT PERMIT APPLICATION

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned?	_____	Date	_____
<b>FEES ARE NON-REFUNDABLE</b>			

Applications are due 90 days PRIOR to the event.

#### ORGANIZATION INFORMATION

Name of Organization <i>Oral Cancer Foundation</i>			
Street Address <i>3419 Via Lido #205</i>	City <i>Newport Beach</i>	State <i>Ca</i>	Zip <i>92663</i>
Phone Number <i>(949) - 723-4400</i>	Are you a 501(c)3 Organization? Circle one		<input checked="" type="radio"/> Yes <input type="radio"/> No
Event Contact Person (First & Last Name) <i>Corinne Jameson-Kuehl</i>			
Address <i>W2779 N7122 Mill Pond Way</i>	City <i>Hartland</i>	State <i>WI</i>	Zip <i>53029</i>
Email <i>nappywisconsinfaces@gmail.com</i>	Phone Number <i>(262) 853-1414</i>	Day of Event Phone Number <i>(262) 853-1414</i>	

#### EVENT INFORMATION

Name of Event <i>Oral Cancer Foundation Run/Walk</i>	Date(s) of Event <i>10/8/2016</i>
Event Start Time <i>10am</i>	Event End Time <i>12 noon</i>
Location of the Event* <i>campus WCTC and surrounding - see attached</i>	
<p><b>You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, the direction of the route, including all turns and the number of traffic lanes to be used.</b></p> <p><b>*If you are using a Village Park, you must reserve the park through the Park/Recreation Department prior to getting your special event permit approved by the Village Board. Call 262-691-7275.</b></p>	
Generally describe your event and its purpose <i>5K Run/Walk to raise awareness for oral cancer - 2nd Annual</i>	
Estimated Number of Participants <i>200</i>	Spectators <i>50?</i>
Vendor <b>VILLAGE OF PEWAUKEE</b>	

**RECEIVED**

AUG - 5 2016

**OTHER INFORMATION**

Based on the definition described in the Special Event Manual, do you consider your event to be a Public Special Event or a Private Special Event? Please explain why.

*event is fundraising and raising awareness for oral cancer*

Are you a Local Civic/Nonprofit Group as defined by Village Code?  
(Copy of code in manual) Circle One

Yes  No

Is there an outdoor bar that will serve alcohol? *If yes, alcohol and bartender licenses are necessary under separate application.* Circle One.

Yes  No

Is there an outdoor bar that will serve soda? *If yes, soda license is required under separate application.* Circle One.

Yes  No

Does the event include the sale of food on public property? *If yes, a Food Vendor Permit is required under separate application.* Circle One.

Yes  No

Does the event include the sale of merchandise? *If yes, a Transient Merchant license is required under separate application.* Circle One.

Yes  No

Does the event involve fireworks? *If yes, please provide a detailed fireworks plan with application.* Circle One.

Yes  No

Does the event involve amplified music?

Yes  No

If yes, will the amplified music be a (Circle one):  Band  DJ  Other

Hours of amplified music: *2 hrs*

Please list the number of security staff you will be providing for the event:

*—*

Will you need barricades provided by the Village for your event, if so, how many?

*—*

Will you be erecting any tents, canopies or other temporary structure(s)? *If yes, the Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* Circle One.

Yes  No

Will you be requiring electricity? Circle One.

Yes  No

Will you be providing portable restrooms and wash stations? Circle One. *restrooms located in WCTC*

Yes  No

*If yes, how many will you provide and where will they be located?*

*restrooms located in WCTC*

Will you provide parking for participants? Circle One. *WCTC campus*

Yes  No

*If yes, where will parking be available?*

*← WCTC campus*

Will you provide a dumpster/clean-up services? Circle One. *event staff will clean up*

Yes  No

Will you need extra 55 gallon garbage cans? *If yes, please include the number of cans you would like in your refuse collection plan below.* Circle One.

Yes  No

*If yes, please describe your clean-up and refuse collection plan.*

*(wheelie bins)*

**OTHER INFORMATION CONTINUED**

What other assistance do you foresee needing from the Village (personnel, materials, and/or equipment)?

Have you reviewed and do you have a copy of the Village of Pewaukee Special Events Manual including the Special Events Ordinance? *Circle One.*

Yes

No

**INSURANCE REQUIREMENTS**

A certificate of insurance (\$1,000,000 minimum coverage) and a copy of the "additional insured" endorsement, each naming the Village of Pewaukee as an additional insured under the event organizer's general liability insurance policy, may be required. Those events that will be required to provide the aforementioned insurance indemnification include, but are not limited to: 1) an event that includes alcohol, or 2) an event that is anticipated to have attendance greater than 500 people per day, or 3) an event that includes a road closure.

Are you able to provide these insurance documents, if required? *Circle One.*

Yes

No

**DEPOSIT REQUIREMENTS**

The applicant may be required to submit to the Village a cleaning/damage deposit of \$200 per day for each scheduled day of the event (or portion thereof), two weeks prior to the starting date of the event. The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event. (This deposit is separate from any deposit required by the Park/Recreation Department for park use).

**TERMINATION OF AN EVENT**

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby releases the Village of Pewaukee, its employees, agents, subcontractors and assigns indemnified as and against any and all claims, demands, actions, causes of action, costs or expenses made against or incurred by the Village, including, but not limited to, actual attorney fees arising from the approval of this event application and the conducting of the activity set forth therein including, but not limited to, any and all claims for injury or damage to property arising from the event or any activities related thereto.

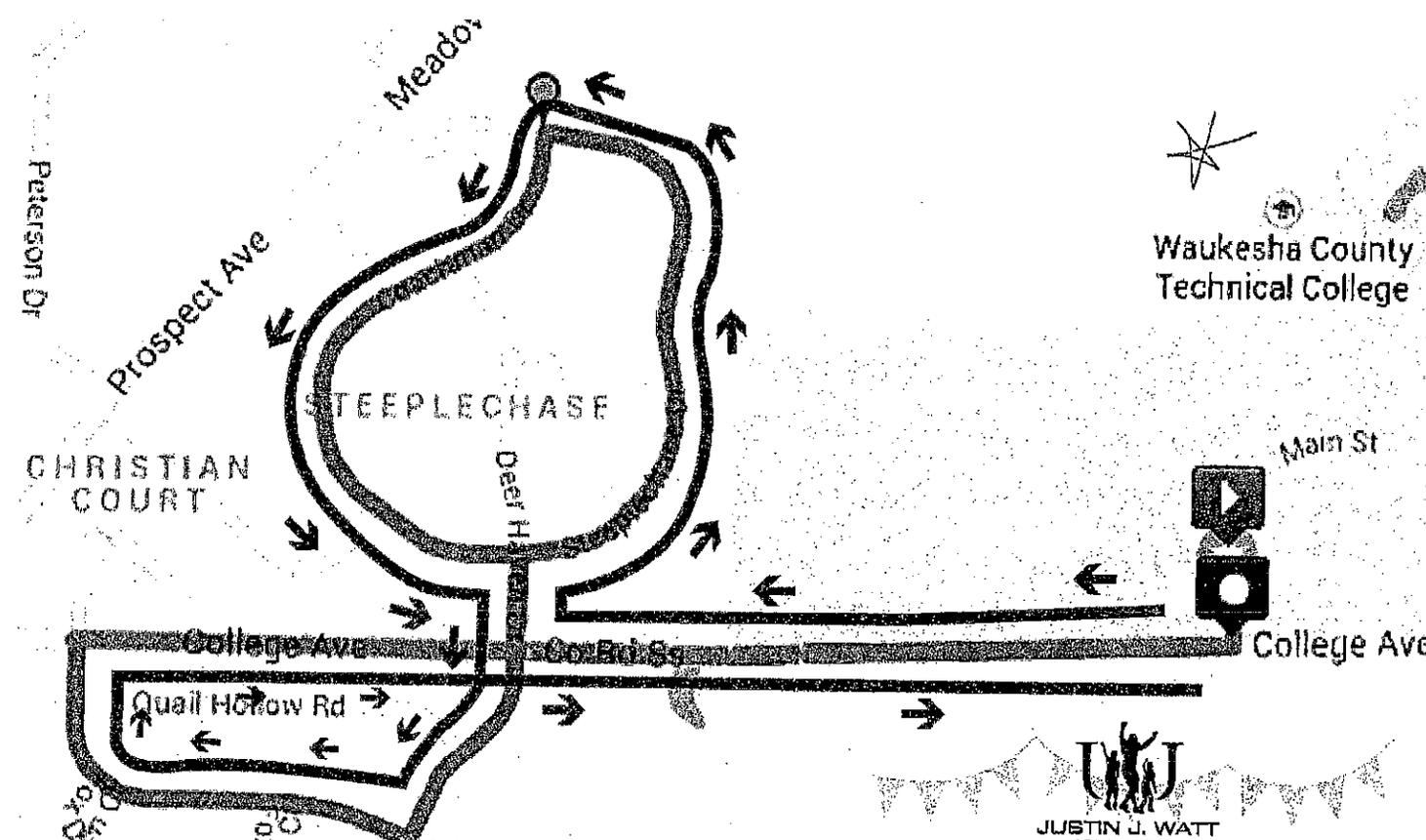
Cocaine Jameson-Buehl  
Signature of Applicant

8/3/16  
Date

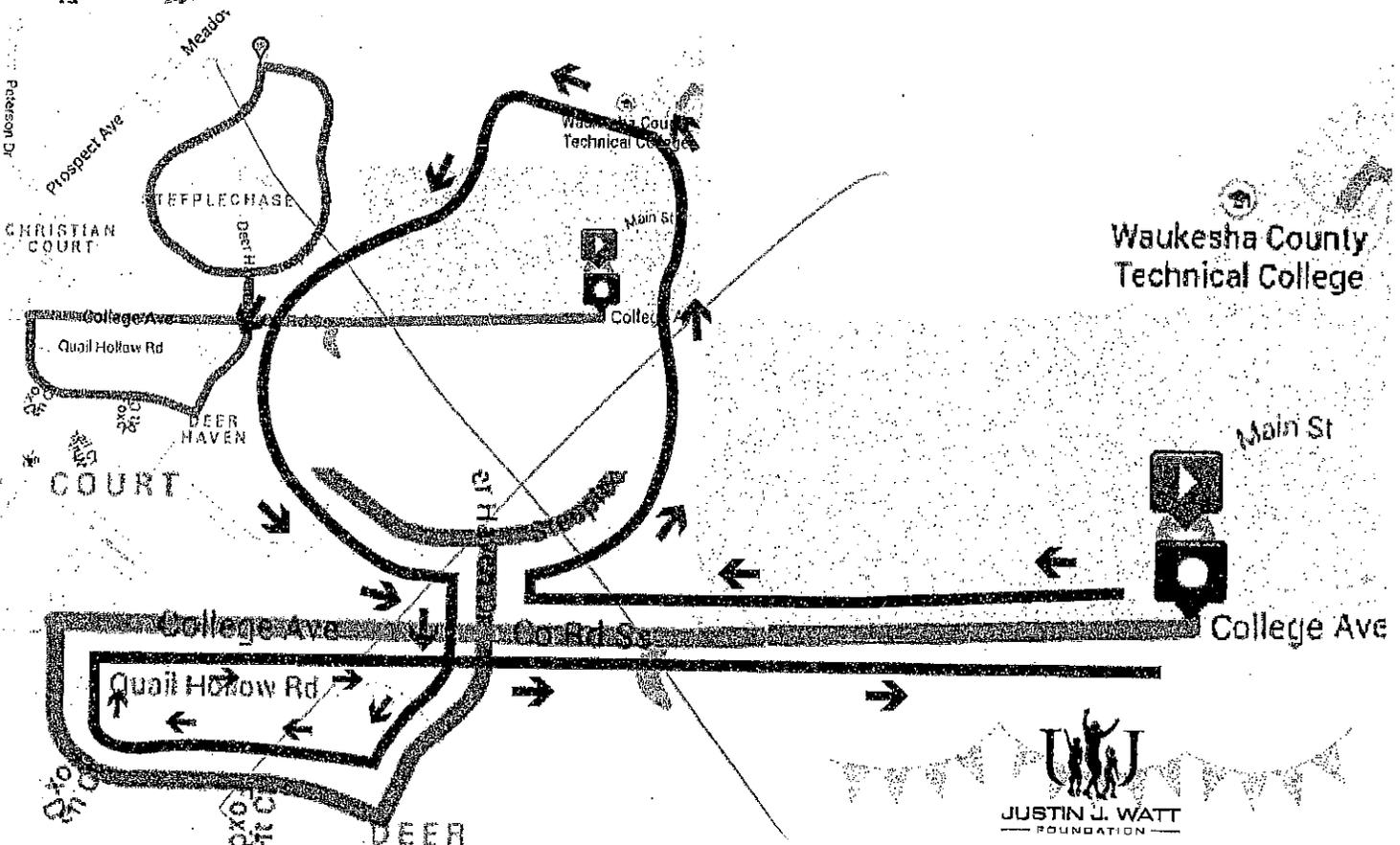
*For staff use only*

Application forwarded to:

- Building Inspector
- Chief of Police
- Clerk/Treasurer
- Fire Chief
- Park & Recreation Director
- Public Works Director



# RUN/WALK



# RUN/WALK



Agenda Item 7b

PUBLIC WORKS DEPARTMENT  
1000 Hickory Street  
Pewaukee, WI 53072  
Phone 262-691-5690  
Fax 262-691-5668

## Memo

To: Village Board Members  
From: Dan Naze, P.E., Director of Public Works/Village Engineer  
Date: August 30, 2016  
Re: Purchase of Replacement 1 Ton Service Body Pickup, September 6, 2016 Village Board Meeting

The 2017 sewer utility budget included \$40,000 for the purchase of a replacement for truck 305, a year 2000 Chevrolet 3500.

Specifications were drafted for standard and extended cab chassis with service body, and two proposals were received:

Lynch Chevrolet Buick GMC/ 4 x 2 GMC Sierra

2016 Standard cab MSRP \$35,355.00 + Knapheide body \$10,903.00 less \$7,760 discount = \$38,498.00

2016 Double cab MSRP \$39,980.00 + Knapheide body \$10,903.00 less \$8,515.00 discount = \$42,368.00

Badger Truck Center/Ford 4 x 2 F350

2017 Standard cab with Knapheide body = \$37,860.00

2017 Super cab with Knapheide body = \$40,000.00

The extended cab option allows for additional room for some tools and gear to be placed out of inclement conditions or for an additional person. The 2017 Ford options from Badger Truck are the lowest cost, and are Super Duty white bodies with flex fuel gasoline engines and single rear wheels. The truck warranty is 36,000 mile/36 month, and the powertrain and corrosion warranty 60,000 mile/60 month. The service body manufacturer warranty is a 60 month limited covering rust, hinges, locks, and shelves.

Recommendation:

Approve the purchase of a 2017 Ford F350 extended cab chassis with Knapheide service body from Badger Truck Center, Milwaukee, in the amount of \$40,000 from the Sanitary Sewer Utility outlay account 700-50990-000.

Similar Vehicle to proposed:



Existing truck 305 – Will go to auction.





To: Jeff Knutson, Village President  
Village Board

From: Chaz Schumacher  
Village Clerk

Date: September 2, 2016

Re: Agenda Item 7(4)(1), Issue Operator License Approval

**BACKGROUND**

The Village Board is the ruling body responsible for approving Operator License applications.

**ACTION REQUESTED**

To approve the Bartender Licenses as listed.

**New Operator Permits**

Stop-n-Go  
Bailey Jensen

Buffalo Wild Wings  
Jennifer Pauloski

Kranky's  
McKenzie Wolff

Asiana  
Ryan Hendrickson

**Renewal Operator Permits**

Walgreens  
Katherine Maas

**ANALYSIS**

The bartender license applications listed above are being presented for approval. A background check has been performed and the applicants meet the requirements to hold a license in the Village of Pewaukee.

Staff recommends approval of the licenses as recommended above for the remainder of the current license term through June 30, 2017.



To: Jeff Knutson, Village President  
Village Board

From: Chaz Schumacher  
Village Clerk

Date: September 2, 2016

Re: Agenda Item → (c) (2) Approval of Transient Merchant Permit(s)

### **BACKGROUND**

The Village Board is the ruling body responsible for approving Transient Merchant applications. Approved Permits are issued for 60 days from the date of approval by the Board.

### **ACTION REQUESTED**

To approve the attached Transient Merchant Permit applications as presented, for the period of September 7, 2016 through November 6, 2016 (60 days) for:

1. Theo Tony Maglio – James Hardie Building Products
2. Zackary Eugene Davis – James Hardie Building Products
3. Michael M. Garrity – James Hardie Building Products

### **ANALYSIS**

The above applicants have applied for Transient Merchant Permits through the Village of Pewaukee.

All applicants work for James Hardie Building Products and are requesting permits to allow them to go door to door to distribute information related to the siding and trim products business.

All applicants are aware that their permits would be good for 60 days and that they will need to submit a new application in order to renew their permits.

A background check has been performed by the Village Police Department and the applicants meet the requirements to hold their permits in the Village of Pewaukee.

Staff recommends approval of the permits as presented.



To: Jeff Knutson, Village President  
Village Board

From: Chaz Schumacher  
Village Clerk

Date: September 2, 2016

Re: Agenda Item 7(c)(3), License Approvals

**BACKGROUND**

The application is for a premise license for coin operated machines at Costco Wholesale, located at 443 Pewaukee Road in the Village. This license requires the Village Board approval.

**ACTION REQUESTED**

To approve the application as presented, for the remainder of the July 1, 2016-June 30, 2017 license term.

**ANALYSIS**

All fees have been paid and the application has been properly completed.

Staff recommends approval of all license as submitted.



# Memo

To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: September 2, 2016

Re: Agenda Item 7d9e Introduction of Preliminary Draft 2017 Budget

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## **BACKGROUND**

By law, the Village can increase its levy 0.41% (or \$15,790) which is the 2016 net new construction amount (not including debt service or TIF levy). At this time, the draft budget for 2017 includes the allowable levy limit increase. The following is a review of the Levy Limit Law and is from the League of Wisconsin Municipalities' website:

**Carry Forward Allowed up to a Limit.** If a municipality's allowable levy in the prior year was greater than its actual levy in that year, the governing body may vote to increase its allowable levy in the next succeeding year by the difference between these two amounts, as determined by the Department of Revenue, up to a maximum of 1.5% of the actual levy in the prior year.

The carry forward resolution may be passed by a majority vote of the governing body if the increase is .5% or less of the prior year's actual levy. If the increase is between .5% and 1.5% of the prior year's actual levy the governing body must pass the carry forward resolution by an extraordinary vote. For municipal governing bodies that have less than five members, passage must be by a two-thirds majority vote. If the governing body consists of at least five members, then the carry forward resolution must be passed by a three-fourths majority vote. (LWM website; Levy Limits 2014: A Brief Explanation)

Overall, the 2017 General Fund Revenues are estimated at \$6,382,169 (\$11,481 higher than 2016) and the 2017 General Fund Expenses are estimated \$6,916,245 (\$249,625 higher than 2016) for the General Fund.

## **ANALYSIS**

### **Equalized Value and Estimated Assessed Value**

The 2016 equalized value for the Village is \$961,387,200 which represents an increase of \$33,665,700 from the 2015 equalized value of \$927,731,500. At this time, we do not have the final 2016 statement of assessment from the Department of Revenue – this should arrive by mid-November.

### **Collective Bargaining Agreement – Status**

The WPPA Collective Bargaining Agreement (CBA) expires 12/31/16. Negotiations for a successor agreement have not yet commenced. Based upon the current CBA, the WPPA (Police) health insurance contribution is 10% of the monthly premium with all other employees contributing 12%. The Wisconsin Retirement System (WRS) contribution increases 1.51% for protective service (police) to a new rate of 17.60% and increases 0.4% to 13.6% for general employees. General employees are now required by state law to contribute 50% of the WRS amount (6.8%). In accordance with the current CBA, sworn personnel now contribute an amount equal to the general employee amount toward their WRS pension.

### **Health Insurance**

Preliminary information from the State of Wisconsin Health Department of Employee Trust Funds indicates that health insurance premiums for the lowest cost plan for Waukesha County will be decreasing from \$1,740.20 per month to \$1,590.76 per month for family coverage (8.58% decrease) and from \$699.60 per month to \$646.00 per month for single coverage (7.7% decrease). This is due to a change in the lowest cost plan for 2017 changing from Dean Health Plan to Unity Health Insurance – Community. Information on the health plan will be available by early October. This change in health plan applies to employees who live in Waukesha, Jefferson or Walworth Counties. For employees living in Washington, Ozaukee and Milwaukee Counties, the lowest cost plan will be changing to Network Health – Southeast with the monthly premium for family decreasing to \$1,824.76 (3.06%) for family and decreasing to \$739.60 (2.2%) for single.

### **General Line Item Overview**

Overall, the draft 2017 budget contains the following assumptions at this time:

#### **Revenues**

1. 110-00-41310-000-000 – The in lieu of taxes amount for the water utility is an estimate at this time and will be finalized as the budget and tax rate are established.
2. 110-00-41320-000-000 – The in lieu of taxes amount for the next line item is an estimate until the tax rate is set and assessment ratio is received.
3. 110-00-43410-000-000 - State shared revenue is currently anticipated to remain constant as information has not yet been provided by the Dept. of Revenue.

4. 110-00-43531-000-000 - General transportation aids are estimated to remain at \$340,172. The DOT will be providing information on the 2017 amount by mid-October.
5. 110-00-43545-000-000 - Recycling Grant is based on an estimate of the recycling grant from Waukesha County, which acts as the Responsible Unit with the DNR for the Village.
6. 110-00-43690-000-000 - The other state aids are the estimated exempt computer aid, which is based on the final levy.
7. 110-00-44300-000-000 - Building permit revenue is an estimate based on a best guess as to what the development activity is going to be for 2017. These revenues are projected to remain at 2016 levels as there are no major projects anticipated for 2017 at this time.
8. 110-00-46230-000-000 - Ambulance revenue is estimated based upon estimated calls for service. This is a conservative estimate with the goal of not overstating revenue.
9. 110-00-48110-000-000 - Interest income is estimated to increase slightly based upon current earnings on the LGIP investments.
10. 110-00-49200-000-000 - The transfer from other funds amount is for cell antenna leases transferred from the Water Utility to the General Fund. Staff continues to recommend that increases in cell leases remain in the Water Utility. This is because if the Water Utility needs to apply for a rate increase with the Public Service Commission (PSC), the PSC will consider the cell lease payments as revenue for the Water Utility even though the Utility transfers the monies to the General Fund.

#### **Expenditures**

1. 110-00-51440-000-000 - The Elections account includes funds to cover the costs of two anticipated elections in 2017 (spring primary and general election).
2. 110-00-51200-000-140 - The Municipal Court Expenses account includes postage, annual software maintenance, prisoner maintenance, training and seminars, and office supplies. A replacement computer for the Court Clerk is proposed for 2017 due to the age of the current computer)
3. 110-00-51520-000-000 - Assessor Contract - This account reflects the contract amount for this service.
4. 110-00-51520-000-150 - Revaluation - This account includes \$167,800 for the 2017 revaluation project anticipated by the Village Board.
5. 110-00-51980-000-000 - General Government Expenses - This account includes the Village's stormwater charges, bank and wire charges and flexible benefit plan charges.
6. 110-00-52200-000-000 - Please see synopsis later in memo regarding assumptions for this line item.
7. 110-00-52400-000-100 - The line item for Building Inspection Contract is based on continuing the existing contract with the City of Pewaukee, which is based on \$1,000/month flat fee, and sharing revenue on a 60/40 basis. The combination of \$1,000/month and 60% of the estimated revenue is \$50,820. The balance of \$2,250 is for code enforcement activities.
8. 110-00-55110-000-320 - Attached for your review, please find a copy of the library's draft budget. The budget reflects a proposed increase for the Village's 2017 contribution related to proposed wage adjustments associated with the Library's wage/salary study results.
9. 110-00-55200-000-000 through 110-00-55300-000-100 - The budgets for Parks Maintenance and Recreations Programs anticipates similar services for 2017 as were offered for 2016. The draft includes estimates for health and dental insurance as the City has not received their official quotes for 2017 at this time as well as including an estimate for wage adjustments consistent with the City's wage classification program. Additionally, the proposed budget includes a request for additional staffing for Parks maintenance.

10. 110-00-57620-000-000 - Joint Park & Recreation capital purchases – This account represents the continuation of a Park & Recreation equipment replacement fund which provides for future level levy requirements for the replacement of shared equipment. The contribution toward this fund is decreasing by \$3,829 for 2017 based upon the schedule presented in 2016 (copy attached).
11. The levy for the debt service fund is set to increase from \$945,986 in 2016 to \$967,126 in 2017.

**A. GENERAL FUND**

**DEPARTMENT BUDGET REVIEW/NARRATIVE**

Budget Assumptions:

1. 12% monthly health insurance contribution for non-represented personnel (everyone but WPPA members) in accordance with Act 10 & 32 requirements and 10% monthly health insurance contribution for Patrol Officers in accordance with the CBA (command staff in the Police Department are aligned with the bargaining unit for premium contribution and WRS contribution per state law).

**General Government Review (110-00-51100-000-000 through 110-00-51320-000-000)**

The Plan Commission line item (110-00-51120-000-000) has been adjusted to reflect the current consulting engineer and planner agreements with R.A. Smith National and Mary Censky for meeting compensation at \$242 per meeting for R.A. Smith National (\$2,904) and \$41/hour for Mary Censky (est. of \$984). The balance of \$4,500 in this account is allocated for possible land development code modifications or other work desired by the Plan Commission or Village Board (\$3,500) as well as GIS mapping support for the Ruckert-Mielke hosted GIS system (\$1,000). Also included at this time is a \$3,500 estimate from Planner Mary Censky for a review and possible update of the Village's Land Use Plan component of the Comprehensive Plan document. This estimate was requested by Trustee Calder for budget planning purposes.

**Administrator's Budget (110-00-51400-000-110 through 110-00-51400-000-140)**

The Administrator's budget accounts include wages, benefits, training, Wisconsin City/County Management Association (WCMA) and International City/County Management Association (ICMA) memberships, mileage reimbursement, cell phone, and attendance at Chamber Luncheons as a representative of the Village.

**Clerk's and Treasurer's Budget (110-00-51420-000-110 through 110-00-51980-000-000)**

Two elections are anticipated in 2017. Other items within the Clerk's and Treasurer's budget maintain a level service delivery for elections, payroll, bill payment, collection of taxes and invoices, record keeping, software maintenance for accounting programs, e-mail archiving, League of Wisconsin Municipalities dues, etc., performed by the Clerk's and Treasurer's Office.

**Police Department Budget (110-00-52100-000-110 through 110-00-52100-000-400)**

The Police Department is requesting the replacement of two squad cars as part of the normal squad replacement program. Other items included in the budget request include normal operational expenditures as noted in the Account Detail Sheet.

**Fire Department Budget (110-00-52200-000-000 through 110-00-52240-000-000)**

A copy of the draft Fire Department budget has not yet been received at this time. The Common Council is scheduled to begin its budget workshops in October. The preliminary draft budget attached at this time maintains the 2016 budget numbers for 2017 until information is received from the City.

**Building Inspection Budget (110-00-52400-000-100 through 110-00-52400-000-140)**

As noted above, the Building Inspection budget is based on continuing the existing contract with the City of Pewaukee, which is based on \$1,000/month flat fee, and sharing revenue on a 60/40 basis. The combination of \$1,000/month and 60% of the estimated revenue is \$50,820. The balance of \$2,250 is for code enforcement activities billed on an hourly basis. The \$2,800 for Building Inspection Expenses is divided between the annual Department of Agriculture, Trade and Consumer Protection weights and measures agreement.

**Public Works Budget (110-00-53100-000-110 through 110-00-53680-000-000)**

The proposed Public Works budget includes maintaining the current staffing levels for full-time employees. The wages account includes maintaining two summer hires (at 600 hours over the summer period) to assist with lawn mowing and fill-in as necessary with the general crew. The summer hires are essential during the summer months when vacations are normally taken. Grounds maintenance around the Village buildings has also been mainly taken on by the part-time summer crew. Continuing in the draft budget to assist with seasonal operations is 160 hours for part-time labor for the fall season to assist with leaf collection and part-time snow plowing assistance (200 hours). Other items included in the Public Works budget include continuation of basic street maintenance, operations, equipment maintenance, snow and ice control, and traffic control (signage/stripping).

**Joint Library Budget (110-00-55110-000-320)**

Attached for your review please find a copy of the proposed library budget as submitted by the Joint Library Board. The proposed budget represents an increase of \$11,299 for the Village's contribution. As a reminder, the Joint Library Agreement between the City and Village outlines that the funding for the Joint Library is based upon the percentage of equalized value between the two communities. Additionally, the Village must provide funding to the library at a minimum of the three prior years' average which the proposed 2017 budget does.

**Parks Budget (110-00-55200-000-000)**

The draft Parks budget anticipates an increase of \$21,669 related to a proposed staff increase as well as an estimated increase in health insurance (2017 rate not yet known by City) and wage adjustments.

**Recreation Budget (110-00-55300-000-000)**

The draft Recreation budget anticipates an increase of \$5,896.

**Capital Outlay Budgets (110-00-57210-000-000 through 110-00-57320-000-000)**

1. Police Outlay  
The Police Outlay account includes \$60,710 for two squads; \$4,116.80 for four Taser weapons; \$6,399 for three additional exterior security cameras on the Village Hall/Police Department; \$3,650.96 for four Modular Plate Carrier packages & Rescue Task Force Tool Kits; and \$1,123 vehicle setup conversion allowance
2. Highway Building Outlay  
The Highway Building Outlay account includes \$6,000 to replace the HVAC system at the DPW main building due to age/failure of the current unit.
3. Joint Park & Recreation Outlay  
The items in this account are tied to the proposed equipment replacement program.

**B. DEBT SERVICE FUND**

The total for debt service payments (principal and interest) for the debt service fund (not including water and sewer utilities) for 2017 is \$992,212.25. This represents a \$20,214.25 increase over 2016. The levy requirement for the debt, after accounting for anticipated Build America Bond (BAB) subsidy is \$967,126 (an increase of \$21.140 over the prior year).

**ACTION REQUESTED**

The action requested of the Village Board is to review the preliminary draft 2017 General Fund budget and schedule budget workshops. The budgets for the capital projects fund, storm water utility, sewer utility, water utility, and cemetery fund will be presented at a later budget workshop.

Attachments

- |    |                  |                            |
|----|------------------|----------------------------|
| C: | Clerk            | Police Chief               |
|    | Treasurer        | Park & Recreation Director |
|    | Fire Chief       | Building Inspector         |
|    | Library Director |                            |

Village of Pewaukee  
 Budget Summary 9/1/16  
 2017 Draft Budget

**GENERAL FUND**

Department	2015 Budget	Current Budget Year			2017 Budget Draft	\$ change 2017 over 2016 app
		2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate		
TAXES	\$ 4,182,887.37	\$ 4,233,446.00	\$ 4,023,347.49	\$ 4,194,066.83	\$ 4,216,061.00	\$ (17,385.00)
SPECIAL ASSESSMENTS	\$ 3,000.00	\$ 5,500.00	\$ 1,500.00	\$ 3,500.00	\$ 3,500.00	\$ (2,000.00)
INTERGOVERNMENTAL	\$ 658,210.38	\$ 651,055.00	\$ 275,589.33	\$ 672,448.25	\$ 663,355.00	\$ 12,300.00
LICENSES AND PERMITS	\$ 281,798.49	\$ 207,520.00	\$ 169,125.40	\$ 254,178.00	\$ 210,020.00	\$ 2,500.00
FINES, FORFEITURES AND PENALTIES	\$ 203,442.36	\$ 215,000.00	\$ 129,824.59	\$ 228,000.00	\$ 215,000.00	\$ -
PUBLIC CHARGES FOR SERVICE	\$ 755,858.15	\$ 589,125.00	\$ 463,532.14	\$ 677,644.00	\$ 598,419.00	\$ 9,294.00
INTERGOVERNMENTAL CHARGES	\$ 280,267.22	\$ 272,864.00	\$ 200,390.08	\$ 294,362.99	\$ 280,072.00	\$ 7,208.00
MISCELLANEOUS REVENUES	\$ 108,003.22	\$ 63,724.00	\$ 62,834.29	\$ 85,200.09	\$ 63,288.00	\$ (436.00)
OTHER SOURCES	\$ 130,420.00	\$ 132,454.00	\$ -	\$ 132,454.00	\$ 132,454.00	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 6,603,887.19</b>	<b>\$ 6,370,688.00</b>	<b>\$ 5,326,143.32</b>	<b>\$ 6,541,854.16</b>	<b>\$ 6,382,169.00</b>	<b>\$ 11,481.00</b>

Department	2015 Budget	2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate	2017 Budget Draft	\$ change 2017 over 2016 app
GENERAL GOVERNMENT	\$ 875,408.69	\$ 897,149.00	\$ 505,793.08	\$ 829,933.40	\$ 1,043,431.00	\$ 146,282.00
POLICE	\$ 2,149,483.48	\$ 2,203,815.00	\$ 1,374,976.04	\$ 2,208,917.47	\$ 2,282,829.00	\$ 79,014.00
FIRE/EMS*	\$ 1,652,987.86	\$ 1,715,225.00	\$ 765,419.55	\$ 1,715,225.00	\$ 1,715,225.00	\$ -
BUILDING INSPECTION	\$ 92,380.77	\$ 56,250.00	\$ 53,363.96	\$ 78,504.00	\$ 55,870.00	\$ (380.00)
PUBLIC WORKS	\$ 1,093,559.43	\$ 1,133,853.00	\$ 612,678.90	\$ 1,056,870.00	\$ 1,126,385.00	\$ (7,468.00)
HEALTH AND HUMAN SERVICES	\$ 4,043.00	\$ 4,300.00	\$ 4,043.00	\$ 4,043.00	\$ 4,043.00	\$ (257.00)
JOINT LIBRARY CONTRIBUTION	\$ 233,997.00	\$ 238,487.00	\$ 119,243.50	\$ 233,997.00	\$ 249,786.00	\$ 11,299.00
PARKS	\$ 131,754.82	\$ 149,713.00	\$ 87,332.56	\$ 142,761.00	\$ 171,382.00	\$ 21,669.00
RECREATION PROGRAMS	\$ 145,014.00	\$ 138,323.00	\$ 80,688.44	\$ 137,251.00	\$ 144,219.00	\$ 5,896.00
CAPITAL OUTLAY	\$ 103,734.70	\$ 127,505.00	\$ 81,666.92	\$ 126,612.92	\$ 123,075.00	\$ (4,430.00)
CONTINGENCY FUND	\$ 25,383.19	\$ 2,000.00	\$ 32,862.95	\$ 32,862.95	\$ -	\$ (2,000.00)
<b>TOTAL EXPENSES</b>	<b>\$ 6,507,746.94</b>	<b>\$ 6,666,620.00</b>	<b>\$ 3,718,068.90</b>	<b>\$ 6,566,977.74</b>	<b>\$ 6,916,245.00</b>	<b>\$ 249,625.00</b>
<b>Net Totals</b>	<b>\$ 96,140.25</b>	<b>\$ (295,932.00)</b>	<b>\$ 1,608,074.42</b>	<b>\$ (25,123.58)</b>	<b>\$ (534,076.00)</b>	

**Schedule of Revenues - GENERAL FUND**

Account Number	Account Title	2015 Actual	Current Budget Year			2017 Budget Draft	\$ change 2017 over 2016 app
			2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate		
<b>TAXES</b>							
110-00-41110-000-000	GENERAL PROPERTY TAXES	\$ 3,836,866.62	\$ 3,851,446.00	\$ 3,851,446.79	\$ 3,851,446.79	\$ 3,867,237.00	\$ 15,791.00
110-00-41115-000-000	OMITTED TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-41120-000-000	TAX INCREMENTS - TIF #1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-41140-000-000	MOBILE HOME PARK PERMITS	\$ 3,073.47	\$ 3,500.00	\$ 1,748.18	\$ 2,315.00	\$ 2,500.00	\$ (1,000.00)
110-00-41180-000-000	DELINQUENT PERS. PROP. TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-41180-000-100	INT. ON DEL. PERS. PROP TAXES	\$ 612.52	\$ 500.00	\$ -	\$ -	\$ -	\$ -
110-00-41310-000-000	IN LIEU OF TAXES-WATER UTIL	\$ 253,981.00	\$ 290,000.00	\$ 126,990.50	\$ 253,981.00	\$ 260,000.00	\$ (30,000.00)
110-00-41320-000-000	IN LIEU OF TAXES	\$ 88,353.76	\$ 88,000.00	\$ 43,162.02	\$ 86,324.04	\$ 86,324.00	\$ (1,676.00)
	<b>TAXES</b>	<b>\$ 4,182,887.37</b>	<b>\$ 4,233,446.00</b>	<b>\$ 4,023,347.49</b>	<b>\$ 4,194,066.83</b>	<b>\$ 4,216,061.00</b>	<b>\$ (17,385.00)</b>
<b>SPECIAL ASSESSMENTS</b>							
110-00-42000-000-000	SPECIAL ASSMT PRINCIPAL PYMTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-42210-000-000	SHARED TAXES FROM STATE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-42900-000-000	DARE REVENUES	\$ 2,000.00	\$ 4,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	\$ (2,000.00)
110-00-42900-000-100	SHOP WITH A COP REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-42901-000-000	JOINT PISTOL RANGE REVENUES	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -
	<b>SPECIAL ASSESSMENTS</b>	<b>\$ 3,000.00</b>	<b>\$ 5,500.00</b>	<b>\$ 1,500.00</b>	<b>\$ 3,500.00</b>	<b>\$ 3,500.00</b>	<b>\$ (2,000.00)</b>
<b>INTERGOVERNMENTAL</b>							
110-00-43211-000-000	FED. GRANTS/LAW & COPS	\$ 3,290.30	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00	\$ -
110-00-43300-000-000	OTHER FEDERAL AIDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-43410-000-000	STATE SHARED REVENUES	\$ 198,873.16	\$ 198,703.00	\$ 29,805.51	\$ 197,088.00	\$ 198,703.00	\$ -
110-00-43420-000-000	FIRE INS. TAX-2% FIRE DUES	\$ 33,115.18	\$ 35,000.00	\$ 36,195.11	\$ 36,195.11	\$ 36,000.00	\$ 1,000.00
110-00-43521-000-000	STATE GRANTS/POLICE TRAINING	\$ 2,720.00	\$ 2,880.00	\$ -	\$ 2,880.00	\$ 2,880.00	\$ -
110-00-43529-000-000	STATE GRANTS	\$ 18,794.82	\$ 18,500.00	\$ 25,452.85	\$ 35,000.00	\$ 27,000.00	\$ 8,500.00
110-00-43531-000-000	GENERAL TRANS AIDS	\$ 341,612.28	\$ 340,172.00	\$ 170,002.72	\$ 340,172.00	\$ 340,172.00	\$ -
110-00-43545-000-000	RECYCLING GRANTS	\$ 42,376.80	\$ 40,000.00	\$ -	\$ 45,080.00	\$ 43,000.00	\$ 3,000.00
110-00-43630-000-000	POLICE DEPT. ASSET FORFEITURES	\$ 611.58	\$ 500.00	\$ 567.14	\$ 567.14	\$ 500.00	\$ -
110-00-43650-000-000	NSF CHECK FEES	\$ 495.26	\$ 500.00	\$ 200.00	\$ 300.00	\$ 300.00	\$ (200.00)
110-00-43690-000-000	OTHER STATE AIDS	\$ 13,721.00	\$ 13,000.00	\$ 13,366.00	\$ 13,366.00	\$ 13,000.00	\$ -
110-00-43700-000-000	OTHER COUNTY GRANTS	\$ 2,600.00	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-43790-000-000	COUNTY/STATE LIBRARY AIDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>INTERGOVERNMENTAL</b>	<b>\$ 658,210.38</b>	<b>\$ 651,055.00</b>	<b>\$ 275,589.33</b>	<b>\$ 672,448.25</b>	<b>\$ 663,355.00</b>	<b>\$ 12,300.00</b>
110-00-41320-000-000	In Lieu of Taxes	Estimated payment for Presbyterian Homes PILOT					
110-00-43690-000-000	Other State Aids	Estimated payment for Exempt Computer Aid from State of Wisconsin					
110-00-43521-000-000	State Grants	Estimated grants funds for PD - Click it or ticket/OWI/DNR lake patrol/					

**Schedule of Revenues - GENERAL FUND**

Account Number	Account Title	2015 Actual	Current Budget Year			2017 Budget Draft	\$ change 2017 over 2016 app
			2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate		
<b>LICENSES AND PERMITS</b>							
110-00-44110-000-000	BEER & LIQUOR LICENSES	\$ 15,515.00	\$ 15,620.00	\$ 15,690.00	\$ 14,905.00	\$ 15,620.00	\$ -
110-00-44120-000-000	BARTENDER'S LICENSES	\$ 14,325.00	\$ 12,500.00	\$ 11,125.00	\$ 13,500.00	\$ 12,000.00	\$ (500.00)
110-00-44130-000-000	CIGARETTE & SODA LICENSES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
110-00-44210-000-000	MISCELLANEOUS LICENSES	\$ 8,120.21	\$ 7,000.00	\$ 5,155.63	\$ 7,600.00	\$ 6,500.00	\$ (500.00)
110-00-44220-000-000	DOG LICENSES	\$ 4,747.15	\$ 4,000.00	\$ 6,116.50	\$ 4,100.00	\$ 4,000.00	\$ -
110-00-44300-000-000	BLDG. PERMIT & INSPECT. FEES	\$ 64,994.55	\$ 35,000.00	\$ 49,778.95	\$ 57,500.00	\$ 35,000.00	\$ -
110-00-44300-000-110	HVAC PERMIT FEES	\$ 18,188.90	\$ 7,500.00	\$ 8,916.70	\$ 12,516.00	\$ 7,500.00	\$ -
110-00-44300-000-120	ELECTRICAL PERMIT FEES	\$ 24,042.96	\$ 12,000.00	\$ 15,965.55	\$ 20,985.00	\$ 12,000.00	\$ -
110-00-44300-000-130	PLUMBING PERMIT FEES	\$ 20,906.00	\$ 10,000.00	\$ 10,544.00	\$ 14,572.00	\$ 10,000.00	\$ -
110-00-44300-000-140	SEWER & WATER PERMIT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-44300-000-150	OCCUPANCY PERMITS	\$ 350.00	\$ 200.00	\$ 450.00	\$ 600.00	\$ 200.00	\$ -
110-00-44400-000-150	ZONING PERMITS AND FEES	\$ 1,497.20	\$ 700.00	\$ 925.00	\$ 1,400.00	\$ 700.00	\$ -
110-00-44713-000-000	WEED CONTROL FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-44900-000-000	REGULAT. FEES & PKG PERMIT	\$ 8,769.00	\$ 7,000.00	\$ 6,729.00	\$ 7,500.00	\$ 7,500.00	\$ 500.00
110-00-44900-000-100	CABLE FRANCHISE FEES	\$ 99,342.52	\$ 95,000.00	\$ 36,729.07	\$ 98,000.00	\$ 98,000.00	\$ 3,000.00
<b>LICENSES AND PERMITS</b>		<b>\$ 281,798.49</b>	<b>\$ 207,520.00</b>	<b>\$ 169,125.40</b>	<b>\$ 254,178.00</b>	<b>\$ 210,020.00</b>	<b>\$ 2,500.00</b>
<b>FINES, FORFEITURES AND PENALTIES</b>							
110-00-45100-000-000	LAW & ORDINANCE VIOLATIONS	\$ 169,348.87	\$ 175,000.00	\$ 109,479.33	\$ 194,000.00	\$ 180,000.00	\$ 5,000.00
110-00-45120-000-000	PARKING TICKET FINES	\$ 34,093.49	\$ 40,000.00	\$ 20,345.26	\$ 34,000.00	\$ 35,000.00	\$ (5,000.00)
110-00-45221-000-000	P. D. ASSET FORFEITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>FINES, FORFEITURES AND PENALTIES</b>		<b>\$ 203,442.36</b>	<b>\$ 215,000.00</b>	<b>\$ 129,824.59</b>	<b>\$ 228,000.00</b>	<b>\$ 215,000.00</b>	<b>\$ -</b>

**Schedule of Revenues - GENERAL FUND**

Account Number	Account Title	Current Budget Year					2017 Budget Draft	\$ change 2017 over 2016 app
		2015 Actual	2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate			
<b>PUBLIC CHARGES FOR SERVICE</b>								
110-00-46100-000-000	SALE OF SUPPLIES, COPIES	\$ 164.75	\$ 125.00	\$ 22.25	\$ 40.00	\$ 40.00	\$ (85.00)	
110-00-46210-000-000	MISCELLANEOUS POLICE FEES	\$ 5,252.92	\$ 6,000.00	\$ 4,313.19	\$ 6,000.00	\$ 6,000.00	\$ -	
110-00-46210-000-101	PUBLIC CHGS FOR SERV/POLICE	\$ 25,997.39	\$ 35,000.00	\$ 13,084.85	\$ 25,000.00	\$ 25,000.00	\$ (10,000.00)	
110-00-46210-000-102	PUBLIC CHGS FOR SERV/FIRE	\$ 98,696.61	\$ -	\$ 55,265.00	\$ 55,265.00	\$ -	\$ -	
110-00-46210-000-103	PUBLIC CHGS FOR SERV/EMS	\$ 1,035.00	\$ -	\$ 72.00	\$ 72.00	\$ -	\$ -	
110-00-46230-000-000	AMBULANCE	\$ 245,828.19	\$ 205,000.00	\$ 117,977.10	\$ 235,738.00	\$ 215,000.00	\$ 10,000.00	
110-00-46420-000-000	REFUSE COLLECTION	\$ 299,166.92	\$ 276,600.00	\$ 210,054.46	\$ 280,329.00	\$ 280,329.00	\$ 3,729.00	
110-00-46440-000-000	WEED & NUISANCE CONTROL FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-46440-000-100	DOG CONTROL FINES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-46720-000-000	PARK USE REVENUES	\$ 1,860.00	\$ 3,400.00	\$ 1,060.00	\$ 2,400.00	\$ 3,400.00	\$ -	
110-00-46750-000-000	RECREATION REVENUES	\$ 73,446.37	\$ 62,000.00	\$ 59,053.29	\$ 68,700.00	\$ 66,650.00	\$ 4,650.00	
110-00-46900-000-000	SPECIAL ASSESSMENT LETTERS	\$ 4,410.00	\$ 1,000.00	\$ 2,630.00	\$ 4,100.00	\$ 2,000.00	\$ 1,000.00	
<b>PUBLIC CHARGES FOR SERVICE</b>		<b>\$ 755,858.15</b>	<b>\$ 589,125.00</b>	<b>\$ 463,532.14</b>	<b>\$ 677,644.00</b>	<b>\$ 598,419.00</b>	<b>\$ 9,294.00</b>	
<b>INTERGOVERNMENTAL CHARGES</b>								
110-00-47321-000-000	LAW ENFORCE/WCTC SECURITY	\$ 179,703.33	\$ 190,274.00	\$ 95,137.08	\$ 191,801.99	\$ 197,482.00	\$ 7,208.00	
110-00-47323-000-000	FIRE DEPT TANK INSP/SPNKLR REV	\$ 4,630.00	\$ -	\$ 2,692.00	\$ -	\$ -	\$ -	
110-00-47323-000-100	FIRE INSPECTION FEES	\$ 95,933.89	\$ 82,590.00	\$ 102,561.00	\$ 102,561.00	\$ 82,590.00	\$ -	
<b>INTERGOVERNMENTAL CHARGES</b>		<b>\$ 280,267.22</b>	<b>\$ 272,864.00</b>	<b>\$ 200,390.08</b>	<b>\$ 294,362.99</b>	<b>\$ 280,072.00</b>	<b>\$ 7,208.00</b>	
110-00-46210-000-101	Public chgs for serv/Police	Reimbursement of Police Services related to special events and police false alarms						
110-00-46210-000-102	Public chgs for serv/Fire	Reimbursement of false fire alarm charges						

**Schedule of Revenues - GENERAL FUND**

Account Number	Account Title	2015 Actual	Current Budget Year			2017 Budget Draft	\$ change 2017 over 2016 app
			2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate		
<b>MISCELLANEOUS REVENUES</b>							
110-00-48110-000-000	INTEREST INCOME	\$ 4,953.56	\$ 5,000.00	\$ 1,853.89	\$ 6,300.00	\$ 7,000.00	\$ 2,000.00
110-00-48130-000-000	INTEREST ON SPEC. ASSMNTS.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-48200-000-000	RENTAL, WATER TOWER SITE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-48200-000-100	FISCAL AGENT FEES	\$ 33,776.00	\$ 21,624.00	\$ 10,812.00	\$ 21,624.00	\$ 22,188.00	\$ 564.00
110-00-48200-000-200	WATER/SEWER RENT, OFFICE SPC	\$ 5,200.00	\$ 6,100.00	\$ -	\$ 6,100.00	\$ 6,100.00	\$ -
110-00-48301-000-000	SALE, PD EQUIP & PROP	\$ 14,601.00	\$ 28,000.00	\$ 33,194.89	\$ 33,194.89	\$ 25,000.00	\$ (3,000.00)
110-00-48309-000-000	SALE OTHER EQUIP. & PROPERTY	\$ 535.35	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-48440-000-000	INSURANCE RECOVERIES	\$ 11,532.46	\$ -	\$ 4,559.70	\$ 4,559.70	\$ -	\$ -
110-00-48450-000-000	STATE/FEDERAL RECOVERIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-48500-000-000	DONATIONS, PRIV. OR ORGANIZ.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-48500-000-100	MISCELLANEOUS REVENUES	\$ 34,146.23	\$ 3,000.00	\$ 11,992.31	\$ 13,000.00	\$ 3,000.00	\$ -
110-00-48500-000-200	MISC REVNUES/PD SEIZED FUNDS	\$ 3,258.62	\$ -	\$ 421.50	\$ 421.50	\$ -	\$ -
110-00-48670-000-000	PARK & OPEN SPACE FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-48900-000-000	REFUND OF PRIOR YEARS' EXPEND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>MISCELLANEOUS REVENUES</b>		<b>\$ 108,003.22</b>	<b>\$ 63,724.00</b>	<b>\$ 62,834.29</b>	<b>\$ 85,200.09</b>	<b>\$ 63,288.00</b>	<b>\$ (436.00)</b>
<b>OTHER SOURCES</b>							
110-00-49100-000-000	PROCEEDS FROM LONG TERM DEBT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-49100-000-100	PROCEEDS-STATE TR FD LOAN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-49200-000-000	TRANSFERS FROM OTHER FUNDS	\$ 130,420.00	\$ 130,420.00	\$ -	\$ 130,420.00	\$ 130,420.00	\$ -
110-00-49280-000-000	TRANSFER FROM CEMETARY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-49300-000-000	FUND BALANCE APPLIED	\$ -	\$ 2,034.00	\$ -	\$ 2,034.00	\$ 2,034.00	\$ -
110-00-49400-000-000	SALE OF GENERAL FIXED ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-49500-000-000	PROCEEDS OF REFUNDING BONDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OTHER SOURCES</b>		<b>\$ 130,420.00</b>	<b>\$ 132,454.00</b>	<b>\$ -</b>	<b>\$ 132,454.00</b>	<b>\$ 132,454.00</b>	<b>\$ -</b>
<b>TOTAL REVENUE</b>		<b>\$ 6,603,887.19</b>	<b>\$ 6,370,688.00</b>	<b>\$ 5,326,143.32</b>	<b>\$ 6,541,854.16</b>	<b>\$ 6,382,169.00</b>	<b>\$ 11,481.00</b>

110-00-48301-000-000 SALE, PD EQUIP & PROP Estimated revenue from sale of one Explorer and the Suburban (based upon requested replacement of Suburban)  
 110-00-49200-000-000 TRANS. FROM OTHER FUNDS Cell tower leases transferred from the Water Utility (at 2006 rate)  
 110-00-49300-000-000 FUND BALANCE APPLIED \$2,034 toward second year payment (of three) for new election equipment

**General Government - Expenses**

Account Number	Account Title	2015 Actual	Current Budget Year				2017 Budget Draft	\$ change 2017 over 2016 app
			2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate			
110-00-51100-000-000	VILLAGE BOARD	\$ 30,390.99	\$ 32,070.00	\$ 18,184.38	\$ 32,070.00	\$ 32,070.00	\$ -	
110-00-51110-000-000	BOARD OF REVIEW	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-51120-000-000	PLAN COMMISSION	\$ 10,751.04	\$ 8,388.00	\$ 6,473.75	\$ 9,000.00	\$ 11,888.00	\$ 3,500.00	
110-00-51120-000-100	PLANNING/ENG CONS SERV	\$ 316.40	\$ -	\$ (227.81)	\$ 316.40	\$ -	\$ -	
110-00-51121-000-000	POLICE COMMISSION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-51200-000-110	MUN JUDGE & CLERK WAGES	\$ 34,073.51	\$ 34,303.00	\$ 21,144.17	\$ 34,303.00	\$ 34,781.00	\$ 478.00	
110-00-51200-000-140	MUNICIPAL COURT EXPENSES	\$ 19,796.66	\$ 23,243.00	\$ 16,455.14	\$ 23,243.00	\$ 23,014.00	\$ (229.00)	
110-00-51300-000-000	LEGAL - VILLAGE ATTY	\$ 45,874.75	\$ 46,750.00	\$ 25,115.75	\$ 44,000.00	\$ 46,750.00	\$ -	
110-00-51300-000-110	MUN COURT LEGAL EXP	\$ 17,287.42	\$ 16,000.00	\$ 6,550.90	\$ 16,000.00	\$ 16,000.00	\$ -	
110-00-51300-000-120	SPECIAL LEGAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-51300-000-140	EXPENSES - RECODIFICATION	\$ 3,560.48	\$ 5,000.00	\$ 1,425.63	\$ 1,976.00	\$ 2,000.00	\$ (3,000.00)	
110-00-51320-000-000	LABOR ATTORNEY	\$ 20,195.50	\$ 5,000.00	\$ 6,115.00	\$ 8,000.00	\$ 5,000.00	\$ -	
110-00-51400-000-110	VILLAGE ADMIN SALARY	\$ 96,881.13	\$ 94,183.00	\$ 55,811.84	\$ 94,183.00	\$ 94,183.00	\$ -	
110-00-51400-000-130	VILL. ADMIN. FRINGE BENEFITS	\$ 30,759.10	\$ 33,620.00	\$ 20,799.24	\$ 33,620.00	\$ 31,847.00	\$ (1,773.00)	
110-00-51400-000-140	ADMINISTRATOR EXPENSES	\$ 2,411.08	\$ 3,636.00	\$ 1,630.25	\$ 3,636.00	\$ 3,636.00	\$ -	
110-00-51420-000-110	CLERK OFFICE/SALARY & WAGES	\$ 132,319.93	\$ 167,179.00	\$ 62,124.51	\$ 114,593.00	\$ 145,673.00	\$ (21,506.00)	
110-00-51420-000-130	CLERK OFFICE FRINGE BENEFITS	\$ 49,036.83	\$ 63,809.00	\$ 21,363.85	\$ 51,000.00	\$ 74,583.00	\$ 10,774.00	
110-00-51420-000-140	CLERK'S OFFICE EXPENSES	\$ 21,472.12	\$ 26,275.00	\$ 16,204.53	\$ 26,275.00	\$ 25,245.00	\$ (1,030.00)	
110-00-51440-000-000	ELECTIONS	\$ 12,354.58	\$ 25,284.00	\$ 13,891.84	\$ 25,284.00	\$ 9,461.00	\$ (15,823.00)	
110-00-51450-000-000	PAYROLL PROCESSING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-51460-000-000	COPY MACHINE	\$ 3,280.08	\$ 3,300.00	\$ 1,722.09	\$ 3,300.00	\$ 3,300.00	\$ -	
110-00-51470-000-000	PUBLICATION EXPENSES	\$ 2,514.72	\$ 2,000.00	\$ 701.13	\$ 1,900.00	\$ 2,000.00	\$ -	
110-00-51510-000-000	AUDIT COSTS	\$ 39,950.00	\$ 36,950.00	\$ 36,950.00	\$ 36,950.00	\$ 37,650.00	\$ 700.00	
110-00-51511-000-000	DATA PROCESSING	\$ 14,260.07	\$ 13,100.00	\$ 5,681.70	\$ 13,500.00	\$ 14,000.00	\$ 900.00	
110-00-51520-000-000	ASSESSOR CONTRACT	\$ 39,500.00	\$ 39,500.00	\$ 23,041.69	\$ 39,500.00	\$ 40,000.00	\$ 500.00	
110-00-51520-000-140	ASSESSOR EXPENSES	\$ 1,740.29	\$ 2,000.00	\$ 1,930.44	\$ 1,931.00	\$ 2,000.00	\$ -	
110-00-51520-000-150	REVALUATION	\$ -	\$ -	\$ -	\$ -	\$ 167,800.00	\$ 167,800.00	
110-00-51600-000-310	VIL HALL UTIL & MAINT	\$ 48,671.51	\$ 46,509.00	\$ 29,061.34	\$ 46,500.00	\$ 46,500.00	\$ (9.00)	
110-00-51611-000-000	DPW GARAGE MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-51612-000-000	OTHER PROP MAINTENANCE	\$ 836.07	\$ 1,000.00	\$ 183.78	\$ 365.00	\$ 1,000.00	\$ -	
110-00-51931-000-000	LAW ENFORCEMENT INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-51932-000-000	HIGHWAY INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-51938-000-000	INSURANCE/PROP/LIABILITY/WC	\$ 184,894.68	\$ 165,000.00	\$ 110,724.52	\$ 165,000.00	\$ 170,000.00	\$ 5,000.00	
110-00-51980-000-000	GEN GOVT. MISC. EXPENSES	\$ 12,279.75	\$ 3,050.00	\$ 2,733.42	\$ 3,488.00	\$ 3,050.00	\$ -	
110-00-51990-000-000	BAD DEBT EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-59991-000-000	CONSOLIDATION STUDY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>GENERAL GOVERNMENT</b>		<b>\$ 875,408.69</b>	<b>\$ 897,149.00</b>	<b>\$ 505,793.08</b>	<b>\$ 829,933.40</b>	<b>\$ 1,043,431.00</b>	<b>\$ 146,282.00</b>	

110-00-51120-000-000 Plan Commission est. cost for monthly meeting attendance by: consulting engineer (\$2,904), planner (est. \$984), \$3,500 miscellaneous projects/code revisions, \$1,000 GIS mapping - zoning & land use; \$3,500 estimate for possible Comprehensive Plan - Land Use Plan update

110-00-51200-000-140 Municipal Judges' Expenses postage, professional dues, office supplies, forms/printing, training/seminars; prisoner maintenance, TIPPS support/DOT interface, health insurance; FICA; WRS; replacement computer (\$900) for Court Clerk

110-00-51420-000-140 Clerk's Office Expenses \$1,800 office supplies; \$1,000 software maintenance; \$3,035 computer services; \$4,800 postage; \$1,400 mileage reimbursement; \$430 memberships (WMCA, IIMC, WTA); \$5,555 training (WMCA Conf., Treasurer's Conf., League Conf., UW-GB Institute); \$1,000 letterhead/envelopes; \$500 AP checks; \$50 subscriptions; \$575 check signer; \$1,550 postage machine; \$3,000 LWM dues; \$250 Chamber of Commerce dues; \$300 licensing software maintenance

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**Public Safety- Expenses**

Account Number	Account Title	Current Budget Year						\$ change 2017 over 2016 app
		2015 Budget	2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate	2017 Budget Draft		
110-00-52100-000-110	POLICE SALARY & WAGES	\$ 1,403,769.83	\$ 1,399,816.00	\$ 861,299.54	\$ 1,399,816.00	\$ 1,454,634.00	\$ 54,818.00	
110-00-52100-000-120	POLICE HOLIDAYS & OT	\$ 63,384.53	\$ 63,500.00	\$ 45,452.03	\$ 63,500.00	\$ 63,500.00	\$ -	
110-00-52100-000-125	CROSSING GUARD WAGES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-52100-000-126	POLICE CADET WAGES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-52100-000-130	POLICE FRINGE BENEFITS	\$ 543,222.97	\$ 605,737.00	\$ 373,957.14	\$ 605,737.00	\$ 627,284.00	\$ 21,547.00	
110-00-52100-000-140	PUBLIC SAFETY EXPENSES	\$ 9,581.20	\$ 11,000.00	\$ 7,082.44	\$ 11,000.00	\$ 11,000.00	\$ -	
110-00-52100-000-310	POLICE VEHICLE MAINT	\$ 31,956.47	\$ 35,000.00	\$ 21,299.71	\$ 36,000.00	\$ 34,500.00	\$ (1,500.00)	
110-00-52100-000-320	SPECIAL INVESTIGATIONS	\$ 7,660.14	\$ 8,000.00	\$ 6,850.85	\$ 8,000.00	\$ 8,000.00	\$ -	
110-00-52100-000-321	DARE FUNDED EXPENSES	\$ 1,939.53	\$ 1,900.00	\$ 1,603.35	\$ 1,700.00	\$ -	\$ (1,900.00)	
110-00-52100-000-322	SHOP W/COP FUNDED EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
100-00-52100-000-323	POLICE ASSET FORFEITURE	\$ -	\$ -	\$ 645.01	\$ -	\$ -	\$ -	
110-00-52100-000-330	POLICE OFFICE SUPPLIES	\$ 18,702.78	\$ 17,000.00	\$ 13,686.68	\$ 18,000.00	\$ 20,000.00	\$ 3,000.00	
110-00-52100-000-331	POLICE CREDIT CARD EXP/REV FEE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-52100-000-335	BEACH PERMIT EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-52100-000-340	POLICE COMMUNITY RELATIONS	\$ 3,452.22	\$ 3,500.00	\$ 3,214.14	\$ 3,500.00	\$ 4,000.00	\$ 500.00	
110-00-52100-000-350	POLICE TRAINING & SEMINARS	\$ 9,715.31	\$ 9,000.00	\$ 5,754.22	\$ 9,525.00	\$ 9,049.00	\$ 49.00	
110-00-52100-000-360	POLICE PISTOL TRAINING	\$ 5,374.73	\$ 5,000.00	\$ 3,335.16	\$ 5,000.00	\$ 5,000.00	\$ -	
110-00-52100-000-361	JOINT PISTOL FUNDED EXP	\$ 2,229.14	\$ -	\$ 240.13	\$ 1,157.93	\$ -	\$ -	
110-00-52100-000-370	LAKE WATER & SNOW PATROL	\$ 7,981.54	\$ 8,062.00	\$ 4,017.44	\$ 7,981.54	\$ 8,062.00	\$ -	
110-00-52100-000-380	POLICE COMMUNICATIONS EXP	\$ 29,393.72	\$ 25,000.00	\$ 20,995.07	\$ 27,000.00	\$ 27,500.00	\$ 2,500.00	
110-00-52100-000-400	POLICE UNIFORM ALLOWANCE	\$ 11,119.37	\$ 10,300.00	\$ 5,543.13	\$ 11,000.00	\$ 10,300.00	\$ -	
<b>POLICE</b>		<b>\$ 2,149,483.48</b>	<b>\$ 2,203,815.00</b>	<b>\$ 1,374,976.04</b>	<b>\$ 2,208,917.47</b>	<b>\$ 2,282,829.00</b>	<b>\$ 79,014.00</b>	

110-00-52100-000-140 Police Public Safety Expenses CIT (\$2,500), MIU (\$2,000), batteries (flashlight, MDC, walkie talkie, recorders, computer), flares, radar certifications, citations, fire extinguisher recharging

110-00-52100-000-330 Police Office Supplies copier lease payments, letterhead/forms, general office supplies, TIPPS upgrade, e-mail archiving program; postage; computer support; software licenses

110-00-52100-000-380 Police Communication Expenses MDC Air time; phone lines, local and long distance calls; cell phones; repairs to hand units & squad radios; 800 trunk radio contract and equipment; Dept. of Justice TIME system; internet access

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**Public Safety- Expenses**

Account Number	Account Title	Current Budget Year					2017 Budget Draft	\$ change 2017 over 2016 app
		2015 Budget	2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate	2016 Year-End Estimate		
110-00-52200-000-000	FIRE ADMINISTRATION	\$ 1,485,562.81	\$ 1,557,548.00	\$ 684,651.00	\$ 1,557,548.00	\$ 1,557,548.00	\$ -	
110-00-52200-000-101	FIRE ADMINISTRATIVE EXPENSES	\$ 74,355.05	\$ 77,877.00	\$ 34,232.55	\$ 77,877.00	\$ 77,877.00	\$ -	
110-00-52230-000-100	FIRE PUBLIC HYDRANT RENTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-52240-000-000	FIRE INSPECTION	\$ 93,070.00	\$ 79,800.00	\$ 46,536.00	\$ 79,800.00	\$ 79,800.00	\$ -	
	<b>FIRE &amp; EMS</b>	<b>\$ 1,652,987.86</b>	<b>\$ 1,715,225.00</b>	<b>\$ 765,419.55</b>	<b>\$ 1,715,225.00</b>	<b>\$ 1,715,225.00</b>	<b>\$ -</b>	
110-00-52400-000-100	BUILDING INSP CONTRACT	\$ 89,580.77	\$ 53,250.00	\$ 50,563.96	\$ 75,704.00	\$ 53,070.00	\$ (180.00)	
110-00-52400-000-101	ELECTRICAL INSP CONTRACT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-52400-000-102	PLUMBING INSP CONTRACT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
110-00-52400-000-140	BUILDING INSP EXPENSES	\$ 2,800.00	\$ 3,000.00	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00	\$ (200.00)	
	<b>BUILDING INSPECTION</b>	<b>\$ 92,380.77</b>	<b>\$ 56,250.00</b>	<b>\$ 53,363.96</b>	<b>\$ 78,504.00</b>	<b>\$ 55,870.00</b>	<b>\$ (380.00)</b>	
<b>TOTAL PUBLIC SAFETY</b>		<b>\$ 3,894,852.11</b>	<b>\$ 3,975,290.00</b>	<b>\$ 2,193,759.55</b>	<b>\$ 4,002,646.47</b>	<b>\$ 4,053,924.00</b>	<b>\$ 78,634.00</b>	

110-00-52200-000-000 Fire Administration - Estimate

\$8,204/run fire; \$1,139/run EMS; est 676 EMS @ \$1,139 = \$769,964; est 96 fire @ \$8,204 = \$787,584; \$769,964+\$787,584=\$1,557,548 is estimated contract amount

110-00-52400-000-100 Building Inspection Contract

60% revenue from Bldg Permits, HVAC, Elect, Plumbing, & Occup Fee (\$38,820) plus \$12,000 (\$1,000/mo flat fee), \$2,250 for code compliance

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**Public Works - Expenses**

Account Number	Account Title	2015 Budget	Current Budget Year			2017 Budget Draft	\$ change 2017 over 2016 app
			2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate		
110-00-53100-000-110	DPW/ENGINEERING SALARIES	\$ 80,305.16	\$ 76,799.00	\$ 44,220.31	\$ 71,921.00	\$ 63,648.00	\$ (13,151.00)
110-00-53100-000-120	OUTSIDE CONT ENGINEERING	\$ 4,560.00	\$ 10,100.00	\$ 5,453.00	\$ 10,000.00	\$ 10,400.00	\$ 300.00
110-00-53100-000-140	ENGINEER/ADMIN EXPENS	\$ 781.96	\$ 2,200.00	\$ 487.83	\$ 2,200.00	\$ 2,400.00	\$ 200.00
110-00-53100-001-250	OUTSIDE ENG/PLAN SERVICE EXP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-53310-000-310	STREET MAINT. GEN. OPERATION	\$ 31,496.21	\$ 17,385.00	\$ 5,695.48	\$ 17,000.00	\$ 17,385.00	\$ -
110-00-53310-000-311	GARAGE EXPENSES	\$ 28,941.19	\$ 38,060.00	\$ 24,588.24	\$ 39,000.00	\$ 38,060.00	\$ -
110-00-53311-000-110	DPW WAGES INCL PART TIME	\$ 294,818.20	\$ 331,237.00	\$ 192,936.81	\$ 326,000.00	\$ 330,176.00	\$ (1,061.00)
110-00-53311-000-120	DPW OVERTIME	\$ 9,697.68	\$ 20,000.00	\$ 3,895.25	\$ 20,000.00	\$ 20,000.00	\$ -
110-00-53311-000-130	DPW FRINGE BENEFITS	\$ 138,169.09	\$ 155,682.00	\$ 98,175.39	\$ 152,329.00	\$ 157,316.00	\$ 1,634.00
110-00-53330-000-310	EQUIPT. MAINT. GEN. OPERATION	\$ 63,047.75	\$ 66,000.00	\$ 39,419.37	\$ 66,000.00	\$ 66,000.00	\$ -
110-00-53340-000-310	SNOW, ICE CONT. GEN. OPER	\$ 83,388.74	\$ 53,540.00	\$ 26,232.68	\$ 58,000.00	\$ 56,150.00	\$ 2,610.00
110-00-53420-000-310	STREET LIGHTING, GEN. OPERAT.	\$ 56,102.52	\$ 68,500.00	\$ 20,655.70	\$ 58,000.00	\$ 68,500.00	\$ -
110-00-53430-000-310	SIDEWALK MAINT. GEN. OPER	\$ 6,225.25	\$ 6,000.00	\$ 80.00	\$ 6,000.00	\$ 6,000.00	\$ -
110-00-53440-000-310	ST. SEWER MAINT. GEN OPER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-53450-000-310	CURB, GUTTER, GEN. OPERATION	\$ 2,706.00	\$ 2,850.00	\$ -	\$ 3,000.00	\$ 2,850.00	\$ -
110-00-53470-000-310	TRAFFIC CONT. GEN. OPERATION	\$ 4,387.39	\$ 8,800.00	\$ 3,398.91	\$ 8,800.00	\$ 8,800.00	\$ -
110-00-53620-000-000	REFUSE COLLECTION CONTRACT	\$ 207,916.03	\$ 202,000.00	\$ 105,818.14	\$ 204,000.00	\$ 204,000.00	\$ 2,000.00
110-00-53635-000-000	RECYCLING EXPENSES	\$ 79,324.70	\$ 72,400.00	\$ 34,735.81	\$ 7,200.00	\$ 72,400.00	\$ -
110-00-53640-000-310	TREE, BRUSH CONT. GEN. OPER.	\$ -	\$ 1,000.00	\$ 6,040.00	\$ 6,040.00	\$ 1,000.00	\$ -
110-00-53641-000-000	WEED & NUISANCE CONTROL	\$ 1,075.23	\$ 800.00	\$ 845.98	\$ 880.00	\$ 800.00	\$ -
110-00-53650-000-000	LAKE WEED CONTROL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-53680-000-000	OTHER SANITATION	\$ 616.33	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
<b>PUBLIC WORKS</b>		<b>\$ 1,093,559.43</b>	<b>\$ 1,133,853.00</b>	<b>\$ 612,678.90</b>	<b>\$ 1,056,870.00</b>	<b>\$ 1,126,385.00</b>	<b>\$ (7,468.00)</b>

110-00-53310-000-310	Street Maintenance	\$12,085 street patching; \$1,000 gravel; \$2,500 crack seal; \$1,800 miscellaneous supplies
110-00-53310-000-311	DPW Garage Expense	\$11,000 natural gas; \$2,200 water & sewer; \$2,000 telephone; \$8,100 electric; \$725 soap, paper products, floor mats, etc; \$575 safety equip - expendable; \$200 emergency food; \$1,100 bldg maintenance; \$1,000 contracted services - training; \$2,400 employee uniforms; \$1,200 employee safety shoes & glasses; \$3,000 bldg 1, 2, VH/PD heating system maint & repairs; \$1,500 bldg 1, 2, VH/PD overhead door maint & repairs; \$900 employee drug testing; \$900 mobile phones; \$260 CDL reimbursement; \$1,000 radio operating costs
110-00-53330-000-310	Equipment Maintenance	\$27,500 service & parts; \$30,000 gas & diesel fuel; \$3,000 misc tools & equip; \$3,000 tires; \$1,700 safety inspection of bucket truck; \$800 plow blades
110-00-53340-000-310	Snow & Ice Control	annual road salt (\$54,800) & salt brine (\$1,350) purchase
110-00-53420-000-310	Street Lighting, Gen. Operations	\$61,000 electricity; \$7,000 general repair & parts; \$500 flag and decoration repair
110-00-53470-000-310	Traffic Control	\$2,000 traffic signs; \$800 sign posts; \$2,000 traffic paint; \$500 blockades, flashers, batteries; \$3,500 contracted se line striping

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**Health and Human Services - Expenses**

		Current Budget Year					
Account Number	Account Title	2015 Budget	2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate	2017 Budget Draft	\$ change 2017 over 2016 app
110-00-54910-000-100	ANIMAL CONTROL	\$ 4,043.00	\$ 4,300.00	\$ 4,043.00	\$ 4,043.00	\$ 4,043.00	\$ (257.00)
<b>HEALTH &amp; HUMAN SERVICES</b>		<b>\$ 4,043.00</b>	<b>\$ 4,300.00</b>	<b>\$ 4,043.00</b>	<b>\$ 4,043.00</b>	<b>\$ 4,043.00</b>	<b>\$ (257.00)</b>

110-00-54910-000-100 Animal Control \$4,043 HAWS contract

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**Joint Library Contribution/Park & Recreation - Expenses**

Account Number	Account Title	2015 Budget	Current Budget Year			2017 Budget Draft	\$ change 2017 over 2016 app
			2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate		
110-00-55110-000-320	JOINT LIBRARY CONTRIBUTION	\$ 233,997.00	\$ 238,487.00	\$ 119,243.50	\$ 233,997.00	\$ 249,786.00	\$ 11,299.00
110-00-55200-000-000	PARKS	\$ 131,754.82	\$ 149,713.00	\$ 87,332.56	\$ 142,761.00	\$ 171,382.00	\$ 21,669.00
110-00-55200-000-310	PARKS MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-55300-000-000	RECREATION PROGRAMS	\$ 145,014.00	\$ 138,323.00	\$ 80,688.44	\$ 137,251.00	\$ 144,219.00	\$ 5,896.00
110-00-55300-000-100	LAND O' LEAGUES PROGRAM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>\$ 510,765.82</b>	<b>\$ 526,523.00</b>	<b>\$ 287,264.50</b>	<b>\$ 514,009.00</b>	<b>\$ 565,387.00</b>	<b>\$ 38,864.00</b>

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**Capital Outlay - Expenses**

Account Number	Account Title	2015 Budget	Current Budget Year				2017 Budget Draft	\$ change 2017 over 2016 app
			2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate			
110-00-57140-000-000	GENERAL PUBLIC BUILDINGS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-57190-000-000	OTHER GENERAL GOVT. OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-57210-000-000	POLICE OUTLAY	\$ 77,413.35	\$ 76,601.00	\$ 75,832.92	\$ 75,832.92	\$ 76,000.00	\$ -	\$ (601.00)
110-00-57220-000-000	FIRE OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-57324-000-000	HIGHWAY EQUIPT. OUTLAY	\$ -	\$ -	\$ 5,834.00	\$ 5,834.00	\$ -	\$ -	\$ -
110-00-57327-000-000	HIGHWAY BUILDING OUTLAY	\$ -	\$ 6,000.00	\$ -	\$ -	\$ -	\$ 6,000.00	\$ -
110-00-57331-000-000	LOCAL HY. & STREET OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-57610-000-000	LIBRARY OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-57620-000-000	PARK/PLAYGROUND OUTLAY	\$ 26,321.35	\$ 44,904.00	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-57730-000-000	OTHER CONS. & DEVEL. OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ 41,075.00	\$ -	\$ (3,829.00)
<b>CAPITOL OUTLAY</b>		<b>\$ 103,734.70</b>	<b>\$ 127,505.00</b>	<b>\$ 81,666.92</b>	<b>\$ 126,612.92</b>	<b>\$ 123,075.00</b>	<b>\$ -</b>	<b>\$ (4,430.00)</b>

110-00-57210-000-000 Police Outlay \$60,710 for two squads; \$4,116.80 for four replacement Taser weapons; \$6,399 for three additional exterior security cameras for Village Hall/Police Department; \$3,650.96 for four Modular Plate Carrier packages & Rescue Task Force Tool Kits; \$1,123 vehicl setup conversation allowance

110-00-57327-000-000 Highway Building Outlay \$6,000 to replace DPW Office HVAC due to failure/age

110-00-57620-000-000 Park/Playground Equip Village share of funding shared equipment replacement schedule for shared Park & Recreation equipment based upon schedule

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**Contingency Fund - Expenses**

Account Number	Account Title	2015 Budget	Current Budget Year			2017 Budget Draft	\$ change 2017 over 2016 app
			2016 Budget Adopted	2016 Actual 8/1/2016	2016 Year-End Estimate		
110-00-59000-000-000	TRANSFER TO CONSTRUCTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-59014-000-000	TRANSFER TO LIBRARY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-59015-000-000	TRANSFER TO PENSION FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-59016-000-000	TRANSFER TO WATER UTILITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-59030-000-000	TRANSFER TO DEBT SERV FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
110-00-59900-000-000	CONTINGENCY FUND	\$ 25,383.19	\$ 2,000.00	\$ 32,862.95	\$ 32,862.95	\$ -	\$ -
<b>CONTINGENCY FUND</b>		<b>\$ 25,383.19</b>	<b>\$ 2,000.00</b>	<b>\$ 32,862.95</b>	<b>\$ 32,862.95</b>	<b>\$ -</b>	<b>\$ (2,000.00)</b>

**VILLAGE OF PEWAUKEE DEBT SERVICE FUND**

9/1/2016

Account Number	Account Description	2015 Actual 12/31/15	2016 Adopted Budget	9/1/2016 Actual	2016 Budget Estimate	2017 Draft Budget	\$ change 2017 over 2016
<b>REVENUES</b>							
300-00-41110-000-000	GENERAL PROPERTY TAXES	924,347.00	945,986.00	945,986.00	945,986.00	967,126.00	21,140.00
300-00-48110-000-000	INTEREST INCOME						-
300-00-48110-000-100	BAB INTEREST INCOME	27,155.34	26,012.00	24,159.55	24,159.55	25,087.00	(925.00)
300-00-48500-000-000	DONATIONS, PRIVATE OR ORGANIZ						-
300-00-48500-000-100	MISC REVENUES	0.30					-
300-00-49100-000-000	TRANSFER FROM OTHER FUNDS						-
300-00-49200-000-000	PROCEEDS OF DEBT						-
300-00-49500-000-000	PROCEEDS OF REFUNDING BONDS						-
	Total Revenues	951,502.64	971,998.00	970,145.55	970,145.55	992,213.00	20,215.00
<b>EXPENSES</b>							
300-00-58100-000-000	DEBT PRINCIPAL	169,631.00	709,631.00	184,631.00	184,631.00	744,631.00	35,000.00
300-00-58100-000-001	2013 DEBT RE-FI PAYMENTS	500,000.00		525,000.00	525,000.00		-
300-00-58100-000-002	PENSION PAY OUT EXPENSE						-
300-00-58100-000-003	DEBT PRINCIPAL						-
300-00-58290-000-000	DEBT INTEREST, FISCAL CHARGES	283,865.29	262,367.00	264,591.79	264,591.79	247,582.00	(14,785.00)
300-00-58300-000-000	PAYMENT TO ESCROW AGENT						-
300-00-58310-000-000	PAYMENT TO WAUKESHA CTY						-
300-00-58926-000-000	INTEREST ON PENSION NOTE						-
300-00-58929-000-000	NOTE & BOND ISSUE EXPENSES						-
300-00-59000-000-000	TRANSFER TO CAPITOL PROJECTS						-
	Total Expenses	953,496.29	971,998.00	974,222.79	974,222.79	992,213.00	20,215.00

# Kewaukee Lake Patrol Proposed 2017 Annual Budget for Summer and Winter Patrol

		2013	2014	2015	2016	2017	Account explanation
		approved	approved	approved	approved	proposed	
950-00-5200-000-000	ADMINISTRATIVE EXPENSE	\$1,800.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	Includes funding for potential new hire(s), mechanic
950-00-52100-000-110	LAKE PATROL SALARIES/WAGES	\$36,475.00	\$36,475.00	\$36,475.00	\$37,205.00	\$37,205.00	includes wages for training, buoy placement and removal, boater safety classes and ice patrol activities
950-00-52100-000-130	LAKE PATROL FRINGE BENEFITS		\$2,936.00	\$2,936.00	\$4,387.00	\$4,387.00	includes social security and workers comp. (workers comp up \$4.02 to \$4.14 per \$100.00)
950-00-52100-000-140	LAKE PATROL OPERATING SUPPLIES	\$1,000.00	\$1,000.00	\$1,000.00	\$700.00	\$700.00	office supplies, ordinance pamphlets
950-00-52100-00-145	LAKE PATROL TRAINING	\$1,500.00	\$1,000.00	\$1,500.00	\$1,500.00	\$1,500.00	Firearms training and in-service classes
950-00-52100-000-300	NEW EQUIPMENT AND MAINT.	\$5,050.00	\$6,000.00	\$3,500.00	\$2,500.00	\$2,500.00	includes equipment repair/maintenance, buoy repair/maintenance, boat slip rental
950-00-52100-000-310	VEHICLE MAINTENANCE	\$4,800.00	\$4,800.00	\$4,800.00	\$4,200.00	\$4,200.00	includes boat repair, maintenance, fuel for both water and ice patrol seasons
950-00-52100-000-410	LAKE PATROL UNIFORM EXPENSES	\$2,000.00	\$800.00	\$800.00	\$800.00	\$800.00	replacement uniform as needed, and new uniforms for new hire(s)
950-00-52100-000-600	REVENUE DISTRIBUTION EXPENSE						
950-00-57610-000-000	LAKE PATROL OUTLAY		\$0.00	\$0.00			
950-00-51938-000-000	INSURANCE EXPENSE	\$1,500.00	\$1,500.00	\$3,500.00	\$3,600.00	\$3,600.00	Property, tow vehicle, boats, ATV's umbrella
		\$54,125.00	\$57,011.00	\$57,011.00	\$57,392.00	\$57,392.00	No Increase for 2017

2017 FINAL Budget - Pewaukee Public Library  
August 2016

	2015	2015	2016	2016	2017	+ / -
	Budgeted	YTD	Budgeted	Jan Jun	Budgeted	Inc/Dec
<b>EXPENDITURES</b>						
Acct. # 900-55110-000-110 Library Salaries						
Library Salaries Total	506,614.00	495,977.00	539,494.00	258,076.37	578,297.00	38,803.00
Acct. #900-55110-000-130 Benefits						
Benefits Total	134,737.05	130,568.00	143,488.00	71,219.05	156,050.00	12,563.15
Acct. #900-00-55110-000-140 Subscriptions						
Subscriptions Total	6,800.00	6,619.45	6,800.00	6,411.91	6,800.00	0.00
Acct. #900-55110-000-141 Print Materials						
Print Materials Total	79,650.00	79,957.55	78,650.00	40,119.54	78,650.00	0.00
Acct. #900-55110-000-142 Non-Print Materials						
Non-print Materials Total	33,000.00	33,664.00	34,000.00	17,619.44	34,000.00	0.00
Acct. #900-55110-000-312 Digital Materials						
Digital Materials Total	5,359.00	5,556.00	8,371.00	8,228.00	11,027.00	2,656.00
Acct. #900-55110-000-143 Technology						
Technology Total	61,903.95	58,474.64	51,904.00	37,718.32	61,706.00	-198.00
Acct. #900-55110-000-144 Miscellaneous						
Miscellaneous Total	28,100.00	15,420.71	33,200.00	14,920.59	33,650.00	450.00
Acct. #900-55110-000-313 Library Programs						
Programs Total	3,765.00	1,733.29	4,260.00	1,777.02	5,065.00	806.00
Acct. #900-55110-000-146 Staff Development						
Staff Development Total	3,200.00	922.78	3,200.00	623.90	3,500.00	300.00
Acct. #900-55110-000-150 Professional Services						
Professional Services Total	39,776.00	21,938.00	42,498.00	21,336.71	43,418.00	920.00
Acct. # 900-55110-000-310 Building Maintenance						
General Operations Total	114,600.00	43,678.37	97,522.00	42,167.78	86,260.00	-11,262.00
Acct. #900-55110-000-311 Utilities						
Utilities Total	55,150.00	27,881.85	60,800.00	24,340.24	55,445.00	-6,355.00
Acct. #900-55110-000-400 Legal						
Legal Total	1,000.00	2,052.00	1,000.00	150.00	1,000.00	0.00
Acct. #900-00-55110-000-500 Grants/Donations						
Outlay & Grants/Donations Total	7,750.00	6,364.56	3,812.00	8,228.31	3,570.00	-242.00
<b>TOTAL EXPENDITURES</b>	<b>1,081,305.00</b>	<b>930,808.20</b>	<b>1,108,999.00</b>	<b>552,937.18</b>	<b>1,148,439.00</b>	<b>39,440.00</b>
<b>REVENUE</b>						
Use of Fund Balance (900-00-48500-000-000)	0.00	0.00	0.00	0.00	0.00	0.00
Fines (900-00-46710-000-000)	23,000.00	12,231.49	22,000.00	8,552.62	20,000.00	-2,000.00
Printing, Proctoring, Room Rental, Ink Cartridge rebate, New Library Cards, Misc.	4,500.00	2,391.24	4,892.00	2,037.52	4,892.00	0.00
WCFLS Grants & SLP Donations	7,750.00	7,750.00	3,812.00	4,963.55	3,570.00	-242.00
County & State (900-00-43790-000-000)*	124,490.00	64,304.64	124,345.00	63,746.38	120,834.00	-3,511.00
Municipal Funding**	907,590.00	460,782.52	953,950.00	357,731.31	999,743.00	45,193.00
Additional Village funding to meet minimum (MOE)	13,975.00	0.00	0.00	0.00	0.00	0.00
Interest Income	0.00	0.00	0.00	0.00	0.00	0.00
Additional donations run through Gift Account	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>1,081,305.00</b>	<b>547,459.89</b>	<b>1,108,999.00</b>	<b>437,031.38</b>	<b>1,148,439.00</b>	<b>39,440.00</b>
County Funding & Inter-county reimbursements						
WCFLS	120,375.00	60,187.50	120,926.00	60,463.00	116,980.00	-3,946.00
Lakeshores (Library System)	n/a	n/a	271.00	135.50	343.00	72.00
Dodge County	471.84	472.00	890.33	889.00	1,054.00	173.67
Jefferson County	2,468.06	2,470.00	741.57	742.00	1,018.00	276.43
Washington County	1,175.14	1,175.14	1,516.88	1,516.88	1,429.00	-87.88
	124,490.04	64,304.64	124,345.78	63,746.38	120,834.00	-3,511.78
City	687,568.00	337,161.52	715,463.00	298,109.56	749,357.00	33,894.00
Village	220,022.00	118,462.00	238,487.00	59,621.75	249,786.00	11,299.00
	907,590.00	455,623.52	953,950.00	357,731.31	999,143.00	45,193.00
			MOE - min.	Mill rate - min.	MOE - min.	Mill rate - min.
			\$674,571	\$803,938	\$692,451	\$833,381
			\$234,485	\$265,426	\$236,489	\$272,093
			\$909,056	\$1,069,366	\$928,920	\$1,105,454



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: August 31, 2016

Re: Agenda Item 76, Discussion and Direction and Acknowledgment of the Van Horn Donation for the Bridge Project

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**BACKGROUND**

This matter is on the agenda at the request of Trustee Calder. Attached for your reference and at the request of Trustee Calder please find a copy of the donation offer provided by Mr. Peter Van Horn regarding the pedestrian bridge project.

**ACTION REQUESTED**

The action requested of the Village Board is to review the matter to be discussed by Trustee Calder.

Attachment

TO: Pewaukee Village Board (Meeting – 2/17/16)

RE: Gift by Van Horn Family and Friends

RE: Possible Memorial Bridge for Pedestrian across Pewaukee River

Donation amount - \$50,000

*\$100,000 PVA*

Preferred Type of Bridge – Open covered bridge with roof and flower boxes

Material Preference – Wood

Foundation: Use existing 3 with any structural reinforcement (hopefully using poured-reinforced concrete)

Time Frame – Completion by late Fall (2016)

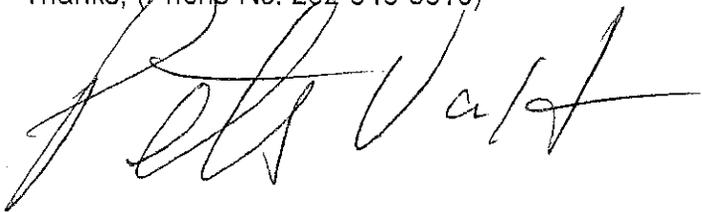
Money availability and Memorial Fund already established at Waukesha State Bank, Pete Van Horn, Mary Peterson (Daughter) and 1 Bank Officer will need to sign off.

Village may appoint committee of at least 3 to review design, keeping historical significance, etc. in mind.

Pewaukee Women's Club already agreed to maintain all flowers on a regular basis.

The Van Horns'  
Mark, Brian, Mary (Peterson)  
& Pete

Thanks, (Phone No. 262-646-3610)



FEB 16 2016



To: Jeff Knutson, President  
Village Board

From: Scott A. Gosse  
Village Administrator

Date: September 2, 2016

Re: Agenda Item <sup>7g</sup>, Discussion and Possible Action on Turning Over the Pedestrian Bridge  
Project to the Pewaukee River Partnership

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#### **BACKGROUND**

This matter is on the agenda at the request of Trustee Calder. Attached for your reference please find a copy of correspondence provided to the Village Board by Mr. Charlie Shong on behalf of the Pewaukee River Partnership.

#### **ACTION REQUESTED**

The action requested of the Village Board is to review the matter to be discussed by Trustee Calder.

#### **ANALYSIS**

The following is the current status of the project based upon information from R.A. SmithNational as well as information related in past discussions about the structural analysis (for informational purposes):

“The soil borings have been done and as soon as we [R.A. SmithNational] have the report next week, we will determine the cost to rehabilitate the existing abutments and the cost for new abutments. We will share these alternative costs with the Village for a decision on which way to go. My recollection of the motion at the last meeting was for a “wooden covered bridge with flower boxes on the existing abutments.” Before we can get into a design, we will need more guidance from the Village on the overall style of the bridge.”

Staff inquired with the Village’s insurance carrier at the request of President Knutson regarding the structural analysis. The League of Wisconsin Municipalities Mutual Insurance advised that there is liability coverage for the Village regardless of whether a study is done or not. The LWMMI CEO advised that he takes no position as to whether the study is done or not as its really a legal question. Please note that staff continues to recommend that the Village Board proceed with obtaining the structural analysis prior to possibly utilizing the existing abutments as part of the Village’s due diligence with this project.

Attachment

To: Village Board

From: Charlie Shong for the Pewaukee River Partnership

RE: Pedestrian Bridge

The River Partnership is ready and willing to move forward with repairs to the existing abutments so that we can begin construction of the pedestrian bridge. Several weeks ago we were told to wait until a final decision was made on whether to build on existing or new abutments. After the Board's motion to build a bridge on the existing, we were told we could proceed.

We removed the tree and were ready to begin concrete repairs. We were told to stop. It seems that there is going to be more testing including possible excavation to determine what the abutments are built on. This excavation could disrupt the integrity of something that was designed and built to last forever. They are standing straight and level after over 100 years.

The abutments we are considering were built by the Chicago, Milwaukee and St. Paul Railroad. Around the same time or before they also built the bridge and abutments 200 feet upstream used by CP Rail. Last week CP Rail completed a new bridge deck using their old abutments. This bridge will handle hundreds of 88,000 pound tar sands railcars per day. What we are proposing to build will never carry that load or have the constant pounding that their bridge will.

The testing that is being proposed will not result in an "engineer stamped" document. It may not even be able to verify the material or the extent of the foundation. Before we spend more time and money, perhaps it is time to honor the past and recognize that some things were built to last for generations. Perhaps we could honor the wishes of our donor, a licensed engineer for many years, and build the bridge he is comfortable will stand for decades in honor of his wife.

If we can move past this issue the Partnership would like to know what our position is as the project moves forward. To date we have paid for the MSOE design project. We have met with the donor and property owners to discuss design and construction issues. We have researched and secured plans for bridges in Sparta. We have met with the property owners and electric company regarding the moving of overhead lines. We have contacted the DNR in regards to permitting. We have removed the tree adjacent to the abutments so that restoration can begin.

We are offering to finish the restoration on the abutments. We are offering to design and produce drawings, to be approved by your engineer, which will meet the needs of the community and the donor. We will contact the timber and lumber suppliers to secure the materials required. We will work with the DNR to secure the necessary permits and finally we will build the bridge.

This offer is made with no cost to the Village. The Partnership has sufficient funds to provide what we have offered. We have the confidence of the donor that we can design and construct a bridge that will meet his requirements. This project would move forward with approval of the Board, Planning Commission and the Park and Rec Board as projects we have done in the past. We will execute the appropriate documents for this type of project with the Village. After completion and final inspection the bridge would be turned over to the Village for Dedication.

I ask that you consider our offer and act on it accordingly as soon as possible.  
Thank you, Charlie Shong

CC: Scott Gosse  
Tom Koepp