AGENDA - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
7:30 P.M. – Monday, November 7, 2016
Shorewood Village Hall, 3930 North Murray Avenue
Shorewood, Wisconsin 53211

Public comments on items not on the agenda are permitted and welcome at the beginning of the Village Board meeting under "Citizens to be Heard." Public comments on agenda items may be invited after the item has been opened to discussion. Individual speakers should raise their hand so they may be recognized by the Village President and are asked to begin their comments by stating their name and address. Discussion may follow comment on non-agenda items or discussion and action may come at future meetings.

1. Call to Order

2. Roll Call

3. Statement of Public Notice

4. Consent Agenda Items (Items under the consent agenda may be acted upon by one motion. If in the judgment of any Village Board Member, a consent agenda item needs discussion, the item can be placed in the items removed from the consent agenda.)
   a. Presentation of Accounts November 7, 2016
   b. Disallowance of Claim – Stephen Vogel
   c. Appointment to Elder Services Advisory Board – Katy Rollins, term expiration 2019

5. Items removed from the Consent Agenda

6. October 17, 2016 Village Board Minutes

7. Citizens to be heard – This item is for matters not on the agenda. Discussion may follow comment on non-agenda items or discussion and action may come at future meetings.

8. New Business

   a. Community Development Authority
      1. Consideration of revisions to Village of Shorewood Business Loan Program
      2. Consideration of revisions to the Village of Shorewood business façade program
      3. Consideration of MOU between the Village of Shorewood and the CDA
      4. Consideration of the Business Loan Transfers

   b. Budget and Finance
      1. Consideration of Resolution 2016-18 Approving the 2017 North Shore Fire Department Fees for Service Schedule

   c. Public Safety
      1. Consideration of Ordinance to Amend the Residential Congested Commuter Area Parking District
      2. Consideration of amending electrical code to comply with State law changes

d. Public Works
   1. Consideration of Village Entrance Sign Proposals
   2. Consideration of special privilege application for installing a drop off box for proposed business The Sharp Brothers at 1522 E. Capitol Drive
   3. Consideration of 2017 Alley Reconstruction Program
   4. Discussion of refuse and recycling collection options

9. Reports of Village Officials
   a. Village President

   b. Village Trustees

   c. Village Manager

10. Items for Future Consideration

11. Adjournment

DATED at Shorewood, Wisconsin this 3rd day of November, 2016.

VILLAGE OF SHOREWOOD
Tanya O'Malley, WCPC, Village Clerk/Treasurer

Should you have any questions or comments regarding any items on this agenda, contact the Manager's Office at 847-2702.
It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.
Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals.

Shorewood

PLEASE TAKE NOTICE that meetings of **STANDING COMMITTEES** of the Village Board will be held in the 2ND Floor of Village Hall, 3930 N. Murray Avenue, Shorewood, Wisconsin, as follows:

BUDGET & FINANCE – Trustee Michael Maher, Chairperson
Monday, November 7, 2016 at 5:30 p.m. – to consider:
1. Presentation of Accounts November 7, 2016
2. Consideration of Resolution 2016-18 Approving the 2017 North Shore Fire Department Fees for Service Schedule
3. 3rd Quarter Financial Report

PUBLIC SAFETY COMMITTEE – Trustee Allison Rozek, Chairperson
Monday, November 7, 2016 at 6:05 p.m. – to consider:
1. Consideration of Ordinance to Amend the Residential Congested Commuter Area Parking District
2. Consideration of amendment to Village Electrical Code to comply with Wisconsin State law
3. Discussion on possible addition of stop sign on Murray at Beverly
4. Discussion on Body Camera Implementation

COMMUNITY & BUSINESS RELATIONS – Trustee Tammy Bockhorst, Chairperson
Monday, November 7, 2016 at 6:50 p.m. – to consider:
1. Discussion to Possibly Revise Village Board and Standing Committee Schedule along with Videotaping Meetings

JUDICIARY, PERSONNEL, AND LICENSING – Trustee Ann McKaig, Chairperson
Monday, November 7, 2016 at 5:30 p.m. – to consider:
1. Interviews and Consideration of Appointments to Boards, Committees, and Commissions
2. Discussion on Committee Quorum, Attendance Policies, and Term Limits

PUBLIC WORKS COMMITTEE – Tr. Davida Amenta, Chairperson
Monday, November 7, 2016 at 6:30 p.m. **–** to consider:
1. Consideration of Village Entrance Sign Proposal
2. Consideration of special privilege application for installing a drop off box for proposed business The Sharp Brothers at 1522 E. Capitol Drive
3. Consideration of 2017 Alley Reconstruction Program

DATED this 3rd day of November, 2016. Tanya O'Malley, WCPC, Village Clerk/Treasurer

Should you have any questions or comments regarding items on this agenda, please contact the Manager's Office 847-2702.
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Meeting Date 11/07/2016

VILLAGE OF SHOREWOOD, WISCONSIN
CLERK-TREASURER'S OFFICE
MEMO

DATE: November 1, 2016

TO: Budget and Finance Committee

FROM: Finance Office

COPY TO: Village Board
Chris Swartz, Village Manager

RE: Accounts Payable and Payroll Vouchers for Presentation and Approval

Presented for your approval are the following accounts payable vouchers:

100 - General Fund	$	410,688.73
200 - Library		8,712.31
210 - Elder Service Fund		6,089.77
220 - Marketing & Communications Fund		3,475.90
230 - Shorewood Today Magazine		2,720.00
240 - Special Funds		-
250 - Public Art Funds		-
300 - Debt Service Fund		27,935.25
400 - Capitol Projects Fund		260,172.76
410 - TIF #1		147,673.33
430 - TIF #3		6,216.55
440 - TIF #4		-
450 - TIF #5		287.50
600 - Parking Utility Fund		2,120.57
610 - Water Utility Fund		72,286.30
620 - Sewer Utility Fund		9,849.92
800 - Property Tax Fund		-
900 - Cash Fund		-
Subtotal:	$	958,228.89
PLUS: Payroll vouchers per check register dated 10/14/2016 10/28/2016		470,047.74
Grand Total	**$**	**1,428,276.63**

	Begin Ck #	End Chk #
Accounts Payable Checks:	24781	24976
Accounts Payable Electronic Checks:	E1793	E1806
Payroll Checks:	2527	2538
Payroll Direct Deposits:	DD10623	DD10830
Payroll Electronic Check Remittances:	EFT625	EFT636

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Fund 100 General Fund							
Dept 0000							
100-0000-21150	Other Accrued Payables	LAW, INC. HEALTH TRUST	VEBA PREMIUMS - POLICE DEPT OCT	1903	11/02/16	204.00	24939
100-0000-21520	GENERAL CLASS	WI DEPT OF EMPLOYEE T	MONTHLY RETIREMENT PREMIUMS SEP P	OCT PAY SEP PR	10/31/16	42,038.15	1805
100-0000-21520	PROTECTIVE SERVICE	WI DEPT OF EMPLOYEE T	MONTHLY RETIREMENT PREMIUMS SEP P	OCT PAY SEP PR	10/31/16	35,118.25	1805
100-0000-21520	ADDITIONAL CONTRIBUTIONS	WI DEPT OF EMPLOYEE T	MONTHLY RETIREMENT PREMIUMS SEP P	OCT PAY SEP PR	10/31/16	1,050.00	1805
100-0000-21530	HEALTH VILLAGE PORTION	UNITED HEALTH CARE OF	HEATH INSURANCE PREMIUMS NOVEMB	0041829138/203	10/31/16	125,292.41	1798
100-0000-21531	DENTAL VILLAGE PORTION	DELTA DENTAL PLAN OF	CURRENT DENTAL PREMIUMS OCT PREM	59638	10/31/16	5,368.84	1793
100-0000-23000	BCR15-0001 - P15-0163	Ihn Foundation Repair, LL	BD Bond Refund	BCR15-0001	10/19/16	1,000.00	24826
100-0000-23000	Deposits	HONGJUN HE	OCCUPANCY DEPOSIT REIMBURSEMENT	15-0009	11/02/16	500.00	24932
100-0000-24213	Sales Tax Due State	WI DEPT OF REVENUE - S	SALES AND STADIUM TAX SEPT 16	SEPT 16 SALES	10/31/16	94.66	1806
			Total For Dept 0000			210,666.31	
Dept 1100 Board							
100-1100-52920	Surveys/Studies & Plans	US POSTMASTER	POSTAGE SURVEY CARDS	2016 SURVEY CAR	10/31/16	1,250.00	1800
100-1100-52920	Surveys/Studies & Plans	SHOREWOOD PRESS	SURVEY CARDS	17946	11/02/16	500.00	24963
100-1100-53140	Communications/Publications	JOURNAL SENTINEL	VILLAGE NOTICES SEPT 2016	423734-9-16	10/19/16	148.30	24832
100-1100-53140	Communications/Publications	GLENNCO, INC	RESIDENT LIST FOR SURVEY POST CARD	1034	11/02/16	242.60	24929
100-1100-53140	Communications/Publications	SHOREWOOD PRESS	SURVEY CARDS	17946	11/02/16	125.00	24963
100-1100-53900	Refreshments for board meet	WALGREENS #15188 SHO	Refreshments for board meetings	09/14/2016	10/31/16	15.15	1794
			Total For Dept 1100 Board			2,281.05	
Dept 1410 Manager							
100-1410-51900	Professional Education	SWARTZ, CHRIS M	REIMBURSE ICMA CONF EXPENSES 2016	ICMA CONF16REI	10/19/16	60.00	24882
100-1410-51900	Conf Registration League Joh	LEAGUE OF WISCONSIN	Conf Registration League Johnson	09/01/2016	10/31/16	200.00	1794
100-1410-52910	manager's weekly newsletter	CTC*CONSTANTCONTACT	manager's weekly newsletter	09/08/2016	10/31/16	45.00	1794
100-1410-53100	Office Supplies	SHOREWOOD PRESS	BUSINESS CARDS	16391	10/19/16	24.38	24877
100-1410-53100	Office Supplies	US CELLULAR	CELLULAR PHONE CHARGES	0159789434	11/02/16	35.50	24970
100-1410-53121	Shared Copy Costs	JAMES IMAGING SYSTEM	LEASE AND COPIER CHARGES	19509297	10/19/16	105.35	24828
100-1410-54130	Department head meeting	JIMMY JOHNS - 78 - ECO	Department head meeting	09/23/2016	10/31/16	68.43	1794
100-1410-54130	snacks/water for budget mee	WALGREENS #15188 SHO	snacks/water for budget meetings	08/30/2016	10/31/16	23.08	1794
			Total For Dept 1410 Manager			561.74	
Dept 1420 Clerk							
100-1420-51900	Reimbursement of partial Firs	CHULA VISTA RESORT WI	Reimbursement of partial First Night Dep	09/15/2016	10/31/16	(67.05)	1794
100-1420-53100	Office Supplies	SHOREWOOD PRESS	BUSINESS CARDS	16391	10/19/16	48.75	24877
100-1420-53100	background checks	DOJ EPAY RECORDS CHEC	background checks	08/29/2016	10/31/16	7.00	1794
100-1420-53100	background checks	DOJ EPAY RECORDS CHEC	background checks	09/08/2016	10/31/16	7.00	1794
100-1420-53100	Alcohol Background Checks	DOJ EPAY RECORDS CHEC	Alcohol Background Checks	08/25/2016	10/31/16	28.00	1794
100-1420-53110	labels for Dymo printer	AMAZON MKTPLACE PM	labels for Dymo printer	09/06/2016	10/31/16	195.00	1794
100-1420-53121	Shared Copy Costs	JAMES IMAGING SYSTEM	LEASE AND COPIER CHARGES	19509297	10/19/16	26.06	24828
			Total For Dept 1420 Clerk			244.76	
Dept 1421 Elections							
100-1421-51100	Salaries and Wages	MCATEER, DONNA	AUGUST ELECTION INSP PAY ADD'L	08-2016-19-1	10/19/16	80.00	24843

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Fund 100 General Fund							
Dept 1421 Elections							
100-1421-53500	Dept/Program Supplies	BEAR GRAPHICS INC	10 DAY ELECTION LABELS	0756109	11/02/16	6.53	24910
			Total For Dept 1421 Elections			86.53	
Dept 1430 Customer Service							
100-1430-51900	Professional Education	DEWINDT-HALL, DIANE	MILEAGE REIMBURSEMENT	2016-10	10/19/16	241.92	24804
100-1430-51900	Customer Service seminar reg	PAYPAL *WCPEDBAWISC	Customer Service seminar registration	09/22/2016	10/31/16	155.00	1794
100-1430-51900	Canceled - Customer Service s	PAYPAL *WCPEDBAWISC	Canceled - Customer Service seminar	09/23/2016	10/31/16	(155.00)	1794
100-1430-52930	CREDIT CARD EXPENSE	POINT N PAY	CREDIT CARD FEES WEB AND COUNTER S	SEPT 2016	10/31/16	378.73	1797
100-1430-53100	Office Supplies	SHOREWOOD PRESS	BUSINESS CARDS	16391	10/19/16	48.75	24877
100-1430-53100	battery for panic button	BATTERIES PLUS GLE GLE	battery for panic button	08/31/2016	10/31/16	8.44	1794
100-1430-53110	rolling cart for front counter	AMAZON MKTPLACE PM	rolling cart for front counter	08/31/2016	10/31/16	112.14	1794
100-1430-53121	Shared Copy Costs	JAMES IMAGING SYSTEM	LEASE AND COPIER CHARGES	19509297	10/19/16	30.10	24828
			Total For Dept 1430 Customer Service			820.08	
Dept 1510 Finance							
100-1510-51900	Annual Government update	GOVERNMENT FINANCE	Annual Government update webinar Ema	09/14/2016	10/31/16	135.00	1794
100-1510-51900	WGFOA reg Emanuelson	LOCAL GOVERNMENT ED	WGFOA reg Emanuelson	09/06/2016	10/31/16	120.00	1794
100-1510-52130	Professional Fees Financial	EHLERS & ASSOC., INC.	2017 LRP	71869	10/19/16	2,137.50	24809
100-1510-53100	pens,combs,note pad	OFFICE DEPOT #141 MIL	pens,combs,note pad	09/16/2016	10/31/16	28.06	1794
100-1510-53100	index markers, budget suppli	OFFICE DEPOT #141 MIL	index markers, budget supplies	09/12/2016	10/31/16	152.02	1794
100-1510-53121	Shared Copy Costs	JAMES IMAGING SYSTEM	LEASE AND COPIER CHARGES	19509297	10/19/16	155.07	24828
			Total For Dept 1510 Finance			2,727.65	
Dept 1900 Other General Admin							
100-1900-52120	Professional Fees Legal	CRIVELLO CARLSON MEN	LEGAL SERVICES RENDERED THROUGH 8/	1302-205	11/02/16	5,648.00	24918
100-1900-52120	Professional Fees Legal	CRIVELLO CARLSON MEN	LEGAL SERVICES RENDERED THROUGH 8/	1302-204	11/02/16	1,598.00	24918
100-1900-52120	Professional Fees Legal	CRIVELLO CARLSON MEN	LEGAL SERVICES RENDERED SEP 2016 GE	1302-207	11/02/16	7,321.59	24918
100-1900-52120	Professional Fees Legal	CRIVELLO CARLSON MEN	LEGAL SERVICES RENDERED SEP 2016	1302-206	11/02/16	3,214.25	24918
100-1900-52200	Electric - Village Hall	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	1,157.73	1803
100-1900-52210	Gas - Village Hall	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	30.65	1803
100-1900-52900	Cleaning and Pest Control	GIBB BUILDING MAINTEN	MONTHLY JANITORIAL SERVICE/PARTITIO	12650	10/19/16	1,267.08	24817
100-1900-52990	Other Service Contracts & Fee	DIGICORP INC	SOFTWARE ASSURANCE SUPPORT 10/9/2	E3465	10/19/16	470.00	24806
100-1900-52990	Other Service Contracts & Fee	DIGICORP INC	ADOBE ACROBAT	315260	10/19/16	299.99	24806
100-1900-52990	Other Service Contracts & Fee	DIGICORP INC	TELEPHONES RENEWAL	315499	11/02/16	470.00	24921
100-1900-53150	Job Posting/Testing/Hiring	HUMBER MUNDIE MCCL	EMPLOYEE ASSESSMENT EDLEBECK	315100	10/19/16	450.00	24824
100-1900-53150	Job Posting/Testing/Hiring	AURORA HEALTH CARE	URINALYSIS	1045662	11/02/16	30.00	24906
			Total For Dept 1900 Other General Admin			21,957.29	
Dept 2100 Police							
100-2100-46210	Warrant Fees	CLERK OF COURTS	SEDRIC GHOLSTON	2011PA003038	10/19/16	50.00	24798
100-2100-46210		OAK CREEK POLICE DEPT	LOGGINS WARRANT 10/10/16	B453321-1	10/19/16	98.80	24856
100-2100-46210	Warrant Fees	SOUTH MILWAUKEE POLI	WARRANT FOR OTHER AGENCY	8X8074SFD8SCHA	11/02/16	92.50	24964
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	CYDNEY WEISFLOG NEW HIRE EQUIP	229839	10/19/16	602.50	24837

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Fund 100 General Fund							
Dept 2100 Police							
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	ROGERS SGT STRIPES	229622	10/19/16	18.00	24837
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	GRAMS LAR- TAILORING	229592	10/19/16	16.00	24837
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	GRAMS LAR-TAILORING- PANTS	229777	10/19/16	29.00	24837
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	ORMSBY POLO, PATCHES AND FLAGS	229840	10/19/16	44.49	24837
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	EMLEMS ON AND OFF	229996	10/19/16	75.00	24837
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	GARDNER LAR-TAILORING	229501	10/19/16	12.00	24837
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	WOLBER NEW HIRE GEAR	229913	10/19/16	539.55	24837
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	WOLBER JACKET	229914	10/19/16	29.90	24837
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	WEISFLOG JACKET	229915	10/19/16	29.90	24837
100-2100-51330	Uniform Expense	PETER NIMMER	SHOES FOR WORK	10112016	10/19/16	119.99	24863
100-2100-51330	Uniform Expense	RED THE UNIFORM TAILO	WEISFLOG NEW HIRE EQUIP	00W64488	10/19/16	324.59	24873
100-2100-51330	Uniform Expense	RED THE UNIFORM TAILO	MEYERS TECH SS TEE	0W63964A	10/19/16	59.97	24873
100-2100-51330	Uniform Expense	RED THE UNIFORM TAILO	SIMANDL JACKET, BOOTS, SGT CHEVRON	00W64496	10/19/16	375.34	24873
100-2100-51330	Uniform Expense	RED THE UNIFORM TAILO	WOLBER NEW HIRE EQUIP	00W64492	10/19/16	221.79	24873
100-2100-51330	Uniform Expense	STREICHERS	KERR BELT, PISTOL POUCH, HOLSTER, ETC	I1230159	10/19/16	403.96	24880
100-2100-51330	Credit for return	LA POLICE GEAR 661-705-	Credit for return	10/12/2016	10/31/16	(80.74)	1794
100-2100-51330	Under Armour Chetco Tactica	LA POLICE GEAR 661-705-	Under Armour Chetco Tactical 2.0 Shoe	09/19/2016	10/31/16	99.35	1794
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	WAIST LENGTH JACKET FOR WOLBER	230413	11/02/16	340.95	24938
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	L/S WINTER BASE SHIRT	230655	11/02/16	68.45	24938
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	SHIRST FOR BOTH CSO'S	231173	11/02/16	95.40	24938
100-2100-51330	Uniform Expense	LARK UNIFORM OUTFITT	CARINI POLY/RAYON/LYCRA PANTS	231566	11/02/16	169.90	24938
100-2100-51330	Uniform Expense	LENDA, GARY	CLOTHING ALLOWANCE PURCHASES	09182016	11/02/16	294.82	24941
100-2100-51330	Uniform Expense	MATTHEW GRAMS	SOCKS, GLOVES, NECK WARMER, AMMO,	MG10172016	11/02/16	249.26	24944
100-2100-51330	Uniform Expense	MATTHEW GRAMS	TACTICAP PATROL PANTS, TACTICAL BOO	MG10192016	11/02/16	253.41	24944
100-2100-51330	Uniform Expense	P.F. PETTIBONE & CO.	SHOULDER PATCHES FOR SHPD- FULLY E	170853	11/02/16	850.85	24951
100-2100-51355	EMPLOYEE PENSION - POLICE	WI DEPT OF EMPLOYEE T	MONTHLY RETIREMENT PREMIUMS SEP P	OCT PAY SEP PR	10/31/16	503.09	1805
100-2100-51900	Professional Education	VANDER SCHAAF, LORA	CHILD ABDUCTION RESPONSE TEAM- APP	CART2016	10/19/16	174.44	24890
100-2100-51900	Sgt Panel Interview Lunch	FALBO BROS PIZZERIA SH	Sgt Panel Interview Lunch	09/02/2016	10/31/16	39.18	1794
100-2100-51900	Chief Conference Oct 15-18, 2	IACP 800-843-4	Chief Conference Oct 15-18, 2016 in San	08/31/2016	10/31/16	350.00	1794
100-2100-52200	ELECTRIC EXPENSE	WE ENERGIES - POLICE	POLICE BLDG ELECTRIC USAGE 09/02-10/	7425530193ELECS	10/31/16	808.32	1802
100-2100-52210	GAS AND HEAT EXPENSE	WE ENERGIES - POLICE	POLICE BUILDING GAS USAGE 09/01-10/0	7425530193GASS	10/31/16	36.31	1802
100-2100-52230	Phone and Internet	US CELLULAR	BILL DATE 10/02/16	0157909411	10/19/16	164.70	24887
100-2100-52300	Other Intergov'tal pymts	WI DEPT OF TRANS TV &	PARKING CITATION SUSP ACCT	SUSP09302016	11/02/16	1,500.00	24974
100-2100-52900	Cleaning and Pest Control	GIBB BUILDING MAINTEN	MONTHLY JANITORIAL SERVICE/PARTITIO	12650	10/19/16	986.24	24817
100-2100-52910	Software Purch/Maint	BAYSIDE, VILLAGE OF	NETMOTION FEES FOR 2016	2363	10/19/16	328.37	24788
100-2100-52910	Software Purch/Maint	ENGINEERED SECURITY S	FOR SERVICE ON 08/15/16	41106	10/19/16	144.00	24811
100-2100-52910	Software Purch/Maint	DIGICORP INC	HPE DAY ONE CONTRACT FOR 1 YEAR	315294	11/02/16	1,452.00	24921
100-2100-52910	Software Purch/Maint	WI DEPT OF JUSTICE - TI	TIME SYSTEM ACCESS QUARTERLY CHAR	T21990	11/02/16	402.00	24973
100-2100-52990	Duncan Contracts & Fees	PROFESSIONAL ACCOUNT	CITATION MANAGEMENT/PARKING MAN	MSB0000794	10/19/16	16,140.25	24868
100-2100-53100	Office Supplies	CINTAS CORP	WEEKLY MAT REPLACEMENT	184772951	10/19/16	20.72	24795
100-2100-53100	Cell phone car chargers I have	AMAZON MKTPLACE PM	Cell phone car chargers I have to get rece	08/30/2016	10/31/16	26.97	1794
100-2100-53100	Surge protetcor	BEST BUY 00006544 FOX	Surge protetcor	09/16/2016	10/31/16	44.99	1794

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Fund 100 General Fund							
Dept 2100 Police							
100-2100-53100	Bubble Wrap Mailers	OFFICE DEPOT #1105 800	Bubble Wrap Mailers	08/24/2016	10/31/16	41.47	1794
100-2100-53100	Front Lobby Counter Pens	OFFICE DEPOT #1105 800	Front Lobby Counter Pens	08/24/2016	10/31/16	29.66	1794
100-2100-53100	Envelopes	OFFICEMAX/OFFICE DEP	Envelopes	08/24/2016	10/31/16	15.27	1794
100-2100-53100	Credit for return	Village Ace Hardware	Credit for return	10/03/2016	10/31/16	(20.97)	1794
100-2100-53100	Super glue for evidence proce	WALGREENS #15188 SHO	Super glue for evidence processing	09/08/2016	10/31/16	6.95	1794
100-2100-53100	Memory Cards and Utility Ho	WM SUPERCENTER #245	Memory Cards and Utility Hooks	09/01/2016	10/31/16	37.64	1794
100-2100-53100	Office Supplies	OFFICE DEPOT	SEPT 28-OCT 28	STATEMENT OCT	10/31/16	195.70	1796
100-2100-53100	Office Supplies	SHOREWOOD POLICE PET	REPLENISH BOH PETTY CASH	10212016REPLENI	11/02/16	105.99	24962
100-2100-53101	Shared Office Costs	GIBB BUILDING MAINTEN	POLICE SUPPLIES CLEANING OCT 16	OCT16SUP12650	10/19/16	135.50	24817
100-2100-53120	Copy & Print Costs	DAILY REPORTER (THE)	BIDS/CONSTRUCTION	742886680	11/02/16	19.31	24919
100-2100-53200	Notary renewal for Chief Nim	AMER ASSOC NOTARIES	Notary renewal for Chief Nimmer	09/06/2016	10/31/16	30.90	1794
100-2100-53400	Vehicle Maintenance	JIMBOS CAR WASH	1 REG WASH, 1 LG TRUCK (INCLUDES 09/	09302016	10/19/16	11.00	24830
100-2100-53400	Vehicle Maintenance	LEADER TOWING & TRAN	DODGE INTREPID 2732 N 23 16-008369	47258	10/19/16	125.00	24838
100-2100-53400	Vehicle Maintenance	MACWASH CORPORATIO	MONTHLY STATEMENT FOR SEPT 2016	SEPT2016	10/19/16	5.00	24841
100-2100-53400	Vehicle Maintenance	AARONIN STEEL SALES	POLICE DEPT TRAILER	54463	11/02/16	44.55	24899
100-2100-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	PARTS FOR PD TRAILER	2514-512933	11/02/16	20.16	24915
100-2100-53400	Vehicle Maintenance	LEADER TOWING & TRAN	HONDA ACCORD 988YSH 1656 S 24TH	47334	11/02/16	157.00	24940
100-2100-53400	Vehicle Maintenance	LEADER TOWING & TRAN	DUE 10/07/16-	47198	11/02/16	140.00	24940
100-2100-53400	Vehicle Maintenance	NAPA AUTO PARTS	RADAR TRAILER	465856	11/02/16	86.48	24947
100-2100-53400	Vehicle Maintenance	NAPA AUTO PARTS	PARTS FOR PD TRAILER	465571	11/02/16	10.35	24947
100-2100-53420	Radio Expense	VIKING COMMUNICATIO	REPLACEMENT RADIO ANTENNA FOR MO	102324	11/02/16	46.50	24972
100-2100-53500	Dept/Program Supplies	PERFECT RUBBER MULCH	A ANTI-RICOCHET PANELS FOR RANGE	1612	10/19/16	252.35	24862
100-2100-53500	Dept/Program Supplies	STREICHERS	TRAINING AMMO	I1230566	10/19/16	89.10	24880
100-2100-53500	Dept/Program Supplies	STREICHERS	AMMO	I1230177	10/19/16	1,960.90	24880
100-2100-53500	Dept/Program Supplies	STREICHERS	AMMO	I1230395	10/19/16	1,863.75	24880
100-2100-53500	Finger print supplies evidence	SIRCHIE FINGER PRINT L 9	Finger print supplies evidence processing	09/14/2016	10/31/16	278.03	1794
100-2100-53500	Duty ammo and pepper spray	STREICHER'S MO PLYMO	Duty ammo and pepper spray, flashlight	09/19/2016	10/31/16	262.91	1794
			Total For Dept 2100 Police			34,557.01	
Dept 2400 Planning and Development							
100-2400-48900	Miscellaneous Revenue	FAIRTREE PROPERTIES, LL	DRB REIMBURSEMENT	16-2002	10/19/16	25.00	24814
100-2400-51900	Day conference Elang	EB DOWNTOWN SUMMI	Day conference Elang	09/15/2016	10/31/16	73.79	1794
100-2400-52230	Phone and Internet	US CELLULAR	CELLULAR PHONE CHARGES	0157661072	10/19/16	138.24	24888
100-2400-52230	Phone and Internet	AT&T	WIRELESS DATA CHARGES	287244812582X10	11/02/16	54.83	24905
100-2400-53100	planner Lang	ACCO BRANDS DIRECT 80	planner Lang	08/29/2016	10/31/16	34.29	1794
100-2400-53100	Office Supplies	QUILL CORPORATION	OFFICE SUPPLIES	1288151	11/02/16	47.10	24956
100-2400-53110	Computer Supplies	ENVIRONMENTAL INNOV	TONER - INSPECTOR PRINTER	235459	11/02/16	309.00	24925
100-2400-53120	Copy & Print Costs	SHOREWOOD PRESS	BUSINESS CARDS	16391	10/19/16	48.75	24877
100-2400-53120	Copy & Print Costs	SHOREWOOD PRESS	BUSINESS CARDS	16391	10/19/16	24.37	24877
100-2400-53121	Shared Copy Costs	JAMES IMAGING SYSTEM	LEASE AND COPIER CHARGES	19509297	10/19/16	120.40	24828
			Total For Dept 2400 Planning and Development			875.77	

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Fund 100 General Fund							
Dept 2900 Other Public Safety							
100-2900-51355	EMPLOYEE PENSION - FIRE	WI DEPT OF EMPLOYEE T	MONTHLY RETIREMENT PREMIUMS SEP P	OCT PAY SEP PR	10/31/16	4,158.68	1805
100-2900-52990	Other Service Contracts & Fee	TWIN CITY SECURITY INC	09/26/16-10/2/16	12343013	10/19/16	1,792.42	24886
100-2900-52990	Other Service Contracts & Fee	TWIN CITY SECURITY INC	OCT 3,2016-OCT 9, 2016	12343085	10/19/16	1,829.00	24886
100-2900-52990	Other Service Contracts & Fee	TWIN CITY SECURITY INC	OCT 17, 2016- OCT 23, 2016	12343227	11/02/16	1,829.00	24969
100-2900-52990	Other Service Contracts & Fee	TWIN CITY SECURITY INC	10/10/16-10/16/16	12343155	11/02/16	1,865.58	24969
			Total For Dept 2900 Other Public Safety			11,474.68	
Dept 3100 Public Works Admin.							
100-3100-46420	Recycling Rebate	WASTE MANAGEMENT O	RESIDENTIAL CURBSIDE RECYCLING	5975502-2275-1	10/19/16	(4,874.93)	24893
100-3100-51330	Uniform Expense	PINZER, KYLE	UNIFORM REIMBURSEMENT 2015	101216 REPLACE	10/19/16	227.02	24865
100-3100-51330	Uniform Expense	ZIMMER, RICHARD	UNIFROM REIMBURSEMENT	100416	10/19/16	84.07	24897
100-3100-51330	Uniform Expense	ARK, KEVIN	UNIFORM REIMBURSMENT	102616	11/02/16	31.67	24904
100-3100-51330	Uniform Expense	BEST, DAVID	UNIFORM REIMBURSEMENT	102416	11/02/16	91.72	24911
100-3100-51330	Uniform Expense	DONDLINGER, MICHAEL	UNIFORM REIMBURSEMENT	100916	11/02/16	400.00	24923
100-3100-51330	Uniform Expense	FALKOWSKI RUSSELL	UNIFORM REIMBURSEMENT	102516	11/02/16	124.90	24926
100-3100-51330	Uniform Expense	KAISER, JUDITH	UNIFORM REIMBERSEMENT	102516	11/02/16	57.90	24935
100-3100-51330	Uniform Expense	MUELLER, ROBIN	UNIFORM RIEMBURSMENT	100816	11/02/16	122.38	24946
100-3100-51330	Uniform Expense	ZIMMER, RICHARD	UNIFORM REIMBURSEMENT	102616	11/02/16	128.49	24976
100-3100-51900	Registration for Snow Plow R	AMERICAN PUBLIC WORK	Registration for Snow Plow Rodeo	08/25/2016	10/31/16	100.00	1794
100-3100-51900	Fall Conference	WISCONSIN ARBORIST AS	Fall Conference	08/26/2016	10/31/16	85.00	1794
100-3100-52230	Phone and Internet	US CELLULAR	CELLULAR PHONE CHARGES	0159789434	11/02/16	180.99	24970
100-3100-52990	Other Service Contracts & Fee	GREEN TEAM	DELIQUENT PROPERTY	6951	10/19/16	133.33	24820
100-3100-53100	Office Supplies	SHOREWOOD PRESS	WORK LOGS	17925	11/02/16	30.00	24963
100-3100-53120	Copy & Print Costs	GREATAMERICA FINANCI	COPIER LEASE PAYMENT	19476254	10/19/16	43.00	24819
100-3100-53120	Copy & Print Costs	OFFICE COPYING EQUIPM	BLACK, WHITE, COLOR COPIES	337133	10/19/16	18.89	24857
100-3100-54150	Safety Expenses	CINTAS	MEDICAL CABINET SUPPLIES	5006299773	10/19/16	71.52	24794
100-3100-54150	Safety Expenses	NAPA AUTO PARTS	EAR PROTECTION	464747	11/02/16	38.97	24947
			Total For Dept 3100 Public Works Admin.			(2,905.08)	
Dept 3230 Bldg Maint - Public Works							
100-3230-53500	Dept/Program Supplies	AT&T	DPW SECURITY LINE	092816	10/19/16	146.20	24785
100-3230-53500	Dept/Program Supplies	BATZNER PEST, INC.	EXTERMINATING AT VILLAGE HALL	2163137	10/19/16	45.00	24787
100-3230-53500	Dept/Program Supplies	BONAFIDE SAFE & LOCK I	LOCKS, KEYS	241799-00	10/19/16	93.86	24790
100-3230-53500	Dept/Program Supplies	BRAUN THYSSENKRUPP E	QUARTERLY BILLING FOR LIBRARY ELEVA	121107	10/19/16	722.38	24791
100-3230-53500	Dept/Program Supplies	COMDATA	SUPPLIES FOR ALL DEPTS	10/19/16	10/19/16	45.04	24800
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	SWIVEL WHEELS FOR CHAIR REPAIRS	9243464188	10/19/16	33.95	24818
100-3230-53500	Dept/Program Supplies	GRAINGER W W INC	SUPPLIES FOR BLDG MAINT	834979	10/19/16	7.99	24818
100-3230-53500	Dept/Program Supplies	HOME DEPOT CREDIT SER	SUPPLIES FOR VARIOUS DEPTS	092816	10/19/16	349.87	24823
100-3230-53500	Dept/Program Supplies	MCMASTER-CARR SUPPL	PARTITION LATCH FOR DOORS	81649452	10/19/16	61.79	24844
100-3230-53500	Dept/Program Supplies	MCMASTER-CARR SUPPL	SUPPLIES FOR BLDG MAINT	83657942	10/19/16	81.61	24844
100-3230-53500	Dept/Program Supplies	MENARDS	SUPPLIES FOR BLDG MAINT	13786	10/19/16	54.20	24845
100-3230-53500	Dept/Program Supplies	OTIS ELEVATOR CO.	SPECIAL TESTING FOR V. HALL ELEVATOR	37590001	10/19/16	645.00	24859

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Fund 100 General Fund							
Dept 3230 Bldg Maint - Public Works							
100-3230-53500	Trash Liners	ULINE *SHIP SUPPLIES 80	Trash Liners	09/19/2016	10/31/16	96.10	1794
100-3230-53500	Dept/Program Supplies	BONAFIDE SAFE & LOCK I	REPLACEMENT KEYS	242056	11/02/16	24.24	24913
100-3230-53500	Dept/Program Supplies	NAPA AUTO PARTS	SUPPLIES FOR BLDG MAINT	466372	11/02/16	10.36	24947
100-3230-53500	Dept/Program Supplies	OTIS ELEVATOR CO.	REPAIRS TO VILLAGE HALL ELEVATOR	18443001	11/02/16	490.00	24950
100-3230-53500	Dept/Program Supplies	RINDERLE DOOR CO	REPAIRS TO DOOR AT LIBRARY PARTITIO	19527	11/02/16	3,018.00	24959
100-3230-54160	Hubbard Lodge/ River Club	FIRE DETECTION GROUP	MONITORING 12/10/16 - 12/09/17 HUBB	20161003	10/19/16	540.00	24815
100-3230-54160	Hubbard Lodge/ River Club	NORTH SHORE FIRE DEPT	AED/AED MOUNTING CABINET	9302016	10/19/16	1,016.23	24852
			Total For Dept 3230 Bldg Maint - Public Works			7,481.82	
Dept 3300 Municipal Garage							
100-3300-52200	INCINERATOR	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	1,207.95	1803
100-3300-52200	DPW GARGAGE	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	122.30	1803
100-3300-52210	DPW GARAGE GAS	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	66.73	1803
100-3300-53400	Vehicle Maintenance	ALSCO	TOWELS FOR MECHANICS SHOP	1123455	10/19/16	26.15	24782
100-3300-53400	Vehicle Maintenance	AMERICAN BOLT CORPO	STOCK ORDER FOR MECHANICS	581623	10/19/16	37.75	24784
100-3300-53400	Vehicle Maintenance	BRUCE MUNICIPAL EQUP	PARTS FOR SWEEPER	01051	10/19/16	37.67	24792
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	PARTS FOR SQ #2	2514-512250	10/19/16	14.70	24793
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	STOCK ORDER FOR MECHANICS	2514-511604	10/19/16	22.57	24793
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	STOCK ORDER FOR MECHANICS	2514-511611	10/19/16	21.52	24793
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	STOCK ORDER FOR MECHANICS	2514-511619	10/19/16	24.14	24793
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	STOCK ORDER FOR MECHANICS	2514-511631	10/19/16	14.70	24793
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	PARTS FOR PLOWS	2514-510985	10/19/16	80.00	24793
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	STOCK ORDER FOR MECHANICS	2514-511603	10/19/16	69.18	24793
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	SQUAD 3 PARTS AND RETURN	2514--511332	10/19/16	68.91	24793
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	SQUAD 3 PARTS AND RETURN	2514--511332	10/19/16	(65.44)	24793
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	STOCK FOR MECHANICS	2514-511708	10/19/16	17.39	24793
100-3300-53400	Vehicle Maintenance	FABCO EQUIPMENT INC	PARTS FOR #77	137038	10/19/16	33.47	24813
100-3300-53400	Vehicle Maintenance	FUEL SYSTEMS INC	PARTS FOR #63	473021	10/19/16	5.96	24816
100-3300-53400	Vehicle Maintenance	HOME DEPOT CREDIT SER	SUPPLIES FOR VARIOUS DEPTS	092816	10/19/16	52.17	24823
100-3300-53400	Vehicle Maintenance	HUMPHREY SERVICE PAR	STOCK FOR MECHANICS SHOP	1124656	10/19/16	51.66	24825
100-3300-53400	Vehicle Maintenance	INDUSTRIAL MARKETING	PARTS FOR #63	041146	10/19/16	692.37	24827
100-3300-53400	Vehicle Maintenance	JOHN PAUL'S GMC	PARTS FOR SQ 3	339158	10/19/16	92.13	24831
100-3300-53400	Vehicle Maintenance	JOHN PAUL'S GMC	PARTS FOR SQ 6	341010	10/19/16	50.30	24831
100-3300-53400	Vehicle Maintenance	LAKESIDE INTERNATIONA	REPAIRS TO SWEEPER	1079794	10/19/16	439.38	24836
100-3300-53400	Vehicle Maintenance	LF GEORGE	PARTS FOR #87	56037	10/19/16	107.24	24839
100-3300-53400	Vehicle Maintenance	MATHESON TRI GAS INC	WELDER	14078302	10/19/16	1,470.33	24842
100-3300-53400	Vehicle Maintenance	MATHESON TRI GAS INC	UTILITY CART FOR MECHANICS	14078303	10/19/16	263.04	24842
100-3300-53400	Vehicle Maintenance	NAPA AUTO PARTS	BATTERY FOR #110	462810	10/19/16	131.74	24851
100-3300-53400	Vehicle Maintenance	NORTHERN TOOL & EQUI	PD SPEED TRAILER	4433029941	10/19/16	314.98	24855
100-3300-53400	Vehicle Maintenance	PARTSMASTER	BENCH GRINDING WHEEL FOR MECHANI	23068085	10/19/16	198.71	24860
100-3300-53400	Vehicle Maintenance	POMP'S TIRE SERVICE	REPAIRS TO #93	60102918	10/19/16	273.00	24866
100-3300-53400	Vehicle Maintenance	ALSCO	TOWELS FOR MECHANICS	1128449	11/02/16	26.15	24900

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Fund 100 General Fund							
Dept 3300 Municipal Garage							
100-3300-53400	Vehicle Maintenance	AMERICAN BOLT CORPO	STOCK FOR MECHANICS	604409	11/02/16	36.12	24903
100-3300-53400	Vehicle Maintenance	AUTO BRAKE CLUTCH &	HITCH FOR #54 AND #56	358549	11/02/16	179.00	24907
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	PARTS FOR SQ 10	2514-513234	11/02/16	127.24	24915
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	PARTS FOR SQ 10	2514-513291	11/02/16	127.24	24915
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	PARTS FOR SQ 3	2514-512771	11/02/16	33.65	24915
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	STOCK FOR MECHANICS	2514-513487	11/02/16	192.01	24915
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	SUPPLIES FOR MECHANICS AND CREDIT	2514-513732	11/02/16	83.60	24915
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	SUPPLIES FOR MECHANICS AND CREDIT	2514-513732	11/02/16	(10.00)	24915
100-3300-53400	Vehicle Maintenance	CARQUEST AUTO PARTS	SUPPLIES FOR SQ3 & 6	2514-514111	11/02/16	47.80	24915
100-3300-53400	Vehicle Maintenance	INTERSTATE BATTERY	BATTERY AND CORE RETURN	100666709	11/02/16	80.95	24933
100-3300-53400	Vehicle Maintenance	INTERSTATE BATTERY	BATTERY FOR SQUAD 3 AND STOCK	206047	11/02/16	459.90	24933
100-3300-53400	Vehicle Maintenance	KAESTNER AUTO ELECTRI	STOCK FOR MECHANICS	246346	11/02/16	91.05	24934
100-3300-53400	Vehicle Maintenance	LINCOLN CONTRACTORS	PARTS FOR #82	77268	11/02/16	87.98	24942
100-3300-53400	Vehicle Maintenance	NAPA AUTO PARTS	STOCK	466189	11/02/16	8.97	24947
100-3300-53400	Vehicle Maintenance	NAPA AUTO PARTS	PARTS FOR LEAF VAC	464894	11/02/16	131.74	24947
100-3300-53400	Vehicle Maintenance	OLD DOMINION BRUSH	PARTS FOR #63	0095506	11/02/16	92.41	24949
100-3300-53400	Vehicle Maintenance	POMP'S TIRE SERVICE	TIRES FOR SQ #12	950193500	11/02/16	484.00	24953
100-3300-53400	Vehicle Maintenance	RNOW INC	PARTS FOR #78	2016-50728	11/02/16	40.98	24961
100-3300-53410	Fuel and Oil	HERBST OIL INC	DIESEL FUEL	62852	10/19/16	1,368.05	24822
100-3300-53410	Fuel and Oil	HERBST OIL INC	UNLEADED FUEL	62815	10/19/16	1,676.27	24822
100-3300-53410	Fuel and Oil	OSI ENVIRONMENTAL IN	ANTIFREEZE AND OIL DISPOSAL	1032103	10/19/16	195.00	24858
100-3300-53410	Fuel and Oil	HERBST OIL INC	UNLEADED FUEL	62422	11/02/16	1,655.73	24931
100-3300-53410	Fuel and Oil	HERBST OIL INC	DIESEL FUEL	62378	11/02/16	1,857.21	24931
			Total For Dept 3300 Municipal Garage			15,015.75	
Dept 3410 Street and Alley							
100-3410-53500	Dept/Program Supplies	SHERWIN INDUSTRIES IN	PAVING EQUIPMENT CLEANER	036833	10/19/16	135.00	24875
100-3410-53500	Dept/Program Supplies	SHERWIN INDUSTRIES IN	TACK FOR STREETS	036805	10/19/16	144.00	24875
			Total For Dept 3410 Street and Alley			279.00	
Dept 3430 Street Lights							
100-3430-52200	STREET LIGHTING	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	6,544.88	1803
100-3430-52200	ALLEY LIGHTING	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	1,278.48	1803
100-3430-53500	Dept/Program Supplies	DIGGERS HOTLINE INC	DIGGERS TICKETS FOR SEPTEMBER	160955101	10/19/16	65.06	24805
100-3430-53500	Dept/Program Supplies	GRAINGER W W INC	MARKING PAINT FUSES	9238866397	10/19/16	210.00	24818
100-3430-53500	Dept/Program Supplies	HOME DEPOT CREDIT SER	SUPPLIES FOR VARIOUS DEPTS	092816	10/19/16	66.49	24823
			Total For Dept 3430 Street Lights			8,164.91	
Dept 3440 Street Signals							
100-3440-52200	FLASHERS	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	5.95	1803
100-3440-52200	TRAFFIC LIGHTS	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	1,256.56	1803
			Total For Dept 3440 Street Signals			1,262.51	

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Fund 100 General Fund							
Dept 3450 Street Signs							
100-3450-53500	Dept/Program Supplies	TAPCO	BLINKER SIGN	543768	11/02/16	403.75	24968
			Total For Dept 3450 Street Signs			403.75	
Dept 3510 Refuse Disposal							
100-3510-52950	Disposal Contracts	WASTE MANAGEMENT O	LIBRARY, HALL SCHOOLS GARBAGE AND	5971167-2275-7	10/19/16	1,261.19	24893
100-3510-52950	Disposal Contracts	WASTE MANAGEMENT O	SOLID AND YARD DISPOSAL SEPTEMBER	0049465-2286-1	10/19/16	11,280.62	24893
			Total For Dept 3510 Refuse Disposal			12,541.81	
Dept 3520 Recycling							
100-3520-52950	Disposal Contracts	WASTE MANAGEMENT O	OAKLAND & PARK RECYCLING	5975503-2275-9	10/19/16	354.42	24893
100-3520-52950	Disposal Contracts	WASTE MANAGEMENT O	DPW ROLL OFF	5974313-2275-4	10/19/16	3,143.56	24893
100-3520-52950	Disposal Contracts	WASTE MANAGEMENT O	RESIDENTIAL CURBSIDE RECYCLING	5975502-2275-1	10/19/16	9,922.64	24893
100-3520-52950	Disposal Contracts	WASTE MANAGEMENT O	LIBRARY, HALL SCHOOLS GARBAGE AND	5971167-2275-7	10/19/16	1,271.93	24893
			Total For Dept 3520 Recycling			14,692.55	
Dept 3530 Yard Waste / Leaf							
100-3530-52950	Disposal Contracts	WASTE MANAGEMENT O	SOLID AND YARD DISPOSAL SEPTEMBER	0049465-2286-1	10/19/16	1,730.59	24893
100-3530-53500	Dept/Program Supplies	SHOREWOOD PRESS	RESIDENTIAL LEAF FLYERS	17905	10/19/16	650.00	24877
100-3530-53500	Supplies for Leaf Trucks	COMET INC. 262-78191	Supplies for Leaf Trucks	08/31/2016	10/31/16	300.00	1794
			Total For Dept 3530 Yard Waste / Leaf			2,680.59	
Dept 3610 Forestry							
100-3610-53500	Dept/Program Supplies	HOME DEPOT CREDIT SER	SUPPLIES FOR VARIOUS DEPTS	092816	10/19/16	20.09	24823
100-3610-53510	Flower Bulbs for Village	KVAN BOURGONDIEN 93	Flower Bulbs for Village	09/22/2016	10/31/16	201.56	1794
			Total For Dept 3610 Forestry			221.65	
Dept 3620 Parks and Beautification							
100-3620-52200	HUBBARD PARK	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	143.13	1803
100-3620-52200	HUMBOLDT PARK	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	20.27	1803
100-3620-52210	RIVER CLUB	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	15.07	1803
100-3620-52940	Landscaping Contracts	GREEN TEAM	VILLAGE MOW CONTRACT	6962	10/19/16	4,995.00	24820
100-3620-52940	Landscaping Contracts	GREEN TEAM	NATURAL LAWN CARE	6963	10/19/16	11,200.00	24820
100-3620-52990	Other Service Contracts & Fee	GREEN TEAM	DELINGUENT PROPERTY CLEANUP	6924	10/19/16	91.66	24820
100-3620-53500	Rental of Brush Cutter	SUNBELT RENTALS #776 F	Rental of Brush Cutter	09/15/2016	10/31/16	145.67	1794
			Total For Dept 3620 Parks and Beautification			16,610.80	
Dept 4000 Health							
100-4000-52200	ELECTRIC EXPENSE	WE ENERGIES - LIBRARY	LIBRARY ELECTRIC USAGE 09/02-10/04/1	2847051434 SEP1	10/31/16	426.26	1801
100-4000-52210	GAS AND HEAT EXPENSE	WE ENERGIES - LIBRARY	LIBRARY GAS USAGE 08/31-10/02/16	1215377040 SEP 1	10/31/16	28.31	1801
100-4000-52300	Other Intergov'tal pymts	NORTH SHORE HEALTH D	CONTRIBUTION HLTH DEPT FINAL 2016	16-0000090	10/19/16	32,745.25	24853
100-4000-52900	Cleaning and Pest Control	GIBB BUILDING MAINTEN	MONTHLY JANITORIAL SERVICE/PARTITIO	12650	10/19/16	180.26	24817
100-4000-52900	Cleaning and Pest Control	AMERICAN ANIMAL CON	PEST ABATEMENT SERVICE OCT 2016	20564	11/02/16	200.00	24902
100-4000-52900	Cleaning and Pest Control	BATZNER PEST, INC.	PEST CONTROL SERVICE VILLAGE CENTER	2160205	11/02/16	6.19	24908
100-4000-53101	Shared Office Costs	GIBB BUILDING MAINTEN	LIBRARY SUPPLIES CLEANING OCT 16	OCTSUP 16 12650	10/19/16	42.75	24817

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Fund 100 General Fund							
Dept 4000 Health							
			Total For Dept 4000 Health			33,629.02	
Dept 5140 Village Center							
100-5140-52200	ELECTRIC EXPENSE	WE ENERGIES - LIBRARY	LIBRARY ELECTRIC USAGE 09/02-10/04/1	2847051434 SEP1	10/31/16	297.39	1801
100-5140-52210	GAS AND HEAT EXPENSE	WE ENERGIES - LIBRARY	LIBRARY GAS USAGE 08/31-10/02/16	1215377040 SEP 1	10/31/16	19.75	1801
100-5140-52900	Cleaning and Pest Control	GIBB BUILDING MAINTEN	MONTHLY JANITORIAL SERVICE/PARTITIO	12650	10/19/16	106.97	24817
100-5140-52900	Cleaning and Pest Control	BATZNER PEST, INC.	PEST CONTROL SERVICE VILLAGE CENTER	2160205	11/02/16	4.32	24908
			Total For Dept 5140 Village Center			428.43	
Dept 5200 Atwater Beach and Park							
100-5200-52200	ATWATER BEACH	WE ENERGIES - VILLAGE	VILLAGE BUILDINGS GAS/ELECTRIC USAG	0000419818 SP16	10/31/16	74.10	1803
100-5200-52300	Other Intergov'tal pymts	MILW CNTY PARKS DEPA	LIFEGUARDS ATWATER BEACH 7/30-8/27	7783	10/19/16	7,835.19	24849
			Total For Dept 5200 Atwater Beach and Park			7,909.29	
Dept 5300 Village Celebrations							
100-5300-53900	Miscellaneous Expenses	GIBB BUILDING MAINTEN	LIBRARY SUPPLIES CLEANING OCT 16	OCTSUP 16 12650	10/19/16	29.83	24817
			Total For Dept 5300 Village Celebrations			29.83	
Dept 7000 Shared Expenses							
100-7000-51325	Flexible Benefit Contribution	DIVERSIFIED BENEFIT SER	FSA ADMIN SERVICES OCT 2016	230213	11/02/16	325.31	24922
100-7000-52230	Phone and Internet	TIME WARNER ENTERTAI	PRI SERVICE ACCT 706845701 10/18-11/1	706845701NOV 16	10/19/16	534.04	24885
100-7000-52230	Phone and Internet	TIME WARNER ENTERTAI	BLDG FBR APT1 DPW ACCT 706976601 10	706976601 NOV 1	10/19/16	649.42	24885
100-7000-52230	Phone and Internet	TIME WARNER ENTERTAI	VHALL INTERNET ACCT 706976501 10/22-	706976501 NOV 1	10/19/16	587.14	24885
100-7000-53100	Office Supplies	VERITIV OPERATING COM	PAPER ORDER	517-67056098	11/02/16	1,408.01	24971
100-7000-53100	Office Supplies	VERITIV OPERATING COM	PAPER ORDER	517-67056098	11/02/16	39.64	24971
100-7000-53101	Shared Office Costs	GIBB BUILDING MAINTEN	VILLAGE HALL SUPPLIES CLEANING OCT 1	OCT16 SUP 12650	10/19/16	279.00	24817
100-7000-53121	Shared Copy Costs	JAMES IMAGING SYSTEM	LEASE AND COPIER CHARGES	19509297	10/19/16	182.00	24828
100-7000-53121	Shared Copy Costs	JAMES IMAGING SYSTEM	LEASE AND COPIER CHARGES	19509297	10/19/16	52.52	24828
100-7000-53131	Shared Postage Costs	MAILFINANCE	MAIL MACHINE LEASE (08/14/16 - 11/13/	N6184278	11/02/16	1,087.53	24943
			Total For Dept 7000 Shared Expenses			5,144.61	
Dept 7200 Village Center Shared							
100-7200-52200	Electric	WE ENERGIES - LIBRARY	LIBRARY ELECTRIC USAGE 09/02-10/04/1	2847051434 SEP1	10/31/16	4,956.49	1801
100-7200-52210	Gas	WE ENERGIES - LIBRARY	LIBRARY GAS USAGE 08/31-10/02/16	1215377040 SEP 1	10/31/16	329.18	1801
100-7200-57900	Expenditures Charged To Oth	WE ENERGIES - LIBRARY	LIBRARY ELECTRIC USAGE 09/02-10/04/1	2847051434 SEP1	10/31/16	(4,956.49)	1801
100-7200-57900	Expenditures Charged To Oth	WE ENERGIES - LIBRARY	LIBRARY GAS USAGE 08/31-10/02/16	1215377040 SEP 1	10/31/16	(329.18)	1801
			Total For Dept 7200 Village Center Shared			0.00	
Dept 7300 Public Safety Shared							
100-7300-52200	ELECTRIC EXPENSE	WE ENERGIES - POLICE	POLICE BLDG ELECTRIC USAGE 09/02-10/	7425530193ELECS	10/31/16	1,616.63	1802
100-7300-52210	GAS AND HEAT EXPENSE	WE ENERGIES - POLICE	POLICE BUILDING GAS USAGE 09/01-10/0	7425530193GASS	10/31/16	72.62	1802
100-7300-57900	Expenditures Charged To Oth	WE ENERGIES - POLICE	POLICE BLDG ELECTRIC USAGE 09/02-10/	7425530193ELECS	10/31/16	(808.32)	1802
100-7300-57900	Expenditures Charged To Oth	WE ENERGIES - POLICE	POLICE BUILDING GAS USAGE 09/01-10/0	7425530193GASS	10/31/16	(36.31)	1802

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Fund 100 General Fund							
Dept 7300 Public Safety Shared							
			Total For Dept 7300 Public Safety Shared			844.62	
			Total For Fund 100 General Fund			410,688.73	
Fund 200 Library							
Dept 5110 Library							
200-5110-46710	Library Fines	VERMA, ASHWINI R.	REFUND FOR LOST ITEM PAID FOR THEN	LIR VERMA	10/19/16	19.99	24892
200-5110-46710	Library Fines	YOCHEVED RAUCH	REFUND FOR LOST ITEM PAID FOR THEN	LIR RAUCH	11/02/16	4.99	24975
200-5110-51900	Professional Education	COLLINS, RACHEL	REIMBURSEMENT FOR REFRESHMENTS -	LDAC OCT5	10/19/16	51.96	24799
200-5110-51900	Professional Education	YEAZEL, JAMES	REIMBURSEMENT FOR COST OF CHILD LA	YEAZEL LABPRM	10/19/16	10.00	24895
200-5110-51900	Professional Education	QUINTERO, LISA	MILEAGE REIMBURSEMENT FOR TRAVEL	MILEAG QUINTER	11/02/16	50.00	24957
200-5110-52200	ELECTRIC EXPENSE	WE ENERGIES - LIBRARY	LIBRARY ELECTRIC USAGE 09/02-10/04/1	2847051434 SEP1	10/31/16	3,816.49	1801
200-5110-52210	GAS AND HEAT EXPENSE	WE ENERGIES - LIBRARY	LIBRARY GAS USAGE 08/31-10/02/16	1215377040 SEP 1	10/31/16	253.47	1801
200-5110-52900	Cleaning and Pest Control	GIBB BUILDING MAINTEN	MONTHLY JANITORIAL SERVICE/PARTITIO	12650	10/19/16	1,513.38	24817
200-5110-52900	Cleaning and Pest Control	BATZNER PEST, INC.	PEST CONTROL SERVICE VILLAGE CENTER	2160205	11/02/16	55.44	24908
200-5110-52910	Shorewood Library domain na	DNH*GODADDY.COM 48	Shorewood Library domain name renewa	09/13/2016	10/31/16	58.32	1794
200-5110-52910	Monthly Charge for Web stati	HTTP GIMLET DOT US 60	Monthly Charge for Web statistics reporti	09/21/2016	10/31/16	20.00	1794
200-5110-52990	Other Service Contracts & Fee	JAMES IMAGING SYSTEM	MONTHLY CONTRACT PAYMENT FOR PUB	19476253	10/19/16	195.37	24829
200-5110-53100	Office Supplies	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	31.67	24783
200-5110-53100	Office Supplies	QUILL CORPORATION	POST IT NOTES, CLEANING WIPES, SPONG	782879-976032-9	10/19/16	31.96	24870
200-5110-53100	Office Supplies	QUILL CORPORATION	PENS, LEGAL PADS, OCT 2016	1033729-9985065	11/02/16	13.60	24955
200-5110-53100	Office Supplies	QUILL CORPORATION	PENS, LEGAL PADS, OCT 2016	1033729-9985065	11/02/16	18.49	24955
200-5110-53100	Office Supplies	QUILL CORPORATION	PENS, LEGAL PADS, OCT 2016	1033729-9985065	11/02/16	22.99	24955
200-5110-53101	Shared Office Costs	GIBB BUILDING MAINTEN	LIBRARY SUPPLIES CLEANING OCT 16	OCTSUP 16 12650	10/19/16	382.81	24817
200-5110-53121	Shared Copy Costs	JAMES IMAGING SYSTEM	LEASE AND COPIER CHARGES	19509297	10/19/16	31.30	24828
200-5110-53200	Lisa Quintero membership re	WISCONSIN LIBRARY ASS	Lisa Quintero membership renewal	09/12/2016	10/31/16	129.00	1794
200-5110-53200	Heide Piehler WLA Conferenc	WISCONSIN LIBRARY ASS	Heide Piehler WLA Conference -special e	09/09/2016	10/31/16	25.00	1794
200-5110-53200	Heide Piehler WLA Conferenc	WISCONSIN LIBRARY ASS	Heide Piehler WLA Conference Registrati	09/08/2016	10/31/16	140.00	1794
200-5110-53500	Dept/Program Supplies	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	19.99	24783
200-5110-53500	Dept/Program Supplies	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	150.25	24783
200-5110-53500	Dept/Program Supplies	DEMCO	MATERIALS PROCESSING SUPPLIES & BO	5981593_5983540	10/19/16	187.13	24803
200-5110-53500	Dept/Program Supplies	QUILL CORPORATION	POST IT NOTES, CLEANING WIPES, SPONG	782879-976032-9	10/19/16	73.65	24870
200-5110-53720	Wall Street Journal print subs	D J*WALL ST JOURNAL 80	Wall Street Journal print subscription ren	09/02/2016	10/31/16	103.35	1794
200-5110-53720	Early Learning Center (Friends	THE HOME DEPOT #4912	Early Learning Center (Friends gift)	09/19/2016	10/31/16	20.34	1794
200-5110-54000	Programming	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	38.22	24783
200-5110-54000	Programming	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	67.95	24783
200-5110-54000	Programming	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	75.12	24783
200-5110-54000	Programming	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	24.99	24783
200-5110-54000	Programming	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	15.83	24783
200-5110-54000	Programming	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	144.84	24783
200-5110-54000	Programming	DEMCO	MATERIALS PROCESSING SUPPLIES & BO	5981593_5983540	10/19/16	96.97	24803
200-5110-54000	refund of disputed charge (Ga	CREDIT ADJ- CARDHOLDE	refund of disputed charge (Gamestop)	09/15/2016	10/31/16	(26.38)	1794
200-5110-54000	refund of disputed charge (Ga	INTEREST REVERSAL	refund of disputed charge (Gamestop)	09/15/2016	10/31/16	(0.22)	1794

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Fund 200 Library							
Dept 5110 Library							
200-5110-54000	Teen Program supplies	WALGREENS #15188 SHO	Teen Program supplies	09/15/2016	10/31/16	27.04	1794
200-5110-56130	Equipment/Furniture	DEMCO	LIBRARY SLATWALL FOR CHILDREN'S ARE	5993191	11/02/16	955.86	24920
200-5110-56130	Equipment/Furniture	DEMCO	LIBRARY SLATWALL FOR CHILDREN'S ARE	5993191	11/02/16	(844.80)	24920
			Total For Dept 5110 Library			8,006.36	
Dept 5111 Adult Materials							
200-5111-53740	DVD's	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	26.90	24783
200-5111-53740	DVD's	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	24.28	24783
200-5111-53750	Audiobooks	FINDAWAY WORLD LLC	AUDIO BOOK MP3S	199447	11/02/16	428.93	24928
			Total For Dept 5111 Adult Materials			480.11	
Dept 5112 Childrens Materials							
200-5112-53730	Materials	RAINBOW BOOK COMPA	ARABIC / ENGLISH VISUAL DICTIONARY -	0125199	10/19/16	14.95	24871
200-5112-53780	Early Learning Center	LAKESHORE LEARNING	CHILDREN'S ITEMS FOR EARLY LEARNING	1820551016	11/02/16	165.45	24937
			Total For Dept 5112 Childrens Materials			180.40	
Dept 5113 Young Adult Materials							
200-5113-53730	Materials	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	12.34	24783
200-5113-53730	Materials	AMAZON CREDIT	ADVDS, YA MATERIALS, GAMES, BUBBLE	OCT2016	10/19/16	33.10	24783
			Total For Dept 5113 Young Adult Materials			45.44	
			Total For Fund 200 Library			8,712.31	
Fund 210 Senior Services							
Dept 4600 Senior Services							
210-4600-51900	Professional Education	EDLEBECK, MAGGIE	MILEAGE REIMBURSEMENT FOR CLASS	OCTOBER2016	10/19/16	6.26	24808
210-4600-51900	Professional Education	PRICE, ELIZABETH	MILEAGE REIMBURSEMENT FOR WAN CO	SEPTEMEBR2016	10/19/16	132.84	24867
210-4600-51900	dinner at conference	HIGH ROCK CAFE WISCO	dinner at conference	09/23/2016	10/31/16	9.41	1794
210-4600-51900	WAN conference lodging	KALAHARI RESORTS 608-	WAN conference lodging	09/23/2016	10/31/16	70.00	1794
210-4600-52100	Professional Fees	CURRAN, CAROLYN MASS	ARTISTIC DIRECTION YOUNG@HEART	OCTOBER2016	10/19/16	250.00	24802
210-4600-52100	Professional Fees	ELIZABETH LEWIS LLC	RELAXATION CLASSES	NOVEMBER2016	10/19/16	60.00	24810
210-4600-52100	Professional Fees	MILEWSKI, SHERROD	QIGONG CLASSES	OCTOBER2016	10/19/16	225.00	24847
210-4600-52100	Professional Fees	SWEET NUTRITION COUN	DIETITIAN	NOVEMBER2016	10/19/16	50.00	24884
210-4600-52100	Professional Fees	WATTS, MEREDITH	YOGA CLASSES	OCTOBER2016	10/19/16	244.00	24894
210-4600-52200	ELECTRIC EXPENSE	WE ENERGIES - LIBRARY	LIBRARY ELECTRIC USAGE 09/02-10/04/1	2847051434 SEP1	10/31/16	416.35	1801
210-4600-52210	GAS AND HEAT EXPENSE	WE ENERGIES - LIBRARY	LIBRARY GAS USAGE 08/31-10/02/16	1215377040 SEP 1	10/31/16	27.65	1801
210-4600-52900	Cleaning and Pest Control	GIBB BUILDING MAINTEN	MONTHLY JANITORIAL SERVICE/PARTITIO	12650	10/19/16	180.26	24817
210-4600-52900	Cleaning and Pest Control	BATZNER PEST, INC.	PEST CONTROL SERVICE VILLAGE CENTER	2160205	11/02/16	6.05	24908
210-4600-52990	Other Service Contracts & Fee	MILLER JACQUELINE M	VOLUNTEER PARTY DESSERT	OCTOBER2016	10/19/16	140.00	24848
210-4600-52990	Other Service Contracts & Fee	PRICE, ELIZABETH	REIMBURSEMENT FOR PROGRAM SUPPLI	OCTOBER 2016	10/19/16	60.68	24867
210-4600-52990	Other Service Contracts & Fee	RIVERSEDGE CATERING	VOLUNTEER PARTY	10049	10/19/16	627.00	24874
210-4600-52990	1000 6" serving plates	Amazon.com AMZN.COM	1000 6" serving plates	09/01/2016	10/31/16	59.35	1794
210-4600-52990	Sept. Wed. Luncheon	CARINIS LA CONCA DORO	Sept. Wed. Luncheon	09/23/2016	10/31/16	450.00	1794
210-4600-52990	Coffee	IN *FIDDLEHEADS COFFE	Coffee	09/12/2016	10/31/16	39.00	1794

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Fund 210 Senior Services							
Dept 4600 Senior Services							
210-4600-52990	Tea	METRO MARKET 000689	Tea	08/31/2016	10/31/16	11.96	1794
210-4600-52990	Sept. Sandwich luncheon	PANERA BREAD #601558	Sept. Sandwich luncheon	09/13/2016	10/31/16	209.96	1794
210-4600-52990	serving plates	WALGREENS #15188 SHO	serving plates	09/01/2016	10/31/16	14.78	1794
210-4600-52990	Other Service Contracts & Fee	RIVERSEDGE CATERING	OCTOBER LUNCHEON	10085	11/02/16	480.00	24960
210-4600-53100	Office Supplies	PRICE, ELIZABETH	REIMBURSEMENT FOR PROGRAM SUPPLI	OCTOBER 2016	10/19/16	31.43	24867
210-4600-53100	stamps for volunteer invitatio	USPS 5675850213250447	stamps for volunteer invitations	09/16/2016	10/31/16	47.00	1794
210-4600-53101	Shared Office Costs	GIBB BUILDING MAINTEN	LIBRARY SUPPLIES CLEANING OCT 16	OCTSUP 16 12650	10/19/16	41.76	24817
210-4600-53120	Copy & Print Costs	CLARK GRAPHICS	NOVEMBER CALENDAR OF EVENTS	154118	10/19/16	195.99	24797
210-4600-53120	Copy & Print Costs	CLARK GRAPHICS	DECEMBER CALENDAR	154273	11/02/16	196.01	24917
210-4600-53121	Shared Copy Costs	JAMES IMAGING SYSTEM	LEASE AND COPIER CHARGES	19509297	10/19/16	10.23	24828
210-4600-53500	Dept/Program Supplies	KAISER, JUDITH	CENTERPIECES	VOLUNTEER CENT	10/19/16	316.80	24833
210-4600-53500	Dept/Program Supplies	PAT MIKKELSEN	BOOK BINDING	NOVEMBER2016	10/19/16	40.00	24861
210-4600-54000	Programming	BADGER COACHES INC	ART OF ADVENTURE BUS TRANSPORTATI	7456	10/19/16	630.00	24786
210-4600-54000	Programming	GIBB BUILDING MAINTEN	MONTHLY JANITORIAL SERVICE/PARTITIO	12650	10/19/16	130.00	24817
210-4600-54000	Programming	KIM QUEEN	MEN'S MORNING	NOVEMBER 2016	10/19/16	50.00	24835
210-4600-54000	Programming	PAT MIKKELSEN	BOOK BINDING	NOVEMBER2016	10/19/16	40.00	24861
210-4600-54000	Programming	SWEERS, CAROLYN JANE	BUDDHA'S EIGHTFOLD PATH	NOVEMBER2016	10/19/16	100.00	24883
210-4600-54000	Programming	PAT MIKKELSEN	4 ADDITIONAL BOOK BINDING KITS	NOV BOOK BINDIN	11/02/16	40.00	24952
210-4600-54140	Shorewood Connects	SUE KELLEY CONSULTING	SHOREWOOD CONNECTS	SEPT2016	10/19/16	450.00	24881
			Total For Dept 4600 Senior Services			6,089.77	
			Total For Fund 210 Senior Services			6,089.77	
Fund 220 Marketing & Communications							
Dept 6700 Marketing & Communications							
220-6700-52100	PAID ADVERTISING	BOEHM, MICHELLE	MARKETING SERVICES PERFORMED SEPT	SEPT 2016	10/19/16	18.75	24789
220-6700-52100	PROJ MGMNT PLAN EXEC CE	BOEHM, MICHELLE	MARKETING SERVICES PERFORMED SEPT	SEPT 2016	10/19/16	1,256.25	24789
220-6700-52100	MEDIA RELATIONS	BOEHM, MICHELLE	MARKETING SERVICES PERFORMED SEPT	SEPT 2016	10/19/16	292.50	24789
220-6700-53140	MARKETING MATERIALS	BOEHM, MICHELLE	MARKETING SERVICES PERFORMED SEPT	SEPT 2016	10/19/16	480.00	24789
220-6700-54105	Bike Race	MIDWEST CYCLING SERIE	2 SIGNAGE BOARDS 2 MAGNETS DRAFT &	1304	11/02/16	330.00	24945
220-6700-54120	PLEIN AIR	BOEHM, MICHELLE	MARKETING SERVICES PERFORMED SEPT	SEPT 2016	10/19/16	660.00	24789
220-6700-54170	Welcoming Neighbors	BOEHM, MICHELLE	MARKETING SERVICES PERFORMED SEPT	SEPT 2016	10/19/16	312.50	24789
220-6700-54170	WELCOMING NEIGHBORS REF	BOEHM, MICHELLE	MARKETING SERVICES PERFORMED SEPT	SEPT 2016	10/19/16	31.96	24789
220-6700-54640	FACEBOOK ADS	BOEHM, MICHELLE	MARKETING SERVICES PERFORMED SEPT	SEPT 2016	10/19/16	34.94	24789
220-6700-56120	Used to store photos, articles	BC.BASECAMP 2870262 3	Used to store photos, articles and archive	09/21/2016	10/31/16	20.00	1794
220-6700-56120	Used to showcase Shorewood	ISSUU 844-477-8	Used to showcase Shorewood Today mag	09/20/2016	10/31/16	39.00	1794
			Total For Dept 6700 Marketing & Communications			3,475.90	
			Total For Fund 220 Marketing & Communications			3,475.90	
Fund 230 Shorewood Today							
Dept 1910 Shorewood Today							
230-1910-46120	Advertising Fees	KIMMEL, KRYSTAL	REFUND OF AD COST/STARK MEDIA ERRO	SHWDTDY REF	10/26/16	400.00	24898

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Fund 230 Shorewood Today							
Dept 1910 Shorewood Today							
230-1910-52100	SHWD TODAY	BOEHM, MICHELLE	MARKETING SERVICES PERFORMED SEPT	SEPT 2016	10/19/16	1,200.00	24789
230-1910-52100	Professional Fees	PRESTO, LINDA	SHWD TODAY SEPT/FALL ISSUE	1285	11/02/16	1,120.00	24954
			Total For Dept 1910 Shorewood Today			2,720.00	
			Total For Fund 230 Shorewood Today			2,720.00	
Fund 300 Debt Service Fund							
Dept 8000 Debt Service							
300-8000-58200	Interest	JP MORGAN CHASE	2013A GO BONDS INT NOV 16	GO BONDS 2013A	10/31/16	4,530.00	1795
300-8000-58200	Interest	JP MORGAN CHASE	2013A GO BONDS INT NOV 16	GO BONDS 2013A	10/31/16	49,916.25	1795
300-8000-58200	Interest	WELLS FARGO	2010B GO BONDS INT NOV 16	31984	10/31/16	27,585.25	1804
300-8000-58200	Interest	WELLS FARGO	2010B GO BONDS INT NOV 16	31984	10/31/16	47,412.50	1804
300-8000-58900	Other Finance Charges	BOND TRUST SERVICES C	PAYING AGENT FEE GO BONDS SERIES 20	32035	11/02/16	350.00	24914
			Total For Dept 8000 Debt Service			129,794.00	
Dept 9000 Other Financing Sources/Uses							
300-9000-49401	Transfers from TID #1	JP MORGAN CHASE	2013A GO BONDS INT NOV 16	GO BONDS 2013A	10/31/16	(49,916.25)	1795
300-9000-49401	Transfers from TID #1	WELLS FARGO	2010B GO BONDS INT NOV 16	31984	10/31/16	(47,412.50)	1804
300-9000-49403	Transfers from TID #3	JP MORGAN CHASE	2013A GO BONDS INT NOV 16	GO BONDS 2013A	10/31/16	(4,530.00)	1795
			Total For Dept 9000 Other Financing Sources/Uses			(101,858.75)	
			Total For Fund 300 Debt Service Fund			27,935.25	
Fund 400 General Capital Projects							
Dept 1100 Board							
400-1100-56360	Streetscape (Lights,Signs,Benc	COUNTY MATERIALS COR	WILSON PED BASES	2808519-00	10/19/16	352.00	24801
400-1100-56360	Streetscape (Lights,Signs,Benc	TAPCO	CONTROLLER KIT, PED SIGN, SUPPLIES	543221	11/02/16	16,190.00	24968
			Total For Dept 1100 Board			16,542.00	
Dept 1410 Manager							
400-1410-56200	Building Improvements	LIPPERT TILE COMPANY I	FINAL PAYMENT - CARPET INSTALLATION	002-905804	10/19/16	19,096.00	24840
			Total For Dept 1410 Manager			19,096.00	
Dept 1430 Customer Service							
400-1430-56110	Computer/Printer Equip	DIGICORP INC	NEW PC SETUP	315145	10/19/16	1,683.98	24806
			Total For Dept 1430 Customer Service			1,683.98	
Dept 2100 Police							
400-2100-56400	Vehicles	EWALD AUTOMOTIVE GR	2017 JEEP WRANGLER	1C4BJWKG7HL513	10/19/16	29,406.50	24812
			Total For Dept 2100 Police			29,406.50	
Dept 3410 Street and Alley							
400-3410-56310	Regular Maintenance	STOMPER CONCRETE LLC	REPLACE EXISTING CURB, GUTTER APPRO	102516	11/02/16	11,500.00	24966
400-3410-56310.16-02	3549 SUMMIT LIGHT CABINET	CLARK DIETZ INC	PROFESSIONAL SERVICES RENDERED SEP	419810	11/02/16	1,230.00	24916
400-3410-56321.16-01	Professional Fees Constructio	STRAND ASSOCIATES INC	2016 COMBINED SEWER AND ROAD REC	0123651	11/02/16	23,552.45	24967

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Fund 400 General Capital Projects							
Dept 3410 Street and Alley							
			Total For Dept 3410 Street and Alley			36,282.45	
Dept 3620 Parks and Beautification							
400-3620-56500.16-09	GHOST TRAIN PROJECT	PHILIPS LIGHTING CO	GHOST TRAIN PROJECT ELECTRICAL	8912500839	10/19/16	13,228.00	24864
400-3620-56500.16-09	GHOST TRAIN PROJECT	PHILIPS LIGHTING CO	GHOST TRAIN PROJECT ELECTRIC	8912530174	10/19/16	87,057.26	24864
400-3620-56500.16-09	GHOST TRAIN PROJECT	PHILIPS LIGHTING CO	GHOST TRAIN PROJECT ELECTRIC	8912514089	10/19/16	1,492.00	24864
400-3620-56500.16-09	GHOST TRAIN PROJECT-89125	PHILIPS LIGHTING CO	GHOST TRAIN PROJECT ELECTRIC	8912520261	10/19/16	(784.08)	24864
400-3620-56500.16-09	GHOST TRAIN PROJECT	PHILIPS LIGHTING CO	GHOST TRAIN PROJECT ELECTRIC	8912520261	10/19/16	1,892.00	24864
400-3620-56500.16-09	GHOST TRAIN PROJECT	STAFF ELECTRIC CO INC	ELECTRICAL WORK FOR GHOST TRAIN	114929	10/19/16	36,450.00	24878
			Total For Dept 3620 Parks and Beautification			139,335.18	
Dept 3830 Storm Maintenance							
400-3830-56600.16-05	Utility Infastructure	BAXTER AND WOODMAN	COMBINED SEWER SERVICE AREA	0188704	11/02/16	10,868.75	24909
400-3830-56600.16-06	MMSD PPII	CLARK DIETZ INC	PROFESSIONAL SERVICES RENDERED SEP	419810	11/02/16	6,957.90	24916
			Total For Dept 3830 Storm Maintenance			17,826.65	
			Total For Fund 400 General Capital Projects			260,172.76	
Fund 410 TID No. 1 Capital							
Dept 6600 TID Administration							
410-6600-52100	Professional Fees	EHLERS & ASSOC., INC.	ON GOING TID PROJECTS - ATTEND MIEE	71914	11/02/16	337.50	24924
410-6600-53140	Communications/Publications	JAMES IMAGING SYSTEM	LEASE AND COPIER CHARGES	19509297	10/19/16	7.08	24828
			Total For Dept 6600 TID Administration			344.58	
Dept 6650 TID Projects							
410-6650-54630	Façade Program	SHOREWOOD BUSINESS I	2016 ADDITIONAL FUNDING FOR FACADE	105	10/19/16	50,000.00	24876
			Total For Dept 6650 TID Projects			50,000.00	
Dept 9000 Other Financing Sources/Uses							
410-9000-59300	Transfers to Debt Service	JP MORGAN CHASE	2013A GO BONDS INT NOV 16	GO BONDS 2013A	10/31/16	49,916.25	1795
410-9000-59300	Transfers to Debt Service	WELLS FARGO	2010B GO BONDS INT NOV 16	31984	10/31/16	47,412.50	1804
			Total For Dept 9000 Other Financing Sources/Uses			97,328.75	
			Total For Fund 410 TID No. 1 Capital			147,673.33	
Fund 430 TID No. 3 Capital							
Dept 6650 TID Projects							
430-6650-52160	SENIOR APT PROJ	REINHART, BOERNER, VA	PROFESSIONAL SERVICES RENDERED SEP	432695	11/02/16	926.55	24958
430-6650-56500	MKE RIVER BLUFF RESTORATI	CLARK DIETZ INC	PROFESSIONAL SERVICES RENDERED SEP	419810	11/02/16	760.00	24916
			Total For Dept 6650 TID Projects			1,686.55	
Dept 9000 Other Financing Sources/Uses							
430-9000-59300	Transfers to Debt Service	JP MORGAN CHASE	2013A GO BONDS INT NOV 16	GO BONDS 2013A	10/31/16	4,530.00	1795
			Total For Dept 9000 Other Financing Sources/Uses			4,530.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Fund 430 TID No. 3 Capital							
			Total For Fund 430 TID No. 3 Capital			6,216.55	
Fund 450 TID No. 5 Capital							
Dept 6650 TID Projects							
450-6650-52120	ROUNDYS BLOCK	REINHART, BOERNER, VA	PROFESSIONAL SERVICES RENDERED SEP	432695	11/02/16	287.50	24958
			Total For Dept 6650 TID Projects			287.50	
			Total For Fund 450 TID No. 5 Capital			287.50	
Fund 600 Parking Utility							
Dept 0000							
600-0000-24213	Sales Tax Due State	KANGISER, MEGAN	REFUND PARKING - AB DATA LOT	2016-10-04	10/19/16	2.66	24834
600-0000-24213	Sales Tax Due State	WI DEPT OF REVENUE - S	SALES AND STADIUM TAX SEPT 16	SEPT 16 SALES	10/31/16	1,526.34	1806
600-0000-24213	Sales Tax Due State	BLANKSTEIN ENTERPRISE	REFUND TCF BANK - NOVEMBER 2016	2016-10-25	11/02/16	2.65	24912
600-0000-24213	Sales Tax Due State	KATZ PROPERTIES	PARKING REFUND - BRIANNA ROLAND - B	2016-10-24	11/02/16	5.31	24936
			Total For Dept 0000			1,536.96	
Dept 3900 Parking							
600-3900-46314	TCF Bank Lot	BLANKSTEIN ENTERPRISE	REFUND TCF BANK - NOVEMBER 2016	2016-10-25	11/02/16	47.35	24912
600-3900-46323	AB Data Lot	KANGISER, MEGAN	REFUND PARKING - AB DATA LOT	2016-10-04	10/19/16	47.34	24834
600-3900-46333	N Oakland Ave - Z	KATZ PROPERTIES	PARKING REFUND - BRIANNA ROLAND - B	2016-10-24	11/02/16	94.69	24936
600-3900-48900	Miscellaneous Revenue	WI DEPT OF REVENUE - S	SALES AND STADIUM TAX SEPT 16	SEPT 16 SALES	10/31/16	(10.00)	1806
600-3900-52930	CREDIT CARD EXPENSE	POINT N PAY	CREDIT CARD FEES WEB AND COUNTER S	SEPT 2016	10/31/16	378.73	1797
600-3900-53500	Parking Meeting Swartz	INTERSTATEPARKING-112	Parking Meeting Swartz	09/23/2016	10/31/16	7.50	1794
600-3900-54312	FEERICK LOT RENT	FEERICK FUNERAL HOME	PARKING PERMITS SOLD FOR THE MONT	REISSUE OCT 15	11/02/16	18.00	24927
			Total For Dept 3900 Parking			583.61	
			Total For Fund 600 Parking Utility			2,120.57	
Fund 610 Water Utility							
Dept 3710 Water Administration							
610-3710-51900	Parking for Conference	62023 - MONANA TERRA	Parking for Conference	09/19/2016	10/31/16	12.00	1794
610-3710-51900	WWA Conference Registratio	WISCONSIN AWWA 414-	WWA Conference Registration	09/09/2016	10/31/16	390.00	1794
610-3710-52100	Professional Fees	CITY WATER LLC	UTILITY FOREMAN DEVELOPMENT	365	10/19/16	2,750.00	24796
610-3710-52230	Phone and Internet	US CELLULAR	CELLULAR PHONE CHARGES	0159789434	11/02/16	32.84	24970
610-3710-52300	WATER USAGE CHARGE CCF 4	MILW WATER WORKS	CURRENT USAGE 08/31/16- 09/30/16	1-0113.300 SEPT 1	10/19/16	49,178.46	24850
610-3710-52300	WATER SERVICE CHARGE	MILW WATER WORKS	CURRENT USAGE 08/31/16- 09/30/16	1-0113.300 SEPT 1	10/19/16	1,003.20	24850
610-3710-52300	SHOREWOOD FIRE PROTECTI	MILW WATER WORKS	CURRENT USAGE 08/31/16- 09/30/16	1-0113.300 SEPT 1	10/19/16	5,253.90	24850
610-3710-52930	CREDIT CARD EXPENSE	POINT N PAY	CREDIT CARD FEES WEB AND COUNTER S	SEPT 2016	10/31/16	757.23	1797
610-3710-53100	Printer Ink	OFFICE DEPOT #141 MIL	Printer Ink	08/29/2016	10/31/16	75.98	1794
610-3710-53100	Office Supplies	SHOREWOOD PRESS	WORK LOGS	17925	11/02/16	30.00	24963
610-3710-53100	Office Supplies	SHOREWOOD PRESS	CONSUMER CONFIDENCE REPORT	17924	11/02/16	35.00	24963
610-3710-53121	Shared Copy Costs	GREATAMERICA FINANCI	COPIER LEASE PAYMENT	19476254	10/19/16	43.00	24819
610-3710-53121	Shared Copy Costs	OFFICE COPYING EQUIPM	BLACK, WHITE, COLOR COPIES	337133	10/19/16	18.89	24857
610-3710-54150	Safety Expenses	CINTAS	MEDICAL CABINET SUPPLIES	5006299773	10/19/16	71.52	24794

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Fund 610 Water Utility							
Dept 3710 Water Administration							
610-3710-54721	PSC rate costs	PUBLIC SERVICE COMM O	ASSESSMENT FOR WATER RATE ADJUST	1609-I-05440	10/19/16	482.46	24869
			Total For Dept 3710 Water Administration			60,134.48	
Dept 3730 Maint Mains							
610-3730-53500	Dept/Program Supplies	HALQUIST STONE COMPA	BACK FILL	406591	10/19/16	428.68	24821
610-3730-53500	Dept/Program Supplies	HALQUIST STONE COMPA	STONE FOR BACK FILL	118565	10/19/16	340.14	24821
610-3730-53500	Dept/Program Supplies	RCM	CLEAN FILL	161785	10/19/16	100.00	24872
610-3730-53500	Dept/Program Supplies	RCM	CLEAN FILL	161929	10/19/16	50.00	24872
610-3730-53500	Dept/Program Supplies	STARK PAVEMENT CORP	UTILITY CUTS	39743	10/19/16	543.00	24879
610-3730-53500	Dept/Program Supplies	ZIGNEGO READY MIX INC	SLURRY NEWTON AND LAKE	68400	10/19/16	461.20	24896
610-3730-53500	Dept/Program Supplies	HD SUPPLY WATERWORK	SUPPLIES FOR WATER DEPT	275030	11/02/16	2,503.32	24930
610-3730-53500	Dept/Program Supplies	STARK PAVEMENT CORP	ASPHALT FOR UTILITY CUTS	39882	11/02/16	931.00	24965
			Total For Dept 3730 Maint Mains			5,357.34	
Dept 3740 Maint Services							
610-3740-53500	Dept/Program Supplies	DIGGERS HOTLINE INC	DIGGERS TICKETS FOR SEPTEMBER	160955101	10/19/16	65.00	24805
610-3740-53500	Dept/Program Supplies	MID CITY PLBG-HTG INC	REPLACE WATER SERVICE 3817 MURRAY	81195	10/19/16	4,316.00	24846
610-3740-53500	Dept/Program Supplies	ZIGNEGO READY MIX INC	SLURRY 3817 MURRAY	68691	10/19/16	514.00	24896
			Total For Dept 3740 Maint Services			4,895.00	
Dept 3760 Maint Hydrants							
610-3760-53500	Dept/Program Supplies	USA BLUE BOOK	HYDRANT GATE VALVE	078345	10/19/16	268.76	24889
610-3760-53500	Dept/Program Supplies	USA BLUE BOOK	SUPPLIES FOR WATER DEPT	065092	10/19/16	180.72	24889
			Total For Dept 3760 Maint Hydrants			449.48	
Dept 3790 Other Water							
610-3790-54740	Water Testing	NORTHERN LAKE SERVICE	WATER SAMPLES	303515	10/19/16	240.00	24854
610-3790-54740	Water Testing	NORTHERN LAKE SERVICE	WATER SAMPLES	304108	11/02/16	45.00	24948
			Total For Dept 3790 Other Water			285.00	
Dept 8000 Debt Service							
610-8000-58200	Interest	WELLS FARGO	2010B GO BONDS INT NOV 16	31984	10/31/16	1,165.00	1804
			Total For Dept 8000 Debt Service			1,165.00	
			Total For Fund 610 Water Utility			72,286.30	
Fund 620 Sewer Utility							
Dept 3810 Sewer Administration							
620-3810-52230	Phone and Internet	US CELLULAR	CELLULAR PHONE CHARGES	0159789434	11/02/16	27.99	24970
620-3810-52930	CREDIT CARD EXPENSE	POINT N PAY	CREDIT CARD FEES WEB AND COUNTER S	SEPT 2016	10/31/16	757.23	1797
620-3810-53100	Office Supplies	GREATAMERICA FINANCI	COPIER LEASE PAYMENT	19476254	10/19/16	43.00	24819
620-3810-53100	Office Supplies	OFFICE COPYING EQUIPM	BLACK, WHITE, COLOR COPIES	337133	10/19/16	18.89	24857
620-3810-53100	Office Supplies	OFFICE DEPOT #141 MIL	Office Supplies	09/14/2016	10/31/16	88.98	1794
620-3810-53100	Office Supplies	SHOREWOOD PRESS	WORK LOGS	17925	11/02/16	30.00	24963

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
Fund 620 Sewer Utility							
Dept 3810 Sewer Administration							
620-3810-54150	Safety Expenses	CINTAS	MEDICAL CABINET SUPPLIES	5006299773	10/19/16	71.50	24794
			Total For Dept 3810 Sewer Administration			1,037.59	
Dept 3820 Sewer Maintenance							
620-3820-53500	Dept/Program Supplies	A1 JANITORIAL SUPPLY	SEWER AND DRAIN DEGREASER	1S25193P	10/19/16	563.06	24781
620-3820-53500	Dept/Program Supplies	DIGGERS HOTLINE INC	DIGGERS TICKETS FOR SEPTEMBER	160955101	10/19/16	64.96	24805
620-3820-53500	Dept/Program Supplies	VEOLIA WATER MILWAU	SEPTEMBER SEWER DEBRIS	00061870	10/19/16	1,445.61	24891
620-3820-53500	Mineral Oil for Sewer Dept	WAL-MART #2452 MILW	Mineral Oil for Sewer Dept	09/21/2016	10/31/16	10.45	1794
			Total For Dept 3820 Sewer Maintenance			2,084.08	
Dept 3830 Storm Maintenance							
620-3830-53500	Dept/Program Supplies	DONLEVY, KAE M	SHOREWOOD WATERS PROJECT	101516	10/19/16	1,860.00	24807
620-3830-53500	credit for return	Hobby Lobby	credit for return	10/04/2016	10/31/16	(45.88)	1794
620-3830-53500	Dept/Program Supplies	AMENSON DESIGN	SWP PHOTO/GRAPHICS	0000042-REISSUE	11/02/16	210.00	24901
			Total For Dept 3830 Storm Maintenance			2,024.12	
Dept 3890 Other Sewer							
620-3890-56600.16-08	2016 COMBINED SEWER	CLARK DIETZ INC	PROFESSIONAL SERVICES RENDERED SEP	419810	11/02/16	1,040.00	24916
			Total For Dept 3890 Other Sewer			1,040.00	
Dept 8000 Debt Service							
620-8000-58200	Interest	US BANK	1998 CLEAN WATER NOV 2016 PRINCIPAL	14893	10/31/16	2,468.13	1799
620-8000-58200	Interest	WELLS FARGO	2010B GO BONDS INT NOV 16	31984	10/31/16	1,196.00	1804
			Total For Dept 8000 Debt Service			3,664.13	
			Total For Fund 620 Sewer Utility			9,849.92	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	Check #
		Fund Totals:					
			Fund 100 General Fund			410,688.73	
			Fund 200 Library			8,712.31	
			Fund 210 Senior Services			6,089.77	
			Fund 220 Marketing & Communications			3,475.90	
			Fund 230 Shorewood Today			2,720.00	
			Fund 300 Debt Service Fund			27,935.25	
			Fund 400 General Capital Projects			260,172.76	
			Fund 410 TID No. 1 Capital			147,673.33	
			Fund 430 TID No. 3 Capital			6,216.55	
			Fund 450 TID No. 5 Capital			287.50	
			Fund 600 Parking Utility			2,120.57	
			Fund 610 Water Utility			72,286.30	
			Fund 620 Sewer Utility			9,849.92	
			Total For All Funds:			958,228.89	

Shorewood

AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

November 8, 2016

Stephen Vogel
4001 N Prospect #39
Shorewood WI 53211

Re: Your Claim Against the Village of Shorewood
Date of Loss: August 23, 2016

Dear Mr. Vogel:

Pursuant to Wisconsin Statute 893.80(1g), at its meeting on November 7, 2016, the Village Board of the Village of Shorewood considered your claim for damages received on August 23, 2016, for damage to your vehicle allegedly due to a fallen limb from a village tree located on Farwell Avenue, and denied it in full.

No lawsuit may be brought on this claim against the Village or any of its officials, officers, agents, or employees after six (6) months from the date of receipt of this letter.

If you have any questions on this claim, contact the Village Manager's Office at 414.847.2702.

Sincerely,

Tanya O'Malley
Village Clerk

xc: Nathan Bayer, Village Attorney
Sarah Bourgeois, Statewide Insurance, Claims Adjuster
PO Box 5555, Madison, WI. 53705-0555
File

Statewide Services, Inc.
Claim Division

1241 John Q. Hammons Dr.
P.O. Box 5555
Madison, WI 53705-0555
877-204-9712

October 13, 2016

Village of Shorewood
Attn: Diane DeWindt-Hall
3930 N Murray Ave.
Shorewood, WI 53211

Program:	League of Wisconsin Municipalities Mutual Insurance
Our Insured:	Village of Shorewood
Date of loss:	8/23/2016
Our Claim #	WM000401810114
Claimant:	Stephen Vogel 4001 N Prospect Ave. #39 Shorewood, WI 53211

Dear Ms. DeWindt-Hall,

Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance which insures the Village of Shorewood. We are in receipt of the claim submitted by Mr. Vogel for damage to his vehicle caused by a fallen limb from a City tree on Farwelll Avenue.

We have reviewed the matter and recommend that the Village of Shorewood deny this claim pursuant to the Wisconsin statute for disallowance of claim 893.80(lg). The disallowance will shorten the statute of limitations period to six (6) months.

Our denial is based on the fact that the investigation revealed no negligence on behalf of the Village. The Village did not have prior actual or constructive notice of the tree limb condition which allegedly caused this incident.

Please submit the disallowance directly to the claimant at the above address. The disallowance should be sent certified or registered mail and must be received by the claimant within 120 days after you receive Notice of Claim. Please send a copy of the disallowance to Statewide Services Inc. Claims.

Sincerely,

Sarah Bourgeois
PO Box 5555
Madison, WI 53705-0555
608-828-5439 Phone
800-854-1537 Fax
sbourgeois@statewidesvcs.com

CC: Rick Kalscheuer

Shorewood

AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

VILLAGE CLERK'S MEMO

DATE: October 29, 2016

TO: Village Board

CC: Trustee Ann McKaig, Chair of the Judiciary, Personnel and Licensing Committee
Judiciary, Personnel and Licensing Committee

FROM: Tanya O'Malley, Village Clerk/Treasurer

Re: Appointments for Village Boards, Commissions, and Committees

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BACKGROUND
On October 4, 2016, the Judiciary, Personnel, and Licensing Committee interviewed an applicant for appointment for Village Boards, Committees, and Commissions. After the interview the Judiciary, Personnel, and Licensing Committee directed the Village Clerk-Treasurer to place the following appointment on the November 7, 2016 agenda for approval by the Village Board:

- Elder Services Advisory Board – Katy Rollins, term expiration 2019

The application for this individual can be found in the dropbox folder or is available upon request from the Village Clerk-Treasurer.

SUGGESTED MOTIONS
Move to confirm the appointment as listed on the Consent Agenda.

MINUTES - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
October 17, 2016

Draft

1. Call to Order
President Johnson called the meeting of the Village Board to order at 7:34 p.m. in Village Hall.

2. Roll Call
President Johnson called the roll. Present: Trustees Davida Amenta, Tammy Bockhorst, Michael Maher, Ann McKaig, Allison Rozek, Trustee Paul Zovic.

Others Present: Village Attorney Nathan Bayer, Village Manager Chris Swartz, Village Clerk-Treasurer Tanya O'Malley, Director of Public Works Leeann Butschlick, Assistant Director of Public Works Joel Kolste, Finance Director Mark Emanuelson

3. Statement of Public Notice
Clerk-Treasurer O'Malley stated that the meeting had been posted and noticed according to law.

4. Consent Agenda Items
   a) Presentation of Accounts October 17, 2016
   b) Disallowance of Claim – Joseph Ciccarelli
   c) Approval of application for Parade Permit for Shorewood Fitness Center & Shorewood School District 5k Fun Run/Walk a.k.a. Fowl 5k on November 12, 2016
   Tr. Bockhorst moved, seconded by Tr. Maher to approve the consent agenda. Motion carried 7 – 0.

5. Items removed from the Consent Agenda - None

6. October 3, 2016 Village Board Minutes
Tr. McKaig requested to change item 12.b. (Trustee Reports) to refer to a "community meeting organized by the President of the Shorewood Foundation", rather than a "Shorewood Foundation meeting".

Tr. Maher moved, seconded by Tr. Bockhorst to approve the amended October 3, 2016 Village Board minutes. Motion carried 7 – 0.

7. Citizens to be heard - None

8. New Business
   a. Public Safety
      1. Ordinance to Amend the Residential Congested Commuter Area Parking District
      The matter was deferred to the November 7, 2016 Village Board meeting.

      Lynn Rothrock, 4024 N Prospect Ave, stated that there had been other delays and that she was frustrated that the Board would not be taking action. She is in favor of restricting parking.

Scott Purl, 4040 N Prospect Ave, stated that he was against the restrictions and that they may limit options for residents who need additional parking.

Andrew Rothrock, 4024 N Prospect Ave, stated that there was not an issue in the neighborhood until the previous restricted area was adopted and expressed his frustration.

2. Consideration of approval of the construction management contract with Riley Construction Company for the Police Building at 4075 N Wilson
Tr. Rozek moved, seconded by Tr. Maher to execute the Agreement with Riley Construction to provide Construction Management Services associated with the Shorewood Police Department Renovation Project at 4057 Wilson Drive. Motion carried 7 – 0.

b. Public Works

1. Review of Village of Shorewood and Bublr Bikes Term Sheet for bike share operations
The Board reviewed the Bublr Bikes Term Sheet. The Board will consider the final Operating Agreement at a later date.

2. Presentation and Continued Discussion of Refuse Collection
Finance Director Emanuelson presented an overview of the cost analytics and details of the options for refuse/recycling collection and answered questions from the Board.

Daniel Jongetjes, President of John's Disposal, state that a weekly kart, as opposed to bi-weekly, provides its own incentives for more recycling as it gives more room.

Director of Public Works Butschlick and Assistant Director of Public Works Kolste provided information and answered questions.

c. Community Development Authority

1. Update of transfers from TIF 1 to CDA per Board action on February 17, 2016
Finance Director Emanuelson provided a brief update on the draft Memorandum of Understanding regarding transfers from TIF 1 to the CDA.

9. Reports of Village Officials

a. Village President
President Johnson reported that the Budget Hearing would be held on November 14, 2016.

b. Village Trustees
Tr. Zovic provided an update on MMSD meetings and the Resolution regarding the removal of the Estabrook Dam.

Tr. Amenta reported that she had requested enhanced Police presence for certain areas on Halloween.

Tr. McKaig reported that the JPL would be embarking on review of policy that might impact the Board, Committee, and Commission Handbook.

Tr. McKaig reported that the Elder Services Advisory Board was hoping to recruit a member with finance experience.

Tr. Bockhorst reported that the next Bi-Board meeting would be held on November 2, 2016.

c. Village Manager - None

10. Items for Future Consideration

Tr. Rozek requested a presentation on recycling and refuse collection from other communities that have successfully modified behavior.

Tr. Rozek requested an explanation of the roles of committee chairs and staff liaisons.

Tr. Rozek requested information on the Village's efforts to obtain additional alcohol licenses. Manager Swart responded that the Village Attorney was working on a premier development district and working with City of Milwaukee to obtain additional licenses.

Tr. McKaig requested that the Village bring back the sample food truck ordinances that JPL had previously discussed.

Tr. Zovic requested a Conservation Committee report on village-wide composting/organics collections.

Tr. Amenta requested an update on prior items that were put forward as future items from the past year.

Tr. Bockhorst requested a discussion on trick-or-treating well in advance of Halloween next year.

11. Adjournment

Tr. Amenta moved, seconded by Tr. Maher to adjourn at 9:59 p.m. Motion carried 7 – 0.

Respectfully submitted,

Tanya O'Malley, WCPC
Village Clerk-Treasurer

Shorewood

AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

FINANCE DIRECTOR'S MEMO

TO: Village Board/Finance Committee

FROM: Mark Emanuelson, Finance Director

DATE: November 7, 2016

RE: CDA Memorandum of Understanding (MOU)

OVERVIEW

In anticipation of the upcoming transfer of funds from the Village's TID #1 to the Community Development Authority (CDA) to support future CDA activities, as approved by the Village Board on February 17, 2016, a number of administrative issues will need to be delineated to ensure that the relationship between the Village and CDA is adequately defined for purposes of compliance with Generally Accepted Accounting Principles (GAAP) as well as auditing and financial reporting compliance.

This MOU will pertain only to the Village's relationship with the CDA as related to the funds transferred to the CDA. Any other CDA activities outside of the scope and purpose of these fund transfers, including any items related to TID's 3, 4, or 5 not previously approved by the Village Board, will continue to be presented to the Village Board for approval through recommendations from the CDA.

These issues are being addressed by the CDA in this draft of the joint MOU which has been attached for your review. Once approved by the CDA, this item will be presented to the Village Board for their consideration and approval as well.

RECOMMENDED MOTION

I move to approve the memorandum of understanding between the Village of Shorewood and the Community Development Authority of the Village of Shorewood to complete the transfer of $838,500 from TID #1 to the CDA and uphold the included terms of the MOU.

MEMORANDUM OF UNDERSTANDING
BETWEEN THE
VILLAGE OF SHOREWOOD
AND
THE COMMUNITY DEVELOPMENT AUTHORITY OF THE VILLAGE OF SHOREWOOD

This Memorandum of Understanding ("MOU") is made effective the 7th day of November, 2016 by and between the Village of Shorewood (the "Village") and the Community Development Authority of the Village of Shorewood (the "CDA"). Referenced together the Village and the CDA are the "Parties" to this agreement.

RECITALS

WHEREAS, at the February 17, 2016 Village Board meeting, the Village has approved the transfers (grants) of $838,500 from TID #1 to the CDA; and

WHEREAS, This MOU will pertain only to the Village's relationship with the CDA as related to the funds transferred to the CDA. Any other CDA activities outside of the scope and purpose of these fund transfers, including any items related to TID's 3, 4, or 5 not previously approved by the Village Board, will continue to be presented to the Village Board for approval through recommendations from the CDA.

WHEREAS, these transfers were conditional upon review of an updated TID #1 pro forma using the 2016 assessment data that confirms that the TID #1 will still have the capacity to close in 2021 if these transfers were to occur, and Village Board approval of a CDA recommended Business Loan Program Plan; and

WHEREAS, Ehlers has updated the TID pro forma using 2016 data on analysis date 9/7/16 which confirms that TID #1 will still have the capacity to close in 2021 with these transfers. These pro forma are attached as exhibit 1; and

WHEREAS, the presentation of these pro forma to the Village Board with this MOU satisfies the conditional requirements of the February 17, 2016 motion approving these grant transfers, and

WHEREAS, these transfers were authorized, and must be maintained by the CDA, for the following conditional purposes: $330,000 for future Façade Program expenditures in accordance with the CDA's Façade Program guidelines as approved by the Village Board; $200,000 to fund the establishment of a perpetual business district-wide Business Loan Program in accordance with the CDA's Business Loan Program as approved by the Village Board; $308,500 to support other future recurring CDA overall economic development strategies not specifically related to any other TID as identified on page B-5 of the CDA's 2015 Annual Financial Report and fiscal plan dated February 10, 2016 and accepted by the Village Board on February 17, 2016. A copy of page B-5 of this report is attached as exhibit 2, and

WHEREAS, consistent with the CDA establishing a perpetual business district-wide Business Loan Program, as identified on page H-2.2 of the CDA's 2015 Annual Financial Report and fiscal plan dated February 10, 2016 and accepted by the Village Board on February 17, 2016, the Village will be transferring to the CDA all remaining receivable balances relating to any existing business incentive loans that had previously been issued under this program. A copy of page H-2.2 of this report is attached as exhibit 3,

WHEREAS, the CDA was established on August 2, 1993 by the Village as a separate body politic to carry out their mission as authorized, and in accordance with Wisconsin Statutes, and

WHEREAS, with the transfer of these funds from the Village to the CDA to support future CDA activities, there are a number of administrative issues will need to be delineated through this MOU to ensure that the relationship between the Parties is adequately defined.

NOW THEREFORE, the Parties do herewith, in consideration of mutual promises and other good and valuable considerations, and upon joint adoption hereby agree as follows:

1) **Incorporation by reference**. All of the "whereas" clauses and referenced exhibits contained in the Recitals are incorporated herein by reference and made part of this agreement.

2) **Fiscal Agent**. The Parties agree that the Village will act as the fiscal agent for the CDA and the Village will establish a separate special revenue fund within the Village's chart of accounts in order to record the transactions of the CDA. All CDA funds will be held in the Village's general checking account and will be readily available to support CDA activities.

3) **Internal Controls**. With the Village acting as the fiscal agent of the CDA, the CDA agrees that the Village will establish, and the CDA will adhere to, the appropriate internal controls and processes that will be necessary to process transactions and generate accurate financial reporting information consistent with the application of the Generally Accepted Accounting Principles as promulgated by the Governmental Accounting Standards Board. The Village's role as fiscal agent shall be limited to these matters. All CDA contracts for services of $5,000 or more must be in writing and approved by the CDA in order to satisfy Village's internal control requirements.

4) **Cost Allocations**. The CDA will specify in any contract for general business district-wide services the percentage of the benefits for these services that will be attributable to any existing TID's and to the CDA for the purpose of allocating contract costs.

5) **Oversight**. The CDA shall have the overall responsibility of managing any CDA funded program. The CDA shall also have the responsibility of developing and approving its own budget, managing all issues of budgetary compliance, as well as supervising and approving any bidding, purchasing, or contracting for any other services for CDA activities not explicitly provided for in this agreement. In addition the CDA shall establish written processes for approval of any disbursements of CDA funds.

6) **Audit**. The CDA, as a component unit of the Village of Shorewood, will also be responsible for conducting an annual financial audit as appropriate for governmental financial reporting, as well as any federal or state reporting that may be required by law. The Village agrees to facilitate the CDA's audit as part of the Village's annual audit engagement and support any required federal or state reporting requirements in a manner consistent with that of the Village.

7) **Liability**. The Parties agree that the Village will name the CDA as an additionally insured party on the Village's general liability insurance policy.

8) **Loan Balance Transfers**. The Village agrees to attend to any loan document modifications or other due diligence that may be required to relating to the transfers of the existing Business Improvement loans and balances from receivables of the Village, to receivables of the CDA.

9) **Compensation**. As compensation to the Village for the staff time used to assist the CDA in matters relating to the ongoing implementation of the Façade Grant Program and Business Improvement Loan Program as these plans are currently drafted, as well as for the agreed upon fiscal agent and other staff services identified in this agreement, the village will bill the CDA an annual flat fee of $7,700 which is consistent with the anticipated Village costs previously identified in exhibit 2. Additionally, as compensation to the Village for the extended professional audit services for the CDA annual audit, the CDA agrees to reimburse the Village the incremental cost of those services.

10) **Miscellaneous**.

   a) Any modifications of this MOU must be in writing and approved by all Parties.

   b) Any modifications to the Façade Grant Program or Business Improvement Loan Program must be approved by the Village Board.

SIGNATURES

IN WITNESS WHEREOF, the parties hereto have caused the execution of the Memorandum of Understanding by authority of their respective bodies effective as of the date first above written once the parties have affixed their respective signatures.

VILLAGE OF SHOREWOOD

by _____ Date _____
Guy Johnson, Village President

by _____ Date _____
Tanya O'Malley, Village Clerk / Treasurer

COMMUNITY DEVELOPMENT AUTHORITY OF THE VILLAGE OF SHOREWOOD

by _____ Date _____
Peter Hammond, CDA Chair

by _____ Date _____
Tanya O'Malley, Village Clerk / Treasurer

Shorewood

AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

MEMORANDUM

TO:	Guy Johnson, Village President Village Board of Trustees
FROM:	Peter Hammond, Community Development Authority Chair Chris Swartz, Village Manager
DATE:	November 7, 2016
RE:	Business Loan Program and Façade Improvement Program

OVERVIEW

In conjunction with the Board's approval to transition funds to the CDA in order to continue the Façade Program and Business Loan Program including certain administrative fees associated with supporting the programs, the CDA undertook to update each Program's parameters and guidelines.

At its October 27, 2016 meeting, the CDA unanimously approved updates to both programs as well as a Memorandum of Understanding (MOU) between the CDA and Village in order for the CDA to engage Village staff in certain activities on the CDA's behalf.

Please see Attachment A and Attachment B for a list of the material changes to the Façade Program and Business Loan Program respectively.

RECOMMENDED MOTIONS

1. I move to approve the revised Shorewood Business Loan Program.
2. I move to approve the revised Shorewood Façade Improvement Program.

ATTACHMENT A
MATERIAL CHANGES AND ITEMS OF NOTE:
FAÇADE GRANT PROGRAM

FAÇADE GRANT PROGRAM

1. Program Funding
    a. Reduce the maximum grant limit from $25,000 per grant request to $10,000 per storefront.
    b. Maintained the Concept Design Grant at $2,000.
    c. Limited awning and sign grant amounts to $1,500 collectively.
    d. Limited parklet and patio grant amounts to $1,500 collectively.

2. Eligible Activities
    a. Work must be done to a building façade facing public street.
    b. Signs, awnings, parklets and patios are eligible up to a maximum of $1,500.
    c. Vertical elements of decks are eligible.

3. Ineligible Activities
    a. Construction/renovation where over 50% of the square footage is new construction.
    b. Clarified that signage not in compliance with the Village's sign code is not eligible.

4. Application Process
    a. Ensured the process steps accurately reflect the expected process.
    b. Noted that the applicant must obtain two bids from all contractors and sub-contractors.
    c. Updated the application process to generically refer to the CDA's Administrative Agency and designated Village Staff responsibilities.

5. Note in the document that submitted applications are available at Village Hall.

6. Updated the support documents to include:
    a. Façade Improvement Agreement form.
    b. Façade Improvement Application form.

7. NOTE: The CDA and Village Staff are compiling a Program Management and Administrative Manual for the Program. This will be provided to the Board when completed for Board review.

ATTACHMENT B
MATERIAL CHANGES AND ITEMS OF NOTE:
BUSINESS LOAN PROGRAM

BUSINESS LOAN PROGRAM

1. Process documentation
    a. Developed a Program Management and Administrative Manual (please see manual and manual synopsis documents included in your packet).

2. Program Edits
    a. Target Area
        i. Defined the target area consistent with the Façade Program:
            1. Target Area: Commercial properties along the following commercial corridors, within the Village of Shorewood boundaries - both sides of Oakland Avenue, Capitol Drive and Wilson Drive.
    b. Available loan amount
        i. The available loan range will be $10,000 - $45,000.
        ii. Any proposed changes to the maximum amount must be approved by the CDA and Village Board.
    c. All loans must be approved by the CDA.
    d. Interest rate is calculated as US Prime + 1% with a cap of 4.5%.
    e. Loan Eligibility
        i. The program prioritizes first floor retail and restaurant usage and first floor office uses that create daytime employment.
        ii. Secondary priority given to other uses and upper floor projects.
    f. The program will operate on a first come first serve basis.
    g. The Program document incorporates a Preferred/Non-Preferred Uses list (Program Attachment B) consistent with previous CDA and Village Board work in this area.
    h. To accommodate potential timing issues (e.g. a loan applicant needs to relocate and incur expenses prior to the next opportunity for CDA review/approval), the Program allows for a loan applicant to request to spend matching private dollars limited to 10% of the final approved loan amount while opening/moving their business within Shorewood and before CDA has approved the formal loan. This 10% private expense could then still qualify as project expenses under the Program once the loan is approved.
    i. Operating expenses and working capital are eligible expenses up to 20% of the total loan amount.

j. To assist an applicant in understanding the application and documentation requirements, the Program document provides the following sample documents:
    i. Sample Term Loan Agreement (Wisconsin Bankers Association template).
    ii. Sample Promissory Note (Wisconsin Bankers Association template).
    iii. Sample Continuing Guarantee Agreement (Wisconsin Bankers Association template).
    iv. Sample GBSA (Wisconsin Bankers Association template).
    v. Sample Real Estate Mortgage (REM) (Wisconsin Bankers Association template).
    vi. Sample Assignment of Leases and Rents (ALR) (Wisconsin Bankers Association template).
    vii. Sample business plan information.
    viii. Sample financial projections template.

Sample personal financial statement template.

Shorewood

Community Development Authority

BUSINESS LOAN PROGRAM

October 27, 2016

PROGRAM HIGHLIGHTS

Purpose of the Program

The Business Loan Program (the "Program") has been established by the Community Development Authority ("CDA") and Village Board to assist businesses and property owners in financing business expansion and startup projects, consistent with the economic development goals of the Village.

The Program is expected to be an important component of the Village of Shorewood's economic development toolbox, which includes the façade grant program and redevelopment project incentives.

The benefits to participating Program businesses might include providing "first dollars" required by other lending organizations, lower than market interest rates, and potential to lower debt service payments during the startup period of a new venture.

As directed by the CDA, the Administering Agency will provide guidance to businesses interested in borrowing funds from the Program. SEWRPC will assist the CDA with the review and underwriting of loans.

Economic Development Goals

The economic development goals of the Program are comprised of property tax base enhancement, small business recruitment and retention, elimination of blight, increased first floor retail activity, and job creation.

Target Areas

The Target Area for this Program includes commercial properties along the following commercial corridors, within the Village of Shorewood boundaries - both sides of Oakland Avenue, Capitol Drive and Wilson Drive. (See Attachment A for a map of the Target Area).

Loan Parameters

Loan amounts from this program will range between $10,000 - $45,000. The CDA will periodically review the maximum loan limit to determine if it should be adjusted solely as a result of increases in the Consumer Price Index (CPI). Any changes to the maximum loan limit will be approved by the CDA and Village Board.

All loans must be approved by the CDA. Funds for the program are limited and will be allocated on a first come, first serve basis, as outlined in the Loan Management and Administration Document.

A minimum of one dollar of private sector investment related to approved expenditures will be required for each dollar of CDA investment. It is expected that a bank or other private financial institution will be financing a portion of the private sector match.

Sufficient collateral, including personal guarantees from the principals of the business with twenty (20) percent or more ownership, will be required.

Interest charged to the borrower will be:

> The interest rate charged will be calculated as US Prime + 1% with a cap of 4.5%. Depending on the prime rate at the time of a loan application, the CDA can adjust the rate down to accommodate an applicant's particular situation.

Interest cost to the borrower from Program loans is expected to be lower than for loans from banks or other financial institutions.

Payment of principal may be deferred for up to twelve months if required for the success of the undertaking. Need for such deferral must be demonstrated.

Criteria for Granting

Criteria for granting or for limiting the amount of a requested loan include the following:

- **Eligibility** – the project must contribute proportionately to the achievement of Shorewood's economic development goals. Priority will be given to first floor retail uses, specifically retail and restaurant uses, within the business corridor and first floor office uses that create daytime employment. Secondary priority will be given to other uses and upper floor uses within the business district. (See Attachment B for a list of preferred and non-preferred uses and Attachment C for the map of the business district).
- **Need** - the applicant must demonstrate that Program financing is necessary to make the project feasible and that alternate sources of funding needed to finance the project are not available on reasonable terms.
- **Availability of Funds** – a balance of sufficient funding authority (unloaned funds) should be available within the CDA program funding schedule parameters.

Because of the scarcity of funds, the Program will be administered in a way that maximizes first floor street frontage activity within the business district. The loans supported by this Program are not intended to be an entitlement.

Application Process

Review the application and then call the Administering Agency or Village Staff to discuss before filling it out. Once a meeting has occurred, fill out the application and submit it to the Administering Agency, c/o Village of Shorewood, 3930 N. Murray Avenue, Shorewood, Wisconsin 53211). See the Program Details section of this document for detailed application procedures and requirements.

VILLAGE OF SHOREWOOD
BUSINESS LOAN PROGRAM

PROGRAM DETAILS

Introduction

The Business Incentive Loan Program (the "Program") was established by the Community Development Authority ("CDA") and Village Board in 2007 to assist businesses and property owners in financing business expansion and startups, consistent with the economic development goals of the Village.

Through the Program, qualified businesses and property owners are eligible for low-interest loans to finance qualifying business expansion and start-ups. Loan funds that are repaid to the CDA will be used to assist other businesses within the loan program. The purpose of this manual is to set forth the criteria for the financing that is available from the Program.

Purpose

The objective of the Business Incentive Loan Program is prioritized to create first floor retail and restaurant uses within the business district, increase the Village of Shorewood's tax base through the retention and expansion of existing businesses, and assist with the development of new businesses within the Village. The Program is also intended to provide assistance to business owners who wish to purchase commercial property within the Village. Small and medium sized businesses often lack the necessary capital to develop or expand their operations, and, as such, this lack of capital has a significant impact on the local tax base.

The Program includes funding mechanisms and interest rates that are designed to encourage business development, while providing for the recapitalization and growth of the Program over time.

Eligible Applicants

Eligible applicants for the Business Loan Program are business owners located in the Village or those that will locate in the Village as a result of loan funds. These applicants must demonstrate that they are unable to access total financing necessary for the business or real estate project through conventional sources.

Administration

The assets in the Program shall be the property of the Village of Shorewood CDA and funding decisions relative to individual loan applications shall be made by the CDA. Substantial changes to the loan program (ex: changes to the minimum or maximum amounts and changes to preferred and non-preferred uses) must be adopted by both the CDA and Village Board.

Applications for program funding can be obtained from the Village of Shorewood website and/or the Administering Agency website. The Southeastern Wisconsin Regional Planning Commission

("SEWRPC") or other designated agent approved by the CDA, will review all loan applications and provide loan underwriting assistance to the CDA. Designated Village staff shall be responsible for administration of the program loan disbursements and collections after approval.

Application Procedures

Once the application has been downloaded from the Village website, businesses should contact Village Staff or the Administering Agency, c/o Village of Shorewood, 3930 N. Murray Avenue, Shorewood, Wisconsin 53211 to set up a meeting. A copy of the loan application and a list of the supporting documentation needed for each application are included as Attachment A to this manual. Following the submittal of the application, the Administering Agency will examine the application and supporting documentation for completeness and make a determination within 10 working days on whether or not the proposed project conforms to the standards and policies as set forth in this manual.

Once Village staff has completed its review of the application, the applicant business will be informed of any deficiencies, and requested to amend the application, if necessary. Upon final submission of a completed application, the application and all supporting documentation will be forwarded to the underwriter for review and recommendation to the CDA for consideration.

Standards and Policies

The following standards and policies will be utilized in administering the Business Loan Program:

1. Funding Limits: The amount of funding available for each applicant is from $10,000 - $45,000. The CDA will periodically review the maximum loan limit to determine if it should be adjusted solely as a result of increases in the Consumer Price Index (CPI). Any changes to the maximum loan limit will be approved by the CDA and Village Board.

2. Type of Financing Available: All monies will be provided in a manner that enhances the viability of the proposed project. The CDA, at its discretion, may waive the requirement for providing loans on an installment basis.

3. Project Initiation: Any Business Loan Program and matching monies may not be spent prior to the approval of the loan by the CDA. However, under special circumstances, an applicant may request to spend matching private dollars limited to 10% of the final approved loan amount while opening/moving their business within Shorewood and before CDA has approved the formal loan. This 10% private expense could then still qualify as project expenses under the Program once the loan is approved.

4. Private Sector Leverage Ratio: A minimum of one dollar of private sector investment towards approved expenditures will be required for each dollar of CDA investment. Private sector investment is defined as financing from a private lending institution and/or cash equity that is contributed to the project by the applicant. Applicants will be required to utilize a private financial institution to finance all or a portion of the private sector match,

unless waived by the CDA. In addition, all private sector dollars must be obtained from a non-public source and no public funds of any type may be counted towards leveraged private investment.

5. Community Benefits: To be eligible for funding, applicants must demonstrate the following: tax base enhancement, first floor retail and/or restaurant use within the business district, and/or job growth. In particular, Business Loan Program monies contributed to a project must not exceed 30 percent of the existing fair market value of the property as reported by the Village Assessor or an appraiser acceptable to the CDA.

6. Access to Program Funds: Program funds will typically be provided in installments to applicants through draw requests as expenditures are made in accordance with the funding application. The minimum draw request shall be $5,000 or 20% of the approved loan amount, whichever is greater. All draw requests must be submitted within 90 days of the project completion date to designated Village staff to be eligible for reimbursement; if not, funds are forfeited. The project completion date will be clearly noted in the construction schedule.

7. Expenditures: All expenditures must be properly documented. All draw requests must be supported by appropriate receipts, invoices, lien waivers, and proofs of payment prior to being processed. As applicable, all permits, inspections, and verifications of work done must also be completed in order to process any draw requests.

8. Eligible Activities: Activities eligible for funding include:

   a) Real property acquisition, building demolition, site preparation, and similar site-related redevelopment activities to stimulate business development.
   b) Interior and exterior building rehabilitation and new construction.
   c) Leasehold improvements; the acquisition of furniture, fixtures, and equipment.
   d) Operating Expenses/Working Capital not to exceed 20% of total loan amount.

9. Ineligible Activities: Activities **not** eligible for funding include:

   a) Purchasing equity in private businesses.
   b) Subsidizing interest payments on existing loans and other working capital expenses.
   c) Refinancing loans made by other lenders or investors.
   d) Contributing equity required of borrowers participating in other loan programs.
   e) Financing deposits in interest-bearing accounts, certificates of deposit, and other cash investments.
   f) Home based businesses.

10. Other Considerations: Typically, loan assistance will consist of providing financing for fixed assets that are an integral part of the proposed project and up to 20% operating expenses/working capital.

11. Standard Loan Terms: Standard terms for installment loans are as follows:

a) Real property acquisition, site-related redevelopment, building rehabilitation—maximum of ten (10) years.
b) Leasehold improvements, Furniture, fixtures, equipment and working capital -- three to seven (3-7) years depending on the size of the program loan and the ratio of private sector investment in the project.

The specific term for an individual borrower may also be based on the useful life of the asset, as well as the terms offered by the private sector financial institution participating in the project. However, the CDA retains the right to adjust individual loan terms in order to facilitate a successful loan fund project.

10. Need Determination: Each applicant must demonstrate that Business Loan Program financing is necessary to make the project feasible and that alternative sources of financing the total project is not available on reasonable terms.

11. Interest Rate: Interest charged to the borrower will be US Prime + 1%. The interest rate charged to the borrower will be fixed for the entire term of the loan at the time a loan agreement is signed with the Village. Loan interest rates will be capped at 4.5%. Depending on the prime rate at the time of a loan application, the CDA can adjust the rate down to accommodate an applicant's particular situation.

12. Deferral of Principal and Interest: The Business Incentive Program has the option of deferring principal payments upon demonstration by the recipient business that a deferral is required to make the project feasible. This deferral period begins from the date of the first participant draw disbursement.

13. Equity Requirements: The CDA may require an equity injection for Business Incentive Loan Program projects, when appropriate.

14. Collateral Requirements: Each Business Loan Program project will include a Financing Agreement between the Village and recipient business that details the terms and conditions of the loan fund financing, along with supporting collateral documents. In addition, performance bonding may be required when deemed necessary to protect the CDA's interest in the project. The Financial Agreement (See Attachment D for Samples) will be filed with the Village Clerk to become part of the Village's official record.

Collateral requirements will be determined on an individual basis by the CDA and may include mortgages on land and buildings; liens on furniture, fixtures, and equipment; and liens on accounts receivable and inventory. This collateral may be subordinated to private sector financial institutions participating in the project, if required. In addition, junior liens on all business assets may be used where appropriate. Personal guarantees from the principals of the business with 20 percent or more ownership will be required.

Finally, loan recipients will be required to maintain property-casualty insurance for the appraised value of the property being financed, and have the CDA listed as an additional insured on the policy.

15. General Policies for Restructuring Loans: Business Loan Program loans may be restructured when restructuring will improve the borrower's ability to repay the loan, as long as the business is financially viable as evidenced through a business credit analysis. The CDA will work with the owner(s) of the business to determine the need for restructuring, and, if appropriate, the CDA may restructure the loan to improve cash flow within the business.

16. Program Fees: The CDA will require a loan application fee of $300 to be paid to the Village of Shorewood at the time of loan application. If the application is approved, a loan origination fee equal to one (1.0) percent of the loan amount, plus payment of any legal fees incurred by the CDA for the loan closing, will be added to the principal amount of the loan and paid with program monies. The CDA reserves the right to waive or reduce these financing origination fees.

17. Availability of Funds: Available funding for the program will be managed by the CDA. In those instances, where the number of requests exceeds available funding, applications will be prioritized based upon the following: Priority will be given to first floor retail uses, specifically retail and restaurant uses, within the business corridor and first floor office uses that create daytime employment. Secondary priority will be given to other uses and upper floor uses within the business district. (See Attachment A for a list of preferred and non-preferred uses and Attachment B for a map of the business district). When feasible, the amount of CDA monies contributed to each project may also be reduced in order to facilitate as many requests as possible. The CDA will follow procedures outlined in the Loan Management and Administration Document to make these decisions.

18. Project Completion Date: All projects must be initiated within six (6) months following approval of the financing application and completed within one (1) year of loan closing. Authorizations/approvals for program participation lapses at the project completion date. The CDA may provide extensions beyond the time limit, if warranted, upon the request of the applicant.

19. Additional Requirements: All CDA-financed activities must:

    a) Contribute proportionately to the achievement of the Village of Shorewood's economic development goals as outlined in the Village of Shorewood Central District Master Plan and Commercial Design Guidelines, as adopted by the CDA and the Village Board.
    b) Have the applicant retain ownership for sufficient time to complete the project, stabilize its occupancy, and establish project management.
    c) Not damage designated Village landmarks.
    d) Comply with all applicable policies, rules, codes, regulations, and statutes of the Village of Shorewood and State of Wisconsin.

Attachment A

VILLAGE OF SHOREWOOD
BUSINESS LOAN PROGRAM APPLICATION

Name: _____

Address: _____

_____

Business Name: _____

Address: _____

_____

Telephone No.: _____

Brief Project Description:

_____

_____

_____

_____

_____

_____

Sources and Uses of Funds

	Business Incentive Loan Program	Bank Financing	Other Government Assistance	Equity Financing	Total
a) Land / Building Purchase					
d) Building Renovation					
e) Capital Equipment					
f) Operating					

Expenses /Working Capitol					
SUBTOTAL					
Closing Costs (1%)					
TOTAL COSTS					

Business Loan Program Assistance Requested

a) Loan Amount	
c) Loan Term (years)	
d) Deferral Period (months)	

Source of Bank Financing:

Name: _____

Address: _____

_____

Contact Person: _____

Telephone No.: _____

Loan Amount: $_____

Source of Equity Financing:

Name: _____

Address: _____

_____

Telephone No.: _____

Amount: $_____

Date Certain that the Project Will Begin: _____

I hereby certify that the information provided above and in the attached supporting documentation is to the best of my knowledge true and correct. I also agree to pay the loan origination fee and any legal expenses, as defined in the Village of Shorewood Business Loan Program manual, should a loan be approved by the Village of Shorewood Community Development Authority.

_____

Applicant Signature Date

For additional information about the Village of Shorewood Business Loan Program, please contact the Administering Agency.

Please submit the Business Loan Program application and supporting documentation to:

Shorewood Business Loan Program
(Insert: Administering Agency)
c/o Village of Shorewood
3930 N. Murray Avenue
Shorewood, WI 53211

* * *

BUSINESS LOAN PROGRAM: PROJECT DOCUMENTATION

The following supporting documentation should be submitted along with each Business Loan Program application.

1. A business plan that provides the information identified (See Attached Template #1).

2. Three years of the applicant's most recent financial statements or three years of the applicant's most recent Federal Income Tax Returns.

3. Financial projections including, at a minimum, a balance sheet at project initiation and income statements for the first three years of the project (See Attached Template #2)

4. Personal financial statements for the applicant (See Attached Template #3).

5. A statement of the anticipated community benefits to be derived from the proposed loan fund project and the reasons why the project will not take place or be financially successful without financing from the Business Incentive Loan Program.

6. A letter of commitment from the financial institution or other source(s) of debt financing that is a part of the project.

7. Cost estimates (please provide two officials competitive bids) and a binding construction schedule, with a not to exceed project completion date, for all fixed assets to be purchased or real estate improvements to be made indicating those funded by Business Loan Program monies.

8. A lease or pre-lease agreement for rental property, an offer to purchase for the acquisition of commercial real estate, or a warranty deed for existing commercial real estate.

9. Other documentation that may be required by the CDA that is deemed important relative to a determination regarding the Business Loan Program project.

---

* * *

Attachment B

VILLAGE OF SHOREWOOD
PREFERRED/NON-PREFERRED USES

Since 2007, the Village of Shorewood, Community Development Authority, and Business Improvement District have been actively engaged with current owners and real estate developers on the retail mix and offerings in the commercial corridors of the Village's business district. The goals for the revitalization of the business district are outlined in Shorewood's Central District Master Plan (2006 and 2014) and in the Retail Market Development Plan (2009 and updated in 2013) (the preceding documents are collectively referred to as the "Planning Documents"). The Planning Documents guide the preferred tenant categories outlined below and will serve as the standard against which requests for any non-preferred uses will be measured. The procedures set forth herein are in addition to, and do not replace, Village ordinances regulations and licensing requirements.

Preferred Uses

1. Restaurants including: Fine dining, casual dining, full-service, limited-service, taverns, delis and breakfast establishments, specialty establishments such as smoothie bars, yogurt shops, candy stores, coffee shops
2. Retail Establishments including: Apparel, jewelry, shoes, sporting goods, pet supplies, hardware/home Improvement, lawn and garden, art supplies/framing/galleries, furniture/home furnishings, electronics, music, craft/hobby, retail postal/packaging/printing, books/magazines/newsstands, florists, cards/gifts, toys

Non-Preferred Uses

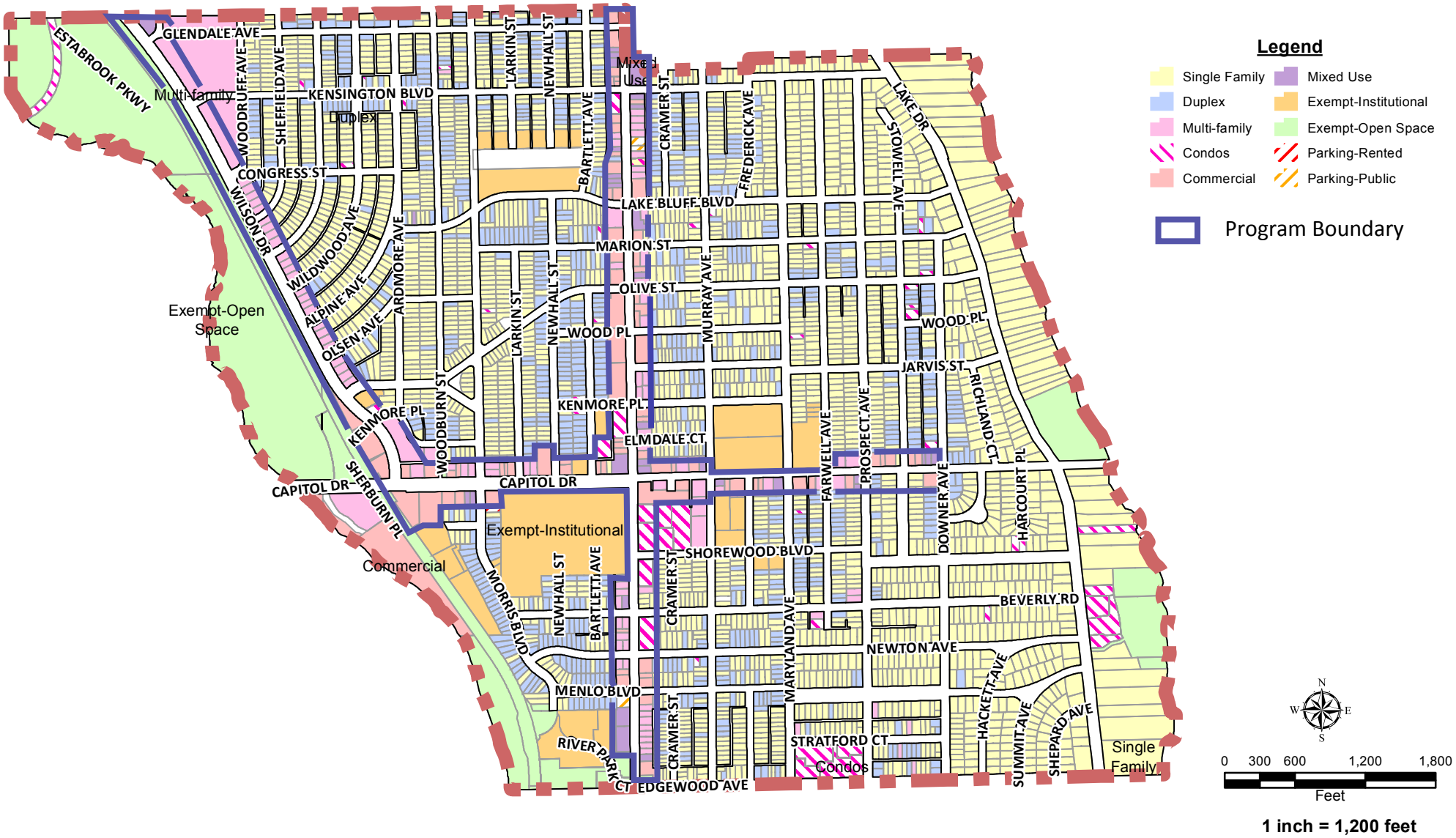
1. Service Uses including insurance, banking, financial, legal, realty, staffing, cleaners, gas stations
2. Heath and Personal Care including clinics, doctor/dentist offices, massage parlors, chiropractic, funeral, vet clinics, pharmacies
3. Tattoo parlors, gun shops, smoke shops, pawn shops, check cashing stores, adult entertainment
4. Non-profit organizations/businesses
5. Any proposed use not included as a "Preferred Use"

****The CDA reserves the right to review the above uses annually and make changes by a majority vote of the CDA members and the Village Board.*

Attachment C

VILLAGE OF SHOREWOOD
BUSINESS DISTRICT MAP

Village of Shorewood
Community Development Authority Facade Improvement & Business Loan
Target Area Map



the Village of Shorewood
AT THE EDGE OF THE CITY AND THE HEART OF EVERYTHING

MSA PROFESSIONAL SERVICES
More ideas. Better solutions.

Attachment D

VILLAGE OF SHOREWOOD

SAMPLE FINANCIAL MANAGEMENT AGREEMENTS

Financing Agreements

Template D1 – Term Loan Agreement (Typically used for smaller loans. Wisconsin Bankers Association template).

Template D2 – Promissory Note

Template D3 – Continuing Guarantee Agreement

Template D4 – GBSA (may be required depending on loan request)

Template D5 – Real Estate Mortgage (REM) (may be required depending on loan request)

Template D6 – Assignment of Leases and Rents (ALR) (may be required depending on loan agreement)

Attachment D1

VILLAGE OF SHOREWOOD

Sample Term Credit Agreement

Business
W.B.A. 448T (12/01) F11200

© Wisconsin Bankers Association 2001

TERM CREDIT AGREEMENT

(Business Loans)

FIPCO® FINANCIAL INSTITUTION PRODUCTS CORPORATION™

Boxes not checked are inapplicable.

, LLC

a Wisconsin Limited Liability Company

(Name of Customer)

The above named customer ("Customer", whether one or more) agrees with _____ ("Lender") as follows:

1. Term Loan. (Check (a) or (b); only one shall apply)

(a) **Single Note; Multiple Advances.** ☐ If checked here, Customer requests that Lender lend to Customer from time to time such amounts as Customer may request, in accordance with this Agreement (the "Loan"), and subject to the terms of this Agreement, Lender agrees to lend such amounts up to the aggregate amount advanced of **$**_____ (the "Credit Limit") in one or more advances before _____. Customer's obligation to repay the Loan shall be evidenced by a promissory note (the "Note") in substantially the form of **Exhibit A** attached to this Agreement with blanks appropriately filled in and payable to the order of Lender; provided that Customer shall only be obligated to pay amounts which Lender has advanced. Amounts advanced to Customer and repaid to Lender may not be reborrowed by Customer under this Agreement.

(b) **Multiple Notes; Multiple Advances.** ☐ If checked here, and in consideration of extensions of credit from Lender to Customer from time to time, Lender and Customer agree that sections 4 through 19 of this Agreement shall apply to each such extension of credit unless evidenced by a document which states it is not subject to this Agreement. The term "Loan" includes all such extensions of credit. The term "Note" includes each promissory note evidencing Customer's obligation to repay an extension of Credit. This Agreement does not constitute a commitment by Lender to make such extensions of credit to Customer.

2. Loan Procedures. Customer may obtain advances of the Loan under this Agreement by giving Lender at least **two (2)** business days' prior notice of any advance requested, specifying the date and amount of the advance. Lender will make the funds available to Customer ☐ by crediting the amount of the advance to Customer's account (Account No._____) with Lender ☐ by _____. Each advance which is less than the remaining amount available to Customer under this Agreement shall be in an amount of not less than _.☐ Lender's obligation to make each advance is subject to the further condition that Lender shall have received a certificate signed by Customer, dated the date of the request for the advance and stating that the representations and warranties in section 4 are true and correct as of the date of the request and that no event of default has occurred and is continuing or would result from such advance.

3. Conditions to Loan. Lender's obligation to make the initial advance of the Loan is subject to the satisfaction of the following conditions:

(a) Lender shall have received the Note duly executed by Customer.

(b) ☐ Lender shall have received the following security documents and the additional security documents described on **Exhibit B**, if any (the "Security Documents"), duly executed, all accompanied by the appropriate financing statements:_____.

(c) Lender shall have received copies:

☐ certified by the Secretary of Customer of the articles of incorporation and bylaws of Customer, and resolutions of the Board of Directors of Customer authorizing the issuance, execution and delivery of this Agreement, the Note and the Security Documents, if any;

☐ certified by a general partner of Customer of the partnership agreement of Customer, and an authorization signed by all of the general partners of Customer authorizing the issuance, execution and delivery of this Agreement, the Note and the Security Documents, if any;

☐ certified by a member or manager of Customer, as appropriate, of the articles of organization and operating agreement of Customer, and an authorization signed by a member or manager of Customer, as appropriate, authorizing the issuance, execution and delivery of this Agreement, the Note and the Security Documents, if any;

and a certification of the names and titles of the representatives of Customer authorized to sign this Agreement, the Note and the Security Documents, if any, together with true signatures of such representatives.

(d) ☐ Lender shall have received a statement of sole ownership executed by the sole proprietor.

(e) ☐ Lender shall have received from counsel for Customer a favorable opinion satisfactory to Lender covering the matters described in sections 4(c) and 4(d), 4(e) or 4(f) as applicable, and 4(g) of this Agreement and such other matters as Lender may reasonably request.

(f) ☐ Lender shall have received a guaranty of payment of the Loan duly executed by **xxxxxxxxxxxxxxx** on WBA form **151**.

(g) All proceedings taken by Customer in connection with the Loan, the Security Documents and other documents provided to Lender shall be satisfactory to Lender and Lender shall have received copies of all documents reasonably required by it.

(h) **See Addendum 1 attached to this Agreement.**

4. Representations. Customer represents and warrants to Lender that on the date of each advance of the Loan:

(a) No part of the Loan will be used for personal, family or, household purposes.

(b) Customer will not use any part of the proceeds of the Loan to purchase or carry any margin stock within the meaning of Regulation U of the Board of Governors of the Federal Reserve System.

(c) The execution and delivery of this Agreement, the Note and the Security Documents, and the performance by Customer of its obligations under this Agreement, the Note and the Security Documents, are within its power, have been duly authorized by proper action on the part of Customer, are not in violation of any existing law, rule or regulation, any order or decision of any court, the articles of incorporation, bylaws, articles of organization, operating agreement, partnership agreement or other governing documents of Customer, as applicable, or the terms of any agreement or restriction to which Customer is a party or by which it is bound, and do not require the approval or consent of any person or entity. This Agreement, the Note and the Security Documents, when executed and delivered, will constitute the valid and binding obligations of Customer enforceable in accordance with their terms.

(d) ☐ Customer is a corporation legally organized, validly existing and in good standing under the laws of the State of _____ and is duly qualified to do business and is in good standing in every jurisdiction in which the nature of its business or its ownership of properties requires such qualification.

(e) ☐ Customer is a _____ partnership legally organized, validly existing and in good standing under the laws of the State of _____ .

(f) ☐ Customer is a limited liability company legally organized, validly existing and in good standing under the laws of the State of Wisconsin and is duly qualified to do business and is in good standing in every jurisdiction in which the nature of its business or its ownership of property requires such qualification.

(g) Customer's exact legal name is set forth following Section 19 below.

(h) If the Customer is an individual, the address of Customer's principal residence is as set forth below Section 19. If Customer is an organization that has only one place of business, the address of Customer's place of business, or if Customer has more than one place of business, then the address of Customer's chief executive office, is as set forth below Section 19.

(i) All financial statements of Customer furnished to Lender were prepared in accordance with generally accepted principles of accounting consistently applied throughout the periods involved and are correct and complete as of their dates.

(j) (i) There is no substance which has been, is or will be present, used, stored, deposited, treated, recycled or disposed of on, under, in or about any real estate now or at any time owned or occupied by Customer ("Property") during the period of Customer's ownership or use of the Property in a form, quantity or manner which if known to be present on, under, in or about the Property would require clean-up, removal or some other remedial action ("Hazardous Substance") under any federal, state or local laws, regulations, ordinances, codes or rules ("Environmental Laws"); (ii) Customer has no knowledge, after due inquiry, of any prior use or existence of any Hazardous Substance on the Property by any prior owner of or person using the Property; (iii) without limiting the generality of the foregoing, Customer has no knowledge, after due inquiry, that the Property contains asbestos, polychlorinated biphenyl components (PCBs) or underground storage tanks; (iv) there are no conditions existing currently or likely to exist during the term of this Agreement which would subject Customer to any damages, penalties, injunctive relief or clean-up costs in any governmental or regulatory action or third-party claim relating to any Hazardous Substance; (v) Customer is not subject to any court or administrative proceeding, judgment, decree, order or citation relating to any Hazardous Substance; and (vi) Customer in the past has been, at the present is, and in the future will remain in compliance with all Environmental Laws. Customer shall indemnify and hold harmless Lender, its directors, officers, employees and agents from all loss, cost (including reasonable attorneys' fees and legal expenses), liability and damage whatsoever directly or indirectly resulting from, arising out of, or

based upon (1) the presence, use, storage, deposit, treatment, recycling or disposal, at any time, of any Hazardous Substance described above on, under, in or about the Property, or the transportation of any Hazardous Substance to or from the Property, (2) the violation or alleged violation of any Environmental Law, permit, judgment or license relating to the presence, use, storage, deposit, treatment, recycling or disposal of any Hazardous Substance on, under, in or about the Property, or the transportation of any Hazardous Substance to or from the Property, (3) the imposition of any governmental lien for the recovery of environmental clean-up costs expended under any Environmental Law, or (4) breach of this representation or warranty. Customer shall immediately notify Lender in writing of any governmental or regulatory action or third-party claim instituted or threatened in connection with any Hazardous Substance on, in, under or about the Property.

(k) There is no litigation or administrative proceeding pending or, to the knowledge of Customer, threatened against Customer which might result in any material adverse change in the business or condition of Customer.

5. Capital Adequacy. If Lender shall determine that any existing or future law, rule, regulation, directive, interpretation, treaty or guideline regarding capital adequacy (whether or not having the force of law) increases or would increase, from that required on the date of this Agreement, the amount of capital required or expected to be maintained by Lender, or any corporation controlling Lender, and if such increase is based upon the existence of Lender's obligations under this Agreement and other commitments of this type, then from time to time, within ten days after demand from Lender, Customer shall pay to Lender such amount or amounts as will compensate Lender for expenses or costs required to meet such increased capital requirement. For purposes of calculating the amount of compensation required, Lender, or any corporation controlling Lender, may conclusively be deemed to have maintained the minimum amount of capital required on the date of this Agreement, and may base such compensation on the assumption that Lender (or such corporation) will need to increase its capital from such minimum amount to the new required amount. The determination of any amount to be paid by Customer under this section shall take into consideration the policies of Lender, or any corporation controlling Lender, with respect to capital adequacy and shall be based upon any reasonable method of attribution. A certificate of Lender setting forth such amount or amounts as shall be necessary to compensate Lender as specified in this section shall be delivered to Customer and shall be conclusive absent manifest error.

6. Interest Rate. Customer agrees to pay interest to Lender on the unpaid principal balance outstanding from time to time on the Loan in accordance with the Note.

7. Payment Schedule. Customer agrees to pay to Lender the unpaid principal balance and interest in accordance with the Note.

8. Covenants. Customer shall, so long as any amounts remain unpaid:

(a) Furnish to Lender, as soon as available, such financial information respecting Customer as Lender from time to time requests, and without request furnish to Lender:

(i) Within ____**90**_____days after the end of each fiscal year of Customer a balance sheet of Customer as of the close of such fiscal year and related statements of income and retained earnings and cash flow for such year all in reasonable detail and satisfactory in scope to Lender, prepared in accordance with generally accepted principles of accounting applied on a consistent basis, certified by ☐ an independent certified public accountant acceptable to Lender ☒ the chief financial representative of Customer, and

(ii) Within _____ days after the end of each _____ month a balance sheet of Customer as of the end of such month and related statements of income and retained earnings and cash flow for the period from the beginning of the fiscal year to the end of such month, prepared in accordance with generally accepted principles of accounting applied on a consistent basis, certified, subject to normal year-end adjustments, by an officer or partner of Customer.

(b) Keep complete and accurate books of records and accounts and permit any representatives of Lender to examine and copy any of the books and to visit and inspect any of Customer's tangible or intangible properties as often as desired.

(c) Maintain insurance coverage in the form (together with any lender's loss payee clause requested by Lender), amounts and with companies which would be carried by prudent management in connection with similar businesses engaged in similar activities in similar geographic areas. Without limiting this section or the requirements of any Security Document, Customer will [a] keep all its physical property insured against fire and extended coverage risks in amounts and with deductibles at least equal to those generally maintained by businesses engaged in similar activities in similar geographic areas, [b] maintain all such workers' compensation and similar insurance as may be required by law and [c] maintain, in amounts and with deductibles at least equal to those generally maintained by businesses engaged in similar activities in similar geographic areas, general public liability insurance against claims for bodily injury, death or property damage occurring on, in or about the properties of Customer, business interruption insurance and product liability insurance.

(d) Pay and discharge all lawful taxes, assessments and governmental charges upon Customer or against its properties prior to the date on which penalties attach, unless and to the extent only that such taxes, assessments and charges are contested in good faith and by appropriate process by Customer.

(e) Do all things necessary to maintain its existence, to preserve and keep in full force and effect its rights and franchises necessary to continue its business and comply with all applicable laws, regulations and ordinances.

(f) Timely perform and observe the following financial covenants, all calculated in accordance with generally accepted principles of accounting applied on a consistent basis:

(i) ☐ Maintain at all times an excess of current assets over current liabilities of not less than $ _____.

(ii) ☐ Maintain at all times a tangible net worth of not less than $ _____.

(iii) ☐ Not make any expenditures for fixed or capital assets which would cause the aggregate of all such expenditures to exceed $ _____ during any fiscal year.

(iv) ☐ Maintain at all times a ratio of current assets to current liabilities of not less than _____ to one.

(v) ☐ Maintain at all times a ratio of total liabilities to tangible net worth of not greater than _____ to one.

(vi) ☐ _____ .

(g) Not create or permit to exist any lien or encumbrance with respect to Customer's properties, except liens in favor of Lender, liens for taxes if they are being contested in good faith by appropriate proceedings and for which appropriate reserves are maintained, liens or encumbrances permitted under any Security Document and **first priority lien on the business assets to Bank in the amount of $**
(If left blank, no other permitted liens or encumbrances)

(h) Not take any action or permit any event to occur which materially impairs Customer's ability to make payments under this Agreement when due. Such events include without limitation, the fact that Customer, Customer's spouse or any surety for Customer's obligations under this Agreement or the Note ceases to exist, dies, changes marital status or domicile or becomes insolvent or the subject of bankruptcy or insolvency proceedings or that any guaranty of Customer's obligations under this Agreement is revoked or becomes unenforceable for any reason.

(i) Not change its type of organization or state under whose law it is organized as represented in Section 4(d), (e) or (f) and shall preserve its organizational existence and shall not, in one transaction or in a series of related transactions, merge into or consolidate with any other organization, change its legal structure or sell all or substantially all of its assets.

(j) Not change its legal name without providing at least 30 days prior written notice of the change to Lender.

(k) Not change its address without providing at least 30 days prior written notice of the change to Lender.

(l) Timely perform all duties and responsibilities imposed on Customer under Section 4(j).

(m) ☐ Unless otherwise consented to in writing by Lender, timely perform and observe all additional covenants described on **Exhibit C**.

9. Security Interest. The Note is secured by all existing and future security agreements, assignments and mortgages from Customer to Lender, from any guarantor of this Agreement or the Note to Lender, and from any other person to Lender providing collateral security for Customer's obligations, and payment of the Loan may be accelerated according to any of them. Unless a lien would be prohibited by law or would render a nontaxable account taxable, Customer also grants to Lender a security interest and lien in any deposit account Customer may at any time have with Lender. Lender may at any time after the occurrence of an event of default set-off any amount unpaid under the Note against any deposit balances or other money now or hereafter owed to Customer by Lender.

10. Default and Acceleration. Upon the occurrence of any one or more of the following events of default: (a) Customer fails to pay any amount when due under this Agreement or the Note or under any other instrument evidencing any indebtedness of Customer, (b) any representation or warranty made under this Agreement or information provided by Customer in connection with this Agreement is or was false or fraudulent in any material respect, (c) a material adverse change occurs in Customer's financial condition, (d) Customer fails to timely observe or perform any of the covenants or duties contained in this Agreement or the Note, (e) any guaranty of Customer's obligations under the Note is revoked or becomes unenforceable for any reason or any such guarantor dies or ceases to exist, or (f) an event of default occurs under any Security Document or the Note; then, at Lender's option, and upon written or verbal notice to Customer, Lender's obligation to make the Loan under this Agreement shall terminate and the total unpaid balance shall become immediately due and payable without presentment, demand, protest, or further notice of any kind, all of which are hereby expressly waived by Customer. Lender's obligation to make loans under this Agreement shall automatically terminate and the total unpaid balance shall automatically become due and payable in the event Customer becomes the subject of bankruptcy or other insolvency proceedings. Lender may waive any default without waiving any other subsequent or prior default. Customer agrees to pay Lender's costs of administration of this Agreement. Customer also agrees to pay all costs of collection before and after judgment, including reasonable attorneys' fees (including those incurred in successful defense or settlement of any counterclaim brought by Customer or incident to any action or proceeding involving Customer brought pursuant to the United States Bankruptcy Code).

11. Venue. To the extent not prohibited by law, venue for any legal proceeding relating to enforcement of this Agreement or the Note shall be, at Lender's option, the county in which Lender has its principal office in this state, the county in which Customer resides, or the county in which this Agreement was executed by Customer.

12. Indemnification. Customer agrees to defend, indemnify and hold harmless Lender, its directors, officers, employees and agents, from and against any and all loss, cost, expense, damage or liability (including reasonable attorneys' fees) incurred in connection with any claim, counterclaim or proceeding brought as a result of, arising out of or relating to any transaction financed or to be financed, in whole or in part, directly or indirectly, with the proceeds of any Loan or the entering into and performance of this Agreement or any document or instrument relating to this Agreement by Lender or the activities of Customer. This indemnity will survive termination of this Agreement, the repayment of the Loan and the discharge and release of any Security Documents.

13. Amendment. No amendment, modification, termination or waiver of any provision of this Agreement shall in any event be effective unless it is in writing and signed by Lender, and then such waiver or consent shall be effective only in the specific instance and for the specific purposes for which given.

14. Entire Agreement. This Agreement, including the Exhibits attached or referring to it, the Note and the Security Documents, are intended by Customer and Lender as a final expression of their agreement and as a complete and exclusive statement of its terms, there being no conditions to the full effectiveness of their agreement except as set forth in this Agreement, the Note and the Security Documents.

15. No Waiver; Remedies. No failure on the part of Lender to exercise, and no delay in exercising, any right, power or remedy under this Agreement shall operate as a waiver of such right, power or remedy; nor shall any single or partial exercise of any right under this Agreement preclude any other or further exercise of the right or the exercise of any other right. The remedies provided in this Agreement are cumulative and not exclusive of any remedies provided by law.

16. Notice. Except as otherwise provided in this Agreement, all notices required or provided for under this Agreement shall be in writing and mailed, sent or delivered, if to Customer, at any Customer's last known address as shown on the records of Lender, and if to Lender, at its address shown below, or, as to each party, at such other address as shall be designated by such party in a written notice to the other party. All such notices shall be deemed duly given when delivered by hand or courier, or three business days after being deposited in the mail (including any private mail service), postage prepaid.

17. Persons Bound. Each of the undersigned Customers is jointly and severally liable for all Loans and other obligations under this Agreement. This Agreement shall be binding upon and inure to the benefit of Lender and Customer and their respective heirs, personal representatives, successors and assigns except that Customer may not assign or transfer any of Customer's rights under this Agreement without the prior written consent of Lender.

18. Interpretation. The validity, construction and enforcement of this Agreement are governed by the internal laws of Wisconsin. Invalidity of any provision of this Agreement shall not effect the validity of any other provisions of this Agreement.

19. Other Provisions. (If none stated, there are no other provisions.)

Dated as of _____.

_____**, LLC**_____(SEAL)

Wisconsin Limited Liability Company
(Type of Organization)

_____(SEAL)
(Name of Lender)

By_____

_____
(Title)

_____
(Lender's Address)

By:_____(SEAL)

_____(SEAL)

_____(SEAL)

_____(SEAL)

_____
(Customer's Address)

Attachment D2
VILLAGE OF SHOREWOOD
Sample Promissory Note

BUSINESS
W.B.A. 448TA (12/02)
© Wisconsin Bankers Association 2001

EXHIBIT A
to
Term Credit Agreement [WBA 448T]

FIPCO® FINANCIAL INSTITUTION PRODUCTS CORPORATION™

Boxes not checked are inapplicable.

_____ _____
(MAKER) (DATE)

1. Promise to Pay and Payment Schedule. The undersigned ("Maker," whether one or more) promises to pay to the order of_____ _____("Lender") at_____ _____,Wisconsin, the sum of **$**_____:

[Check (a), (b), (c) or (d); only one shall apply.]
(a) ☐ **Single Payment.** In one payment on _____**, plus** interest payable as set forth below unless interest is shown on line 4 at the bottom of this Note.
(b) ☐ **Installments of Principal and Interest.** In_____equal payments of $_____ due on _____, and on ☐the same day(s) of each_____month thereafter ☐ every 7th day thereafter ☐ every 14th day thereafter, **PLUS** a final payment of the unpaid balance and accrued interest due on _____, all subject to modification as set forth in 2(b) below, if applicable. All payments include principal and interest.
(c) ☐ **Installments of Principal.** In _____equal payments of principal of $_____ due on _____, and on ☐the same day(s) of each_____month thereafter ☐ every 7th day thereafter ☐ every 14th day thereafter, **PLUS** a final payment of the unpaid principal due on_____, **PLUS** interest payable as set forth below.
(d) ☐ **Other.** _____

2. Interest Calculation. If the amount of interest is not shown on line 4 below, this Note bears interest on the unpaid principal balance before maturity:
[Check (a) or (b) or complete line 4 below; only one shall apply.]
(a) ☐ **Fixed Rate.** At the rate of ___% per year.
(b) ☐ **Variable Rate.** At the annual rate which is equal to the following Index Rate, ☐ plus ☐ minus _____ percentage points ("Note Rate"), and the Note Rate shall be adjusted as provided below. The Index Rate is:
☐ The prime rate ☐ The reference rate ☐ The base rate adopted by ☐ Lender ☐_____ _____from time to time as its base or reference rate for interest rate determinations. The Index Rate may or may not be the lowest rate charged by Lender.
☐ _____ _____
The initial Note Rate is_____% per year and shall not at any time be less than_____% per year. An adjustment in the Note Rate will result in an increase or decrease in (1) ☐ the amount of each payment of interest, (2) ☐ the amount of the final payment, (3) ☐ the number of scheduled periodic payments sufficient to repay this Note in substantially equal payments, (4) ☐ the amount of each remaining payment of principal and interest so that those remaining payments will be substantially equal and sufficient to repay this Note by its scheduled maturity date, (5) ☐ the amount of each remaining payment of principal and interest (other than the final payment) so that those remaining payments will be substantially equal and sufficient to repay this Note by its scheduled maturity date based on the original amortization schedule used by Lender, plus the final payment of principal and interest, or (6) ☐ _____ _____.
In addition, Lender is authorized to change the amount of periodic payments if and to the extent necessary to pay in full all accrued interest owing on this Note. The Maker agrees to pay any resulting payments or amounts. The Note Rate shall be adjusted only on the following change dates: ☐ the first day of each month ☐ each scheduled payment date ☐ as and when the Index Rate changes ☐ _____ _____

Interest is computed:
(c) ☐ For the actual number of days principal is unpaid on the basis of ☐ a 360 day year ☐ a 365 day year.
(d) ☐ For the number of days principal is unpaid on the basis of a 360 day year, counting each day as 1/30th of a month and disregarding differences in lengths of months and years.
Unpaid principal and interest bear interest after maturity until paid (whether by acceleration or lapse of time) at the rate ☐ which would otherwise be applicable plus _____ percentage points ☐ of _____% per year, computed on the same basis as the interest rate before maturity.
3. Interest Payment. Interest is payable on **XXXXX**, and on ☒ the same day of each ---------- month thereafter, ☐ every 7th day thereafter, ☐ every 14th day thereafter, and at maturity, or, if box 1(b) is checked, at the times so indicated.
4. Other Charges. If any payment (other than the final payment) is not made on or before the **15th** day after its due date, Lender may collect a delinquency charge of__% of the unpaid amount. Maker agrees to pay a charge of **$15.00** for each check presented for payment under this Note which is returned unsatisfied.
5. Prepayment. Full or partial prepayment of this Note ☒ is permitted at any time without penalty ☐ *_____ _____.

THIS NOTE INCLUDES ADDITIONAL PROVISIONS ON REVERSE SIDE.

_____(SEAL)

_____
(Type of Organization)

By:_____(SEAL)

_____(SEAL)

Inapplicable unless filled in (use for add-on loans only).

1. Loan Proceeds $_____
2. Cr. Life Ins. Charge _____
3. Cr. A & S Ins. Charge _____

4. Interest (Add-on) _____
5. _____
6. Face Amount of Note $ _____

_____(SEAL)

_____(SEAL)

_____

_____
(ADDRESS) (PHONE)

FOR LENDER CLERICAL USE ONLY

*If checked, insert applicable prepayment restictions and penalties.
If credit life or accident and sickness insurance is required, a WBA 450 may be required.

_____

ADDITIONAL PROVISIONS

6. Default and Enforcement. Upon the occurrence of any one or more of the following events of default: (a) Maker fails to pay any amount when due under this Note or under any other instrument evidencing any indebtedness of Maker to Lender, (b) any representation or warranty made under this Note or information provided by Maker to Lender in connection with this Note is or was false or fraudulent in any material respect, (c) a material adverse change occurs in Maker's financial condition, (d) Maker fails to timely observe or perform any of the covenants or duties contained in this Note, (e) any guarantee of Maker's obligations under this Note is revoked or becomes unenforceable for any reason, (f) Maker, Maker's spouse or a surety or guarantor of this Note dies or ceases to exist, (g) an event of default occurs under any agreement securing this Note, or (h) Lender deems itself insecure, then the unpaid balance shall, at the option of Lender, without notice, mature and become immediately payable. The unpaid balance shall automatically mature and become immediately payable in the event any Maker, surety, indorser or guarantor becomes the subject of bankruptcy or other insolvency proceedings. Lender's receipt of any payment on this Note after the occurrence of an event of default shall not constitute a waiver of the default or the Lender's rights and remedies upon such default. To the extent not prohibited by law, Maker consents that venue for any legal proceeding relating to collection of this Note shall be, at Lender's option, the county in which Lender has its principal office in this state, the county in which any Maker resides or the county in which this Note was executed.

7. Security. This Note is secured by all existing and future security agreements and mortgages between Lender and Maker, between Lender and any indorser or guarantor of this Note, and between Lender and any other person providing collateral security for Maker's obligations, and payment may be accelerated according to any of them. Unless a lien would be prohibited by law or would render a nontaxable account taxable, Maker grants to Lender a security interest and lien in any deposit account Maker may at any time have with Lender. Lender may, at any time after an occurrence of an event of default, without notice or demand, set-off against any deposit balance or other money now or hereafter owed any Maker by Lender any amount unpaid under this Note.

8. Rights of Lender. Without affecting the liability of any Maker, indorser, surety, or guarantor, Lender may, without notice, accept partial payments, release or impair any collateral security for the payment of this Note or agree not to sue any party liable on it. Lender may apply prepayments, if permitted, to such future installments as it elects. Lender may without notice to Maker apply payments made by or for Maker to any obligations of Maker to Lender. Without affecting the liability of any indorser, surety or guarantor, Lender may from time to time, without notice, renew or extend the time for payment.

9. Obligations and Agreements of Maker. The obligations under this Note of all Makers are joint and several. All Makers, indorsers, sureties, and guarantors agree to pay all costs of collection before and after judgment, including reasonable attorneys' fees (including those incurred in successful defense or settlement of any counterclaim brought by Maker or incident to any action or proceeding involving Maker brought pursuant to the United States Bankruptcy Code) and waive presentment, protest, demand and notice of dishonor. Maker agrees to indemnify and hold harmless Lender, its directors, officers, employees and agents, from and against any and all claims, damages, judgments, penalties, and expenses, including reasonable attorneys' fees, arising directly or indirectly from credit extended under this Note or the activities of Maker. This indemnity shall survive payment of this Note. Each Maker acknowledges that Lender has not made any representations or warranties with respect to, and that Lender does not assume any responsibility to Maker for, the collectability or enforceability of this Note or the financial condition of any Maker. Each Maker has independently determined the collectability and enforceability of this Note. Maker authorizes Lender to disclose financial and other information about Maker to others.

10. Interpretation. This Note is intended by Maker and Lender as a final expression of this Note and as a complete and exclusive statement of its terms, there being no conditions to the enforceability of this Note. This Note may not be supplemented or modified except in writing. This Note benefits Lender, its successors and assigns, and binds Maker and Maker's heirs, personal representatives, successors and assigns. The validity, construction and enforcement of this Note are governed by the internal laws of Wisconsin. Invalidity or unenforceability of any provision of this Note shall not affect the validity or enforceability of any other provisions of this Note.

INTEREST

PAID TO $

MO.	DAY	YR.	DATES PAID	INITIALS	INTEREST	PRINCIPAL	BALANCE DUE	

Attachment D3
VILLAGE OF SHOREWOOD
Sample Continuing Guaranty

W.B.A. 151 (6/02) F11042

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FIPCO® FINANCIAL INSTITUTION PRODUCTS CORPORATION™

CONTINUING GUARANTY (Unlimited)
(For Consumer or Business Transactions)

Dated _____

GUARANTY. For value received, and to induce **the** _____ of _____ ("Lender"), to extend credit or to grant or continue other credit accommodations to _____ ("Debtor"), the undersigned ("Guarantor," whether one or more) jointly and severally guarantees payment of the Obligations defined below when due or, to the extent not prohibited by law, at the time any Debtor becomes the subject of bankruptcy or other insolvency proceedings. "Obligations" means all loans, drafts, overdrafts, checks, notes, and all other debts, obligations and liabilities of every kind and description, whether of the same or a different nature, arising out of credit previously granted, credit contemporaneously granted or credit granted in the future by Lender to any Debtor, to any Debtor and another, or to another guaranteed or endorsed by any Debtor. Obligations include interest and charges and the amount of payments made to Lender or another by or on behalf of any Debtor which are recovered from Lender by a trustee, receiver, creditor or other party pursuant to applicable federal or state law, and to the extent not prohibited by law, all costs, expenses and attorneys' fees at any time paid or incurred before and after judgment in endeavoring to collect all or part of any of the above, or to realize upon this Guaranty, or any collateral securing any of the above, including those incurred in successful defense or settlement of any counterclaim brought by Debtor or Guarantor or incident to any action or proceeding involving Debtor or Guarantor brought pursuant to the United States Bankruptcy Code. Unless a lien would be prohibited by law or would render a nontaxable account taxable, Guarantor grants to Lender a security interest and lien in any deposit account Guarantor may at any time have with Lender. **Lender may, at any time after the occurrence of an event of default and notice and opportunity to cure, if required by §425.105, Wis. Stats., set-off any amount unpaid on the Obligations against any deposit balances Guarantor may at any time have with Lender, or other money now or hereafter owed Guarantor by Lender.** This Guaranty is also secured (to the extent not prohibited by law) by all existing and future security agreements between Lender and Guarantor and by any mortgage stating it secures guaranties of Guarantor. This Guaranty is valid and enforceable against Guarantor even though any Obligation is invalid or unenforceable against any Debtor.

WAIVER. To the extent not prohibited by applicable law, including, without limitation, the Wisconsin Consumer Act, if applicable, Guarantor expressly waives (a) notice of the acceptance of this Guaranty, the creation of any present or future Obligation, default under any Obligation, proceedings to collect from any Debtor or anyone else, (b) all diligence of collection and presentment, demand, notice and protest, (c) any right to disclosures from Lender regarding the financial condition of any Debtor or guarantor of the Obligations or the enforceability of the Obligations, and (d) all other legal and equitable surety defenses. No claim, including a claim for reimbursement, subrogation, contribution or indemnification which Guarantor may, as a guarantor of the Obligations, have against a co-guarantor of any of the Obligations or against any Debtor shall be enforced nor any payment accepted until the Obligations are paid in full and no payments to or collections by Lender are subject to any right of recovery.

CONSENT. To the extent not prohibited by applicable law including, without limitation, the Wisconsin Consumer Act, with respect to any of the Obligations, Lender may from time to time before or after revocation of this Guaranty without notice to Guarantor and without affecting the liability of Guarantor (a) surrender, release, impair, sell or otherwise dispose of any security or collateral for the Obligations, (b) release or agree not to sue any guarantor or surety, (c) fail to perfect its security interest in or realize upon any security or collateral, (d) fail to realize upon any of the Obligations or to proceed against any Debtor or any guarantor or surety, (e) renew or extend the time of payment, (f) increase or decrease the rate of interest or the amount of the Obligations, (g) accept additional security or collateral, (h) determine the allocation and application of payments and credits and accept partial payments, (i) determine what, if anything, may at any time be done with reference to any security or collateral, and (j) settle or compromise the amount due or owing or claimed to be due or owing from any Debtor, guarantor or surety, which settlement or compromise shall not affect the Guarantor's liability for the full amount of the unpaid Obligations. Guarantor expressly consents to and waives notice of all of the above. To the extent not prohibited by law, Guarantor consents that venue for any legal proceeding relating to the collection of this Guaranty shall be, at Lender's option, the county in which Lender has its principal office in this state, the county in which any Guarantor resides or the county in which this Guaranty was executed by Guarantor.

PERSONS BOUND. This Guaranty benefits Lender, its successors and assigns, and binds Guarantor, and Guarantor's respective heirs, personal representatives, successors and assigns. This Guaranty shall continue in full force and effect notwithstanding any change in structure or status of Debtor, whether by merger, consolidation, reorganization or otherwise.

ENTIRE AGREEMENT. This Guaranty is intended by Guarantor and Lender as a final expression of this Guaranty and as a complete and exclusive statement of its terms, there being no conditions to the full effectiveness of this Guaranty. This Guaranty may not be supplemented or modified except in writing. This Guaranty includes additional provisions on the reverse side.

NOTICE TO GUARANTOR

You are being asked to guarantee the past, present and future Obligations of Debtor. If Debtor does not pay, you will have to. You may also have to pay collection costs. Lender can collect the Obligations from you without first trying to collect from Debtor or another guarantor.

_____ (SEAL)

_____
(Type of Organization)

_____ (SEAL) _____ (SEAL)

_____ (SEAL) _____ (SEAL)

_____
(Address)

For Wisconsin Married Residents Only: Each guarantor who signs above represents that this obligation is incurred in the interest of his or her marriage or family.

X_____ X_____

FOR LENDER CLERICAL USE ONLY

If any transaction guaranteed is a consumer transaction or subject to the Federal Reserve Regulation AA ("Reg AA"), each guarantor should also sign a Consumer WBA 156 "Explanation of Personal Obligation " Alternatively, if the guaranty IS not subject to Reg AA, the guarantor may receive copies of documents which evidence the customer's obligation to pay.

Copies of documents or WBA 156 may be required .....

☐ Documents Delivered: or
☐ 156 Delivered

Acknowledgement of signature on reverse side.

ADDITIONAL PROVISIONS

REPRESENTATIONS. Guarantor acknowledges and agrees that Lender (a) has not made any representations or warranties with respect to, (b) does not assume any responsibility to Guarantor for, and (c) has no duty to provide information to Guarantor regarding, the enforceability of any of the Obligations or the financial condition of any Debtor or guarantor. **Guarantor has independently determined the creditworthiness of Debtor and the enforceability of the Obligations and until the Obligations are paid in full will independently and without reliance on Lender continue to make such determinations.**

REVOCATION. This is a continuing guaranty and shall remain in full force and effect until Lender receives written notice of its revocation signed by Guarantor or actual notice of the death of Guarantor. Upon revocation by written notice or actual notice of death, this Guaranty shall continue in full force and effect as to all Obligations contracted for or incurred before revocation, and as to them Lender shall have the rights provided by this Guaranty as if no revocation had occurred. Any renewal, extension or increase in the interest rate of any such Obligation, whether made before or after revocation, shall constitute an Obligation contracted for or incurred before revocation. Obligations contracted for or incurred before revocation shall also include credit extended after revocation pursuant to commitments made before revocation. Revocation by one Guarantor shall not affect any of the liabilities or obligations of any other Guarantor and this Guaranty shall continue in full force and effect with respect to them.

ACKNOWLEDGEMENT

STATE OF WISCONSIN

COUNTY OF_____ } **SS.**

This instrument was acknowledged before me on _____ by _____

_____(as _____
(Name(s) of person(s)) (If not signing in individual capacity, indicate type of authority: e.g., officer, trustee, etc.,

of_____)
and name of corporation, partnership or other party on behalf of whom guaranty was executed.)

_____
(Notary Signature)

Notary Public, _____ County, Wis.

My Commission (Expires) (Is)_____

W.B.A. 151

Attachment D4

VILLAGE OF SHOREWOOD

Sample General Business Security Agreement

BUSINESS
W.B.A. 447 (5/01) F11159

©Wisconsin Bankers Association 2001

GENERAL BUSINESS SECURITY AGREEMENT

Dated _____

1. SECURITY INTEREST

The undersigned ("Debtor", whether one or more) grants **the** _____ ("Lender") a security interest in all equipment, fixtures, inventory, documents , general intangibles, accounts, deposit accounts (unless a security interest would render a nontaxable account taxable) contract rights, chattel paper, instruments, letter of credit rights and investment property, now owned or hereafter acquired by Debtor (or by Debtor with spouse), and all additions and accessions to, all spare and repair parts, special tools, equipment and replacements for, software used in, all returned or repossessed goods the sale of which gave rise to and all proceeds, supporting obligations, and products of the foregoing ("Collateral"), wherever located, to secure all debts, obligations and liabilities of any Debtor to Lender arising out of credit previously granted, credit contemporaneously granted and credit granted in the future by Lender to any Debtor, to any Debtor and another, or to another guaranteed or indorsed by any Debtor ("Obligations").

2. DEBTOR'S WARRANTIES

Debtor warrants that while any of the Obligations are unpaid:

(a) Ownership and use. Debtor owns (or with spouse owns) the Collateral free of all encumbrances and security interests (except Lender's security interest). Chattel paper constituting Collateral evidences a perfected security interest in the goods (including software used in the goods) covered by it, free from all other encumbrances and security interests, and no financing statement is on file or control agreement in existence (other than Lender's) covering the Collateral or any of it. Debtor, acting alone, may grant a security interest in the Collateral. The Collateral is used or bought for use primarily for business purposes.

(b) Sale of goods or services rendered. Each account and chattel paper constituting Collateral as of this date arose from the performance of services by Debtor or from a bona fide sale or lease of goods, which have been delivered or shipped to the account debtor and for which Debtor has genuine invoices, shipping documents or receipts.

(c) Enforceability. Each account, contract right and chattel paper constituting Collateral as of this date is genuine and enforceable against the account debtor according to its terms. It and the transaction out of which it arose comply with all applicable laws and regulations. The amount represented by Debtor to Lender as owing by each account debtor is the amount actually owing and is not subject to setoff, credit, allowance or adjustment, except discount for prompt payment, nor has any account debtor returned the goods or disputed liability.

(d) Due date. There has been no default as of this date according to the terms of any chattel paper or account constituting Collateral and no step has been taken to foreclose the security interest it evidences or otherwise enforce its payment.

(e) Financial condition of account debtor. As of this date Debtor has no notice or knowledge of anything which might impair the credit standing of any account debtor.

(f) Valid organization. If a corporation, limited liability company or partnership, Debtor is duly organized, validly existing and in good standing under the laws of the state of organization and is authorized to do business in Wisconsin.

(g) Other agreements. Debtor is not in default under any agreement for the payment of money.

(h) Authority to contract. The execution and delivery of this Agreement and any instruments evidencing Obligations will not violate or constitute a breach of Debtor's articles *of* incorporation or organization, by-laws, partnership agreement, operating agreement or any other agreement or restriction to which Debtor is a party or is subject.

(i) Accuracy of information. All information, certificates or statements given to Lender pursuant to this Agreement shall be true and complete when given.

(j) Name and address. Debtor's exact legal name is as set forth below Section 9. If Debtor is an individual, the address of Debtor's principal residence is as set forth below Section 9. If Debtor is an organization that has only one place of business, the address of Debtor's place of business, or if Debtor has more than one place of business, then the address of Debtor's chief executive office, is as set forth below Section 9.

(k) Location. The location where the Collateral will be kept, if different from that appearing below Section 9, is xxxxxxxxx, _____ Wisconsin _____. Such location shall not be changed without prior written consent of Lender, but the parties intend that the Collateral, wherever located, is covered by this Agreement.

(l) Organization. If Debtor is an organization, the type of organization and the state under whose law it is organized are as set forth below Section 9.

(m) Environmental laws. (i) No substance has been, is or will be present, used, stored, deposited, treated, recycled or disposed of on, under, in or about any real estate now or at any time owned or occupied by Debtor ("Property") during the period of Debtor's ownership or use of the Property in a form, quantity or manner which if known to be present on, under, in or about the Property would require clean-up, removal or some other remedial action ("Hazardous Substance") under any federal, state or local laws, regulations, ordinances, codes or rules ("Environmental Laws"), (ii) Debtor has no knowledge, after due inquiry, of any prior use or existence of any Hazardous Substance on the Property by any prior owner of or person using the Property, (iii) without limiting the generality of the foregoing, Debtor has no knowledge, after due inquiry, that the Property contains asbestos, polychlorinated biphenyl components (PCBs) or underground storage tanks, (iv) there are no conditions existing currently or likely to exist during the term of this Agreement which would subject Debtor to any damages, penalties, injunctive relief or clean-up costs in any governmental or regulatory action or third-party claim relating to any Hazardous Substance, (v) Debtor is not subject to any court or administrative proceeding, judgment, decree, order or citation relating to any such substance, and (vi) Debtor in the past has been, at the present is, and in the future will remain in compliance with all Environmental Laws. Debtor shall indemnify and hold harmless Lender, its directors, officers, employees and agents from all loss, cost (including reasonable attorneys' fees and legal expenses), liability and damage whatsoever directly or indirectly resulting from, arising out of, or based upon (1) the presence, use, storage, deposit, treatment, recycling or disposal, at any time, of any Hazardous Substance on, under, in or about the Property, or the transportation of any such substance to or from the Property, (2) the violation or alleged violation of any Environmental Law, permit, judgment or license relating to the presence, use, storage, deposit, treatment, recycling or disposal of any Hazardous Substance on, under, in or about the Property, or the transportation of any Hazardous Substance to or from Property, or (3) the imposition of any governmental lien for the recovery of environmental clean-up costs expended under any Environmental Law. Debtor shall immediately notify Lender in writing of any governmental or regulatory action or third-party claim instituted or threatened in connection with any Hazardous Substance described above, on, in, under or about the Property.

(n) Fixtures. If any *of* the Collateral is affixed to real estate, the legal description of the real estate set forth in each UCC Financing Statement signed or authorized by Debtor is true and correct.

3. SHIPPERS

Shippers authorized to draw drafts on Lender under section 6(c) are:

4. SALE AND COLLECTIONS

(a) Sale of inventory. So long as no default exists under any of the Obligations or this Agreement, Debtor may (a) sell inventory in the ordinary course of Debtor's business for cash or on terms customary in the trade, at prices not less than any minimum sale price shown on instruments evidencing Obligations and describing inventory, or (b) lease or license inventory on terms customary in the trade.

(b) Verification and notification. Lender may verify Collateral in any manner, and Debtor shall assist Lender in so doing. Upon default Lender may at any time and Debtor shall, upon request of Lender, notify the account debtors or other persons obligated on the Collateral to make payment directly to Lender and Lender may enforce collection of, settle**,** compromise, extend or renew the indebtedness of such account debtors or other persons obligated on the Collateral.

Until account debtors or other persons obligated on the Collateral are so notified, Debtor as agent of Lender, shall make collections and receive payments on the Collateral.

(c) Deposit with Lender. At any time Lender may require that all proceeds of Collateral received by Debtor shall be held by Debtor upon an express trust for Lender, shall not be commingled with any other funds or property of Debtor and shall be turned over to Lender in precisely the form received (but endorsed by Debtor if necessary for collection) not later than the business day following the day of their receipt. Except as provided in Section 4(d) below, all proceeds of Collateral received by Lender directly or from Debtor shall be applied against the Obligations in such order and at such times as Lender shall determine.

(d) Accounting. If the extent to which Lender's security interest in the Collateral is a purchase money security interest depends on the application of a payment to a particular obligation of Debtor, the payment shall first be applied to obligations of Debtor for which Debtor did not create a security interest in the order in which those obligations were incurred and then to obligations of Debtor for which Debtor did create a security interest, including the Obligations secured by the Collateral, in the order in which those obligations were incurred, provided, however, that Lender shall retain its security interest in all Collateral regardless of the allocation of payments.

5. DEBTOR'S COVENANTS

(a) Maintenance of Collateral. Debtor shall: maintain the Collateral in good condition and repair and not permit its value to be impaired; keep it free from all liens, encumbrances and security interests (other than Lender's security interest); defend it against all claims and legal proceedings by persons other than Lender; pay and discharge when due all taxes, license fees, levies and other charges upon it; not sell, lease, license or otherwise transfer or dispose of it or permit it to become a fixture or an accession to other goods, except for sales, leases or licenses of inventory as provided in this Agreement; and not permit it to be used in violation of any applicable law, regulation or policy of insurance; and, as to Collateral consisting of instruments, chattel paper and letter of credit rights, preserve rights in it against prior parties. Loss of or damage to the Collateral shall not release Debtor from any of the Obligations.

(b) Insurance. Debtor shall keep the Collateral and Lender's interest in it insured under policies with such provisions, for such amounts and by such insurers as shall be satisfactory to Lender from time to time, and shall furnish evidence of such insurance satisfactory to Lender. Subject to Lender's satisfaction, Debtor is free to select the insurance agent or insurer through which the insurance is obtained. Debtor assigns (and directs any insurer to pay) to Lender the proceeds of all such insurance and any premium refund, and authorizes Lender to indorse in the name of Debtor any instruments for such proceeds or refunds and, at the option of Lender, to apply such proceeds and refunds to any unpaid balance of the Obligations, whether or not due, and/or to restoration of the Collateral, returning any excess to Debtor. Lender is authorized, in the name of Debtor or otherwise, to make, adjust and/or settle claims under any credit insurance financed by Lender or any insurance on the Collateral, or cancel the same after the occurrence of an event of default.

(c) Maintenance of security interest. Debtor shall pay all expenses and upon request, take any action reasonably deemed advisable by Lender to preserve the Collateral or to establish, evidence, determine and maintain priority of, perfect, continue perfected, terminate and/or enforce Lender's interest in it or rights under this Agreement. Debtor authorizes Lender to file Uniform Commercial Code financing statements describing the Collateral (including describing the Collateral as "all assets" , "all personal property" or with words of similar effect) and amendments to such financing statements and ratifies any such financing statement or amendment filed prior to the date of this Agreement. Debtor will cooperate with Lender in obtaining control of Collateral or other Security for which control may be required to perfect Lender's security interest under applicable law. If the Collateral is in possession of a third party, Debtor will join with Lender at its request in notifying the third party of Lender's security interest and obtaining an acknowledgment from the third party that it is holding the Collateral for the benefit of Lender.

(d) Taxes and other charges. Debtor shall pay and discharge all lawful taxes, assessments and government charges upon Debtor or against its properties prior to the date on which penalties attach, unless and to the extent only that such taxes, assessments and charges are contested in good faith and by appropriate proceedings by Debtor.

(e) Records and statements. Debtor shall furnish to Lender financial statements at least annually and such other financial information respecting Debtor at such times and in such form as Lender may request. Debtor shall keep accurate and complete records respecting the Collateral in such form as Lender may approve. At such times as Lender may require, Debtor shall furnish to Lender a statement certified by Debtor and in such form and containing such information as may be prescribed by Lender, showing the current status and value of the Collateral.

(f) Inspection of Collateral. At reasonable times Lender may examine the Collateral and Debtor's records pertaining to it, wherever located, and make copies of records, and Debtor shall assist Lender in so doing.

(g) Service charge. In addition to the required payments under the Obligations and this Agreement, Debtor shall pay Lender's then current service charges for servicing and auditing in connection with this Agreement.

(h) Chattel paper. Lender may require that chattel paper constituting Collateral shall be on forms approved by Lender. Unless it consists of electronic chattel paper, Debtor shall promptly mark all chattel paper constituting Collateral, and all copies, to indicate conspicuously Lender's interest and, upon request, deliver them to Lender. If it consists of electronic chattel paper, Debtor shall promptly notify Lender of the existence of the electronic chattel paper and, at the request of Lender, shall take such actions as Lender may reasonably request to vest in Lender control of such electronic chattel paper under the applicable law.

(i) United States contracts. If any Collateral arose out of contracts with the United States or any of its departments, agencies or instrumentalities, Debtor will notify Lender and execute writings required by Lender in order that all money due or to become due under such contracts shall be assigned to Lender and proper notice of the assignment given under the Federal Assignment of Claims Act.

(j) Modifications. Without the prior written consent of Lender, Debtor shall not alter, modify, extend, renew or cancel any accounts, letter of credit rights or chattel paper constituting Collateral or any Collateral constituting part of the Debtor's borrowing base.

(k) Returns and repossessions. Debtor shall promptly notify Lender of the return to or repossession by Debtor of goods underlying any Collateral and Debtor shall hold and dispose of them only as Lender directs.

(l) Promissory Notes, Chattel Paper and Investment Property. If Debtor shall at any time hold or acquire Collateral consisting of promissory notes, chattel paper or certificated securities, Debtor shall endorse, assign and deliver the same to Lender accompanied by such instruments of transfer or assignment duly executed in blank as Lender may from time to time request.

(m) Change of name, address or organization. Debtor shall not change Debtor's legal name or address without providing at least 30 days prior written notice of the change to Lender. Debtor, if it is an organization, shall not change its type of organization or state under whose law it is organized and shall preserve its organizational existence and Debtor, whether or not an organization, shall not, in one transaction or a series of related transactions, merge into or consolidate with any other organization, change Debtor's legal structure or sell or transfer all or substantially all of Debtor's assets.

6. RIGHTS OF LENDER

(a) Authority to perform for Debtor. Upon the occurrence of an event of default or if Debtor fails to perform any of Debtor's duties set forth in this Agreement or in any evidence of or document relating to the Obligations, Lender is authorized, in Debtor's name or otherwise, to take any such action including without limitation signing Debtor's name or paying any amount so required, and the cost shall be one of the Obligations secured by this Agreement and shall be payable by Debtor upon demand with interest from the date of payment by Lender at the highest rate stated in any evidence of any Obligation but not in excess of the maximum rate permitted by law.

(b) Charging Debtor's credit balance. Unless a lien would be prohibited by law or would render a nontaxable account taxable, Debtor grants Lender, as further security for the Obligations, a security interest and lien in any deposit account Debtor may at any time have with Lender and other money now or hereafter owed Debtor by Lender, and agrees that Lender may, at any time after the occurrence of an event of default, without prior notice or demand, set-off all or any part of the unpaid balance of the Obligations against any deposit balances or other money now or hereafter owed Debtor by Lender.

(c) Power of attorney. Debtor irrevocably appoints any officer of Lender as Debtor's attorney, with power after an event of default to receive, open and dispose of all mail addressed to Debtor (and Lender shall not be required as a condition to the exercise of this power to prove the occurrence of an event of default to the Post Office); to notify the Post Office authorities to change the address for delivery of all mail addressed to Debtor to such address as Lender may designate; to endorse the name of Debtor upon any instruments which may come into Lender's possession and to sign and make draws under any letter of credit constituting Collateral on Debtor's behalf. Debtor agrees that Obligations may be created by drafts drawn on Lender by shippers of inventory named in section 3. Debtor authorizes Lender to honor any such draft accompanied by invoices aggregating the amount of the draft and describing inventory to be shipped to Debtor and to pay any such invoices not accompanied by drafts. Debtor appoints any employee of Lender as Debtor's attorney, with full power to sign Debtor's name on any instrument evidencing an Obligation, or any renewals or extensions, for the amount of such drafts honored by Lender and such instruments may be payable at fixed times or on demand, shall bear interest at the rate from time to time fixed by Lender and Debtor agrees, upon request of Lender, to execute any such instruments. This power of attorney to execute instruments may be revoked by Debtor only by written notice to Lender and no such revocation shall affect any instruments executed prior to the receipt by Lender of such notice. All acts of such attorney are ratified and approved and such attorney is not liable for any act

or omission or for any error of judgment or mistake of fact or law.

(d) Non-liability of Lender. Lender has no duty to determine the validity of any invoice, the authority of any shipper named in section 3 to ship goods to Debtor or compliance with any order of Debtor. Lender has no duty to protect, insure, collect or realize upon the Collateral or preserve rights in it against prior parties. Debtor releases Lender from any liability for any act or omission relating to the Obligations, the Collateral or this Agreement, except Lender's willful misconduct.

7. DEFAULT

Upon the occurrence of one or more of the following events of default:

(a) Nonperformance. Debtor fails to pay when due any of the Obligations or to perform, or rectify breach of, any warranty or covenant or other undertaking by Debtor in this Agreement or in any evidence of or document relating to the Obligations, or an event of default occurs under any evidence of or document relating to any other obligation secured by the Collateral;

(b) Inability to Perform. Debtor, Debtor's spouse or a surety for any of the Obligations dies, ceases to exist, becomes insolvent or the subject of bankruptcy or insolvency proceedings or any guaranty of the Obligations is revoked or becomes unenforceable for any reason;

(c) Misrepresentation. Any representation made to induce Lender to extend credit to Debtor, under this Agreement or otherwise, is false in any material respect when made; or

(d) Insecurity. Any other event which causes Lender in good faith to deem itself insecure;

all of the Obligations shall, at the option of Lender and without notice or demand, become immediately payable; and Lender shall have all rights and remedies for default provided by the Wisconsin Uniform Commercial Code, as well as any other applicable law and any evidence of or document relating to any Obligation. With respect to such rights and remedies:

(e) Repossession. Lender may take possession of Collateral without notice or hearing, which Debtor waives;

(f) Assembling collateral. Lender may require Debtor to assemble the Collateral and to make it available to Lender at any place reasonably designated by Lender;

(g) Notice of disposition. Written notice, when required by law, sent to any address of Debtor in this Agreement at least 10 calendar days (counting the day of sending) before the date of a proposed disposition of the Collateral is reasonable notice;

(h) Expenses and application of proceeds. Debtor shall reimburse Lender for any expense incurred by Lender in protecting or enforcing its rights under this Agreement before and after judgment, including, without limitation, reasonable attorneys' fees and legal expenses of taking possession, holding, preparing for disposition and disposing of Collateral (provided, however, Lender has no obligation to clean-up or otherwise prepare the Collateral for sale). After deduction of such expenses, Lender shall apply the proceeds of disposition to the extent actually received in cash to the Obligations in such order and amounts as it elects or as otherwise required by this Agreement; and

(i) Waiver. Lender may permit Debtor to remedy any default without waiving the default so remedied, and Lender may waive any default without waiving any other subsequent or prior default by Debtor.

8. INTERPRETATION

The validity, construction and enforcement of this Agreement are governed by the internal laws of Wisconsin. All terms not otherwise defined have the meanings assigned to them by the Wisconsin Uniform Commercial Code, as amended from time to time, provided, however, that the term "instrument" shall be such term as defined in the Wisconsin Uniform Commercial Code-Secured Transactions Chapter 409. All references in the Agreement to sections of the Wisconsin Statutes are to those sections as they may be renumbered from time to time. Invalidity of any provision of this Agreement shall not affect the validity of any other provision. This Agreement is intended by Debtor and Lender as a final expression of this Agreement and as a complete and exclusive statement of its terms, there being no conditions to the enforceability of this Agreement. This Agreement may not be supplemented or modified except in writing.

9. PERSONS BOUND AND OTHER PROVISIONS

The obligations hereunder of all Debtors are joint and several. This Agreement benefits Lender, its successors and assigns, and binds Debtor(s) and their respective heirs, personal representatives, successors and assigns and shall bind all persons and entities who become bound as a debtor to this Agreement. ☐If checked here, this Agreement amends and replaces in their entirety the provisions of all existing General Business Security Agreements between Debtor and Lender, provided, however that all security interests granted to Lender under those existing agreements shall remain in full force and effect, subject to the provisions of this Agreement.

Address: _____ , , WI _____
SEE SECTIONS 2(j) AND (k)

_____

WISCONSIN
STATE OF ORGANIZATION

XXXXX (SEAL) _____

XXXXX
TYPE OF ORGANIZATION

By: (SEAL) _____
Typed Name:

(SEAL) _____

(SEAL) _____

(SEAL)

Address: _____
SEE SECTIONS 2(j) AND (k)

_____

_____
STATE OF ORGANIZATION

(SEAL) _____

_____
TYPE OF ORGANIZATION

(SEAL) _____

(SEAL) _____

(SEAL) _____

(SEAL) _____

Attachment D5

VILLAGE OF SHOREWOOD

Sample Real Estate Mortgage (REM)

W.B.A. 428 (3/02) F11142

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FIPCO® FINANCIAL INSTITUTION PRODUCTS CORPORATION™

DOCUMENT NO.

REAL ESTATE MORTGAGE

(For Consumer or Business Mortgage Transactions)

_____
_____ ("Mortgagor", whether one or more) mortgages, conveys, assigns, grants a security interest in and warrants to _____
_____("Lender") in consideration of the sum of _____
****
********** Dollars ($_____), loaned or to be loaned to _____
_____
_____ ("Borrower," whether one or more), evidenced by Borrower's note dated _____
_____
the real estate described below, together with all privileges, hereditaments, easements and appurtenances, all rents, leases, issues and profits, all claims, awards and payments made as a result of the exercise of the right of eminent domain, and all existing and future improvements and fixtures (all called the "Property") to secure the Obligations described in paragraph 5 on the reverse side, including but not limited to repayment of the sum stated above plus certain future advances made by Lender.

1. Description of Property. (This Property _____ the homestead of Mortgagor.
(is) (is not)

Recording Area
Name and Return Address

_____
Parcel Identifier No.

See attached for a description of the real estate.

☒ If checked here, description continues or appears on attached sheet.
☐ If checked here, this Mortgage is a construction mortgage.
☐ If checked here, Condominium Rider is attached.

2. Title. Mortgagor warrants title to the Property, excepting only restrictions and easements of record, municipal and zoning ordinances, current taxes and assessments not yet due and _____

3. Escrow. Interest _____ be paid on escrowed funds if an escrow is required under paragraph 8(a) on the reverse side.
(will) (will not)

4. Additional Provisions. Mortgagor agrees to the Additional Provisions on the reverse side, which are incorporated herein.
The undersigned acknowledges receipt of an exact copy of this Mortgage.

NOTICE TO CUSTOMER IN A TRANSACTION GOVERNED BY THE WISCONSIN CONSUMER ACT

(a) DO NOT SIGN THIS BEFORE YOU READ THE WRITING ON THE REVERSE SIDE, EVEN IF OTHERWISE ADVISED.

Signed and Sealed_____ .

_____ (SEAL)

a_____
(Type of Organization)

By:_____ (SEAL) _____(SEAL)

By:_____ (SEAL) _____(SEAL)

By:_____ (SEAL) _____(SEAL)

By:_____ (SEAL) _____(SEAL)

AUTHENTICATION OR ACKNOWLEDGEMENT

STATE OF WISCONSIN

}

Signatures of _____
_____
_____
_____
Authenticated this _____ day of _____

_____
* _____
Title: Member State Bar of Wisconsin or _____
Authorized under §706.06, Wis. Stats.
This instrument was drafted by
_____
_____
*Type or print name signed above.

ss.
County of _____

This instrument was acknowledged before me on _____ ,
by _____
_____
(Name(s) of person(s))

as _____
(Type of authority; e.g., officer, trustee, etc., if any)

of _____
(Name of party on behalf of whom instrument was executed, if any)
_____
* _____

Notary Public, Wisconsin
My Commission (Expires) (Is) _____

ADDITIONAL PROVISIONS

5. Mortgage as Security. This Mortgage secures prompt payment to Lender of (a) the sum stated in the first paragraph of this Mortgage, plus interest and charges according to the terms of the promissory notes or agreement of Borrower to Lender identified on the reverse side, and any extensions, renewals or modifications signed by any Borrower of such promissory notes or agreement, (b) to the extent not prohibited by the Wisconsin Consumer Act (i) any additional sums which are in the future loaned by Lender to any Mortgagor, to any Mortgagor and another or to another guaranteed or endorsed by any Mortgagor primarily for personal, family or household purposes and agreed in documents evidencing the transaction to be secured by this Mortgage, and (ii) all other additional sums which are in the future loaned by Lender to any Mortgagor, to any Mortgagor and another or to another guaranteed or endorsed by any Mortgagor, (c) all interest and charges, and (d) to the extent not prohibited by law, all costs and expenses of collection or enforcement (all called the "Obligations"). This Mortgage also secures the performance of all covenants, conditions and agreements contained in this Mortgage and the Loan Agreement. Unless otherwise required by law, Lender will satisfy this Mortgage upon request by Mortgagor if (a) the Obligations have been paid according to their terms, (b) any commitment to make future advances secured by this Mortgage has terminated, (c) Lender has terminated any line of credit under which advances are to be secured by this Mortgage, and (d) all other payments required under this Mortgage and the Obligations and all other terms, conditions, covenants, and agreements contained in this Mortgage and the documents evidencing the Obligations have been paid and performed.

6. Taxes. To the extent not paid to Lender under paragraph 8(a), Mortgagor shall pay before they become delinquent all taxes, assessments and other charges which may be levied or assessed against the Property. or against Lender upon this Mortgage or the Obligations or other debt secured by this Mortgage, upon Lender's interest in the Property, and deliver to Lender receipts showing timely payment.

7. Insurance. Mortgagor shall keep the improvements on the Properly insured against direct loss or damage occasioned by fire, flood, extended coverage perils and such other hazards as Lender may require, through insurers approved by Lender, in amounts, without co-insurance, not less than the unpaid balance of the Obligations or the full replacement value, whichever is less, and shall pay the premiums when due. The policies shall contain the standard mortgage, and loss payee clause in favor of Lender and, unless Lender otherwise agrees in writing, the original of all policies covering the Property shall be deposited with Lender. Subject to Lender's approval, Borrower is free to select the insurance agent or insurer through which insurance is obtained. Mortgagor shall promptly give notice of loss to insurance companies and Lender. All proceeds from such insurance shall be applied, at Lender's option, to the installments of the Obligations in the inverse order of their maturities (without penalty for prepayment) or to the restoration of the improvements on the Property. In the event of foreclosure of this Mortgage or other transfer of title to the Property, in extinguishment of the indebtedness secured hereby, all right, title, and interest of Mortgagor in and to any insurance then in force shall pass to the purchaser or grantee. If Mortgagor fails to keep any required insurance on the Property, Lender may purchase such insurance for Mortgagor, such insurance may be acquired by Lender solely to protect the interest of the Lender (it will not cover Mortgagor's equity in the Property), and Mortgagor's obligation to repay Lender shall be in accordance with Section I0.

8. Mortgagor's Covenants. Mortgagor covenants:

(a) **Escrow.** If an escrow is required by Lender, to pay Lender sufficient funds, at such times as Lender designates, to pay when due (1) the estimated annual real estate taxes and assessments on the Property. (2) all property and hazard insurance premiums, (3) flood insurance premiums, if any, (4) if payments owed under the Obligations are guaranteed by mortgage guaranty insurance, the premiums necessary to pay for such insurance, and (5) other items agreed to be included in the escrow. Lender may, at any time, collect and hold such escrow funds in an amount not to exceed the maximum amount a lender for a federally related mortgage loan may require for Mortgagor's escrow account under the federal Real Estate Settlement Procedures Act of 1974, as amended from time to time. Lender may estimate the amount of escrow funds due on the basis of current data and reasonable estimates of future expenditures of future escrow account funds or as otherwise required by applicable law. Lender shall apply the escrowed funds against taxes. assessments and insurance premiums when due or as otherwise required by law. Escrowed funds may be commingled with Lender's general funds. If the escrowed funds held by Lender exceed the amount permitted to be held by applicable law, Lender shall account to Mortgagor for the excess escrowed funds in a manner determined by Lender or as otherwise required by applicable law. If the escrowed funds held by Lender at any time are not sufficient to pay the escrow account items when due, Lender may notify Mortgagor in writing, and Mortgagor shall pay to Lender the amount necessary to make up the deficiency in a manner determined by Lender or as otherwise required by applicable law;

(b) **Condition and Repair.** To keep the Property in good and tenantable condition and repair, and to restore or replace damaged or destroyed improvements and fixtures;

(c) **Liens.** To keep the Property free from liens and encumbrances superior to the lien of this Mortgage and not described in paragraph 2 on the reverse side;

(d) **Other Mortgages.** To perform all of Mortgagor's obligations and duties under any other mortgage or security agreement on the Property and any obligation to pay secured by such a mortgage or security agreement;

(e) **Waste.** Not to commit waste or permit waste to be committed upon the Property;

(f) **Conveyance.** Not to sell, assign, lease, mortgage. convey or otherwise transfer any legal or equitable interest in all or part of the Property, or permit the same to occur without the prior written consent of Lender and, without notice to Mortgagor, Lender may deal with any transferee as to his interest in the same manner as with Mortgagor, without in any way discharging the liability of Mortgagor under this Mortgage or the Obligations;

(g) **Alteration or Removal.** Not to remove, demolish or materially alter any part of the Property, without Lender's prior written consent, except Mortgagor may remove a fixture, provided the fixture is promptly replaced with another fixture of at least equal utility;

(h) **Condemnation.** To pay to Lender all compensation received for the taking of the Property, or any part. by condemnation proceeding (including payments in compromise of condemnation proceedings), and all compensation received as damages for injury to the Property, or any part. The compensation shall be applied in such manner as Lender determines to rebuilding of the Property or to the Obligations in the inverse order of their maturities (without penalty for prepayment);

(i) **Inspection.** Lender and its authorized representatives may enter the Properly at reasonable times to inspect it, and at Lender's option to repair or restore the Property and to conduct environmental assessments and audits of the Property;

(j) **Ordinances.** To comply With all laws, ordinances and regulations affecting the Property; and

(k) **Subrogation.** That Lender is subrogated to the lien of any mortgage or other lien discharged, in whole or in part, by the proceeds of the note(s) or agreement identified on the reverse side.

9. Environmental Laws. Mortgagor represents, warrants and covenants to Lender (a) that during the period of Mortgagor's ownership or use of the Property no substance has been, is or will be present, used, stored, deposited, treated, recycled or disposed of on, under, in or about the Property in a form, quantity or manner which if known to be present on, under, in or about the Property would require clean-up, removal or some other remedial action ("Hazardous Substance") under any federal, state or local laws, regulations, ordinances, codes or rules ("Environmental Laws"); (b) that Mortgagor has no knowledge, after due inquiry, of any prior use or existence of any Hazardous Substance on the Property by any prior owner of or person using the Property; (c) that, without limiting the generality of the foregoing, Mortgagor has no knowledge, after due inquiry, that the Property contains asbestos, polychlorinated biphenyl components (PCBs) or underground storage tanks; (d) that there are no conditions existing currently or likely to exist during the term of this Mortgage which would subject Mortgagor to any damages, penalties, injunctive relief or clean-up costs in any governmental or regulatory action or third-party claims relating to any Hazardous Substance; (e) that Mortgagor is not subject to any court or administrative proceeding, judgment, decree, order or citation relating to any Hazardous Substance; and (f) that Mortgagor in the past has been, at the present is, and in the future will remain in compliance with all Environmental Laws. Mortgagor shall indemnify and hold harmless Lender, its directors, officers, employees and agents from all loss, cost (including reasonable attorneys' fees and legal expenses), liability and damage whatsoever directly or indirectly resulting from, arising out of, or based upon (i) the presence, use, storage, deposit, treatment, recycling or disposal, at any time, of any Hazardous Substance on, under, in or about the Property, or the transportation of any Hazardous Substance to or from the Property, (ii) the violation or alleged violation of any Environmental Law, permit, judgment or license relating to the presence, use, storage, deposit, treatment, recycling or disposal or any Hazardous Substance on, under, in or about the Property, or the transportation of any Hazardous Substance to or from the Property, or (iii) the imposition of any governmental lien for the recovery of environmental clean-up costs expended under any Environmental Law. Mortgagor shall immediately notify Lender in writing of any governmental or regulatory action or third-party claim instituted or threatened in connection with any Hazardous Substance on, in, under or about the Property.

10. Authority of Lender to Perform for Mortgagor. If Mortgagor fails to perform any of Mortgagor's duties set forth in this Mortgage, Lender may after giving Mortgagor any notice and Opportunity to perform which are required by law, perform the duties or cause them to be performed, including without limitation signing Mortgagor's name or paying any amount *so* required, and the cost shall be due on demand and secured by this Mortgage, bearing interest at the highest rate stated in any document evidencing an Obligation, but not in excess of the maximum rate permitted by law, from the date of expenditure by Lender to the date of payment by Mortgagor.

11. Default; Acceleration; Remedies. If (a) there is a default under any Obligation secured by this Mortgage, or (b) Mortgagor fails timely to observe or perform any of Mortgagor's

covenants or duties contained in this Mortgage, then, at the option of Lender each Obligation will become immediately payable unless notice to Mortgagor or Borrower and an opportunity to cure are required by 425.105, Wis. Stats., or the document evidencing the Obligation and, in that event, the Obligation will become payable if the default is not cured as provided in that statute or the document evidencing the Obligation or as otherwise provided by law. If Lender exercises its option to accelerate, the unpaid principal and interest owed on the Obligation, together with all sums paid by Lender as authorized or required under this Mortgage or any Obligation, shall be collectible in a suit at law or by foreclosure of this Mortgage by action, or both, or by the exercise of any other remedy available at law or equity.

12. Waiver. Lender may waive any default without waiving any other subsequent or prior default by Mortgagor.

13. Power of Sale. In the event of foreclosure, Lender may sell the Property at public sale and execute and deliver to the purchasers deeds of conveyance pursuant to statute.

14. Assignment of Rents and Leases. Mortgagor assigns and transfers to Lender, as additional security for the Obligations, all rents which become or remain due or are paid under any agreement or lease for the use or occupancy of any part or all of the Property. Until the occurrence of an event of default under this Mortgage or any Obligation, Mortgagor has the right to collect the rents, issues and profits from the Property, but upon the occurrence of such an event of default, and the giving of notice by Lender to Mortgagor declaring that constructive possession of the Property is in Lender, Mortgagor's license to collect is terminated and Lender shall be entitled to such rents, issues and profits and may, after giving Mortgagor any notice and opportunity to perform required by law, notify any or all tenants to pay all such rents directly to Lender. All such payments shall be applied in such manner as Lender determines to payments required under this Mortgage and the Obligations. This assignment shall be enforceable and Lender shall be entitled to take any action to enforce the assignment (including notice to the tenants to pay directly to Lender or the commencement of a foreclosure action) without seeking or obtaining the appointment of a receiver or possession of the Property.

15. Receiver. Upon the commencement or during the pendency of an action to foreclose this Mortgage, or enforce any other remedies of Lender under it, without regard to the adequacy or inadequacy of the Property as security for the Obligations, Mortgagor agrees that the court may appoint a receiver of the Property (including homestead interest) without bond, and may empower the receiver to take possession of the Property and collect the rents, issues and profits of the Property and exercise such other powers as the court may grant until the confirmation of sale, and may order the rents, issues and profits, when *so* collected, to be held and applied as the court may direct.

16. Foreclosure Without Deficiency Judgment. If the Property is a one-to-four family residence that is owner-occupied at the commencement of a foreclosure, a farm, a church or owned by a tax exempt charitable organization, Mortgagor agrees to the provisions of 846.101, Wis. Stats., and as the same may be amended or renumbered from time to time, permitting Lender, upon waiving the right to judgment for deficiency, to hold the foreclosure sale of real estate of 20 acres or less six months after a foreclosure judgment is entered. If the Property is other than a one-to-four family residence that is owner-occupied at the commencement of a foreclosure, a farm, a church or owned by a tax exempt charitable organization, Mortgagor agrees to the provisions of 846.103, Wis. Stats., and as the same may be amended or renumbered from time to time, permitting Lender, upon waiving the right to judgment for deficiency, to hold the foreclosure sale of real estate three months after a foreclosure judgment is entered.

17. Expenses. To the extent not prohibited by law, Mortgagor shall pay all reasonable costs and expenses before and after judgment, including without limitation, attorneys' fees, fees and expenses for environmental assessments, inspections and audits, and fees and expenses for obtaining title evidence incurred by Lender in protecting or enforcing its rights under this Mortgage.

18. Severability. Invalidity or unenforceability of any provision of this Mortgage shall not affect the validity or enforceability of any other provision.

19. Successors and Assigns. The obligations of all Mortgagors are joint and several. This Mortgage benefits Lender, its successors and assigns, and binds Mortgagor(s) and their respective heirs, personal representatives, successors and assigns.

20. Entire Agreement. This Mortgage is intended by the Mortgagor and Lender as a final expression of this Mortgage and as a complete and exclusive statement of its terms, there being no conditions to the full effectiveness of this Mortgage. No parol evidence of any nature shall be used to supplement or modify any terms.

Attachment D6

VILLAGE OF SHOREWOOD

Sample Assignment of Leases and Rents (ALR)

W.B.A	428 ALR (1/05)	11217

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DOCUMENT NO.

ASSIGNMENT OF LEASES AND RENTS

THIS ASSIGNMENT, made this_____ day of _____, _____
by _____
_____, a _____
Wisconsin _____
_____,
whose address is _____
_____
(the "Assignor"), to the _____
whose address is _____
_____
(the "Assignee"), in consideration of an extension of credit to _____
_____
_____
_____,
whose address is _____
_____
("the Borrower").

Recording Area
Name and Return Address
Mr. John Meland
c/o SEWRPC
Post Office Box 1607
Waukesha, WI 53187

_____
Parcel Identifier Number

FOR VALUE RECEIVED, the Assignor conveys, transfers and assigns to the Assignee the leases set forth in Exhibit "A" attached which lease part of the real estate described in Exhibit "A" attached ("Premises"), together with any and all other leases of space, whether oral or written, of the Premises now or hereafter entered into by the Assignor (the "Leases"), together with any and all extensions and renewals of the Leases, together with any guarantees of the tenants' obligations under the Leases, together with the use and possession of and the right to rent and/or lease any or all furniture, furnishings, fittings, attachments, appliances and appurtenances of any kind now or hereafter available for use by tenants and/or operation of the Premises, together with the immediate and continuing right to collect and receive all rents, income, proceeds, payments and profits arising out of the Leases or out of the Premises ("Rents"), together with the right to all proceeds payable to the Assignor pursuant to any purchase options on the part of the tenants under the Leases, together with all payments derived under the Leases including but not limited to claims for the recovery of damages done to the Premises or for the abatement of any nuisance, claims for damages resulting from default under the Leases whether resulting from acts of insolvency or acts of bankruptcy or otherwise, and lump sum payments for the cancellation of the Leases or the waiver of any obligation or term prior to the expiration date and the return of any insurance premiums and/or ad valorem tax payments made in advance and subsequently refunded, to secure the following ("Secured Debt"):

a. Payment of Borrower's note(s) or agreements dated the same date as this assignment and payable to the Assignee, including all extensions, renewals and modifications (all called the "Note"), which Note is secured by a mortgage on the Premises from the Assignor to the Assignee dated the same date as this assignment ("Mortgage").

b. All additional sums which are in the future loaned by Assignee to Assignor, to Assignor and another or to another guaranteed or endorsed by Assignor which are secured by the Mortgage.

c. Payment of all other sums with interest becoming due and payable to the Assignee under this Assignment, the Note, the Mortgage and all other instruments constituting security for the Note.

d. Performance and discharge of the obligations, covenants and agreements of the Assignor under this Assignment, the Note, the Mortgage and all other instruments constituting security for the Note.

THE UNDERSIGNED ASSIGNOR AGREES TO THE TERMS OF THIS ASSIGNMENT AND TO THE ADDITIONAL PROVISIONS ON PAGES 2 AND 3 WHICH ARE INCORPORATED HEREIN.

_____(SEAL)

Wisconsin _____
(Type of Organization)

By: _____ (SEAL) _____ (SEAL)

By: _____ (SEAL) _____ (SEAL)

By: _____ (SEAL) _____ (SEAL)

By: _____ (SEAL) _____ (SEAL)

}

Signatures of _____
_____
_____
_____
authenticated this_____ day of_____

by _____

*_____
Title: Member State Bar of Wisconsin or_____
authorized under §706.06, Wis. Stats.

This instrument was drafted by
_____
_____
*Type or print name signed above.

STATE OF WISCONSIN **SS.**

County of_____

This instrument was acknowledged before me on_____
by_____
_____
(Name(s) of person(s))

as_____
(Type of authority, e.g., officer, trustee, etc., if any)

of _____
(Name of party on whose behalf instrument was executed, if any)

_____
*_____

Notary Public, Wisconsin
My Commission (Expires) (Is)_____

ADDITIONAL PROVISIONS

The Assignor agrees, assigns and covenants as follows:

1. Performance of Leases. To faithfully abide by, perform and discharge each and every obligation, covenant and agreement of the Leases to be performed by the lessor; to use its best efforts to enforce or secure the performance of each and every obligation, covenant, condition and agreement of the Leases to be performed by the tenants; not to modify, extend, renew, terminate, accept a surrender of, or in any way alter the terms of the Leases nor borrow against, pledge, or assign any rentals due under the Leases, nor consent to a subordination or assignment of the interest of the tenants under the Leases to any party other than Assignee, nor collect prepayment of the rents under the Leases for more than one (1) month in advance or reduce the amount of the rents and other payments under the Leases, nor enter into any additional leases of all or any part of the Premises without the prior written consent of the Assignee.

2. Protect Security. At the Assignor's sole cost and expense, to appear in and defend any action or proceeding arising under, growing out of or in any manner connected with the Leases or the obligations, duties or liabilities of the lessor under the Leases, and to pay all costs and expenses of the Assignee, including reasonable attorneys' fees, in any such action or proceeding in which the Assignee in its sole discretion must appear.

3. Representations. With reference to the Leases described in Exhibit “A,” the Assignor represents and warrants that: (a) it is the owner of the Leases with full right and title to assign the Leases and the Rents payable under the Leases; (b) the Leases are valid, in full force and effect and have not been modified or amended; (c) there are no outstanding assignments or pledges of the Leases or the Rents payable under the Leases; (d) there are no existing defaults under the Leases on the part of any party; (e) no Rents have been waived, or prepaid, discounted, compromised or released; and (f) the tenants have no defenses, set-offs, or counterclaims against the Assignor.

4. Present Assignment. This Assignment shall constitute a perfected, absolute and present assignment and not merely a security interest, and the Assignor understands and agrees that it establishes a present and complete transfer of the Leases, Rents and all other items subject to this Assignment. However, the Assignor shall have the license to collect, but not prior to accrual, all of the Rents and to retain, use and enjoy the same unless and until a default shall occur under the Mortgage or any other document evidencing the Secured Debt. The Assignor hereby releases and surrenders to the Assignee all rights to amend, modify or in any way alter the Leases without the prior written consent of the Assignee.

5. Assignee's Right to Perform Under Leases. Should the Assignor fail to perform, comply with or discharge any obligations

of Assignor under the Leases or should the Assignee become aware of or be notified by any tenant under the Leases of a failure on the part of the Assignor to perform, comply with or discharge its obligations under the Leases, Assignee may, but shall not be obligated to, and without further demand upon the Assignor, and without waiving or releasing the Assignor from any of its obligations under this Assignment, remedy such failure, and the Assignor agrees to repay Assignee upon demand all sums incurred by the Assignee in remedying any such failure together with interest at the rate then in effect under the terms of the Note. All such sums, together with interest shall become additional Secured Debt, but no such advance shall relieve the Assignor from any default under this Assignment.

6. Remedies. Upon or at any time after default in the payment of any Secured Debt or in the performance of any obligation, covenant or agreement in this Assignment or in the Note or Mortgage or any other instrument constituting security for the Note, and lapse of any applicable grace, notice or cure period provided in any document evidencing such Secured Debt or in the Note, Mortgage or any other instrument constituting security for the Note, the license granted Assignor to collect the Rents shall automatically and immediately terminate and the Assignor shall hold all Rents paid to the Assignor thereafter in trust for the use and benefit of the Assignee, and the Assignee may, at its option, without any further notice, either in person or by agent, with or without taking possession of or entering the Premises, with or without bringing any action or proceeding, or by a receiver to be appointed by a court, collect all the Rents payable under the Leases, enforce the payment of Rents and exercise all of the rights of the Assignor under the Leases and all of the rights of the Assignee under this Assignment, and may enter upon, take possession of, manage and operate the Premises, or any part thereof; the Assignee may cancel, enforce or modify the Leases, and fix or modify the Rents, and do any acts that the Assignee deems proper to protect its security with or without taking possession of the Premises; and the Assignee may apply the Rents to the costs and expenses of operation, management and collection, including reasonable attorneys' fees, to the payment of the expenses of any agent appointed by the Assignee, to the payment of taxes, assessments, insurance premiums and expenditures for the upkeep of the Premises, to the performance of the lessor's obligations under the Leases and to any Secured Debt all in such order as the Assignee may determine. Any entering upon and taking possession of the Premises, any collection of Rents, and any application of Rents as allowed by this Assignment shall not cure or waive any default or waive, modify or affect notice of default under the Mortgage or invalidate any act done pursuant to such notice, nor in any way operate to prevent the Assignee from pursuing any other remedy which it now or hereafter may have under the terms or conditions of this Assignment, the Mortgage, the Note, or any other instrument securing the Note.

7. No Liability for the Assignee. The Assignee shall not be obligated to perform or discharge, nor does it undertake to perform or discharge any obligation, duty or liability under the Leases nor shall this Assignment operate to place responsibility for the control, care, management or repair of the Premises upon the Assignee nor for the carrying out of any of the terms and conditions of the Leases; nor shall it operate to make the Assignee responsible or liable for any waste committed on the Premises, or for any dangerous or defective condition of the Premises, or any negligence in the management, upkeep, repair or control of the Premises resulting in loss or injury or death to any tenant, licensee, employee or stranger nor liable for laches or failure to collect the Rents and the Assignee shall be required to account only for such monies as are actually received by it. All actions taken by the Assignee pursuant to this Assignment shall be taken for the purposes of protecting the Assignee's security and the Assignor agrees that nothing in this Assignment and no actions taken by the Assignee under this Assignment, including, but not limited to, the Assignee's approval or rejection of any leases for any portion of the Premises, shall in any way alter or impact the obligation of the Assignor for the Secured Debt. The Assignor waives any defense or claim that may now exist or hereafter arise by reason of any action taken by the Assignee under this Assignment.

8. Assignor to Hold Assignee Harmless. The Assignor shall indemnify and hold the Assignee harmless from and against any and all liability, loss or damage which it may or might incur under the Leases or under or by reason of this Assignment and from and against any and all claims and demands whatsoever which may be asserted against it by reason of any alleged obligations or undertakings on its part to perform or discharge any of the terms, covenants or agreements contained in the Leases. Should the Assignee incur any such liability, or any costs or expenses in the defense of any such claims or demands, the amount thereof, including costs, expenses and reasonable attorneys' fees, shall be secured by this Assignment, shall be added to the Secured Debt and the Assignor shall reimburse the Assignee for such amount immediately upon demand, and the failure of the Assignor to do so shall constitute a default under this Assignment and a default under the Mortgage.

9. Security Deposits. The Assignor agrees on demand to transfer to the Assignee any security deposits held by the Assignor under the terms of the Leases. The Assignor agrees that such security deposits may be held by the Assignee without accrual of interest and shall become the property of the Assignee upon a default under this Assignment or the Mortgage, to be applied in accordance with the provisions of the Leases. Until the Assignee makes such demand and the deposits are paid over to the Assignee, the Assignee assumes no responsibility to the tenants for such security deposit.

10. Authorization to Tenants. The tenants under the Leases are irrevocably authorized and directed to recognize the claims of the Assignee or any receiver appointed under this Assignment without investigating the reason for any action taken by the Assignee or such receiver, or the validity or the amount of indebtedness owing to the Assignee, or the existence of any default under the Note, the Mortgage, or under or by reason of this Assignment, or the application to be made by the Assignee or receiver. The Assignor irrevocably directs and authorizes the tenants to pay to the Assignee or such receiver all sums due under the Leases and consents and directs that such sums shall be paid to the Assignee or any such receiver in accordance with the terms of its receivership without the necessity for a judicial determination that a default has occurred under this Assignment, the Note, or the Mortgage, or that the Assignee is entitled to exercise its right under this Assignment, and to the extent such sums are paid to the Assignee or receiver, the Assignor agrees that the tenants shall have no further liability to the Assignor for the same. The sole signature of the Assignee or such receiver shall be sufficient for the exercise of any rights under this Assignment and the sole receipt of the Assignee or such receiver for any sums received shall be a full discharge and release of the obligation of any such tenants or occupants of the Premises. Checks for all or any part of the rentals collected under this Assignment shall upon notice from the Assignee or such receiver be drawn to the exclusive order of the Assignee or such receiver.

11. Satisfaction. Upon the payment in full of all Secured Debt as evidenced by a recorded satisfaction of the Mortgage executed by the Assignee or its assigns, this Assignment shall without the need for any further satisfaction or release become null and void and be of no further effect.

12. Assignee Creditor of the Tenants. At any time after default in the payment of any Secured Debt or in the performance of an obligation, covenant, or agreement in this Assignment, the Note or the Mortgage, the Assignor agrees that the Assignee, and not the Assignor, shall be the creditor of the tenants in respect of assignments for the benefit of creditors and bankruptcy, reorganization, insolvency, dissolution, or receivership proceedings affecting such tenants (without obligation on the part of the Assignee, however, to file or make timely filings of claims in such proceedings or otherwise to pursue creditor's rights therein, and reserving the right to the Assignor to make such filing in such event) with an option to the Assignee to apply any money received by the Assignee as such creditor in reduction of the Secured Debt.

13. Assignee Attorney-In-Fact. The Assignor irrevocably appoints the Assignee and its successors and assigns as its agent and attorney-in-fact, which appointment is coupled with an interest, after an event of default as defined in the Note or the Mortgage, to exercise any rights or remedies under this Assignment and to execute and deliver during the term of this Assignment such instruments as Assignee may deem necessary to make this Assignment and any further assignment effective.

14. Subsequent Leases. Until the Secured Debt has been paid in full, the Assignor will deliver to the Assignee executed copies of all Leases affecting any part of the Premises and agrees to make, execute and deliver to the Assignee upon demand and at any time or times, any and all assignments and other instruments sufficient to assign the Leases and the Rents to the Assignee or that the Assignee may deem to be advisable for carrying out the purposes and intent of this Assignment. From time to time on request of the Assignee the Assignor agrees to furnish the Assignee with a rent roll of the Premises disclosing current tenancies, rents payable, and such other matters as the Assignee may reasonably request.

15. General Assignment of Leases and Rents. The rights and remedies contained in this Assignment are in addition to and shall be cumulative with the rights and remedies given and created in the Mortgage, assigning generally all rents and profits of the Premises, and shall in no way limit the rights and remedies created under the Mortgage.

16. No Mortgagee in Possession. Nothing in this Assignment and no actions taken pursuant to this Assignment shall be construed as constituting the Assignee a "Mortgagee in Possession."

17. Continuing Rights. The rights and powers of the Assignee or any receiver under this Assignment shall continue and remain in full force and effect until all Secured Debt, including any deficiency remaining from a foreclosure sale, is paid in full, and shall continue after commencement of a foreclosure action and, if the Assignee is the purchaser at the foreclosure sale, after a foreclosure sale and expiration of any redemption rights.

18. Successors and Assigns. This Assignment and the covenants, agreements and provisions in this Assignment shall be binding upon the Assignor and its successors and assigns including without limitation each and every record owner of the Premises or any other person having an interest in the Premises and shall inure to the benefit of the Assignee and its successor and assigns. As used in this Assignment the words "successors and assigns" shall also mean the heirs, executors, representatives and administrators of any natural person who is a party to this Assignment.

19. Governing Law. This Assignment is governed by the internal laws of the State of Wisconsin.

20. Validity Clause. The intent of this Assignment is to confer to the Assignee the rights and benefits under this Assignment to the full extent allowable by law. The unenforceability or invalidity of any provision in this Assignment shall not render any other provision or provisions in this Assignment unenforceable or invalid. Any provisions found to be unenforceable shall be severed from this Assignment.

21. Costs of Enforcement. The Assignor agrees that if, and as often as, this Assignment is placed in the hands of attorneys to defend or enforce any of the Assignee's rights under this Assignment, the Assignor will pay to the Assignee its reasonable costs and other expenses incurred in connection with such enforcement before and after judgment, including without limitation, reasonable attorneys' fees.

Template #1

VILLAGE OF SHOREWOOD

Sample Business Plan Information

Business Plan and Financial Templates

You will need a complete business plan drafted for your application to the program. We would like to offer the following business planning templates for your use in guiding you through the key steps of creating a thorough and successful business plan.

Two websites offer a helpful online questionnaire that will fill in a business plan as you go through the online interview. Choose the one that best suits your type of business.

1) LawDepot.com offers a simple, online questionnaire to get you started on writing your business plan.
2) The Small Business Administration offers a more detailed and thorough online questionnaire as well.

We've put together spreadsheet templates (Microsoft Excel) to help you get your business plan financial section completed. They include (*final offering of templates may not include all four):*

1) Balance Sheet/Income Statement (existing businesses)
2) 3 year Cash Flow Projections (new and existing businesses)
3) Personal Financial Statement (all owners of new and existing businesses)

Other helpful tools for starting or relocating your business in Shorewood:

Milwaukee County Revolving Loan Fund

Wisconsin Women's Business Imitative Corporation

Small Business Administration (Federal)

Template #2

VILLAGE OF SHOREWOOD

Sample Financial Projections

SEE ATTACHED EXCEL SPREADSHEET

YOUR COMPANY NAME Inc.
3-YEAR CASH FLOW PROJECTION

PLEASE NOTE that many of the fields in this spreadsheet automatically calculate totals etc. Note which ones are for you to enter your numbers (blue type fields) and those which are automatically calculating (usually has a formula in the field, so do not overwrite the formula or the totals won't be correct).

	Month-1	Month-2	Month-3	Month-4	Month-5	Month-6	Month-7	Month-8	Month-9	Month-10	Month-11	Month-12	**Total**
	Jul-02	Aug-02	Sep-02	Oct-02	Nov-02	Dec-02	Jan-03	Feb-03	Mar-03	Apr-03	May-03	Jun-03	**Year-1**
Opening Cash Balance	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
CASH IN													
Cash From Sales	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Cash From Out-Licensing of Intellectual Property	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Loans or Other Financial Vehicles	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Tax Rebates (eg SR&ED)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Taxes Collected from Sales	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Equity Investments	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Interest From Bank	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
TOTAL CASH IN	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
CASH OUT													
Cost of Sale (COS)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Staff Expenses	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Salaries: NAME OR TITLE OF PERSON	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Salaries: NAME OR TITLE OF PERSON	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Salaries: NAME OR TITLE OF PERSON	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Salaries: NAME OR TITLE OF PERSON	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Salaries: NAME OR TITLE OF PERSON	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Salaries: NAME OR TITLE OF PERSON	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Salaries: NAME OR TITLE OF PERSON	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Salaries: NAME OR TITLE OF PERSON	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Salaries: NAME OR TITLE OF PERSON	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Benefits: All salaries + 20%	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Source Deductions: All salaries + 7%	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Marketing Expenses	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Website Creation and Maintenance	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Website and Email Hosting	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Market Research	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Media Relations and PR (include writing)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Marketing Collateral (include writing)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Tradeshow and Conference Attendance	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Tradeshow Displays	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Language Versioning of Website/eCollateral	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Advertising	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Subscriptions to Publications	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Other/miscellaneous	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Facilities	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Office: Rent	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Office: Utilities	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Office: Furniture and Fittings (cap)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Office: Buildout (cap)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Office Cleaning and Waste Management	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Manufacturing Plant or Workshop: Rent	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Manufacturing Plant or Workshop: Utilities	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Manufacturing Plant or Workshop: Furniture and Fittings (cap)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Manufacturing Plant or Workshop: Buildout (cap)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Manufacturing Plant or Workshop: Cleaning and Waste Manageme	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
IT/IS	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Telephones	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Integrated Communications System (voice/data)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Workstations, Printers and Peripherals	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Software	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Network supplies (LAN)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Mobile phones and PDAs	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Internal Project Resources	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Materials	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Equipment	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Project Contract Resources	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Subcontractor 2: NAME SERVICE	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Subcontractor 1: NAME SERVICE	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Materials	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Facilities and Equipment	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**

Technical Support	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Materials	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Equipment	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Financial	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Acquisitions	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Loan Payments (P+I)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Incidental Loan Repayments	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Short-Term Debt	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Aged Accounts Payable	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
R&D Expenses	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
In-Licensing of Intellectual Property	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Subscriptions and Technical Research	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Travel	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Selling Expenses (eg Commissions)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Office Support	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Office Supplies	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Office Equipment	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Professional Fees	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Legal -- General	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Legal -- Patents	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Accounting	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Bookeeping	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Advisor Fees	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Banking Charges	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Bank Fees	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Credit Card Charges and Interest	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Interest on Line of Credit	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Taxes	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Sales Tax	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Income Tax	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Miscellaneous	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Insurance	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Membership Fees	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Couriers, Mail and Postage	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
TOTAL CASH DISBURSEMENT	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Net Cash	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	**$0**
Closing Cash Balance (Cummulative)	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

Template #3

VILLAGE OF SHOREWOOD

Sample Personal Financial Statements

SEE ATTACHED EXCEL SPREADSHEET

Personal Financial Statement of:

Enter your name here
As of mm/dd/yyyy

Assets	Amount in Dollars
Cash - checking accounts	$ -
Cash - savings accounts	-
Certificates of deposit	-
Securities - stocks / bonds / mutual funds	-
Notes & contracts receivable	-
Life insurance (cash surrender value)	-
Personal property (autos, jewelry, etc.)	-
Retirement Funds (eg. IRAs, 401k)	-
Real estate (market value)	-
Other assets (specify)	-
Other assets (specify)	-
Total Assets	**$ -**

Liabilities	Amount in Dollars
Current Debt (Credit cards, Accounts)	$ -
Notes payable (describe below)	-
Taxes payable	-
Real estate mortgages (describe)	-
Other liabilities (specify)	-
Other liabilities (specify)	-
Total Liabilities	**$ -**
Net Worth	$ -

Signature: **Date:**

Notes on Preparation

You may want to print this information to use as reference later. To delete these instructions, click the border of this text box and then press the DELETE key.

Many financial institutions will require information about your personal financial data. This spreadsheet will help you prepare a personal financial statement.

Your personal financial statement should show only your personally held assets and liabilities (debts) outside the business. Do not include any business assets or liabilities.

Page 2 of the spreadsheet allows you to give the details behind the numbers on the balance sheet.
If you present this financial statement to a potential lender or investor, be sure to sign and date it in the space provided. The signature is your pledge that the statement is complete and accurate to the best of your knowledge.

Step 1: Prepare a list of all assets owned whether they are paid for or not. Enter the amount you would receive by selling the asset for cash.

Step 2: Prepare a list of liabilities (money you owe).

Step 3: Net worth = Total Assets - Total Liabilities

Personal Finance Statement of:

Enter your name here
As of mm/dd/yyyy

Details

1. ASSETS - Details

Notes and Contracts held

From Whom Owing	Balance Owing	Original Amount	Original Date	Monthly Payment	Maturity Date	History / Purpose
	$ -	$ -		$ -		

Securities: stocks / bonds / mutual funds

Name of Security	Number of Shares	Cost	Market Value	Date of Acquisition
		$ -	$ -	

Stock in Privately Held Companies

Company Name	No. of shares	$ Invested	Est. Market Value
		$ -	$ -

Real Estate

Description / Location	Market Value	Amount Owing	Original Cost	Purchase Date
	$ -	$ -	$ -	

2. LIABILITIES - Details

Credit Card & Charge Card Debt

Name of Card / Creditor	Amount Due
	$ -

Notes Payable (excluding monthly bills)

Name of Creditor	Amount Owing	Original Amount	Monthly Payment	Interest Rate	Secured by (Leine)
	$ -	$ -	$ -		

Mortgage / Real Estate Loans Payable

Name of Creditor	Amount Owing	Original Amount	Monthly Payment	Interest Rate	Secured by (Leine)
	$ -	$ -	$ -		

VILLAGE OF SHOREWOOD

BUSINESS INCENTIVE LOAN PROGRAM

As revised June 25, 2010

VILLAGE OF SHOREWOOD
BUSINESS INCENTIVE LOAN PROGRAM
For
ACTIVE TAX INCREMENTAL DISTRICTS

PROGRAM HIGHLIGHTS

Purpose of the Program

The Business Incentive Loan Program (the "Program") has been established to assist businesses and property owners finance business expansion and startup projects, consistent with the economic development goals of the Village.

The Program is expected to be an important component of the Village's economic development toolbox, which includes the façade grant program and redevelopment project incentives.

Benefits to participating Program businesses might include providing "first dollars" required by other lending organizations, lower than market interest rates, and potential to lower debt service payments during the startup period of a new venture.

Economic Development Goals

These goals are comprised of property tax base enhancement, business recruitment and retention, and/or expanded business activity.

Loan Parameters

The maximum loan amount is normally $100,000. Loans over that amount will be considered in special cases only. All loans must be approved by the Shorewood Community Development Authority. Loans over $50,000 must also be approved by the Shorewood Village Board.

A minimum of one dollar of private sector investment will be required for each dollar of CDA investment.

Sufficient collateral, including personal guarantees from the principals of the business, will be required.

Interest charged to the borrower will be

- ✓ The cost of funds to the Village, based on the Village's last taxable borrowing – except,
- ✓ Where deemed necessary, a lower rate for a period of up to two (2) years, and at least half of the rate of the Village's last taxable borrowing.

Interest cost to the borrower from Program loans is expected to be lower than for loans from banks or other financial institutions.

Payment of principal may be deferred for up to eighteen (18) months If required for the success of the undertaking. Need for such deferral must be demonstrated.

Criteria for Granting

Criteria for granting or for limiting the amount of a requested loan include the following:

- **Eligibility** – the project must contribute proportionately to the achievement of Shorewood's economic development goals and be for the activities listed in the Program Details section of this document.
- **Need** - the applicant must demonstrate that alternate sources of funding needed to finance the project are not available on reasonable terms.
- **Shorewood Affiliation** – Businesses currently operating in Shorewood will be given precedence over those who are not.
- **Availability of Funds** – a balance of sufficient funding authority (unloaned funds) must be available for the TID in which the property is located.

Because of the scarcity of funds, the Program will be administered in a way that maximizes their impact on realization of Village economic development goals. The loans supported by this Program are not intended to be an entitlement.

Application Process

Submit application to Jim Plaisted, c/o Village of Shorewood, 3930 N. Murray Avenue, Shorewood, Wisconsin 53211, 414-272-5823. See the Program Details section of this document for detailed application procedures and requirements.

PROGRAM DETAILS

To be edited to be consistent with the highlights section of the document

Introduction

In 2007, the Village of Shorewood established the Business Incentive Fund for Tax Incremental District (TID) No. 1. This fund is intended to be used to improve properties and enhance the tax base within the TID. Businesses and property owners are eligible for low-interest loans to finance business expansion or start-up projects. Loan funds that are repaid to the Village will be used to assist other businesses within TID No. 1. The purpose of this plan is to set forth the criteria for the financing that is available from the program.

Purpose

The Business Incentive Fund has been established to increase the tax base of TID No. 1 through the retention and expansion of existing, and the development of new, small businesses. The Fund is also intended to provide assistance to business owners who wish to purchase property within the TID. Small- and medium-sized businesses often lack the necessary capital to develop or expand their operations, and, as such, this lack of capital has a significant impact on the local tax base.

The loan fund includes funding mechanisms and interest rates that are designed to encourage business development, while providing for the recapitalization and growth of the Fund.

Eligible Applicants

Eligible applicants for the Business Incentive Fund are business establishments or property owners located in TID No. 1 or those that will locate in the TID as a result of loan fund financing. These applicants must demonstrate that they are unable to access the financing necessary for the business or real estate project through conventional sources.

Administration

The monies in the Business Incentive Fund shall be the property of the Village of Shorewood Community Development Authority (CDA) and funding decisions relative to loan applications shall be made by the (CDA), except that any member of the CDA, who so desires, may request that a specific funding request under consideration be forwarded to the Village of Shorewood Board of Trustees for a final decision. Village staff, with assistance provided by the Southeastern Wisconsin Regional Planning Commission (SEWRPC), shall be responsible for day-to-day administration of the program.

Application Procedures

Businesses that are interested in applying for financing should contact Jim Plaisted, c/o Village of Shorewood, 3930 N. Murray Avenue, Shorewood, Wisconsin 53211. A copy of the loan application and a list of the supporting documentation needed for each application are included as Attachment A to this plan. Following the submittal of the application, Village staff will examine the application and supporting documentation for completeness and make a determination within 20 working days on whether or not the proposed project conforms with the standards and policies as set forth in this plan.

Once Village staff has completed its review of the application, the applicant business will be informed of any deficiencies, and requested to amend the application, if necessary. Upon receipt of a completed application, the application will be forwarded to the CDA for consideration together with a staff funding recommendation.

Standards and Policies

The following standards and policies will be utilized in the Business Incentive Fund:

1. Funding Limits: The maximum amount of funding available for each applicant is $25,000. For loan requests of more than $25,000, approval from both the CDA and Village Board are required to waive the funding limit.

2. Type of Financing Available: All monies will be provided in a manner that enhances the viability of the proposed project. The CDA, at its discretion, may waive the requirement for providing loans on an installment basis.

3. Project Initiation: All Business Incentive Fund and matching monies must be spent following approval of the loan by the CDA, unless waived by the CDA.

4. Private Sector Leverage Ratio: A minimum of one dollar of private sector investment will be required for each dollar of CDA investment. Private sector investment is defined as financing from a private lending institution and cash equity that is contributed to the project by the applicant. Applicants will be required to utilize a private financial institution to finance all or a portion of the private sector match. In addition, all private sector dollars must be obtained from a non-public source and no public funds of any type may be counted towards leveraged private investment. The CDA, at its discretion, may waive the requirement for private financial institution participation in projects for loans of less than $10,000.

5. Community Benefits: Applicants must demonstrate tax base enhancement to be eligible for funding. In particular, Business Incentive Fund monies contributed to a project must not exceed 30 percent of the existing fair market value of the property as reported by the Village Assessor or an appraiser acceptable to the CDA.

Applicants for funding must also demonstrate that the project will meet a public purpose test, such as providing jobs, enhancing the tax base, or increasing tourism and consumer utilization within TID No. 1.

6. Eligible Activities: Activities eligible for funding through the Business Incentive Fund include:

   a) Real property acquisition, building demolition, site preparation, and similar site-related redevelopment activities to stimulate business development.
   b) Interior and exterior building rehabilitation and new construction.
   c) Leasehold improvements; the acquisition of furniture, fixtures, and equipment; and working capital.

7. Ineligible Activities: Activities not eligible for funding through the Business Incentive Fund include:

   a) Purchasing equity in private businesses.
   b) Subsidizing interest payments on existing loans and other working capital expenses.
   c) Refinancing loans made by other lenders or investors.
   d) Contributing equity required of borrowers participating in other loan programs.
   e) Financing deposits in interest-bearing accounts, certificates of deposit, and other cash investments.

8. Standard Loan Terms: Standard terms for installment loans are as follows:

   a) Real property acquisition, site-related redevelopment, building rehabilitation—maximum of 10 years.
   b) Furniture, fixtures, and equipment; leasehold improvements; and working capital—maximum of 7 years.

   The specific term for an individual borrower will be based on the useful life of the asset, as well as the terms offered by the private sector financial institution participating in the project. However, the CDA retains the right to adjust individual loan terms in order to facilitate a successful loan fund project.

9. Need Determination: Each applicant must demonstrate that Business Incentive Fund financing is necessary to make the project feasible.

10. Interest Rate: Loans may be provided at below-market interest rates when necessary to make a project feasible. The maximum interest reduction will be 50 percent of the current Wall Street prime rate of interest or 4.0 percent, whichever is less.

11. Deferral of Principal and Interest: The Business Incentive Fund has the option of deferring principal and interest payments upon demonstration by the recipient business that a deferral is required to make the project feasible. The period of time for which a deferral can be provided will be negotiated with the CDA on a case-by-case basis. Interest will accrue during the deferral period or be cancelled at the discretion of the CDA.

12. Equity Requirements: The CDA may require an equity injection for Business Incentive Fund projects, when appropriate. Consideration will be given for individuals who have made substantial equity commitments to the applicant business, as well as to individuals who do not have sufficient financial resources to contribute to the project.

13. Collateral Requirements: Each Business Incentive Fund project will include a financing agreement between the CDA and recipient business that details the terms and conditions of the loan fund financing, along with supporting collateral documents. In addition, performance bonding may be required when deemed necessary to protect the CDA's interest in the project.

    Collateral requirements will be determined on an individual basis by the CDA and may include mortgages on land and buildings; liens on furniture, fixtures, and equipment; and liens on accounts receivable and inventory. This collateral may be subordinated to private sector financial institutions participating in the project, if required. Personal guarantees from the principals of the business will be required. In addition, junior liens on all business assets may be used where appropriate.

    Finally, loan recipients will be required to obtain property-casualty insurance for the appraised value of the property being financed, and have the CDA listed as an additional insured on the policy.

14. General Policies for Restructuring Loans: Business Incentive Fund loans may be restructured when restructuring will improve the borrower's ability to repay the loan, as long as the business is financially viable as evidenced through a business credit analysis. The Village staff will work with the owner(s) of the business to determine the need for restructuring, and, if appropriate, the CDA may restructure the loan to improve cash flow within the business. Restructuring can include deferring principal and interest payments, adjusting the rate of interest, or providing additional working capital.

15. Loan Application Fee: The CDA will require a loan application fee of $300 to be paid at the time of loan application. If the requested financing is approved, the fee may be added to the principal amount of the loan and paid with program monies. The CDA reserves the right to waive or reduce this application fee.

16. Financing Origination Fees: The CDA will require a loan origination fee equal to 1.0 percent of the loan amount, plus payment of all legal fees incurred by the CDA for the loan closing. The fees may be added to the principal amount of the loan and

paid with program monies. The CDA reserves the right to waive or reduce these financing origination fees.

17. Availability of Funds: Available funding for the loan fund program will be established by the Village Board and the CDA on an annual basis. In those instances where the number of requests exceeds available funding, Business Incentive Fund applications will be prioritized based upon the use of the funds, the date of receipt of all requested application materials, the community benefit, and the amount of private sector leverage that is included in the project. When feasible, the amount of CDA monies contributed to each project will be reduced in order to facilitate as many requests as possible.

18. Project Completion Date: All projects must be initiated within 12 months following approval of the financing application and completed within two years of the issuance of a building permit, if required. The CDA may provide extensions beyond the time limit, if warranted, upon the request of the applicant.

19. Additional Requirements: All CDA-financed activities must:

    a) Conform with the TID No. 1 Project Plan and the Village of Shorewood Master Plan and design guidelines.
    b) Have the applicant retain ownership for sufficient time to complete the project, stabilize its occupancy, and establish project management.
    c) Not damage designated Village landmarks.
    d) Comply with all applicable policies, rules, codes, regulations, and statutes of the Village and State.

* * *

Attachment A

VILLAGE OF SHOREWOOD
BUSINESS INCENTIVE FUND APPLICATION

Name: _____

Address: _____

_____

Business Name: _____

Telephone No.: _____

Brief Project Description:

_____

_____

_____

_____

Sources and Uses of Funds

	Business Incentive Fund Loan	Bank Financing	Equity Financing	Total
a) Land Purchase				
b) Building Purchase				
c) Building Construction				
d) Building Renovation				
e) Capital Equipment				
f) Working Capital				
g) Closing Costs				
TOTAL COSTS				

Business Incentive Fund Assistance Requested

a) Loan Amount	
b) Interest Rate (percent)	
c) Loan Term (years)	
d) Deferral Period (months)	

Source of Bank Financing:

Name: _____

Address: _____

_____

Contact Person: _____

Telephone No.: _____

Loan Amount: $_____

Source of Equity Financing:

Name: _____

Address: _____

_____

Telephone No.: _____

Amount: $_____

Date Project Will Begin: _____

I hereby certify that the information provided above and in the attached supporting documentation is to the best of my knowledge true and correct. I also agree to pay the loan application fee and any legal expenses, as defined in the Village of Shorewood Business Incentive Fund plan, should a loan be approved by the Village of Shorewood Community Development Authority.

_____

Applicant Signature Date

For additional information about the Village of Shorewood Business Incentive Fund, please contact Jim Plaisted at (414) 272-5823.

Please submit the Business Incentive Fund application and supporting documentation to:

Jim Plaisted
c/o Village of Shorewood
3930 N. Murray Avenue
Shorewood, WI 53211

* * *

VILLAGE OF SHOREWOOD
BUSINESS INCENTIVE FUND: PROJECT DOCUMENTATION

The following supporting documentation should be submitted along with each Business Incentive Fund application.

1. A business plan that provides the information identified in Note 1.

2. Three years of the applicant's most recent financial statements or three years of the applicant's most recent Federal Income Tax Returns.

3. Financial projections including, at a minimum, a balance sheet at project initiation and income statements for the first three years of the project.

4. Personal financial statements for the applicant.

5. A statement of the anticipated community benefits to be derived from the proposed loan fund project and the reasons why the project will not take place without financing from the Business Incentive Fund.

6. A letter of commitment from the financial institution or other source of debt financing that is a part of the project.

7. Cost estimates for all fixed assets to be purchased or real estate improvements to be made with Business Incentive Fund monies.

8. A lease or pre-lease agreement for rental property, an offer to purchase for the acquisition of commercial real estate, or a warranty deed for existing commercial real estate.

9. Other documentation that may be required by the CDA or Village Board that is deemed important relative to a determination regarding the loan fund project.

Note 1: The business plan should present a description of the business that includes the following level of detail:

1. A description of the business and its legal organization.
2. A detailed description of the proposed business or real estate project.
3. A discussion of the management team and all experience relevant to the development of the proposed project.
4. A discussion of the marketplace that identifies the applicant's current customer base; its major competitors; and a marketing strategy.
5. A discussion of projected sales growth and the financing and capital requirements necessary to achieve the projected growth.

* * *

Shorewood

Community Development Authority

FAÇADE IMPROVEMENT PROGRAM

(Revised 10/27/16)

PURPOSE

This Facade Improvement Program is established to stimulate exterior building improvements to existing commercial storefronts in the Village of Shorewood. Improvements shall be sufficient in scope to produce visible improvements to commercial building facades.

PROGRAM GOALS

- ❑ Enhance the attractiveness of the Village's Business District.
- ❑ Promote a high level of maintenance for a sustainable Business District.
- ❑ Promote commercial vitality and increased economic activity in the Business District.
- ❑ Maintain or improve existing commercial property values within the Business District which may also effectuate an increase in property values of the surrounding residential areas.

TARGET AREA

The Target Area for this Facade Improvement Program includes commercial properties along the following commercial corridors, within the Village of Shorewood boundaries - both sides of Oakland Avenue, Capitol Drive and Wilson Drive. (See Attachment A for a map of the Target Area).

ELIGIBLE ACTIVITIES

Eligible activities shall include but are not limited to the following improvements made to commercial building façade(s) facing a public street:

- ❑ Repair and/or replacement of the original building's materials and decorative details which are deteriorated or missing.
- ❑ Repair of non-original materials which cannot be removed due to deterioration of the underlying original building material.
- ❑ Cleaning of exterior building surfaces.
- ❑ Tuck pointing and masonry repair.
- ❑ Painting.
- ❑ Repair, replacement or addition of entrances, doors, display windows, transoms and upper story windows.
- ❑ Removal, repair and/or replacement of existing signs and awnings.
- ❑ New signs, awnings, parklets and patios (subject to maximum reimbursement as detailed below).
- ❑ Vertical elements of decks.
- ❑ Design fees (subject to maximum reimbursement as detailed below).
- ❑ Permanent exterior lighting.
- ❑ Screening of dumpsters and parking lots, if made of high quality materials in compliance with Shorewood Design, Review Board requirements.

NON-ELIGIBLE ACTIVITIES

- ❑ Work on non-mixed use, residential buildings.
- ❑ Work on a commercial building facade not facing a public street
- ❑ Work on a roof and/or flooring.
- ❑ Work done before execution of a Façade Improvement Program Agreement (See Attachment B).
- ❑ Purchase of property.
- ❑ Construction of a NEW building (Construction of an entirely new building AND construction of any renovation where over 50% of the square footage of the building renovation is new construction).
- ❑ Patios, decks, or balconies not facing a public street
- ❑ Fixtures and equipment.
- ❑ Inventory.
- ❑ Landscaping.
- ❑ Signage not in compliance with the Village's sign code.

PROGRAM FUNDING

This program is established to stimulate eligible exterior improvements to existing commercial storefronts. Two types of grants are available under the program.

Concept Design Grant
Up to $2,000. This grant will share the cost of developing a conceptual design and cost estimate for improvement of the subject building facade. An approved applicant will receive 90% of the consultant cost for developing the completed conceptual design and cost estimate up to $2,000

Facade Improvement Grant
Up to $10,000 per storefront. This grant will share in the actual cost of implementing the improvements identified in the conceptual design and cost estimate including the cost to complete final design and construction documents. An approved applicant will receive an amount equal to 50% of the aforementioned costs up to $10,000 per storefront, with a cap for signage, parklets and patios at $1,500 collectively.

A property owner or business owner that is proposing to do additional improvements to a commercial storefront in which past improvements were funded by the Facade Improvement Program, may apply for a Facade Improvement Program grant. However, this Façade Improvement Program limits grants to $10,000 per storefront, per five-year period. Subsequent requests within that five-year period will require direct approval by a majority vote of the CDA members.

APPLICATION PROCESS

A. The Shorewood Façade Grant Program is described in full on the Administering Agency's and Village of Shorewood website. Once the applicant familiarizes themselves with the program guidelines, they should contact the Administering Agency for a discussion of the proposed project and how the program may be accessed. The official application (Attachment C) can be found on the Village of Shorewood's website and the Administering Agency's website.

B. The applicant or qualified design professional prepares a schematic concept elevation of the facade and a cost estimate for approval by Owner/Applicant (if created by a qualified design professional), Administering Agency, and designated Village Staff.

C. Before completing the application or applying for the grant program, the Owner/Applicant will submit to designated Village Staff, a Design Review Board Application including professional material samples for the remodeling concept to the Shorewood Design Review Board (SDRB) for approval.

D. Once the SDRB has approved the proposed exterior commercial improvement, the applicant should submit their formal application (Attachment C) to the Administering Agency.

E. A complete application will include the following:

   i. A completed construction application (Attachment C) cover page which will include the applicant's name, property address, and signature and approval by the property owner (if applicant is a commercial tenant)
   ii. A brief description of the project
   iii. At least two bids for the project from qualified contractors
   iv. The approved plans submitted to the SDRB

F. Owner/Applicant will obtain a minimum of two written proposals from all experienced contractors and sub-contractors to complete the remodeling in accordance with the plans and specifications and all applicable laws and then submit to the Administering Agency for its review and approval. The Owner/Applicant is not required to accept the lowest bid. If there is a difference in total pricing of 20% between the 2 bids and the Owner/Applicant wishes to go with the more expensive bid, the Owner/Applicant is responsible for explaining in writing why there is a pricing difference and why the higher bid is being chosen

G. Once the application is complete and submitted, the Administering Agency and designated Village Staff will review the application and, if approved, sign the application.

H. Once all approvals required in steps A-G are obtained, the Owner/Applicant and the Administering Agency will execute a Facade Improvement Program Agreement

(Attachment B) in which the Owner/Applicant agrees to complete the project within one year. Construction on façade improvements must commence within 30 days of execution of the Façade Improvement Program Agreement.

I. The Administering Agency agrees to reimburse the Owner/Applicant for 50% of the exterior façade costs of the project, up to $10,000 per storefront, with signage, parklet and patio reimbursement capped at $1,500 (including the preparation of plans and specifications), upon completion of the project. All invoices, canceled checks, and lien waivers for the project work must be reviewed and approved by the Administering Agency and designated Village Staff before grant reimbursement occurs.

RECORD RETENTION

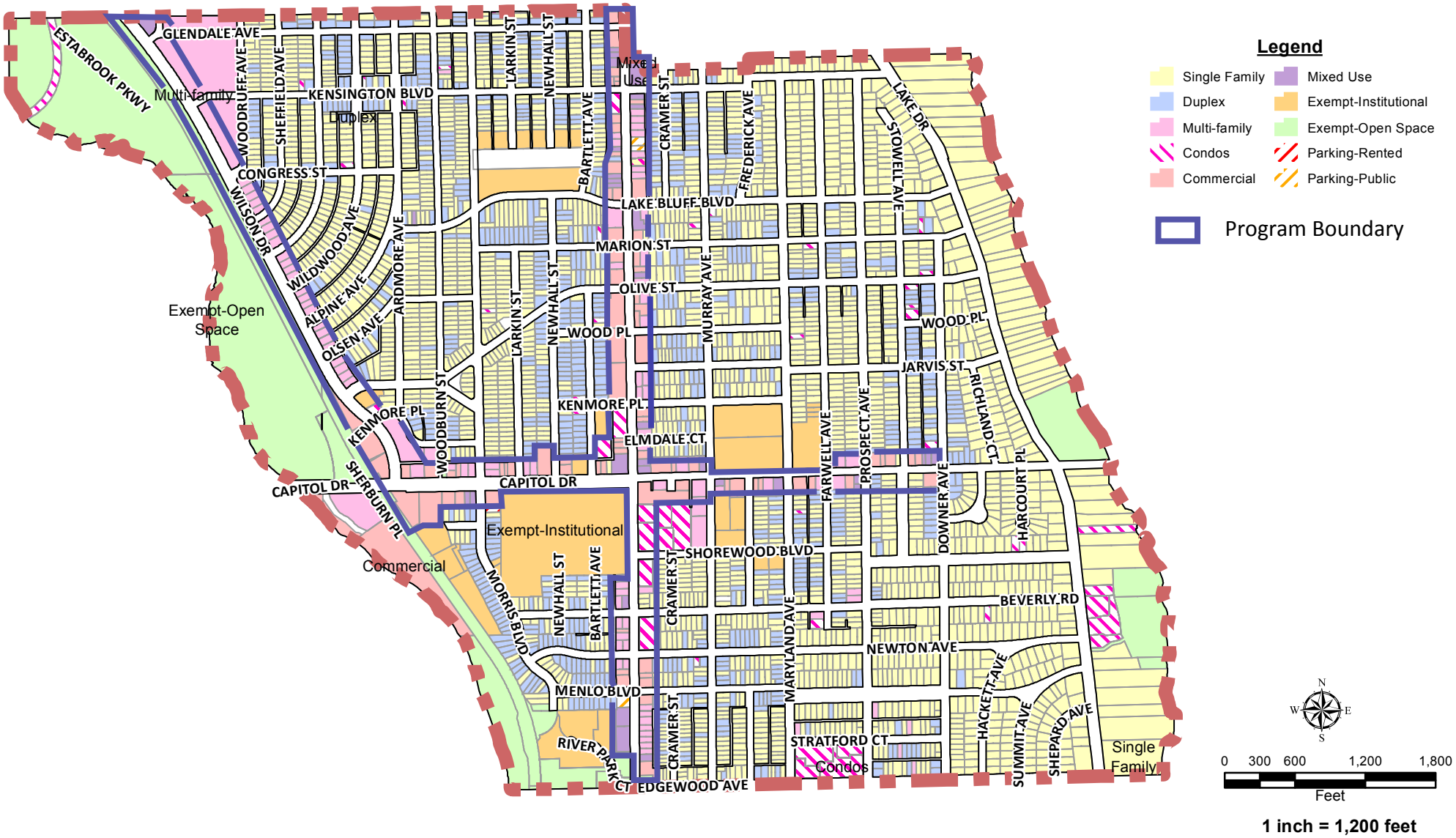
Certain records related to this Façade Improvement Program are public record and subject to open records law. As such, applications will be stored at the Shorewood Village Hall and available for viewing.

Attachment A

VILLAGE OF SHOREWOOD
Façade Improvement Program Target Area

SEE EMAIL ATTACHMENT 1

Village of Shorewood
Community Development Authority Facade Improvement & Business Loan
Target Area Map



the Village of Shorewood
AT THE EDGE OF THE CITY AND THE HEART OF EVERYTHING

MSA PROFESSIONAL SERVICES
More ideas. Better solutions.

Attachment B

VILLAGE OF SHOREWOOD
Facade Improvement Program Agreement

THIS AGREEMENT is made and entered into this _____ day of _____ by and between the (Insert Administering Agency) and _____, applicant/owner (Recipient) of the subject property located at _____, in the Village of Shorewood, Wisconsin.

RECITALS

WHEREAS, the CDA is desirous of encouraging activities which enhance the attractiveness of the Village's Business District; promote a high level of maintenance for sustainable Business District; promote commercial vitality and increased economic activity in the Business District; and maintain or improve existing commercial property values within the Business District which may also effectuate an increase in property values of the surrounding residential areas; and

WHEREAS, the CDA and the Village Board have approved and adopted a FACADE IMPROVEMENT PROGRAM to encourage business and property owners to upgrade the commercial storefront facades; and

WHEREAS, pursuant to the FAÇADE IMPROVEMENT PROGRAM, the Recipient names above has applied for a grant to assist in completing facade improvements; and

WHEREAS, the CDA has designated the (Insert Administering Agency) to be the acting agent on its behalf;

WHEREAS, after reviewing the application submitted by Recipient, the (Insert Administering Agency) and (Village Staff Representative) have found and determined that it would be beneficial to and serve to implement the goals of the Village's redevelopment effort in the Business District to support Recipient's facade improvement project through a grant of funds upon the terms and conditions hereinafter described; and

NOW, THEREFORE, for the mutual considerations described herein and other good and valuable consideration, the parties agree as follows:

I) (Insert Administering Agency) obligations and responsibilities:

(A) After construction is completed and upon receipt of all documentation relating to the facade improvement project costs, the (Insert Administering Agency) shall reimburse Recipient for one-half of the construction related costs up to a maximum grant of $10,000. In the event that Recipient fails to complete the improvements within 6 months

of signing this agreement, the (Insert Administering Agency) shall not be liable for reimbursement for any construction costs unless the (Insert Administering Agency) and Village Staff Representative agree otherwise in writing. Recipients must submit to the (Insert Administering Agency) any request to approve extensions to that deadline at least 30 days prior to the project completion date if so needed.

(B) The (Insert Administering Agency) shall not be liable for payments for services beyond the scope of the (Insert Administering Agency) authorized improvements, nor shall the (Insert Administering Agency) be liable for improvements which are made after the facade improvements project is completed or after the (Insert Administering Agency) has authorized reimbursement to the Recipient.

(C) The (Insert Administering Agency) shall not be a party to nor is it liable for any contractual payments to any contractors, architects or other third parties. Payments to any contractors, architects or other parties are the sole responsibility of the Recipient.

II) Recipient obligations and responsibilities:

(A) Recipient agrees to accept grant funds in an amount not to exceed $10,000. Such grant funds shall be given on a reimbursement basis and shall only be for one-half of the construction related costs up to a maximum grant amount of $10,000 (with reimbursement for signage, parklets and patios capped at $1,500); and

(B) Recipient acknowledges and agrees that the grant funds are to be used solely for exterior facade improvements on the subject property located at:

_____.

(C) Recipient is the owner of the subject property or has submitted the owner's written consent to improve the subject property on the grant application form which is attached hereto as Exhibit "A"; and

(D) Recipient has submitted a final design sketch or plan of the exterior facade improvements which has been approved by the Village of Shorewood Design Review Board and is attached hereto as Exhibit "B". Recipient acknowledges that all facade improvements completed shall be consistent with the aforesaid plans and be in conformance with all federal, state, county and municipal laws, ordinances, codes and regulations; and

(E) Recipient has submitted two written proposals from qualified contractors which are attached hereto as Exhibit "C"; and

(F) Recipient agrees that all facade improvements as set forth in Exhibit "C" shall be completed on or before one year from the time this agreement is signed by both parties ("the completion date") and no grant fund reimbursement payments shall be made prior to completion; and

(G) Recipient shall maintain books, records, and documents in accordance with generally accepted accounting procedures and practices to maintain adequate internal controls which, relating to storefront facade improvements, sufficiently and properly reflect all expenditures of funds provided by the (Insert Administering Agency) under this Agreement; and

(H) Recipient shall make all books and records pertaining to the facade improvement project available to the (Insert Administering Agency) and/or CDA/Village staff for inspection, review and audit purposes at all reasonable times upon demand for the term of this Agreement and for three (3) years thereafter; and

(I) The recipient shall submit to the (Insert Administering Agency) not more than sixty (60) days after the facade improvement project is completed, all supporting documentation relating to the costs associated with the improvements on the subject property; and

(J) The Recipient and or the Recipient's contractor(s) shall carry worker's compensation insurance to cover all workers involved in the project. Recipient shall maintain, at its own expense, General Liability Insurance covering the subject property and the resultant uses thereof in the amount of $1,000,000.00 and will maintain property damage coverage for a minimum of $100,000.00 the premium of which shall be paid prior to execution of this Agreement. Said insurance shall name the (Insert Administering Agency) as an additional insured; and shall provide the (Insert Administering Agency) with notice of any cancellation or change in coverage. Recipient shall furnish the (Insert Administering Agency) with certificates of Insurance. Any lapse of this coverage during this period of the Agreement shall be grounds for termination of the Agreement by the (Insert Administering Agency) as the acting agent for the CDA.

(III) Term of Agreement

This Agreement shall commence upon execution and shall expire sixty (60) days after the Completion Date. In the event that the Recipient fails to commence the project within thirty (30) days from the date of execution of this Agreement, (Insert Administering Agency) as the acting agent of the CDA reserves the right to terminate this Agreement upon ten (10) days' notice to Recipient.

Application received date: _____

Grant approved date: _____

Project budget: _____

Grant amount: _____

Execution date: _____

Commencement date: _____

Completion date: _____

(IV) Grant Payments

Recipients may request 1 draw payment after the completion of at least 50% of the project costs. The 2nd and final draw request is may be made after project completion. The final draw request must be made within 30 days of project completion. All draw requests must also be supported by proper receipts and proofs of payment. The final draw will also be contingent on passing any building inspections related to the project being funded.

(V) Designated Representatives

The names and addresses of the Designated Agents/Representatives of the parties in connection with this Agreement are as follows:

AS TO AGENCY: (Insert Administering Agency)
c/o Village of Shorewood
3930 N Murray Avenue
Shorewood, WI 53211

AS TO RECIPIENT: _____
_____
_____
_____

ATTEST:

_____ _____
SECRETARY (Insert Administering Agency)

RECIPIENT: Date: _____

By: _____

Signature: _____

Print name: _____

Title: _____

Attachment C

FACADE IMPROVEMENT PROGRAM
OFFICIAL APPLICATION

APPLICANT INFORMATION

Date of Application: _____

Name of Applicant: _____

Please check one (or all) the following:

Property Owner/Landlord: ____ Business Owner: _____

Subject Property Address: _____

PROPERTY OWNER INFORMATION

Property Owner Name: _____

As the legal owner of the Facade Improvement Program subject property, I hereby grant authorization and/or agree to complete the Facade Improvements described on this application.

Property Owner/Landlord Signature:

_____

Date: _____

DESCRIPTION OF FACADE IMPROVEMENTS

_____

_____

_____

******Please attach schematic drawings of <u>All</u> building/site improvements including any signage proposed to be eligible for funding from the Facade Grant Program***

FACADE IMPROVEMENT PROGRAM OFFICIAL APPLICATION *(cont.)*

Total Construction Cost Estimate:

$_____

CONTRACTOR INFORMATION

******Please attach a minimum of 2 official bids from ALL contractors (both general and sub-contractors, as applicable)***

Contractor Proposal #1: _____

____ Estimate Attached Amount $_____

Contractor Proposal #2: _____

_____ Estimate Attached Amount $_____

OFFICAL APPROVALS

Community Development Authority Signature of Approval:

_____

Date: _____

Administrating Agency Signature of Approval:

_____

Date: _____

Application Exhibit A

Final Design Sketch or Plan of the Exterior Facade Improvements Approved by the Village of Shorewood Design Review Board

Application Exhibit B

Two Written Proposals from Qualified Contractors

Revised February 2016

FACADE IMPROVEMENT PROGRAM
NUMBER ONE

PURPOSE

This Facade Improvement Program is established to stimulate exterior building improvements to existing commercial buildings in the target area which are sufficient in scope to produce visible changes to the building facades.

PROGRAM GOALS

- ❑ Maintain vibrancy and enhance the attractiveness of the target area.
- ❑ Promote a high level of maintenance for a sustainable commercial area.
- ❑ Promote commercial vitality and increase economic activity.
- ❑ Maintain or improve existing property values in the target area and adjacent areas.
- ❑ Support all businesses including regional and national entities with a focus on encouraging local businesses and local entrepreneurship.

TARGET AREA

The target area for this Facade Improvement Program is the area included within Tax Incremental District #1. Please see the attached map.

ELIGIBLE ACTIVITIES

Eligible activities shall include but are not limited to the following:

- ❑ Repair and/or replacement of the original building's materials and decorative details which are deteriorated or missing.
- ❑ Repair of non-original materials which cannot be removed due to deterioration of the underlying original building material.
- ❑ Cleaning of exterior building surfaces.
- ❑ Tuck pointing and masonry repair.
- ❑ Painting.
- ❑ Repair, replacement or addition of entrances, doors, display windows, transoms, or second story windows.

- ❑ Removal, repair and/or replacement of existing signs and awnings.
- ❑ New signs and awnings.

- ❑ Design fees on completed projects.
- ❑ Permanent exterior lighting.
- ❑ Permit fees for completed projects.

NON-ELIGIBLE ACTIVITIES

- ❑ Work on a Facade not facing a public street.
- ❑ Work on a roof.
- ❑ Work done before approval of an Application Agreement for this Facade Improvement Program.
- ❑ Purchase of property.
- ❑ Construction of a NEW building.
- ❑ Fixtures and equipment.
- ❑ Inventory.

CDA REVIEW

- ❑ *Grants in excess of current limits*
  For grant requests in excess of current limits, the CDA and Village Board must review and approval the size of the grant request.

- ❑ *Cumulative Grant Evaluation*
  A property that has received a Façade Grant in the past may apply for additional Façade Grants. Once a site has received cumulative grant funds of $25,000 per project site per five year period for single tenant properties and $50,000 per project site for multi-tenant properties (or other properties that qualify under this document), subsequent requests within that period will require direct CDA review and approval. These limitations exclude sign/awning requests due to business change outs.

PROGRAM FUNDING

This program is established to stimulate eligible exterior improvements and projects are funded on a first come first served basis. Two types of grants are available under the program.

Concept Design Grant
This grant will share the cost of developing a conceptual design and cost estimate for improvement of the subject building facade. An approved applicant will receive 90% of the consultant cost for developing the COMPLETED conceptual design and cost estimate up to $2,000.

Facade Improvement Grant
This grant will share in the actual cost of implementing the improvements identified in the conceptual design and cost estimate including the cost to complete final design and construction documents. An approved applicant will receive an amount equal to 50% of the aforementioned costs up to $25,000. Amounts above the maximum may be authorized with approval by the Community Development Authority of the Village of Shorewood.

Revised February 2016

APPLICATION PROCESS

A. An official application containing all information requested shall be submitted to the Administering Agency by an Owner/Applicant.

B. Agency staff reviews the application, meets with the Owner/Applicant to discuss the concept design process and program agreement.

C. Agency staff and/or Owner/Applicant arranges for preliminary consultation with a design professional to ascertain the aesthetic and functional goals of the facade remodeling and determine the potential budget parameters.

D. Design professional prepares schematic concept elevation of the facade and a cost estimate for approval by Owner/Applicant and Village review process.

E. Owner/Applicant submits a building permit for the accepted remodeling concept to the Shorewood Design Review Board for approval.

F. Owner/Applicant obtains a minimum of two written proposals from experienced contractors to complete the remodeling in accordance with the plans and specifications and all applicable laws and submits them to the Administering Agency for review and approval.

G. Administering Agency provides Shorewood Village Planning/Development Director with Owner/Applicant request packet for review and approval prior to grant funding.

H. The Owner/Applicant and Agency execute an agreement in which the Owner/Applicant agrees to complete the project within one year. In return, the Agency agrees to reimburse the Owner/Applicant for 50% of the cost of the project, up to $25,000, including the preparation of plans and specifications, upon completion of the project.

NORTH SHORE FIRE/RESCUE

Office of the Fire Chief

Robert Whitaker

To:	Shorewood Village Board
Date:	October 14, 2016
Subject:	North Shore Fire/Rescue Fee Resolution

The North Shore Fire Department Board of Directors unanimously approved Resolution 16-03 adopting a fee schedule for 2017. Enclosed is the proposed 2017 Fee for Service Schedule and Resolution 16-03 as approved by the Board of Directors.

The Fee Schedule is annually updated by the Board of Directors and requires that at least five of the seven member municipalities pass a local resolution regarding the fee schedule at the Council/Board level. There are three different types of fees charged by the Department, fees for emergency services, fees for fire prevention permits/inspections and administrative fees.

Fees for Emergency Services

This area primarily consists of fees for emergency medical services provided by the Department. All EMS fees, except BLS Resident Transport, ALS1 Resident Transport and Transport Mileage Fee have been adjusted by 2.1% which is the change in the Medical Care Commodities and Medical Care Service CPI for 2016. This is the fifth year that the Department is proposing using the CPI as the method for determining the adjustment in EMS fees. The Department feels this best reflects the change in the cost of medical services.

The change in the fees for BLS Resident Transport, ALS1 Resident Transport and Transport Mileage Fee reflects a 7% increase. This change is recommended by our billing contractor based on an analysis of historical collection rates in the commercial and self-pay payor categories. The proposed changes include changes recommended to all Milwaukee County municipalities for fees for advanced life support services by the Milwaukee County Fire Chiefs Association.

A financial need analysis process is in place for people receiving service who cannot afford to pay their fees. The process generally mirrors the process used by the hospital system at which the person receives care. A statement exists on the bill that is sent to the person that received care identifying how they can initiate this process.

Fire Prevention Permits/Inspections

The fee schedule in this area has no changes from 2016.

Administrative Fees

The fee schedule in this area has no changes from 2016.

STATE OF WISCONSIN: NORTH SHORE FIRE DEPARTMENT: MILWAUKEE COUNTY

RESOLUTION NO. – 16-03

A Resolution Recommending the 2017 NSFD Fees For Service Schedule.

WHEREAS, the Board of Directors of the North Shore Fire Department ("NSFD") can recommend fees for service to be charged by the Department to the member municipalities for their approval in accordance with the Amended and Restated North Shore Fire Department Agreement ("the Agreement"); and

WHEREAS, the Board of Directors of the NSFD hereby finds that the implementation of fees for service are necessary to recover costs incurred by the Department to provide certain services.

NOW, THEREFORE, BE IT RESOLVED, that a majority of the Board of Directors recommends the implementation of the updated fees detailed in the 2017 NSFD Fees for Service Schedule attached to this Resolution.

PASSED AND ADOPTED this 11th day of October, 2016.

Samuel D. Dickman, President

Countersigned:

Bryan Kennedy, Secretary

STATE OF WISCONSIN : VILLAGE OF SHOREWOOD : MILWAUKEE COUNTY

RESOLUTION NO. 2016-18

A Resolution Approving the 2017 North Shore Fire Department Fees For Service Schedule.

WHEREAS, the Board of Directors of the North Shore Fire Department has recommended that the 2015 North Shore Fire Department Fees for Services, attached to and made a part of this Resolution (hereinafter the "Service Fees"), be approved by each of the municipalities a party to the 1994 Amended and Restated North Shore Fire Department Agreement (hereinafter "the Agreement"); and

WHEREAS, the Agreement requires that all fees for service must be submitted to the governing bodies of the Villages of Bayside, Brown Deer, Fox Point, River Hills, Shorewood and Whitefish Bay and the City of Glendale for approval by not less than five (5) of these seven (7) municipalities; and

WHEREAS, upon approval by not less than five (5) of these seven (7) municipalities the appropriate North Shore Fire Department officials are authorized to charge and collect the Service Fees; and

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Shorewood that the Village of Shorewood hereby approves the Service Fees in the form presented as attached and directs the Village Clerk to provide a certified copy of this Resolution to the North Shore Fire Department.

PASSED AND ADOPTED by the Village Board of the Village of Shorewood this 7th day of November, 2016.

VILLAGE OF SHOREWOOD

_____

Guy Johnson, Village Presidet

Countersigned:

_____

Tanya O'Malley, WCPC
Village Clerk-Treasurer

Item	2016	2017
BLS service and/or treatment without transport (Resident)	109.25	111.54
BLS service and/or treatment without transport (Non-Resident)	163.34	166.77
Paramedic service and/or treatment without transport (Resident)	135.76	138.61
Paramedic service and/or treatment without transport (Non-Resident)	185.61	189.51
BLS service with transport (Resident)	630.02	674.12
BLS service with transport (Non-Resident)	762.60	778.61
Paramedic service with transport Level - ALS-1 (Resident)	719.11	769.45
Paramedic service with transport Level - ALS-2 (Resident)	828.36	845.75
Paramedic service with transport Level - ALS-1 (Non-Resident)	849.57	867.41
Paramedic service with transport Level - ALS-2 (Non-Resident)	980.03	1000.61
Paramedic service and invasive treatment without transport (Resident)	135.76	138.61
Paramedic service and invasive treatment without transport (Non-Resident)	190.92	194.92
Defibrillation	109.25	111.54
IV and supplies	65.76	67.14
Intubation	81.67	83.38
ALS supplies	86.97	88.80
Oxygen and supplies	81.67	83.38
Mileage (rate per loaded mile)	15.91	17.02
EKG	109.25	111.54
Drugs, Group-1: Albuterol, Amioderone (30 mg), Aspirin, Atropine, Benadryl, Calcium Gluconate, Dextrose, Duoneb, D5W, Glucose (oral), Nitroglycerin, Sodium Normal Saline (bags & carpujet), Versed, Zofran Tabs, Zofran IV	35.00	35.74
Drugs, Group-2: Calcium Chloride, Dopamine, Epinephrine (IM or IV, not by Epi-pen), Lidocaine, Sodium Bicarbonate	40.30	41.15
Drugs, Group-3: Fentanyl, Ketamine, Medazolam, Narcan	51.97	53.06
Epinephrine by Epi-pen	103.94	106.13
Adenosine	97.58	99.63
Glucagon, up to 1 Mg	97.58	99.63
Solmedrol, 41-125 Mg	63.64	64.98
E-Z IO	130.46	133.20
Spinal Immobilization	135.76	138.61
Triage barcode wristbands	3.18	3.25
Cyano-kits	980.03	1000.61
CPAP mask	48.79	49.81

Fire Prevention Permits/Inspections:	2016	2017
Fire Department Services for Vehicles	$500	$500
Occupancy Inspection	$75.00 ($25/multi-family unit with $75 minimum)	$75.00 ($25/multi-family unit with $75 minimum)
Work without Permit	Double normal fee	Double normal fee
Re-inspection Fee	75	75
Special Plan Review/Inspection	Subject to actual cost	Subject to actual cost
Variance Requests	$100/code section	$100/code section
Inspection Request (less than 72 hrs notice)	$75/hr 2 hr. minimum	$75/hr 2 hr. minimum
Inspection Non-Business Hours	$100/hr 2 hr. minimum	$100/hr 2 hr. minimum

Plan Review (Includes Site Inspection):	2016	2017
Construction Compliance with Fire Code	$.07/sq. ft. ($75 minimum)	$.07/sq. ft. ($75 minimum)
Performance Based or Alternative Design	$.07/sq. ft. ($100 minimum)	$.07/sq. ft. ($100 minimum)
Fire Alarm and Detection Systems	$.07/sq. ft. ($75 minimum)	$.07/sq. ft. ($75 minimum)
Audio/Visual Annunciation Systems	$250 up to 20 devices, $500 over 20 devices	$250 up to 20 devices, $500 over 20 devices
Hood and Duct Suppression Systems	$100 per system	$100 per system
Other Suppression Systems (FM200, Cardox, etc.)	$100/plan	$100/plan
Smoke Evacuation	$75/plan	$75/plan
Water-based Sprinkler Systems (new or altered <20 heads)	$100	$100
Water-based Sprinkler Systems (new or altered >20 heads)	$.07/sq. ft. ($100 minimum)	$.07/sq. ft. ($100 minimum)
Spray Booth Operations	$100	$100

Acceptance Tests:	2016	2017
Hydro-test of Sprinkler Piping (2 hr. test)	$125	$125
Fire Pump	$100	$100
Fire Alarm and Detection System	$100	$100
Hood and Duct Suppression System	$100	$100
Other Suppression	$100	$100
Smoke Evacuation System	$100	$100
Spray Booth System	$100	$100

Other Permit Items:	2016	2017
Bonfires, Cermonial Fires, Vegetation Burns	$50	$50
Hot Work	$25	$25
Indoor Vehicle Exhibits	$25	$25
Building Demolition	$250	$250
Tents for Public Assembly >400 sq. ft.	$50	$50
Temporary Fuel Storage	$50	$50
Fireworks Displays	$125	$125
Code Consulting/Emergency Planning	$75/hour	$75/hour

Administrative/Other Fees:	2016	2017
CPR Certification	$70/student	$70/student
Open Records Requests	$.25/page	$.25/page
Record Locating Fees	As determined by the record custodian only if over $50 per request.	As determined by the record custodian only if over $50 per request.
Event Stand-by	Cost of personnel (loaded wage), vehicles/supplies plus 25% administrative fee.	Cost of personnel (loaded wage), vehicles/supplies plus 25% administrative fee.

VILLAGE OF SHOREWOOD POLICE DEPARTMENT

MEMORANDUM

To: Public Safety Committee

From: Peter A. Nimmer, Chief of Police

Date: October 31, 2016

Re: Residential Congested Commuter Area

Background:

In early September of 2015, the Shorewood Police Department and Village Hall were approached by residents in the 4100 block of North Prospect Avenue regarding the congested parking on their street during the week. The residents indicated to the department that they believed most of the vehicles parked on the street were faculty and students from UWM taking advantage of the parking unrestricted parking regulations on their street.

Village Manager Chris Swartz requested the police department to conduct a count of the vehicles parked on Prospect, Stowell, and Downer north of Capitol to Jarvis. The police department conducted those counts on October 2, 2015 and October 5, 2015.

In order to conduct the vehicle count to compare to the available spaces on each of the streets, the police department used the Village's GIS program. First, the police department looked at the total length in feet of each of the streets from Capitol to Jarvis which was approximately 809 feet. We then accounted for driveways, the required 4ft from each side of the driveways on each of the streets. Based upon the above information and considerations Prospect had 507 feet of available parking, Stowell had 486 feet of available parking, and Downer had 799 feet of available parking. We then used 20 feet for the length of a vehicle and estimated the number of available parking spaces on each of the streets. Prospect has 25 available, Stowell has 24 available, and Downer has 40 available parking spots.

The October 2, 2015 count revealed the following:

STREET	# of available spaces	*10 AM	*2 PM	% of available parking occupied 10 AM	2PM
Prospect	25	17	12	68%	48%
Stowell	24	10	10	42%	42%
Downer	40	25	20	62%	50%

*Represents number of vehicles parked and counted at each time of the day

Again, October 5, 2015 the police department conducted a vehicle count. In addition to counting the vehicles the police department wrote down each and every plate number to determine if they were residents or commuters. It should be noted that of the 80 vehicles parked on the three streets only 5 or 8% listed to a Shorewood residence. We concede that maybe someone did not have their current address listed on their license plates but we used the information available at the time.

Below are the results of the October 5, 2015 vehicle count:

STREET	# of available spaces	*10 AM	% occupied	# of Residents
Prospect	25	19	76%	1
Stowell	24	11	45%	2
Downer	40	30	75%	2

*Represents number of vehicles parked and counted at each time of the day

At the October 5, 2015 Shorewood Village Board Meeting, Andrew Rothrock of 4024 North Prospect Avenue spoke to the Village Board regarding his concerns of the congested parking on his street as well as the other streets north of Capitol.

At the February 1, 2016 Public Safety Committee this item was discussed along with the results of the October vehicle counts. (Please see the attached memo from Chris Swartz from that meeting). Public Safety Committee at that time gave direction to staff to survey the residents in the area regarding this issue.

Following the February 1, 2016 meeting, the Village conducted a survey of the residents in the area by sending several letters indicating the Village was considering expanding the Residential Congested Commuter Area north of Capitol on Prospect, Stowell, and Downer.

The Village sent letters to residents in April and June informing them of the possible ordinance change along with an opportunity to give their input at two meetings held by the Village staff. In August, a letter was sent indicating that only Downer would be considered for the. Following the August letter, a petition was signed by residents Prospect indicating their desire to be included in ordinance change. The Village held three open meetings, two for residents and one for the businesses regarding this topic.

This topic was discussed at multiple Public Safety Committees for discussion in 2016. At the September Public Safety Committee several residents came to the meeting to indicate their support for this ordinance change.

Following the October 17, 2016 Public Safety Committee meeting the police department was again asked to conduct a vehicle count by the Village Manager. The police department conducted the vehicle counts on 6 different days. On two of the days the department recorded every plate number to determine whether or not the vehicle was registered to a Shorewood address.

Below are the results of the vehicle counts.

October 19, 2016 *Represents number of vehicles parked and counted at each time of the ay

STREET	# of available spaces	*10 AM	*2 PM	% of available parking occupied 9 AM	2PM
Prospect	25		15		60%
Stowell	24		12		50%
Downer	40		26		65%

October 20, 2016

STREET	# of available spaces	*10 AM	*2 PM	% of available parking occupied 9 AM	2PM
Prospect	25	13	14	52%	56%
Stowell	24	10	16	42%	67%
Downer	40	13	25	32%	62%

October 21, 2016

STREET	# of available spaces	*10 AM	*2 PM	% of available parking occupied 9 AM	2PM
Prospect	25	11	9	44%	36%
Stowell	24	9	12	37%	50%
Downer	40	12	11	30%	27%

October 24, 2016 (#) of residents based upon plate numbers

STREET	# of available spaces	*10 AM	*2 PM	% of available parking occupied 9 AM	2PM
Prospect	25	9 (4)	14 (4)	36%	56%
Stowell	24	11 (2)	16 (5)	45%	67%
Downer	40	18 (5)	23 (6)	45%	57%

October 25, 2016

STREET	# of available spaces	*10 AM	*2 PM	% of available parking occupied 9 AM	2PM
Prospect	25	12	15	48%	60%
Stowell	24	7	7	29%	29%
Downer	40	11	24	27%	60%

October 26, 2016 (#) of residents based upon plate numbers

STREET	# of available spaces	*10 AM	*2 PM	% of available parking occupied 9 AM	2PM
Prospect	25	12 (3)	15 (3)	48%	60%
Stowell	24	10 (2)	13 (2)	42%	54%
Downer	40	11 (3)	17 (3)	27%	42%

It should be noted that when the vehicle counts were taken a vast majority of the vehicles were occupying the spaces closest to Capitol. A majority of the unoccupied spaces were at the north end of these streets.

I have attached the proposed Village Ordinance that was drafted and approved by the Village Attorney for your review.

MOTION:

To adopt the ordinance amendment to the Residential Congested Commuter Area as presented.

Peter A. Nimmer
Chief of Police

MEMORANDUM

Date: February 1, 2016

To: Public Safety Committee

From: Chris Swartz

Re: Parking Policy Issues to be Discussed

Based on public input over the last year, the Public Safety Committee has been asked to evaluate policy alternatives regarding parking regulations as follows:

1. **Parking north of Capitol Drive adjacent to Stowell, Downer, Farwell and Prospect**. The Village Board adopted a "Residential Congested Commuter Area" in 2010 for the area east of Oakland and south of Capitol Drive. The zone was created because of the impact of UWM student and faculty parking on the Village streets during daytime hours. In this zone parking is restricted to two hours from 8:00 a.m. to 6:00 p.m. unless you have a permit (primarily for residents). Employees of local businesses on the south side of Capitol Drive were given special permits to park on certain streets within restricted area. Employees who worked on the north side of the street (without parking lots) were asked to park on unrestricted areas on the north side of Capitol Drive. Since that time daytime parking commuters (primarily UWM, based on antidotal evidence) have "parked up" the streets north of Capitol (Stowell, Downer, Farwell and Prospect) for one to two blocks. The Village has received complaints in this regard. The Public Safety Committee is being asked what, if any, actions are required to address this situation.
2. **Restrictive Parking during winter months (December 1 –March 1).** Currently most village streets have restricted parking during the winter months on one side of the street. The input we have had in this regard from residents is that one side of the road gets cleaned up and the other side remains "snowed in." This issue becomes more acute in areas that are near commercial areas, as the parking areas are taken up by commercial tenants, employees and customers. In predominately residential (not adjacent to commercial zoned parcels) areas most people do not park on the street during the winter (not as prevalent). An option to our current ordinances, would be to have alternate day/night parking in these areas during the winter months(like we have on Oakland)

3. **Evening parking restrictions**. Parking restrictions on village streets are usually for two hours from the hours of 7:00 a.m. to 7:00 p.m. and from 2:00 p.m. to 6:00 p.m. In recent years there have been requests by residents in areas near the business district to restrict parking from 10:00 p.m. to 6:00 a.m. The requests were primarily due to late night parking from tavern patrons in the business district. Cars left later in the evening resulted in snow plows not cleaning entire streets and late night patrons walking in residential areas late at night.

These are the three major parking matters that have been brought to our attention over the last year. Again, the Public Safety Committee is being asked to review these matters and determine what, if any, policy action is required.

//Chris

STATE OF WISCONSIN MILWAUKEE COUNTY VILLAGE OF SHOREWOOD

ORDINANCE NO:

An Ordinance to Amend The Residential Congested Commuter Area Parking District

At a regular meeting of the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, held on this 3rd day of October, 2016, a quorum being present and a majority of the Board voting therefore, said Board does ordain as follows:

SECTION 1

That Subsection (I)(1) of Section 25, Residential parking permits, of Article VIII, Parking Limits and Restrictions, of Chapter 500, Vehicles and Traffic, of the General Ordinances of the Village of Shorewood is hereby repealed.

SECTION 2

That Subsection (I)(1) of Section 25, Residential parking permits, of Article VIII, Parking Limits and Restrictions, of Chapter 500, Vehicles and Traffic, of the General Ordinances of the Village of Shorewood is hereby re-created to read as follows:

I. Residential Congested Commuter Area.

(1) Pursuant to the authority of §349.13 (1)(g) Wis. Stats., and notwithstanding any other provisions of this Article regarding the creation of a residential parking district, a "Residential Congested Commuter Area" is established for the area of the Village of Shorewood bounded by east Edgewood Avenue on the south, Lake Drive on the east, the north side of Capitol Drive between Lake Drive and Oakland Avenue, and the east side of Oakland Avenue on the west. Additionally, the area shall include north Downer Avenue between east Capitol drive and east Jarvis Street, and north Prospect Avenue between east Capitol Drive and east Jarvis Street. The regulations set forth herein in this subsection I shall be applicable in the Residential Congested Commuter Area notwithstanding any other hourly parking restrictions set forth in this Article and whereby vehicles bearing valid resident-only parking permits issued pursuant to this subsection may be parked without regard to posted hourly parking prohibitions within the area.

SECTION 3

That wherever the Two Hour parking limits found in §500-19 of the General Ordinances of the Village of Shorewood apply to parking locations that are in the Residential Congested Commuter Area residential parking district they are hereby repealed and the Village Clerk is hereby authorized to make those changes to the Village Code.

SECTION 4

That wherever the One Hour parking limits found in §500-20 of the General Ordinances of the Village of Shorewood apply to parking locations that are in the Residential Congested Commuter Area residential parking district they are hereby repealed and the Village Clerk is hereby authorized to make those changes to the Village Code.

SECTION 5

That if any subsection, section or portions of this ordinance or the application thereof to any persons as enacted hereunder is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portions shall be deemed a separate, distinct and independent provision and such holdings shall not affect the validity of the remaining portions hereof and the validity of the ordinance in all other respects shall not be affected thereby.

SECTION 6

That all ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby to such extent repealed.

SECTION 7

That this ordinance shall take effect and be in force from and after its passage and publication pursuant to law.

PASSED AND ADOPTED by the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, this 3rd day of October, 2016.

_____
Guy Johnson, Village President

Countersigned:

_____
Tonya O'Malley, Village Clerk

November 2, 2016

TO: Village Board
Cc: Village Manager Chris Swartz
Village Attorney Nathan Bayer

FROM: Planning Director Ericka Lang

RE: Proposed Ordinance Amendment to Electrical Code

Background

As of April 1, 2013 Wisconsin Statute 101.861 (attached) stated "municipalities may no longer impose any registration, licensing, or certification requirements on electrical contractors, electricians, or electrical inspectors." Per Shorewood Electrical Code 275-2, "no person shall perform electrical work in the Village unless said party is licensed or is a bona fide employee of a party licenses hereunder by the Village."

Recommendation

Staff is recommending the attached changes to Shorewood's Electrical Code Chapter 275 to remove any local license requirement. Shorewood's Planning & Development Department has not required local electrical licenses since 101.861 was adopted.

Suggested Motion

Motion to adopt Ordinance No _____ An Ordinance to Repeal the Requirement that Electrical Contractors or Electricians Obtain Licensing From the Village of Shorewood.

Village of Shorewood Proposed Marked Amendments 10/11/2016 E. Lang

Chapter 275. ELECTRICAL STANDARDS

§ 275-1. Purpose.

The purpose of this chapter is to provide certain minimum standards, procedures and requirements for the installation, repair and maintenance of electrical wiring, materials, fixtures, equipment and apparatus in connection with the use of electricity in buildings and structures in the Village.

§ 275-2. License required.

No person, firm, partnership or corporation shall install, alter or repair any electrical wiring, fixtures or other electrical apparatus in the Village of Shorewood without first procuring a valid license therefor as provided hereinafter, unless excepted hereunder~~. In addition, no person shall perform electrical work in the Village unless said party is licensed or is a bona fide employee of a party licensed hereunder by the Village, except as provided in § **275-3C** hereof.~~

§ 275-3. Electrician qualifications and credentials.

A. A master electrician certificate issued by the State ~~of Wisconsin or issued by the City of Milwaukee~~ will be accepted by the Village as evidence of qualification, provided that said license is valid and current.~~; a Village electrical license will be issued to such applicant producing such documentation without the need for any further examination of the applicant.~~

[Amended 1-4-1999 by Ord. No. 1777]

~~B. A current licensed Shorewood electrical contractor without a State of Wisconsin master electrician certificate from the State of Wisconsin or a City of Milwaukee license may renew a Shorewood electrical license for the next year, provided that all previous permit and license fees have been paid in full and any corrections of previous work in violation have been completed.~~

[Amended 1-4-1999 by Ord. No. 1777]

~~B~~C. An owner-occupant of a single-family dwelling or an owner-occupant of a two-family dwelling may perform electrical work in the dwelling in which he resides per Wisconsin State Stats.101.862(4)(a). The scope of such work is to be limited to one-hundred-twenty-volt circuits and only if such circuit is protected by a single main disconnect switch of dead front construction. ~~Under these conditions, no license shall be required of said dwelling owner~~. In such case, a homeowner's permit application outlining the scope of work to be accomplished will be filed with the Planning and Development Department; said work shall then be performed by the applicant only. The Village Fee Schedule *Editor's Note: The Village Fee Schedule is on file in the Village offices.* shall be applicable. No work shall be commenced until a permit is issued. The work to be done will require a preliminary or rough-in inspection where wall or similar closing is necessary and before any walls are closed and circuits are energized. Final inspection will be required after completion of the work. If, upon inspection, the work completed by the owner-occupant is not in accordance with the State and Village Electrical Codes, upon order of the Electrical Inspector, the owner-occupant shall immediately remove or cause to be removed the defective work or have said work immediately corrected by a licensed electrical contractor under a separate permit application. The Electrical Inspector shall not engage in providing design or instruction for untrained individuals. Any person violating the provisions of this subsection or any provision of the Shorewood Electrical Code shall be subject to the penalties as hereinafter set forth.

[Amended 2-25-2008 by Ord. No. 1935; 9-8-2009 by Ord. No. 1956]

C~~D~~. Maintenance personnel employed in public or private buildings, homeowners, ~~and contractors with valid electrical licenses per § **275-2**~~ shall be permitted to make those minor repairs which, by their nature, can be performed by persons not having experience in electrical wiring; these shall include the replacement of switches, receptacles and fixtures with a rating of not more than 20 amperes, but shall not include the extension of circuits or the adding, replacing or creating of new circuits. No license or permit will be required for this minor work. All other electrical work shall be done under permit in accordance with § **275-6** hereof and under the direct supervision of a person licensed hereunder.
[Amended 9-8-2009 by Ord. No. 1956]

§ 275-4. ~~**License procedure. (**~~Reserved)

~~A. All applications shall be made to the Electrical Inspector, and all such licenses shall be issued by him or his duly authorized agent.~~
~~B. All licenses shall be issued annually, effective the first day of January each year and terminating the 31st day of December the following year.~~
[Amended 9-5-2006 by Ord. No. 1916]
~~C. An original license shall be issued upon payment of a fee. A renewal license shall be issued upon the payment of the annual fee. Any license in effect, if not renewed by the 31st day of January each year, shall lapse; the renewal of said license thereafter shall be as an original license and require a fee. Fees as described within this subsection shall be as enumerated in the Village Fee Schedule.~~
[Amended 2-25-2008 by Ord. No. 1935]

§ 275-5. Permit required; emergency work.

A. No person, firm, partnership or corporation shall install, repair, maintain or alter any electric wiring or any electrical fixture, equipment or apparatus without securing a permit before the day on which such work is started, unless otherwise provided herein. Application shall be made in accordance with the provisions of § **275-6** of this chapter; excepted here from are minor repairs to switches, receptacles and fixtures.

B. All emergency work shall be reported to the Electrical Inspector within two days after commencing such work and a permit submitted immediately thereafter.

§ 275-6. Application for permit.

[Amended 2-25-2008 by Ord. No. 1935]

A. The Electrical Inspector shall issue permits for the electrical installations for light, heat or power. Application shall be made on forms furnished by the Electrical Inspector, which shall state clearly the work or alterations to be performed. All later deviations from the original permit issued will require a supplemental application listing such deviations or additions but with no additional minimum fee. Fees as required by the Village Fee Schedule are to be paid to the Planning and Development Department at the time of application. A temporary permit will be required for all electricity furnished to construction sites during the construction period. Permit application for temporary work shall specify the period of time for which such wiring is to remain in service. Service shall be cut off at the end of the specified period and shall not be reconnected without the written permission of the Electrical Inspector.

B. If ~~licensee~~ the applicant shall fail to obtain a permit on the day on which an electrical installation has been started, except in emergency cases, the total fees for such purpose shall be triple the normal fees

charged. No further permits will be issued to any licensee until all arrearage in fees have been paid and compliance had with all lawful orders of the Electrical Inspector.

C. In new construction of commercial and/or multi-occupancy buildings, the location of this equipment is to be clearly described before a building permit will be granted by the Building Inspector. *Editor's Note: Subsection **C**, formerly § 275-11B(1), was re-designated 9-8-2009 by Ord. No. 1956.*

§ 275-7. Permit fees and inspection charges.

A. Fees and inspection charges shall be as listed under the Village Fee Schedule.

B. One rough-in as required and one final inspection will be given without further fee. If re-inspection is required, a fee will be charged for each re-inspection required as enumerated in the Village Fee Schedule. *[Amended 7-17-1995 by Ord. No. 1714; 9-8-2009 by Ord. No. 1956]*

C. All fees to be paid hereunder are to be paid to the Planning and Development Department before inspection will be made. If said fees are not paid as required, said omission shall be considered a violation of the Village Code and shall be subject to the penalties hereinafter enumerated. In addition, any permit issued hereunder shall be subject to immediate suspension upon order of the Electrical Inspector. *[Amended 2-25-2008 by Ord. No. 1935]*

§ 275-8. Authority of Electrical Inspector.

A. The Electrical Inspector or his authorized assistant shall have the right to enter any building or premises in the discharge of his official duties and for that purpose shall be given prompt access on notification to the proper authority.

B. The Electrical Inspector or his authorized assistant shall order the utility to cut off the electric current from any building or equipment which is found to be in an unsafe condition, and no person, firm or corporation shall reconnect the same until written permission is given by the Inspector.

C. Wiring for which a permit has been issued shall not be concealed until accepted by the Electrical Inspector.

D. The Electrical Inspector or competent person delegated by him shall have the power to cause the removal of all wires, and the turning off of all electrical currents, where the circuits interfere with the work of the Fire Department during progress of a fire.

§ 275-9. Certificate of inspection; protection of meters.

A. Current shall not be turned on in any electrical wiring until a certificate of inspection has been issued by the Electrical Inspector to the utility furnishing the same. The closing of meter loops or other temporary connections will not be permitted by the ~~Inspection~~ Planning and Development Department until inspection has been made and a certificate of inspection issued.

B. Where it is necessary for more prompt action to be taken than the regular routine will allow, it will be necessary for the licensee or his agent to come to the office of the Electrical Inspector personally and obtain the necessary certificate and deliver the same in person to the appropriate department of WE Energies.

[Amended 2-25-2008 by Ord. No. 1935]

C. Certificates to be issued hereunder shall be issued only when work has been performed by a licensee.

D. All meter sockets shall have meter protection installed before certificates will be issued.

§ 275-10. Conformity with National Electrical Code as amended by Wisconsin State Electrical Code ~~Comm~~ SPS 316.

[Amended 9-5-2006 by Ord. No. 1916; 9-8-2009 by Ord. No. 1956]
All electrical work, including the placing of wires and other equipment, shall be done in conformity with the National Electrical Code and Wisconsin State Electrical Code ~~Comm~~ SPS 316 as it now exists and may, from time to time, be modified or amended. The additional rules and regulations as set forth in this chapter are hereby adopted as supplementary to the National Electrical Code and Wisconsin State Electrical Code ~~Comm~~ SPS 316 regulations for the installation of all electrical wiring and electrical apparatus and other electrical installations in the Village. All such installations shall comply with all said regulations and shall be done in the same manner as in the judgment of the Electrical Inspector will not endanger life or cause fire. Where requirement of state law and local ordinances conflict, the stricter requirement shall govern.

§ 275-11. (Reserved)

*Editor's Note: Former § 275-11, Installation requirements, amended 2-25-2008 by Ord. No. 1935, was repealed 9-8-2009 by Ord. No. 1956. Said ordinance also re-designated former § 275-11B(1) as § **275-6C**.*

§ 275-12. Enforcement by municipal citation.

[Amended 10-24-2005 by Ord. No. 1894; 2-25-2008 by Ord. No. 1935]
In addition to all other powers granted to the Planning ~~and Zoning Administrator~~ Director, Building Inspector or their designee to enforce the provisions of this chapter, the Planning ~~and Zoning Administrator~~ Director, Building Inspector or their designee is authorized pursuant to § 800.02, Wis. Stats., to issue municipal citations for violations of any of the provisions of this chapter.

§ 275-13. Appeals.

Subject to other provisions of this chapter, any person aggrieved by an administrative ruling, judgment or decision may appeal for a hearing before the Board of Appeals within ~~10~~30 days after the issuance of such ruling, judgment or decision. A nonrefundable appeal fee as provided by the Village Fee Schedule shall accompany each and every appeal brought hereunder. The Village Clerk shall give notice of a hearing to the appellant, to be held within 30 days after service of the notice on the appellant, said service to be served either personally or by certified mail addressed to the appellant's last known address. All other interested parties may be given written notice of said hearing by regular mail. Upon conclusion of the hearing held by the Board of Appeals, the Board shall make a ruling. The written decision of the Board shall be mailed to the appellant by the Village Clerk within 10 days of said decision. Any determination by the Board of Appeals may be appealed to the Circuit Court of Milwaukee County as provided by law.

§ 275-14. Violations and penalties.

A. Any person, firm, partnership, limited liability company or corporation found guilty of violating any of the provisions of this chapter shall be subject to a forfeiture in a sum not less than $25 nor more than $2,000 and the costs of prosecution and in default of the payment thereof shall be imprisoned in the county jail or house of correction of Milwaukee County for a period not to exceed 90 days. Every day such violation continues shall constitute a separate offense.
[Amended 2-25-2008 by Ord. No. 1935]

B. In addition to the provisions of Subsection **A** hereunder, compliance with the provisions of this chapter may be enforced by Village officers by in junctional order issued upon the suit of the Village or of any owner of real estate within the Village.

NOT PART OF CODE References:

101.862(4)(a) (a) A residential property owner who installs, repairs, or maintains electrical wiring on premises that the property owner owns and occupies as a residence, unless a license or registration issued by the department is required by local ordinance.

101.862(4)(d) **(d)** A person engaged in installing, repairing, or maintaining equipment or systems that operate at 100 volts or less.

101.862(4)(n) (n) A person who installs a replacement for an existing switch or outlet if the replacement switch or outlet has a rating of not more than 20 amperes.

STATE OF WISCONSIN : MILWAUKEE COUNTY : VILLAGE OF SHOREWOOD

ORDINANCE NO. _____

An Ordinance to Repeal the Requirement that Electrical Contractors or Electricians Obtain Licensing From the Village of Shorewood

At a regular meeting of the Village Board of the Village of Shorewood, Milwaukee County, held on this 7th day of November, 2016, a quorum being present and a majority of the Board voting therefore, said Board finds:

WHEREAS, the state legislature has preempted local municipal licensing of electrical contractors and electricians;

WHEREAS, pursuant to Wis. Stat. §101.861, "municipalities may no longer impose any registration, licensing, or certification requirements on electrical contractors, electricians, or electrical inspectors."; and

WHEREAS, Shorewood's Village Code needs to be modified to remove now prohibited licensing requirements on electrical contractors and electricians; and

NOW THEREFORE, at a regular meeting of the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, held on the 17th day of September, 2016, a quorum being present and a majority of the Board voting therefore, said Board does ordain as follows:

SECTION 1:

That Section 2: License Required, of Chapter 275: Electrical Standards, of the General Ordinances of the Village of Shorewood is hereby repealed and replaced as follows:

§ 275-2. License required.

No person, firm, partnership or corporation shall install, alter or repair any electrical wiring, fixtures or other electrical apparatus in the Village of Shorewood without first procuring a valid license therefor as provided hereinafter, unless excepted hereunder.

SECTION 2:

That Subsection "A" of Section 3: Electrician qualifications and credentials, of Chapter 275: Electrical Standards, of the General Ordinances of the Village of Shorewood is hereby repealed and replaced as follows:

§ 275-3. Electrician qualifications and credentials.

A. A master electrician certificate issued by the State of will be accepted by the Village as evidence of qualification, provided that said license is valid and current.

SECTION 3:

That Subsection “B” of Section 3: Electrician qualifications and credentials, of Chapter 275: Electrical Standards, of the General Ordinances of the Village of Shorewood is hereby repealed in its entirety.

SECTION 4:

That the existing Subsection “C” of Section 275-3: Electrician qualifications and credentials, of Chapter 275: Electrical Standards, is hereby repealed, and a new Subsection “B” is created as follows:

§ 275-3. Electrician qualifications and credentials.

B. An owner-occupant of a single-family dwelling or an owner-occupant of a two-family dwelling may perform electrical work in the dwelling in which he resides per Wisconsin State Stats.101.862(4)(a). The scope of such work is to be limited to one-hundred-twenty-volt circuits and only if such circuit is protected by a single main disconnect switch of dead front construction. In such case, a homeowner's permit application outlining the scope of work to be accomplished will be filed with the Planning and Development Department; said work shall then be performed by the applicant only. The Village Fee Schedule shall be applicable. No work shall be commenced until a permit is issued. The work to be done will require a preliminary or rough-in inspection where wall or similar closing is necessary and before any walls are closed and circuits are energized. Final inspection will be required after completion of the work. If, upon inspection, the work completed by the owner-occupant is not in accordance with the State and Village Electrical Codes, upon order of the Electrical Inspector, the owner-occupant shall immediately remove or cause to be removed the defective work or have said work immediately corrected by a licensed electrical contractor under a separate permit application. The Electrical Inspector shall not engage in providing design or instruction for untrained individuals. Any person violating the provisions of this subsection or any provision of the Shorewood Electrical Code shall be subject to the penalties as hereinafter set forth.

SECTION 5:

That the existing Subsection “D” of Section 275-3: Electrician qualifications and credentials, of Chapter 275: Electrical Standards, is hereby repealed, and a new Subsection “C” is created as follows:

§ 275-3. Electrician qualifications and credentials.

D. Maintenance personnel employed in public or private buildings, homeowners, shall be permitted to make those minor repairs which, by their nature, can be performed by persons not having experience in electrical wiring; these shall include the replacement of switches,

receptacles and fixtures with a rating of not more than 20 amperes, but shall not include the extension of circuits or the adding, replacing or creating of new circuits. No license or permit will be required for this minor work. All other electrical work shall be done under permit in accordance with § 275-6 hereof and under the direct supervision of a person licensed hereunder.

SECTION 6:

That Section 4: License procedure, of Chapter 275: Electrical Standards, of the General Ordinances of the Village of Shorewood is hereby repealed in its entirety, and the section number reserved for potential future use.

SECTION 7:

That Subsection "B" of Section 6: Application for permit, of Chapter 275: Electrical Standards, of the General Ordinances of the Village of Shorewood is hereby repealed and replaced as follows:

§ 276-6. Application for permit.

B. If the applicant shall fail to obtain a permit on the day on which an electrical installation has been started, except in emergency cases, the total fees for such purpose shall be triple the normal fees charged. No further permits will be issued to any licensee until all arrearage in fees have been paid and compliance had with all lawful orders of the Electrical Inspector.

SECTION 8:

That Subsection "A" of Section 9: Certificate of Inspection; protection of meters, of Chapter 275: Electrical Standards, of the General Ordinances of the Village of Shorewood is hereby repealed and replaced as follows:

§ 275-9. Certificate of Inspection; protection of meters.

A. Current shall not be turned on in any electrical wiring until a certificate of inspection has been issued by the Electrical Inspector to the utility furnishing the same. The closing of meter loops or other temporary connections will not be permitted by the Planning and Development Department until inspection has been made and a certificate of inspection issued.

SECTION 9:

That Section 10: Conformity with National Electrical Code as amended by Wisconsin State Electrical Code Comm 16, of Chapter 275: Electrical Standards, of the General Ordinances of the Village of Shorewood is hereby repealed and replaced as follows:

§ 275-10. Conformity with National Electrical Code as amended by Wisconsin State Electrical Code SPS 316.

All electrical work, including the placing of wires and other equipment, shall be done in conformity with the National Electrical Code and Wisconsin State Electrical Code SPS 316 as it now exists and may, from time to time, be modified or amended. The additional rules and regulations as set forth in this chapter are hereby adopted as supplementary to the National Electrical Code and Wisconsin State Electrical Code SPS 316 regulations for the installation of all electrical wiring and electrical apparatus and other electrical installations in the Village. All such installations shall comply with all said regulations and shall be done in the same manner as in the judgment of the Electrical Inspector will not endanger life or cause fire. Where requirement of state law and local ordinances conflict, the stricter requirement shall govern.

SECTION 10:

That Section 12: Enforcement by municipal citation, of Chapter 275: Electrical Standards, of the General Ordinances of the Village of Shorewood is hereby repealed and replaced as follows:

§ 275-12. Enforcement by municipal citation.

In addition to all other powers granted to the Planning Director, Building Inspector or their designee to enforce the provisions of this chapter, the Planning Director, Building Inspector or their designee is authorized pursuant to § 800.02, Wis. Stats., to issue municipal citations for violations of any of the provisions of this chapter.

SECTION 11:

That if any subsection, section, or portions of this ordinance or the application thereof to any persons as enacted hereunder is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portions shall be deemed a separate, distinct and independent provision and such holdings shall not affect the validity of the remaining portions hereof and the validity of the ordinance in all other respects shall not be affected thereby.

SECTION 12:

That all ordinances or parts of ordinances conflicting with the provisions of this ordinance are hereby to such extent repealed.

SECTION 13:

This ordinance shall be in full force and effect after its passage and posting as provided by law.

PASSED AND ADOPTED by the Village Board of Village of Shorewood, Milwaukee, County, Wisconsin, this 7th day of November, 2016.

_____
Guy Johnson, Village President

Countersigned:

_____
Tonya O'Malley, Village Clerk

101.861 Municipal licensing authority. Any ordinance enacted by a municipality that relates to licensure or certification of electrical contractors or electricians pursuant to the municipality's authority under s. 101.865, 2005 stats., or s. 101.87, 2005 stats., and that is in existence on March 19, 2008, shall remain in effect until April 1, 2013, but may not be amended or repealed during this time period. Beginning on April 1, 2013, such an ordinance is no longer in effect, and municipalities may no longer impose any registration, licensing, or certification requirements on electrical contractors, electricians, or electrical inspectors.

History: 2007 a. 63.

Shorewood

AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

MEMORANDUM

TO:	Village Board of Trustees
FROM:	Chris Swartz, Village Manager
	Tyler Burkart, Assistant Village Manager
DATE:	November 7, 2016
RE:	Village of Shorewood Entrance Signs

OVERVIEW

The Village of Shorewood budgeted funds in 2016 to replace the three entrance signs. The current condition of the entrance signs are relatively poor and have the old Village logo on them. Two of the three entrance signs are located on Lake Drive and the other entrance sign is on Wilson Drive. There are graphics on the following page which illustrates the specific location of each of these signs. The Village of Shorewood updated some of the park and facility signs in previous years with the most recent sign update occurring for Hubbard Park.

Village staff sent out an RFP to nine different sign companies in the Milwaukee area. A total of four sign companies responded to the RFP. Included in their materials was a visual of potential design options for the Village's new entrance signs, which is also attached to this memorandum. Down below is the total cost for each sign included in the proposals. The costs below include installation costs:

- National Sign and Design - $9,075
- J. Ewens Design, Inc. - $12,738
- Michael's Signs, Inc. - $13,350
- Fast Signs - $19,604

After staff reviewed the sign proposals, Village staff recommends selecting the sign design proposed by J. Ewens Design, Inc. National Sign and Design had the lowest proposal, but their proposed sign design is not consistent with the other newly installed signs around the Village. J. Ewens Design proposed a design that is very consistent with the other installed signs. In addition, the Village is very confident in J. Ewens Design's quality of product since they were used for the previous signs around the Village. The only change Village staff will be making to the design of the sign is altering the Village's tagline to a general welcome message. If the Village Board recommends approving a service agreement with J. Ewens Design to complete three entrance signs, the Village anticipates the work to still be completed by the end of this year.

BUDGET IMPACT
The adopted 2016 budget allocated a total of $29,500 for monument entrance signs for the Village. The proposals received to complete this work are well under the allocated dollar amount.

RECOMMENDED MOTION
I move to authorize the Village Manager to execute a service agreement with J. Ewens Design, Inc. to complete three new entrance signs for the Village of Shorewood.

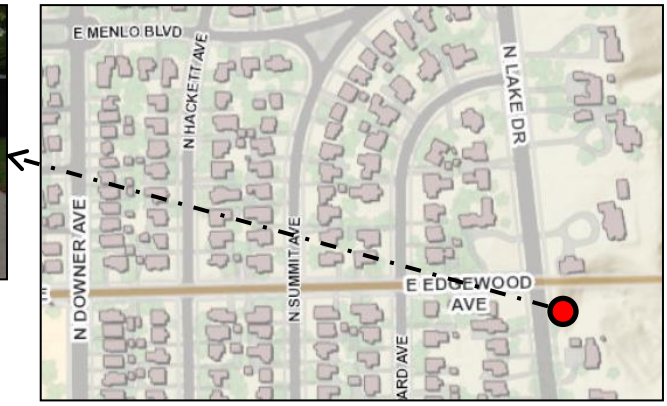


Figure 1. Old entrance sign on the east side of N. Lake Drive, close in proximity where Edgewood Avenue intersects N. Lake Drive.

Figure 2. Old entrance sign on the west side of N. Lake Drive, close in proximity where Kensington Blvd. intersects N. Lake Drive.

Figure 3. Old entrance sign on west side of N. Wilson Drive, close in proximity where Glendale Ave. intersects N. Wilson Dr.

SERVICE AGREEMENT

This Agreement is between the Village of Shorewood, Milwaukee County, WI (hereinafter referred to as "Village") and J. Ewens Design, Inc. (hereinafter referred to as "Service Provider") for the fabrication and installation of three welcome signs at three separate locations to be determined by the Village, as further enumerated below (hereinafter referred to as the "Project").

In consideration of the mutual agreements contained herein, the Village and Service Provider agree as follows:

1. The Village will:

a. The Village will pay the Service Provider $12,738 for the services provided as described within this Agreement. Such payment shall be full compensation for all services rendered and for all supervision, labor, supplies, materials, equipment and any other incidental costs. Fifty percent will be paid upon execution of this Agreement, and additional payments for the remaining balance will be made within 40 days of having received the invoice described below. To expedite payment of invoices under this Agreement, the invoices should be sent to the following:

Mark Emanuelson, Finance Director
Shorewood Village Hall
3930 N. Murray Avenue
Shorewood, WI 53211

b. The Village will provide a sufficient area/room for the provision of the services described.

2. The Service Provider will:

a. The Service Provider will provide the services of fabricating and installing the following:

Three (3) Charleston Industries 5't x 43" w x 7.5" d all aluminum non-illuminated Welcome Signs with 3M reflective lettering/graphics per approved drawing @ $ 3,591.00 each, for a total of $ 10,773.00

Background Color: Matthews Paint (Metallic Copper MP21939 - Satin Finish)

Installation of three (3) signs at 3 different locations to be determined by the Village, $655.00 each for a total of $1,965.00

b. The Service Provider will submit an invoice for the remaining 50% of the amount due to the Village for services upon completion.

c. The Service Provider will provide all materials, equipment and supplies necessary to perform or provide the services described.

d. The Service Provider will provide proof of liability insurance and worker's compensation insurance.

e. The Service Provider will be obligated to perform the services described in accordance with the standards of care, skill and judgment which may be expected of professional who performs similar work.

f. The Service Provider will supervise such clean-up as may be reasonably requested by the Village.

g. At the close of the Service Provider's work, the Service Provider will remove his or her materials and equipment.

h. The Service Provider will provide his or her services in a manner and time so as to not cause interference with any of the operations of any Village facility. In the event of a conflict between the schedules of the Service Provider and contractors and employees of the Village, the conflict may be resolved at the discretion of the Village.

3. Duration.

This Agreement will become effective upon signature and all work to be completed by _____, 2016. This Agreement may be cancelled on thirty (30) days written notice of either party.

4. Use of Village Name

It is understood and agreed that the name of the Village and the municipal location may not be used by the Service Provider or its agents in any promotional materials without prior approval of the Village.

5. Independent Contractor.

It is understood and agreed that the Service Provider is an independent contractor for the performance of all services described within this Agreement.

6. Assignment.

This Agreement and interests hereunder are not to be assigned.

7. Liability.

The Village represents that it does carry public liability insurance covering the municipal location. The Village specifically notes that it has not purchased insurance coverage for the Service Provider or its agents or employees. Nothing contained in this Agreement is intended as a waiver of the Village to rely upon the immunities or limitations to liability as may be contained within Wisconsin Statutes §893.80 or other applicable law.

8. Wisconsin Law.

This Agreement shall be governed by and construed with the laws of the State of Wisconsin.

9. Complete Agreement.

This Agreement represents the entire of listing of the terms between the parties. This Agreement may be modified only in writing by an amendment signed by both parties.

10. Endorsement.

By endorsing this Agreement both the Service Provider and the Village indicate that each has the authority to bind to the terms of this Contract.

Dated: _____

VILLAGE OF SHOREWOOD

BY: _____
Guy Johnson, Village President

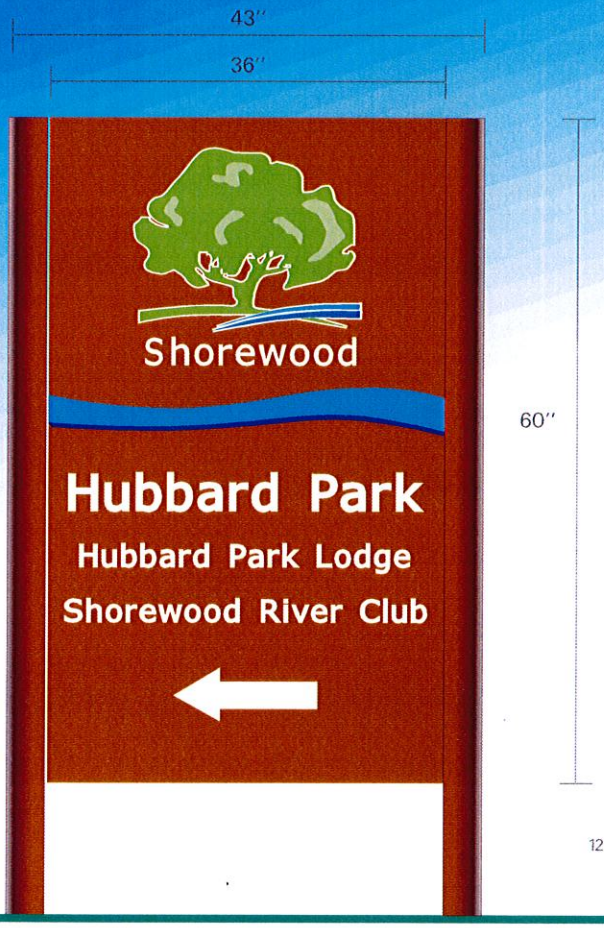
Dated: _____

J. EWENS DESIGN, INC.

BY: _____
Jeff Ewens
2121 52nd Street
Kenosha, WI 53140-3113

VILLAGE OF SHOREWOOD - WELCOME SIGN

FAB / INSTALLED 2015

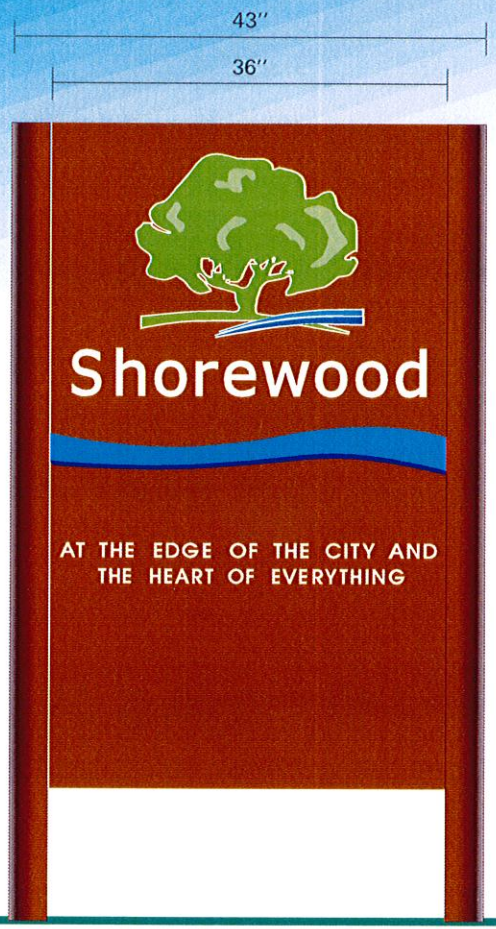


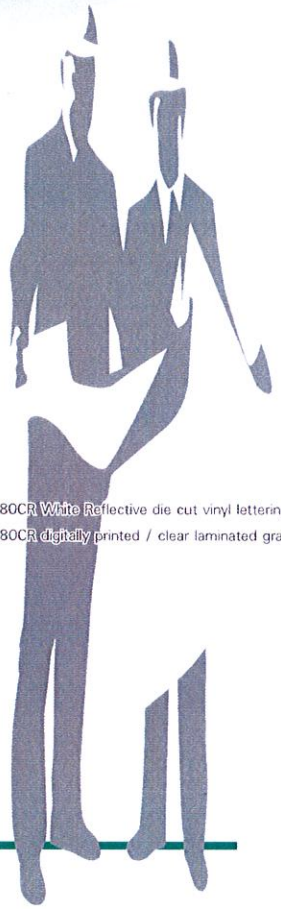
3M White Reflective vinyl graphics

60"

12"

PRESENTED FALL 2016





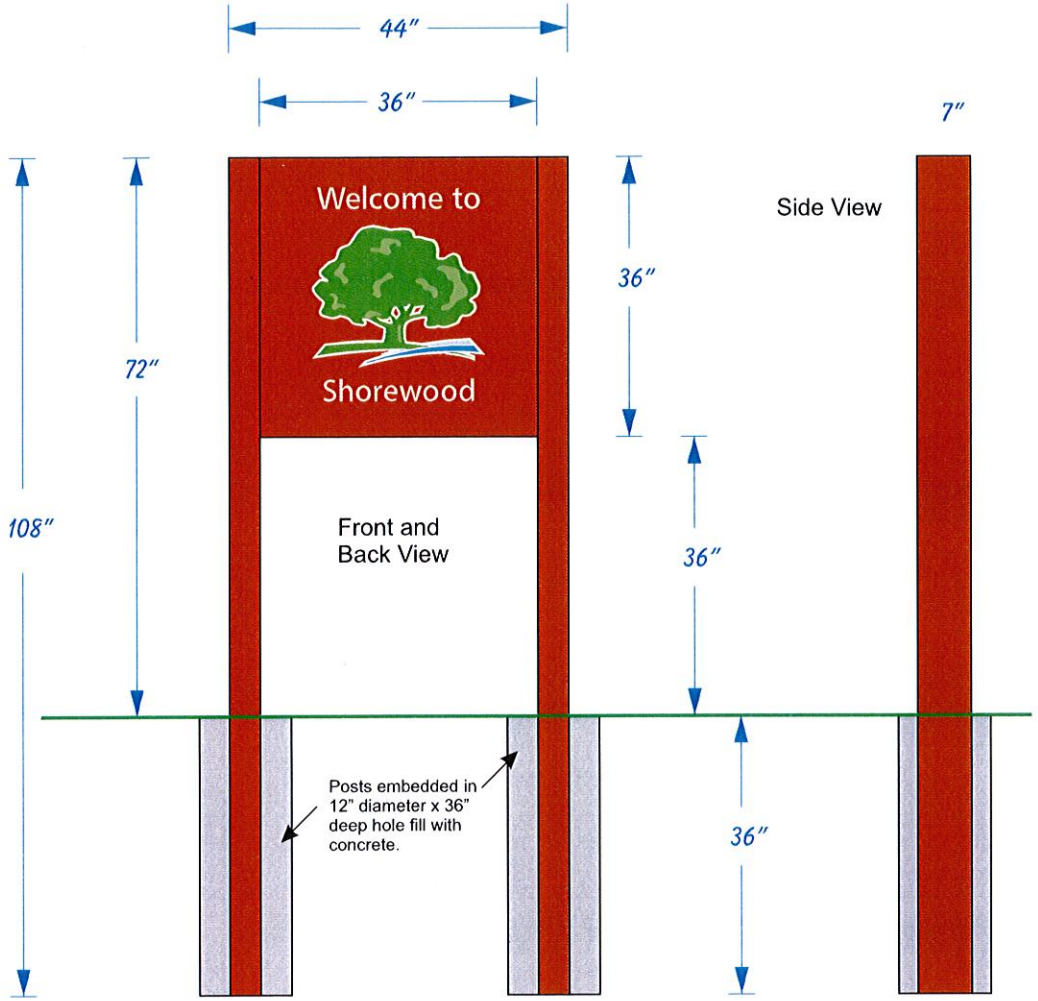
3M IJ680CR White Reflective die cut vinyl lettering
with 3M IJ680CR digitally printed / clear laminated graphics

J. EWENS DESIGN
sign division
2121 52nd Street / Kenosha, WI 53140
262.652.1415

2015 - (1) - D.S. Charleston Industries Series 750 - 36"w x 60"t x 7.5"d - All aluminum construction with radius posts
PAINT COLOR: Metallic Copper - MP21939 (Satin Finish)
2016 - (3) - D.S. Charleston Industries Series 750 - 36"w x 60"t x 7.5"d - All aluminum construction with radius posts

9/29/14 - UPDATED 10/14/16

FILENAME: VILLAGE OF SHOREWOOD DIRECTIONAL SIGN.plt



Top View

Option C

36"High x 36"Wide x 7"Deep
Painted Double Flush Aluminum Faces
Mounted to 7" Radius Posts
with Post Caps.

Graphics Applied as per Approval.

We're on your creative side.

414·727·4646

WWW.NTLSIGN.COM

email@ntlsign.com

Shorewood Sign Estimate - 1
Project Title:

Chris Swartz
(414) 847-2701
cswartz@villageofshorewood.org
Project Contact:

Various Points along
the Village Border.
Project Location:

Oct. 10, 2016
Date:

$2650.00 / $425.00
Sign and Install Estimate

1/2" = 1'
Scale:

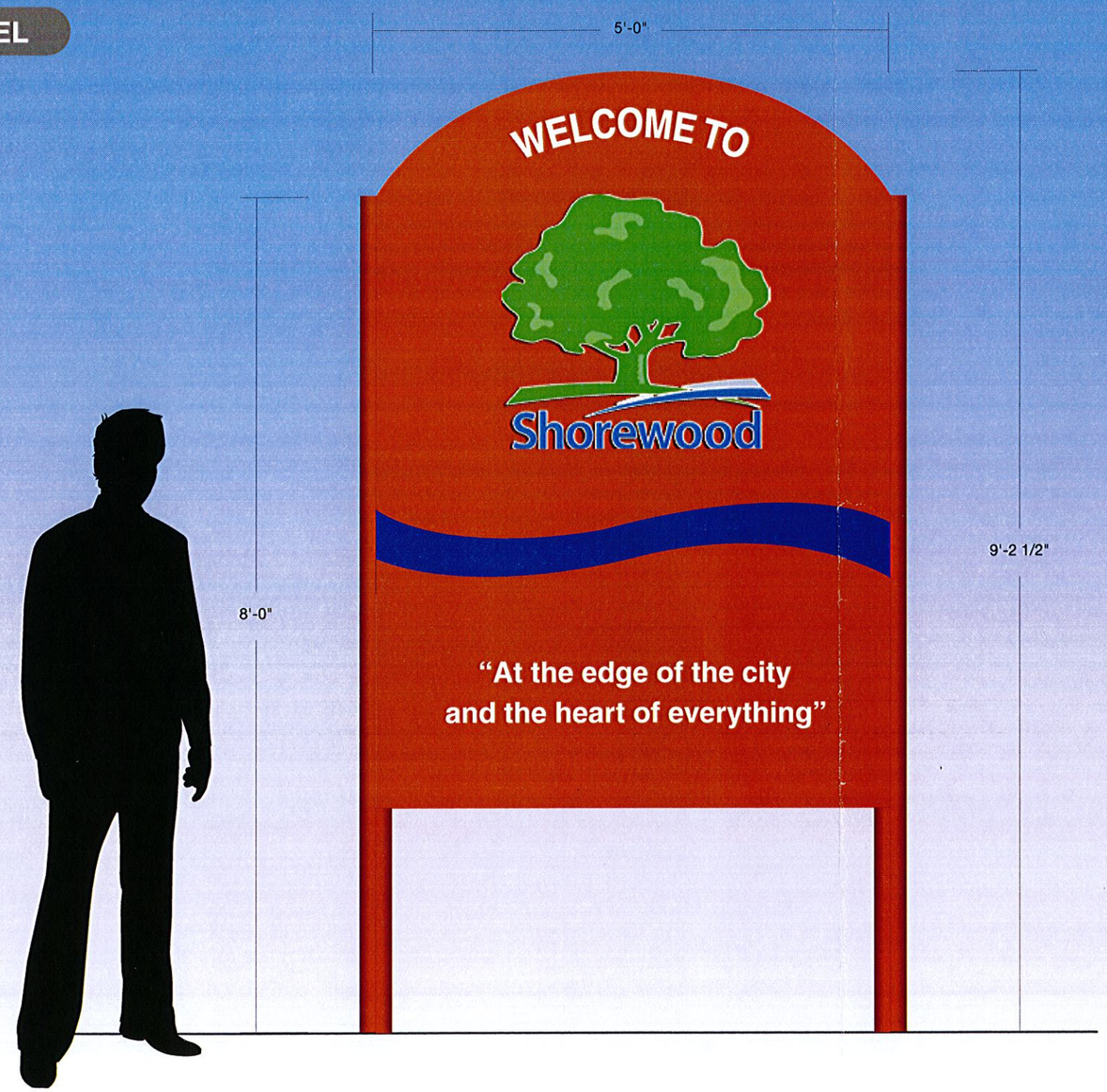
Specs and Install Instructions

Fabricate Three (3) 36" x 36" Post and Panel Signs as per specs above.
Paint Posts and Panel MP21939 (Metallic Copper - Satin Finish).
Graphics Applied as per Customer Approved Layout.

This artwork is the sole property of National Sign & Design. Any ideas and concepts contained in this original drawing may not be reproduced in whole or part without written permission. All colors are representational only, for actual color matches, refer to specific material samples and/or color charts. All Logos are the registered trademarks of their respective companies and are reproduced here with their permission. © 2016 copyright.

POST & PANEL

OPTION B



SHOREWOOD / POST & PANEL SIGN

ONE (1) SINGLE SIDED NON-ILLUMINATED POST AND PANEL SIGN.
SIGN COMP SERIES 3 RADIUS POSTS (1210)
ALUMINUM SIGN BODY WITH MAP PAINTED FINISHES.
(PAINT TO MATCH EXISTING)
ROUTED 1/2" SINTRA LETTERING,LOGO & BAND.

** FIELD VERIFICATION REQUIRED*
** DIGITAL VECTOR ARTWORK REQUIRED*

Michael's Signs
"We Project Your Image"
PH: (262) 554-6066
TOLL FREE: (800) 554-8110

Client: Shorewood	Date: 10-9-16	REVISION		Illumination: [X] NO [ ] YES TYPE	[X] SINGLE SIDED [ ] DOUBLE SIDED	Paint Colors (AkzoNobel): [ ] TBD	Vinyl Film Colors (3M Scotchcal):	Client Signature:
	Drawing #: 2(1)	1 10-19-16		Electrical Requirements: [ ] 120 [ ] 277	Quantity: 1			Signature / Date
Address: MULTIPLE	Sheet: 1 of 1			Sign Specifications:				NOTICE: Michael's Signs, Inc. does NOT provide primary electrical to sign location - RESPONSIBILITY OF OTHERS
City, State: SHOREWOOD, WI	Scale: 3/4"=1'							The ideas and designs contained in this original and unpublished drawing are the sole property of Michael's Signs, Inc. and MAY NOT BE USED OR REPRODUCED in whole or in part without written permission.
Sales Rep: BILL PFISTER	Designer: AV							

NOTE: DUE TO THE PHYSICAL LIMITATIONS OF THE PAPER AND INK INVOLVED IN THIS PRINTING PROCESS, THIS CUSTOM ARTWORK IS NOT INTENDED TO PROVIDE AN EXACT MATCH TO THE ACTUAL FINISHED PAINTED PRODUCT.

November 1, 2016

TO: Village Board

Cc: Village Manager Chris Swartz
Village Attorney Nathan Bayer

FROM: Planning Director Ericka Lang

RE: **Special Privilege Application for proposed business drop box at 1522 E. Capitol Drive**

Background

Business owner Lee Frederick of The Sharp Brothers submitted an occupancy application to operate a knife sharpening business at 1522 E. Capitol Drive. A crucial item for the business is the ability for customers to conveniently drop off their cutlery. See the attached brochure for additional business services.

Analysis

The drop box is 24”w x 19”d x 49” h and will be bolted to the concrete and placed along the building. The property front parcel boundary begins approximately 18 feet back from the street curb as shown in the aerial photo provided. The concrete with is eight feet and five feet is required for sidewalk clearance. The owner conveyed that the box needs to be bolted to the ground because it is too lightweight to leave standalone for fear of theft.

The box would be located next to a public bench. For perspective, the public bench is 25 inches deep and the circular planter is 35 inches, both placed along the building façade.

Recommendation

Staff recommends approval of the drop box within the public way because the location along the building is not within the proper sidewalk area and would serve as a valuable service for the community. The box does not obstruct any vehicle vision sight lines. Liability insurance has been provided.

Suggested Motion:

Motion to approve special privilege application for installing a drop box within the public way at commercial property 1522 E. Capitol Drive.

APPLICATION FOR SPECIAL PRIVILEGE APPROVAL

Village of Shorewood
Planning & Development Department
3930 N. Murray Avenue, Shorewood, WI 53211
Phone (414) 847-2640 Facsimile (414) 847-2648
www.villageofshorewood.org

OFFICE USE ONLY	FEE $50.00
Permit ID 16-2234	Received 10-31-16
Insurance Certificate Exp. 8/28/17	
P & D Approval	
Village Board Date 11-7-16	Approved Y N

27871

Approval by the Village Board of Trustee's is required before any temporary or permanent object is placed within the public way throughout the Village of Shorewood, including overhanging objects according to provisions of Section 66.0425 of the Wisconsin Statutes.

Property Address: 1522 E Capitol Dr, Shorewood, WI 53211

Description of Improvement: Exterior dropbox along building. 24"w x 19"d x 49"h bolted to cement.

Reason for Improvement: 24/7 access for customers, 13 YEARS OF HISTORY WITH DROPBOX

Is this petition for the approval of **OUTDOOR CAFÉ SEATING**? YES (NO)

Total number of outdoor seats: N/A

APPLICANT INFORMATION	PROPERTY OWNER INFO (if different from applicant)
Name Lee Frederick	Name WAYNE RAPPOLD
Address 4945 N. Bartlett Ave.	Address
City/State/Zip Whitefish Bay, WI 53217	City/State/Zip
Phone 414 962 2855 Alt. Phone 414 418 4405	Phone 414-274-1647 Alt. Phone 414 333 [illegible]
Email Lee@thesharpbrothers.com	Email wh rappold@gmail

Material Submission

1. A certificate of liability insurance in the sum of $100,000 - $300,000 bodily injury, and $25,000 property damage, insuring the Village against any liability that might arise by reason of this privilege must be filed with this application. The Village should be listed as a certificate holder on the insurance and the liability insurance must be kept current throughout the existence of this privilege.

2. **In case of outdoor seating,** the petitioner is required to submit a map indicating the proposed layout/plan of any furniture, planters, or other materials to be placed within the public right-of-way. The plan shall clearly indicate the location and number of tables, chairs, and any other materials (including the measured distance from building to curb and the width of the open sidewalk). Dimensions of all materials must be included. The size, location, and number of items may not be increased from that which is approved.

Read below and sign for explanation of terms and conditions of special privilege approval.

Conditions for Special Privilege Approval

1. The petitioner agrees to comply with all laws of the State of Wisconsin and all ordinances of the Village of Shorewood, to abide by any order or resolution of the Village Board affecting this privilege, to be primarily liable for damages to person or property by reason of granting such privilege.

2. The petitioner agrees to remove said privilege whenever public necessity so requires or when ordered upon resolution adopted by the Village Board.

3. The petitioner agrees that the Village of Shorewood, its employees, agents or representatives, shall be held harmless from all liability for injury to the previously mentioned property and damages accruing there from by acts of any Village employees, agents, or representatives in carrying on their assigned duties in such capacity of employment, on the property above described.

4. Petitioner agrees that if in the opinion of the Planning & Zoning Administrator of the Village of Shorewood, the privileges, projections or encroachments permitted herein become out of repair, unsafe or unsightly, and upon receipt of written notice thereof, petitioner will, within five (5) days from the receipt thereof, maintain, repair, or remove such privilege, projection or encroachment at petitioner's expense. It is further agreed and understood that should petitioner fail to comply with said notice to maintain, repair or remove said privilege, projection or encroachment, the Village of Shorewood will have the right to maintain, repair or remove such privilege, projection or encroachment and charge the cost of same to petitioner or property owner.

5. Should this special privilege be discontinued for any reason whatsoever, petitioner agrees to remove all construction work executed pursuant to this special privilege, to restore to its former condition (subject to the approval of the Planning & Zoning Administrator), any curb, pavement, or other public improvement which was removed, changed or disturbed by reason of the granting of this privilege. Petitioner further agrees not to contest the validity of Section 66.0425 of the Wisconsin Statutes, or the legality of this special privilege in any way.

Outdoor Seating within the Public Right-of-Way

1. A minimum of **five (5)** feet of the **six-foot** public sidewalk shall remain unobstructed at all times. This shall be a guideline subject to the discretion of the Planning & Development Department and, finally, the Village Board in authorizing such a permit.

2. Tables, chairs, planters, and other items may be located on both sides of the public sidewalk only if Requirement #1 can be completely satisfied and such use was indicated and approved in the original application for the Outdoor Seating Permit.

3. No seating shall be allowed within a designated curbside bus stop area.

4. Seating may extend beyond the petitioner's property lines with the written approval of the adjacent property and/or business owners.

5. Any area provided by this permit shall be used and/or occupied during the specified times:
   a. Sunday through Thursday until 10 p.m.
   b. Friday through Saturday until 11 p.m.

   Anyone wishing to use this permit beyond the hours given requires approval from the Village Board of Trustees.

6. The petitioner may request that public street furniture be removed from the immediate area by the Shorewood Department of Public Works. Public street furniture **will not** be moved or rotated on a seasonal basis.

7. The petitioner must cooperate with and be responsive to the Shorewood Department of Public Works (DPW) so that the DPW may efficiently complete tasks and activities related to cleaning and maintenance of the right-of-way.

8. The petitioner shall make arrangements for proper litter control and removal of waste generated by dining patrons. Public waste receptacles will not be provided for this purpose. Sidewalks and public areas must be kept clean and clear of debris.

9. All applicable fees shall be submitted with the Special Privilege permit application. Permits shall be issued on or after April 1 of each calendar year. All permits, regardless of issue date, shall expire on December 31 of the year of issuance. Applications for renewal shall be made in the same manner as the original application. Permits are not transferable or assignable.

10. Violations of the above shall be investigated by the Planning & Development Director. Any violations brought to the attention of the petitioner shall be corrected within a reasonable period of time as determined by the Director. Violations not corrected within five (5) days from being cited or advised of a violation shall be considered uncorrected. Three (3) uncorrected violations shall result in the loss of outdoor seating in the public way.

As the petitioner, I have read the above and agree to all of the conditions. I further agree to inform my employees/staff of these requirements if applicable.

Signature _____ Date 10-25-16

NICK'S
BARBER SHOP
Full Service
FOR LEASE
414 333-7707
Real Property Partners
1520
Nick's
BARBER SHOP
OPEN
WE
SHARPEN
WE
SHARPEN

NICK'S
BARBER SHOP
Full Service
Nick's
BARBER SHOP
OPEN
THE
SHARP
BROTHERS

1522 Capitol Drop Box Location

November 1, 2016

Address Numbers

Parcels

Streets

1:141

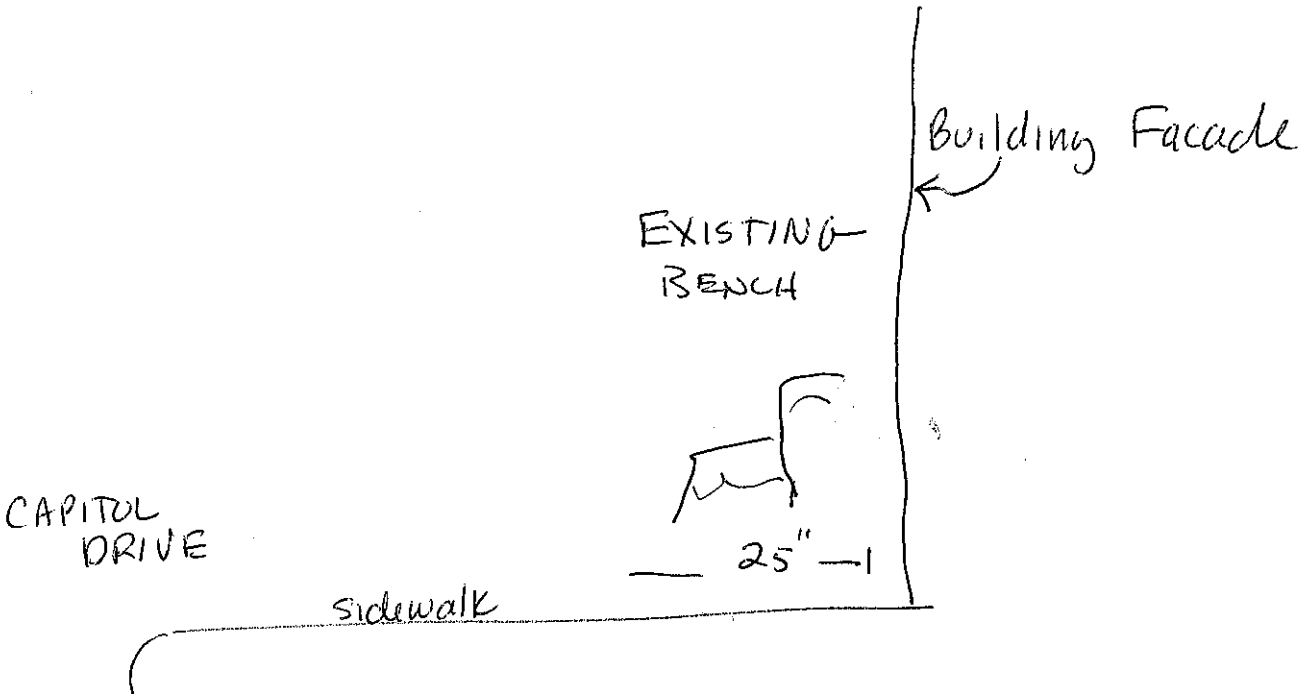
0 0.001 0.002 0.004 mi

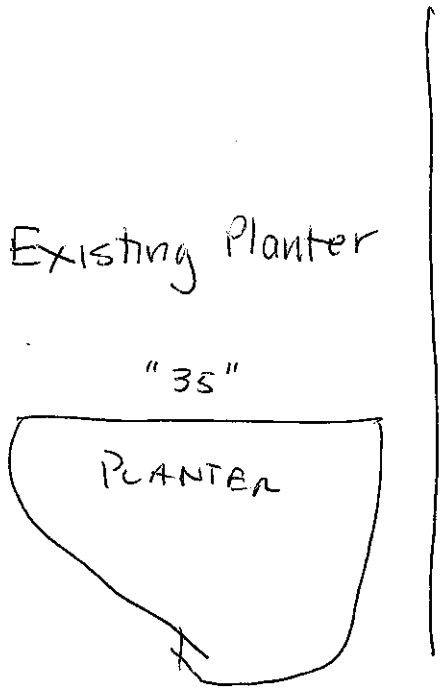
0 0.00125 0.0025 0.005 km

Milwaukee County Land Information Office

Web AppBuilder for ArcGIS
Milwaukee County Land Information Office |

CURRENT EXTENSIONS ON CAPITOL





THE SHARP BROTHERS

4945 N. Bartlett Avenue - Whitefish Bay, WI 53217
416 S. Comanche Lane - Waukesha, WI 53188

414-962-2855
www.thesharpbrothers.com

PLEASE, PLEASE DON'T

- Throw us in a sink full of water and dirty dishes—we can't swim and bruise easily!
- Put us in your fancy dishwasher—to us it is the Cauldron of the Devil, inferno heat, detergent and heavy banging!
- Use us on a glass or ceramic cutting board!
- Throw us in the drawer with those other low-life utensils!
- "Steel us," as in that steel rod you got with us; throw it out, you don't know how to use it

OH PLEASE DO

- Wipe us off with a warm cloth and put us immediately in a block or on a magnetic knife strip!
- Make sure these knife holders are no more than 180 degrees and one step away from your sink!
- Get a block or bar and quit throwing us in any drawer!
- Use wood or plastic cutting boards!

BOOK US FOR YOUR BLOCK PARTY

THE SHARP BROTHERS

4945 N. Bartlett Avenue - Whitefish Bay, WI 53217
416 S. Comanche Lane - Waukesha, WI 53188

414-962-2855
www.thesharpbrothers.com

THE SHARP BROTHERS PRICE LIST

Size/Type	Minor (normal)	Major (chipped)
Small, up to 6	$6	$7
Large, over 6	$8	$9
Serrated	$10	
Cleavers	$8	$9
Scissors	$7	
Long blade trimmer	$10	$12
Loppers	$8	$9
Pruning clipper	$8	$9
Hatches and axes	$10-12 depending on condition	
Rotary lawn mower blades	$10-12 depending on condition	
Reel push type lawn mower	$35 including adjustment	
House Calls	$5-15 depending on drive time	

OUR TWO SHOPS, USE THE DROP BOXES

Our professional shop is located in the basement of our home at 4945 N. Bartlett Avenue in Whitefish Bay, WI. Since we are always moving in and out sharpening around the city, there is a drop box on the front stoop. To use the box:

- Put your knives in a bag in the box or in a block with your name, address, and phone number
- We call you when they are finished, never more than 24 hour turnaround and tell you the price
- You pick up your knives in your bag and leave the money, check or cash in an envelope

BOOK US FOR YOUR BLOCK PARTY

SHARBRO-01 MKROMRAJ

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/24/2016

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Robertson Ryan - Milwaukee
330 East Kilbourn Avenue, Suite 650
Milwaukee, WI 53202

CONTACT NAME: Michele Kromraj
PHONE (A/C, No, Ext): (414) 271-3575 FAX (A/C, No): (414) 271-0196
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : SECURA INSURANCE A MUTUAL COMPANY	22543
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
The Sharp Brothers LLC
Lee Frederick
4945 North Bartlett Avenue
Whitefish Bay, WI 53217

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT 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 CERTIFICATE 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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR			BP3142385	08/28/2016	08/28/2017	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ Included
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Village of Shorewood
3930 N Murray
Shorewood, WI 53211

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.

AUTHORIZED REPRESENTATIVE

Anthony Von Rueden

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MEMORANDUM

November 1, 2016

To: Trustee Davida Amenta, Chairperson
Public Works Committee

From: Leeann Butschlick, Director of Public Works

Copy: Village Board
Chris Swartz, Village Manager
Joel Kolste, Assistant Director Public Works

Re: Alley Reconstruction Program

Your November 7 Committee and Village Board agendas includes discussion regarding the Village's proposed alley program.

Background
Earlier this year the attached Alley Maintenance Program (2017-2027) was proposed by staff. The program was based upon an alley pavement rating assessment last performed by staff in 2013. You may recall that all Wisconsin communities which receive State transportation funding are required biennially to assess all public street pavements utilizing the PASER rating system. As no such requirement exists for alley pavements, staff rates alleys only on a periodic basis. The Board directed staff to update the alleys assessment and report its findings.

Pavement Ratings/Findings
The PASER scale is a 1-10 rating system for road pavement condition which uses visual inspection to evaluate pavement surface conditions. Numerical PASER ratings are translatable to condition categories and prescribed treatment options, as shown below.

Quality	Rating	Number of Shorewood Alleys	Treatment
Excellent	9-10	7	No maintenance required
Good	7-8	7	Routine maintenance
Fair	5-6	21	Surface repairs; partial-depth patching
Poor	3-4	22	Extensive slab or joint rehabilitation
Failed	1-2	4	Reconstruction

The updated rating results did not differ substantially from those most recently recorded. The attached Alley Ratings map has been marked to note the eight alleys in which ratings changed. Of these, four alleys (or parts of alleys) had improved ratings due to recent larger maintenance efforts. Five alleys had

condition ratings lower than those in 2013. Alleys with ratings changes are highlighted on the attached map and marked with either a + (increase) or – (decrease). The vast majority of the alleys ratings remained unchanged.

As noted above, the ratings indicated that four of the Village's alleys have conditions which place them into the lowest rating category. Please recall that the reconstruction program proposed earlier this year was based upon a program budget of $500,000 and included three of these alleys for reconstruction in 2017. These four alleys are labelled A – D on the attached alley ratings map. Their estimated reconstruction costs can be found below:

Shorewood Alleys with Condition Rating 1-2

Alley	Length (lineal feet)	Estimated Reconstruction Cost	Proposed 2017 Reconstruction
A	462	89,810.00	89,810.00
B	1,118	217,350.00	217,350.00
C	1,482	288,120.00	-
D	818	159,040.00	159,040.00
Total	2,880	754,320.00	466,200.00

Please note that the combination of alleys A, B and D reconstructs the most pavement while remaining under the $500,000 planning budget.

Recommendations

The draft 2017 Village Budget currently includes an allocation of $250,000 for an alley reconstruction program. Staff suggests the Village Board consider these options:

Option 1: Approve 2017 program at $250,000 funding level reconstructing alleys A and D.

Option 2: Approve 2017 program at $500,000 funding level reconstructing alleys A, B and D. The 2017 Village Budget would include $250,000 in alley funding with an additional $250,000 allocated from a future 2018 bonding with the necessary reimbursement resolution.

I will be present at your meeting Monday evening. In the meantime, please contact me at 414-847-2650 or via email at lbutschlick@villageofshorewood.org if you should have any questions regarding this item.

Alley Maintenance Program (2017 - 2027)

Alley Recon Year

- 2017
- 2019
- 2021
- 2023
- 2025
- 2027

Shorewood

Created by:

Clark Dietz ENGINEERS

February 2016

Alley Ratings

Shorewood

Created by:

Clark Dietz
ENGINEERS

July 2013

MEMORANDUM

November 1, 2016

To: Trustee Davida Amenta, Chairperson
Public Works Committee

From: Leeann Butschlick, Director of Public Works

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Shorewood

AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

FINANCE DIRECTOR'S MEMO

November 7, 2016

TO: Village Board/Finance Committee

FROM: Mark Emanuelson, Finance Director

RE: Third Quarter Financial Report

The following reports have been prepared to summarize the Village's financial activities as of 9/30/16.

In general, overall activities are following anticipated budgetary levels. There may be a few items that reflect disproportionate activity due to the timing of payments made or received. Current projections based on YTD activity and trends would suggest a there will be a 2016 year end General Fund budget surplus of approximately $119,000 or about 0.1% of expenditures. Additional notes have also been added throughout the financial reports to help explain the activity within certain accounts.

<u>Attached are the following Quarterly Financial Reports</u>

Revenues and Expenditures

- General Fund overview (1-9)
- General Fund departments (10 – 33)
- Library Fund (34 - 35)
- Senior Services Fund (36)
- Marketing Fund (37)
- Shorewood Today (38)
- Police Special Fund (39)
- Public Art Fund (40)
- Debt Service Fund Revenues and Expenditures (41)
- Capital Projects Fund Revenues and Expenditures (42 - 44)
- 2015 Capital Projects – Project Details Budget (45 – 48)
- TID No. 1 (49 - 50)
- TID No. 3 (51 - 52)
- TID No. 4 (53)
- TID No. 5 (54)
- Parking Utility (55 - 56)
- Water Utility (57 - 61)
- Sewer Utility (62 - 65)

- Cash and Investment Reports (66 – 70)

General Fund:
There are a number of individual budget line items that do merit specific comment:

Expenditures – Village Manager: (p.10)
Health insurance costs are projected to be $20,000 under budget due to an enrollment change after the 2016 budget was adopted.

Revenues - Clerk: (p.12)
Liquor License revenues are expected to exceed budgeted amounts by $13,000 in 2016 due to 1 new reserve license being issued and other additional licensures.

Revenues – Parking fines: (p.15)
Thus far in 2016, parking fine revenues are down by about 10% from the 5 year averages. Assuming that this trend continues, we are currently forecasting that parking fine revenues for 2016 will be $350,000, down $25,000 from the budget amount of $375,000.

Expenditures – Police: (p.15-16)
There are several line items in the police department that are expected to vary significantly from the 2015 budget.

- Officer salaries are expected to be $75,000 under budget due to various staff vacancies.
- Civilian salaries are projected to be $50,000 less than budgeted due to changes in staffing.
- Retiree sick leave is expected to be $15,000 under budget as these provisional funds are not expected to be needed in 2016.
- Fuels costs are expected to be $15,000 under budget due to lower than expected prices for fuel.
- Overall, the police department expenditures are projected to be about $140,000 under budget.

Revenues / Expenditures - (Other Public Safety) (p.18)
As the rental income from the North Shore Fire Department is now reported as revenue instead of an expenditure offset, this creates a positive revenue budget variance of $64,000 with an offsetting effect for the budgeted expenditures. The increase in the Fire Insurance Dividend revenues has a similar impact.

Expenditures – Public Works: (p.19-25)
There are several line items in the DPW that are expected to vary significantly from the 2015 budget.

- Overall salaries are projected to be about $65,000 under budget. This is due primarily to staff turnover and vacant positions.
- With the retirement of the Assistant Director of Public Works in 2015 not reflected in the 2016 budget, retiree health contribution costs are expected to be about $20,000 over budget.
- Fuel costs are projected to be a net $30,000 under budget after chargebacks due to lower than expected prices for fuel.
- Landscaping costs in the Parks division are expected to be about $15,000 more than budgeted due to weather conditions which required above average mowing and maintenance care.
- Overall, DPW general fund expenditures are projected to be about $35,000 under budget.

Other Funds:

Library: (p.31-32)
The Library projections are within normal budget variations with an expected ending unrestricted fund balance of approximately $6,000 more than budgeted.

Senior Resource Center (p.33)
The Senior Resource center is projected to show a budget surplus of just over $6,000 in 2016..

Marketing and Communications: (p.34)
The 2016 ending fund balance is currently projected to be approximately $18,000 higher than budgeted.

Shorewood Today: (p.35)
Advertising revenues are projected to be slightly higher than anticipated in 2016. As a result the anticipated ending fund balance is projected to be approximately $2,000 more than budgeted.

Debt Service: (p.38)
Transfers from TID #1 and Principal Payments are each a bit more than $2,000,000 over budget due to the refunding of the 2008 TID #1 bonds in 2016.

General Capital: (p.39-45)
Revenues: Local sanitation Aids reflect increased activity in the PPII program as well as $17,000 BMP Grant. Miscellaneous revenues reflect the $325,000 Ghost Train funding support. Bond Proceeds reflect the 2016A general bond proceeds for 2016 and planned 2017 debt financed projects.

Expenditures: While project by project expenditure details have been provided, the most notable variances are the deferral of the $1,000,000 in Public Works refuse equipment, the $700,000 increase in the Street and Alley construction costs from the original budget, and the inclusion of the Ghost Train project costs under the Parks and Beautification – Land Improvements line item.

Parking Utility (p.52-53)
Overall parking permit sales are currently projected to be about $13,000 or 5% under budget in 2016. Overall expenditures should be within 1% of budget expectations.

Water Utility (p.54-58)
Water usage charges are projected to be $30,000 or 1.5% less than budgeted due to slightly lower than average sales volumes in 2016. Related to sales volume, other government payments to Milwaukee Water Works for purchased water are projected to be $20,000 under budget. Costs related to the Maintenance of Mains are projected to be about $65,000 higher than budgeted. There is also $22,551 of debt related costs as a result of the 2016 borrowing.

Sewer (p.59-62)
Overall utility revenues are currently projected to be about $55,000 or 2.5% lower than budget in 2016. There is also $81,924 of debt related costs as a result of the 2016 borrowing. All other projected costs are expected to net out to be about $40,000 less than budgeted in 2016.

General Fund Summary

General Fund Summary	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30 YTD % of Budget	Projected as a % of Budget
Revenues							
Property Taxes	$ 7,827,199	$ 7,997,921	$ 8,113,600	$ 8,113,600	$ 8,113,600	100.0%	100.0%
PILOT Revenues	$ 142,755	$ 168,345	$ -	$ 155,000	$ 155,000		
Intergovernmental	1,124,088	1,063,005	781,095	1,155,972	1,073,934	72.7%	107.6%
Licenses and Permits	550,157	570,321	364,962	515,010	508,020	71.8%	101.4%
Fines	458,623	448,231	355,488	522,500	585,000	60.8%	89.3%
Charges for Services	277,211	285,100	193,053	246,858	242,926	79.5%	101.6%
Other Revenues	311,810	303,141	247,607	322,799	322,598	76.8%	100.1%
Other Financing Sources	47,247	9,890	-	-	38,000	0.0%	0.0%
Total Revenues	10,739,090	10,845,954	10,055,805	11,031,739	11,039,078	91.1%	99.9%
Expenditures							
General Government	1,057,228	1,078,897	915,356	1,187,420	1,190,177	76.9%	99.8%
Public Safety	6,689,453	6,842,777	5,070,018	6,831,535	6,907,187	73.4%	98.9%
Public Works	2,515,524	2,655,576	1,972,293	2,641,506	2,674,683	73.7%	98.8%
Health	146,122	145,037	110,162	147,442	148,360	74.3%	99.4%
Culture and Recreation	100,662	95,527	62,140	66,737	80,671	77.0%	82.7%
Other Financing Uses	51,477	28,000	38,000	38,000	38,000	100.0%	100.0%
Total Expenditures	10,560,466	10,845,814	8,167,969	10,912,640	11,039,078	74.0%	98.9%
Net Change in Fund Balance	178,624	141	-	119,098	-		
Adjustment for Assessment Error	(1,460,298)	-	-	-	-		
Change in Fund Balance Including Error	(1,281,674)	141	-	119,098	-		
Beginning Fund Balance	6,102,581	6,281,205	6,281,345	6,281,345	6,281,345		
Less: Surplus Applied	-	-	-	-	(38,000)		
Ending Fund Balance	$ 6,281,205	$ 6,281,345	$ 6,281,345	$ 6,400,444	$ 6,243,345		
Fund Balance Components:							
Committeed for Health purposes	115,768	-		-			
Assigned for Neighborhood Loan Program (net loa	107,875	287,939		200,000			
Assigned for future retirement costs	30,662	73,343		50,000			
Assigned for next year budget	28,000	38,000		-			
Estimated nonspendable - prepaids and long term	1,650,450	1,570,536		1,600,000			
Estimated Unassigned	4,348,449.63	4,311,527		4,550,444			
Total Fund Balance	**$ 6,281,205**	**$ 6,281,345**		**$ 6,400,444**			
Unassigned as a % of CY Revenues	40.67%	39.79%		41.36%			

2016 Budget - 3Q Financial Report

General Fund
Detailed Revenues Budget

Account No.	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes	
	1100 - Village Board									
100-1100-41110	Property Taxes	$ 7,827,199	$ 7,997,921	$ 8,113,600	$ 8,113,600	$ 8,113,600	100.0%	100.0%	All recognized at beginning of the year	
100-1100-41300	PILOT - Water	109,107	133,186	-	120,000	120,000	0.0%	100.0%	PILOT calculated at year end	
100-1100-41310	PILOT - Parking	33,648	35,159	-	35,000	35,000	0.0%	100.0%	PILOT calculated at year end	
100-1100-43430	Exempt Computer Aid	1,126	997	940	940	1,000	94.0%	94.0%		0
Total 1100 - Village Board Revenues		7,971,080	8,167,263	8,114,540	8,269,540	8,269,600	98.1%	100.0%		0
	1410 - Village Manager									
100-1410-43410	State Shared Revenue	$ 254,455	$ 253,997	$ 37,981	$ 253,207	$ 253,207	15.0%	100.0%	Received in November	
100-1410-43411	Expenditure Restraint	400,178	279,774	285,458	285,459	285,459	100.0%	100.0%	Received in July	
100-1410-44140	Cable Fees - Time Warner	111,019	105,915	51,535	105,000	110,000	46.9%	95.5%	Received quarterly	
100-1410-44141	Cable Fees - AT&T	53,285	57,847	27,744	55,000	60,000	46.2%	91.7%	Received quarterly	
100-1410-48100	Interest Income	84,551	94,869	63,346	75,000	75,000	84.5%	100.0%		0
100-1410-48101	Market to Market adjustments	(87,055)	(34,812)	7,295	-	-	0.0%	0.0%		
100-1410-48110	Interest on Loans/Advances	43,508	40,340	-	35,833	35,833	0.0%	100.0%	Loans due in Dec	
100-1410-48120	Interest on Taxes	33,324	31,007	38,318	39,200	25,000	153.3%	156.8%	Collected also in May and July	
100-1410-48150	Insurance Dividend	12,953	13,223	19,388	19,388	10,000	193.9%	193.9%	1 pymt per year, April	
100-1410-48900	Miscellanous Revenue	18,662	3,325	700	1,000	2,000	35.0%	50.0%		0
Total 1410 - Village Manager Revenues		924,880	845,485	531,765	869,087	856,499	62.1%	101.5%		
	1420 - Clerk/Treasurer									
100-1420-44110	Liquor Licenses (Class)	$ 13,668	$ 13,440	$ 26,240	$ 26,240	$ 13,250	198.0%	198.0%		0
100-1420-44111	Operators Licenses	5,830	4,880	5,560	7,770	7,770	71.6%	100.0%		0
100-1420-44120	Village Licenses	5,284	4,050	4,345	4,500	4,500	96.6%	100.0%		0
100-1420-44130	Weights and Measures	3,301	3,013	-	3,250	3,250	0.0%	100.0%		0
100-1420-44200	Pet Licenses	5,271	4,539	3,794	4,500	4,500	84.3%	100.0%		0
100-1420-44201	Rebate MADACC	460	119	150	325	325	46.2%	100.0%		0
100-1420-44210	Bicycle and Other Licenses	440	70	180	250	250	72.0%	100.0%		0
100-1420-46900	Other Charges for Service	445	925	690	700	500	138.0%	140.0%		0
100-1420-48900	Miscellanous Revenue	2,819	2,374	1,907	2,340	2,340	81.5%	100.0%		0
Total 1420 - Clerk/Treasurer Revenues		37,518	33,409	42,866	49,875	36,685	116.8%	136.0%		
	1510 - Finance									
100-1510-44900	Security Alarm Permits	$ 3,180	$ 3,720	$ 1,980	$ 2,500	$ 2,500	79.2%	100.0%		0
100-1510-48300	Late Payment Penalty	668	474	600	650	500	120.0%	130.0%		0
100-1510-48900	Miscellanous Revenue	1,572	1,525	2,500	2,500	1,000	250.0%	250.0%		0
Total 1510 - Finance Revenues		5,421	5,719	5,080	5,650	4,000	127.0%	141.3%		

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General Fund
Detailed Revenues Budget

Account No.	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes	
	2100 - Police									
100-2100-45120	Court Fines	$ 133,359	$ 130,494	$ 100,769	$ 150,000	$ 180,000	56.0%	83.3%		0
100-2100-45200	Parking Fines	299,869	304,359	241,257	350,000	375,000	64.3%	93.3%	$5 per ticket increase in 2015	
100-2100-45210	Parking Ticket Fee	16,930	8,918	8,977	15,000	20,000	44.9%	75.0%		0
100-2100-45220	Vehicle Suspension Fee	8,465	4,460	4,485	7,500	10,000	44.9%	75.0%		0
100-2100-46200	False Alarm Fees	4,003	4,958	4,200	5,000	3,000	140.0%	166.7%		0
100-2100-46390	Overnight Parking Permission	28,911	30,191	-	-	-	0.0%	0.0%	Discontinued in 2016	
100-2100-43550	State DOT Grants	-	2,802	3,941	5,000	5,000				
100-2100-43560	State Training Grants	-	3,680	1,121	2,500	5,000				
100-2100-43590	Other State Grants	-	-	-	2,000	7,500				
100-2100-48500	Donations	695	-	-	1,000	1,000	0.0%	100.0%		0
100-2100-48900	Miscellanous Revenue	20,752	6,236	3,430	4,000	2,500	137.2%	160.0%	2014	
Total 2100 - Police Revenues		512,984	496,098	368,180	542,000	609,000	60.5%	89.0%		
	2400 - Planning and Development									
100-2400-44310	Building Permits	$ 176,020	$ 214,222	$ 110,380	$ 145,000	$ 140,000	78.8%	103.6%		0
100-2400-44320	Electrical Permits	55,468	52,081	52,685	65,000	55,000	95.8%	118.2%		0
100-2400-44330	Plumbing Permits	54,551	46,364	48,359	56,000	57,000	84.8%	98.2%		0
100-2400-44340	HVAC Permits	27,511	21,765	24,160	30,000	30,000	80.5%	100.0%		0
100-2400-44370	Reinspection Fees (PE)	-	12,550	8,000	10,000	10,000				
100-2400-44400	Code Compliance Fees	35,330	25,865	-	-	10,000	0.0%	0.0%		0
100-2400-46105	Blueprints	703	707	1,118	1,200	500	223.6%	240.0%		0
100-2400-48900	Miscellanous Revenue	5,699	7,400	7,695	8,000	3,600	213.8%	222.2%		0
Total 2400 - Planning and Development Revenues		355,281	380,955	252,397	315,200	306,100	82.5%	103.0%		
	2900 - Other Public Safety									
100-2900-43420	Fire Insurance	54,160	54,528	60,255	60,255	50,000	120.5%	120.5%	Pymt typically rec'd from state in June	
100-2900-48200	Rental Income	-	-	48,090	64,120	-	0.0%	0.0%	NSF	
		54,160	54,528	108,345	124,375	50,000	120.5%	120.5%		
	3000 - Public Works									
100-3100-43530	State Transportation Aids	$ 361,342	$ 420,894	$ 298,397	$ 442,017	$ 442,017	67.5%	100.0%	Received quarterly.	
100-3100-43540	Recycling Grant	52,825	52,814	49,974	49,974	42,251	118.3%	118.3%	Rec'd in June	
100-3100-46420	Recycling Rebate	48,816	44,279	29,417	40,150	45,000	65.4%	89.2%		0
100-3100-46430	Special Collection Fees	12,603	17,831	13,691	16,416	12,000	114.1%	136.8%		0
100-3100-46431	Disposal Fee	4,591	5,873	6,298	7,006	4,000	157.5%	175.2%		0
100-3100-46433	Kart Sales	9,211	12,041	9,387	11,036	5,200	180.5%	212.2%		0
100-3100-46434	Snow Removal Charges	1,976	1,418	2,398	3,000	-	0.0%	0.0%		0
100-3100-46435	Delq Prop Maint	320	1,070		500	-				0
100-3100-46436	Damages To Property	4,846	10,638		4,432	-				0

2016 Budget - 3Q Financial Report

General Fund
Detailed Revenues Budget

Account No.	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes	
100-3100-47300	Charges for Service - School	9,269	5,543	3,433	4,208	8,835	38.9%	47.6%	Vehicle Maint - Fuel	
100-3100-47310	Charges for Service - Whitefish E	191,986	189,617	144,531	190,000	201,916	71.6%	94.1%	disposal fees refuse / yard waste	
100-3100-47330	Charges for Service - NSFD	8,347	4,289	2,600	3,360	6,975	37.3%	48.2%	Vehicle Maint - Fuel	
100-3100-47440	Equipment Rental Water	9,855	5,220	3,769	8,000	20,000	18.8%	40.0%	Charges for building space and equip use	
100-3100-47450	Equipment Rental Sewer	10,526	6,654	8,825	12,926	20,000	44.1%	64.6%	Charges for building space and equip use	
100-3100-48200	Rental Income	28,122	37,684	33,570	41,000	41,000	81.9%	100.0%	Hubbard lodge	
100-3100-48900	Miscellanous Revenue	13,199	2,665	7,148	7,500	5,000	143.0%	150.0%		0
Total 3000 - Public Works Revenues		767,834	818,530	613,438	841,525	854,194	71.8%	98.5%		0
										0
	4000 - Health									0
100-4000-46500	Health Fees	-	-	-	-	-	0.0%	0.0%		0
100-4000-48900	Miscellanous Revenue	41,197	23,871	14,487	14,487	15,000	96.6%	96.6%		0
100-4000-48500	Grants/Donations	-	-	-	-	-	0.0%	0.0%		0
Total 4000 - Health Revenues		41,197	23,871	14,487	14,487	15,000	96.6%	96.6%		
	5300 - Village Celebrations									
100-5300-48500	Donations	21,488	10,205	-	-	-	0.0%	0.0%	Farmer's Market 2015	
100-5300-48530	Public Art Donations	-	-	-	-	-	0.0%	0.0%		0
Total 5300 - Village Celebrations Revenues		21,488	10,205	-	-	-				
	9000 - Other Financing Sources									
100-9000-49200	Transfers from Special Rev.	47,247	9,890	-	-	-	0.0%	0.0%	Library staff balances	
100-9000-49200	Transfers from Special Rev.	-	-	-	-	-	0.0%	0.0%	Public Art fund	
100-9000-49800	Proceeds of Long-Term Debt	-	-	-	-	-	0.0%	0.0%		-
100-9000-49900	Surplus Applied	-	-	-	-	-	0.0%	0.0%		-
100-9000-49900	Surplus Applied	-	-	-	-	38,000	0.0%	0.0%	Budget only	
Total 9000 - Other Financing Sources		47,247	9,890	-	-	38,000	0.0%	0.0%		
Total Revenues		$ 10,739,090	$ 10,845,954	$ 10,051,098	$ 11,031,739	$ 11,039,078	91.1%	99.9%		

2016 Budget - 3Q Financial Report

General Fund
Expenditure Summary by Department

Department	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget
General Government							
1100 - Village Board	$ 29,839	$ 20,626	$ 20,368	$ 29,643	$ 29,205	69.7%	101.5%
1200 - Municipal Court	97,010	98,333	74,091	96,637	100,085	74.0%	96.6%
1410 - Village Manager	201,594	246,569	205,799	264,731	289,753	71.0%	91.4%
1420 - Clerk/Treasurer	203,029	158,588	131,287	192,418	192,481	68.2%	100.0%
1421 - Elections	30,389	11,554	22,397	34,101	32,617	68.7%	104.5%
1430 - Customer Service	119,083	124,915	95,257	122,792	122,794	77.6%	100.0%
1510 - Finance	152,845	157,575	107,502	169,072	169,237	63.5%	99.9%
1900 - Other General Admin	223,439	260,738	258,655	278,026	254,005	101.8%	109.5%
Total General Government	1,057,228	1,078,897	915,356	1,187,420	1,190,177	76.9%	99.8%
2000's Public Safety / Other Protective Services							
2100 - Police	3,568,903	3,615,818	2,571,336	3,489,278	3,630,707	70.8%	96.1%
2400 - Planning and Development	375,344	384,176	290,185	388,529	391,683	74.1%	99.2%
2900 - Other Public Safety	2,745,206	2,842,782	2,208,497	2,953,728	2,884,797	76.6%	102.4%
Total Public Safety	6,689,453	6,842,777	5,070,018	6,831,535	6,907,187	73.4%	98.9%
3000's - Public Works							
3100 - Administration	310,400	339,252	294,627	379,700	345,632	85.2%	109.9%
3230 - Building Maintenance	254,382	252,308	200,751	249,387	231,691	86.6%	107.6%
3300 - Municipal Garage	347,520	309,275	207,291	275,852	317,686	65.3%	86.8%
3410 - Street and Alley	108,481	95,139	65,078	88,342	87,742	74.2%	100.7%
3420 - Street Sweeping	6,583	17,109	9,256	12,364	12,570	73.6%	98.4%
3430 - Street Lighting	112,848	171,724	125,639	190,729	179,942	69.8%	106.0%
3440 - Traffic Devices	16,413	22,940	16,966	23,327	23,401	72.5%	99.7%
3450 - Signage	8,473	6,547	2,327	9,867	16,618	14.0%	59.4%
3460 - Winter Maintenance	115,360	139,295	85,683	140,685	162,982	52.6%	86.3%
3510 - Refuse Disposal	497,002	516,106	379,089	509,936	514,319	73.7%	99.1%
3520 - Recycling	179,545	177,607	140,445	175,895	177,432	79.2%	99.1%
3530 - Yard Waste Leaf Collection	149,110	149,207	58,900	128,644	137,437	42.9%	93.6%
3610 - Forestry	225,125	238,261	202,049	245,529	263,403	76.7%	93.2%
3620 - Parks and Beautification	184,283	220,807	184,192	211,250	203,828	90.4%	103.6%
Total Public Works	2,515,524	2,655,576	1,972,293	2,641,506	2,674,683	73.7%	98.8%

2016 Budget - 3Q Financial Report

General Fund
Expenditure Summary by Department

Department	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget
4000 - Health	146,122	145,037	110,162	147,442	148,360	74.3%	99.4%
Culture and Recreation							
5140 - Village Center	6,540	5,963	4,858	7,971	9,038	53.8%	88.2%
5200 - Beach	43,807	51,172	38,132	38,550	47,895	79.6%	80.5%
5300 - Village Celebrations	50,316	38,392	19,150	20,216	23,738	80.7%	85.2%
Total Culture and Recreation	100,662	95,527	62,140	66,737	80,671	77.0%	82.7%
9000 - Other Financing Uses	51,477	28,000	38,000	38,000	38,000	100.0%	100.0%
Total Expenditures	$ 10,560,466	$ 10,845,814	$ 8,167,969	$ 10,912,640	$ 11,039,078	74.0%	98.9%

2016 Budget - 3Q Financial Report

General Fund Revenues and Expenditures
Village Board - 1100

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
100-1100-41110	Property Taxes	$ 7,827,199	$ 7,997,921	$ 8,113,600	$ 8,113,600	$ 8,113,600	100.0%	100.0%	All recognized at beginning of the year
100-1100-41300	PILOT - Water	109,107	133,186		120,000	120,000	0.0%	100.0%	PILOT calculated at year end
100-1100-41310	PILOT - Parking	33,648	35,159		35,000	35,000	0.0%	100.0%	PILOT calculated at year end
100-1100-43430	Exempt Computer Aid	1,126	997	940	940	1,000	94.0%	94.0%	
Total Village Board Revenues		$ 7,971,080	$ 8,167,263	$ 8,114,540	$ 8,269,540	$ 8,269,600	98.1%	100.0%	
Expenditures									
100-1100-51100	Salaries and Wages	$ 7,300	$ 7,496	$ 5,362	$ 7,300	$ 7,300	73.5%	100.0%	
100-1100-51310	Social Security and Medicare	558	554	429	558	558	76.9%	100.0%	
100-1100-51900	Professional Education	1,361	1,740	515	1,000	1,000	51.5%	100.0%	
100-1100-52920	Surveys/Studies & Plans	5,500	-	4,000	8,500	8,500	47.1%	100.0%	2016 Village-wide Survey
100-1100-53100	Office Supplies	95	380	97	300	300	32.3%	100.0%	
100-1100-53140	Publications & Communications	8,982	5,039	4,065	6,000	6,000	67.8%	100.0%	
100-1100-53200	Memberships & Subscriptions	5,739	5,097	5,701	5,701	4,942	115.4%	115.4%	All paid in beginning of year.
100-1100-53900	Miscellaneous Expenses	170	148	15	100	450	3.3%	22.2%	
100-1100-55100	Liability & Property Insurance	98	134	139	139	110	126.4%	126.4%	
100-1100-55110	Workers Comp	36	38	45	45	45	100.0%	100.0%	
Total Village Board Expenditures		$ 29,839	$ 20,626	$ 20,368	$ 29,643	$ 29,205	69.7%	101.5%	

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General Fund Revenues and Expenditures
Municipal Cout - 1200

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Expenditures									
100-1200-51100	Salaries and Wages	$ 51,382	$ 53,976	$ 40,081	$ 52,187	$ 52,187	76.8%	100.0%	
100-1200-51200	Overtime Wages	3,683	1,874	516	500	3,260	15.8%	15.3%	
100-1200-51300	Health Insurance	24,259	25,151	18,774	25,000	24,953	75.2%	100.2%	
100-1200-51305	Dental Insurance	867	858	638	840	840	76.0%	100.0%	
100-1200-51310	Social Security and Medicare	3,836	3,756	2,952	4,242	4,242	69.6%	100.0%	
100-1200-51315	Wisconsin Retirement System	3,689	3,298	2,513	3,233	3,233	77.7%	100.0%	
100-1200-51320	Life Insurance	81	115	112	148	148	75.7%	100.0%	
100-1200-51325	Flexible Benefit Contribution	34	42	15	20	70	21.4%	28.6%	
100-1200-51900	Professional Education	1,638	1,533	1,276	1,950	1,950	65.4%	100.0%	
100-1200-52300	Other Intergov'tal pymts	-	-	200	550	550	36.4%	100.0%	
100-1200-52910	Software Purch/Maint	4,676	5,074	5,227	5,227	5,227	100.0%	100.0%	TiPSS annual fees pd in Jan
100-1200-52990	Other Service Contracts & Fees	90	-	-	250	100	0.0%	250.0%	
100-1200-53100	Office Supplies	676	255	57	500	750	7.6%	66.7%	
100-1200-53101	Shared Office Costs	401	302	212	250	486	43.6%	51.4%	
100-1200-53131	Shared Postage Costs	922	1,373	818	1,000	1,442	56.7%	69.3%	
100-1200-53200	Memberships & Subscriptions	140	140	100	140	140	71.4%	100.0%	
100-1200-55100	Liability & Property Insurance	362	439	450	450	357	126.1%	126.1%	
100-1200-55110	Workers Comp	274	146	150	150	150	100.0%	100.0%	
Total Municipal Court Expenditures		$ 97,010	$ 98,333	$ 74,091	$ 96,637	$ 100,085	74.0%	96.6%	

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General Fund Revenues and Expenditures
Village Manager - 1410

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
100-1410-43410	State Shared Revenue	$ 254,455	$ 253,997	$ 37,981	$ 253,207	$ 253,207	15.0%	100.0%	Received in November
100-1410-43411	Expenditure Restraint	400,178	279,774	285,458	285,459	285,459	100.0%	100.0%	Received in July
100-1410-44140	Cable Fees - Time Warner	111,019	105,915	51,535	105,000	110,000	46.9%	95.5%	Received quarterly
100-1410-44141	Cable Fees - AT&T	53,285	57,847	27,744	55,000	60,000	46.2%	91.7%	Received quarterly
100-1410-48100	Interest Income	84,551	94,869	63,346	75,000	75,000	84.5%	100.0%	
100-1410-48101	Market to Market adjustments	(87,055)	(34,812)	7,295	-	-	0.0%	0.0%	
100-1410-48110	Interest on Loans/Advances	43,508	40,340	-	35,833	35,833	0.0%	100.0%	Loans due in Dec
100-1410-48120	Interest on Taxes	33,324	31,007	38,318	39,200	25,000	153.3%	156.8%	Collected also in May and July
100-1410-48150	Insurance Dividend	12,953	13,223	19,388	19,388	10,000	193.9%	193.9%	1 pymt per year, April
100-1410-48900	Miscellanous Revenue	18,662	3,325	700	1,000	2,000	35.0%	50.0%	
Total Village Manager Revenues		$ 924,880	$ 845,485	$ 531,765	$ 869,087	$ 856,499	62.1%	101.5%	
Expenditures									
100-1410-51100	Salaries and Wages	$ 92,364	$ 119,811	$ 99,652	$ 136,195	$ 136,922	72.8%	99.5%	add'l shared staff position
100-1410-51140	Auto Allowance	1,500	1,500	1,125	1,500	1,500	75.0%	100.0%	
100-1410-51300	Health Insurance	19,028	31,405	15,595	20,746	40,548	38.5%	51.2%	add'l shared staff position
100-1410-51305	Dental Insurance	114	153	34	50	468	7.3%	10.7%	
100-1410-51310	Social Security and Medicare	6,964	8,436	7,870	10,184	10,475	75.1%	97.2%	
100-1410-51315	Wisconsin Retirement System	6,042	7,405	6,882	8,908	9,036	76.2%	98.6%	
100-1410-51320	Life Insurance	428	452	357	474	444	80.4%	106.8%	
100-1410-51325	Flexible Benefit Contribution	1,035	1,077	1,404	1,680	667	210.5%	251.9%	
100-1410-51900	Professional Education	7,823	9,310	7,167	13,000	15,250	47.0%	85.2%	
100-1410-52910	Software Purch/Maint	460	540	360	500	510	70.6%	98.0%	Manager's memo
100-1410-52990	Other Service Contracts & Fees	-	470	-	-	250	0.0%	0.0%	EAP program
100-1410-53100	Office Supplies	1,228	824	390	1,000	1,200	32.5%	83.3%	
100-1410-53101	Shared Office Costs	2,102	1,983	1,151	2,200	2,251	51.1%	97.7%	
100-1410-53121	Shared Copy Costs	1,229	1,033	467	750	759	61.5%	98.8%	
100-1410-53131	Shared Postage Costs	986	756	538	636	636	84.6%	100.0%	
100-1410-53200	Memberships & Subscriptions	2,690	2,436	1,360	2,500	3,835	35.5%	65.2%	
100-1410-53990	Contingency	572	303		-	-	0.0%	0.0%	
100-1410-54000	Programming	7,031	938	-	2,000	3,000	0.0%	66.7%	Resident mediation, EE welness
100-1410-54100	Sustainability/Conservation	1,396	1,240	539	1,000	1,000	53.9%	100.0%	
100-1410-54130	Awards / Recognitions	-	5,412	2,462	6,000	7,000	35.2%	85.7%	
100-1410-55100	Liability & Property Insurance	54,238	55,753	58,038	58,000	56,970	101.9%	101.8%	
100-1410-55110	Workers Comp	532	327	408	408	394	103.6%	103.6%	
100-1410-57900	Expenditure Charged to Others	(6,168)	(4,995)		(3,000)	(3,362)	0.0%	89.2%	Non salary costs to utilities at YE
Total Village Manager Expenditures		$ 201,594	$ 246,569	$ 205,799	$ 264,731	$ 289,753	71.0%	91.4%	

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General Fund Revenues and Expenditures
Clerk/Treasurer's Office - 1420

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
100-1420-44110	Liquor Licenses (Class)	$ 13,668	$ 13,440	$ 26,240	$ 26,240	$ 13,250	198.0%	198.0%	
100-1420-44111	Operators Licenses	5,830	4,880	5,560	7,770	7,770	71.6%	100.0%	
100-1420-44120	Village Licenses	5,284	4,050	4,345	4,500	4,500	96.6%	100.0%	
100-1420-44130	Weights and Measures	3,301	3,013		3,250	3,250	0.0%	100.0%	
100-1420-44200	Pet Licenses	5,271	4,539	3,794	4,500	4,500	84.3%	100.0%	
100-1420-44201	Rebate MADACC	460	119	150	325	325	46.2%	100.0%	
100-1420-44210	Bicycle and Other Licenses	440	70	180	250	250	72.0%	100.0%	
100-1420-46900	Other Charges for Service	445	925	690	700	500	138.0%	140.0%	
100-1420-48900	Miscellanous Revenue	2,819	2,374	1,907	2,340	2,340	81.5%	100.0%	
Total Clerk/Treasurer Revenues		$ 37,518	$ 33,409	$ 42,866	$ 49,875	$ 36,685	116.8%	136.0%	
Expenditures									
100-1420-51100	Salaries and Wages	$ 107,171	$ 86,114	$ 74,151	$ 113,751	$ 113,751	65.2%	100.0%	add'l shared staff position
100-1420-51300	Health Insurance	42,875	24,408	16,383	27,385	27,385	59.8%	100.0%	staffing changes 2016
100-1420-51305	Dental Insurance	1,537	733	539	1,110	1,110	48.6%	100.0%	
100-1420-51310	Social Security and Medicare	7,369	5,974	5,677	8,702	8,702	65.2%	100.0%	
100-1420-51315	Wisconsin Retirement System	7,459	5,282	5,113	7,508	7,508	68.1%	100.0%	
100-1420-51320	Life Insurance	389	198	80	177	177	45.2%	100.0%	
100-1420-51325	Flexible Benefit Contribution	264	286	26	123	123	21.1%	100.0%	
100-1420-51900	Professional Education	2,515	2,824	3,187	4,765	4,765	66.9%	100.0%	new conference in 2016
100-1420-52300	Other Intergov'tal pymts	2,800	2,800	2,800	2,800	2,800	100.0%	100.0%	Weights & Measures, SOW
100-1420-52910	Software Purch/Maint	10,704	6,251	6,481	6,500	5,800	111.7%	112.1%	
100-1420-53100	Office Supplies	2,253	1,645	1,377	2,650	2,650	52.0%	100.0%	
100-1420-53101	Shared Office Costs	1,831	1,750	843	1,870	1,870	45.1%	100.0%	
100-1420-53110	Computer Supplies	332	1,048	120	1,250	1,250	9.6%	100.0%	
100-1420-53121	Shared Copy Costs	533	435	301	679	679	44.3%	100.0%	
100-1420-53130	Postage/mailings	1,665	3,219		2,000	3,000	0.0%	66.7%	
100-1420-53131	Shared Postage Costs	2,272	4,341	1,313	2,704	2,704	48.6%	100.0%	
100-1420-53200	Memberships & Subscriptions	749	579	120	750	750	16.0%	100.0%	
100-1420-53900	Miscellaneous Expenses	350	31	-	250	250	0.0%	100.0%	
100-1420-54000	Programming (MADAC)	10,236	10,825	11,277	11,500	11,500	98.1%	100.0%	
100-1420-55100	Liability & Property Insurance	949	1,143	1,161	1,161	924	125.6%	125.6%	
100-1420-55110	Workers Comp	576	313	338	327	327	103.4%	100.0%	
100-1420-57900	Expenditures Charged to Others	(1,800)	(1,612)	-	(5,544)	(5,544)	0.0%	100.0%	Not applicable in 2017
Total Clerk/Treasurer's Office Expenditures		$ 203,029	$ 158,588	$ 131,287	$ 192,418	$ 192,481	68.2%	100.0%	

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General Fund Revenues and Expenditures
Election expenses - 1421

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2015 YTD % of Budget	Projected as a % of Budget	Notes
Expenditures									
100-1421-51100	Salaries and Wages	$ 19,268	$ 5,546	$ 10,469	$ 20,000	$ 20,000	52.3%	100.0%	poll workers only
100-1421-51900	Professional Education	3,319	880	3,385	4,000	4,000	84.6%	100.0%	poll worker training
100-1421-53131	Shared Postage Costs	2,069	1,195	2,077	3,000	1,737	119.6%	172.7%	
100-1421-53300	Voting Equipment Costs	2,386	2,780	2,751	2,751	2,530	108.7%	108.7%	
100-1421-53500	Dept/Program Supplies	3,347	1,152	3,715	4,350	4,350	85.4%	100.0%	
Total Election Expenditures		$ 30,389	$ 11,554	$ 22,397	$ 34,101	$ 32,617	68.7%	104.5%	

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General Fund Revenues and Expenditures
Customer Service Department - 1430

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Expenditures									
100-1430-51100	Salaries and Wages	$ 71,448	$ 74,651	$ 56,559	$ 73,897	$ 73,879	76.6%	100.0%	
100-1430-51300	Health Insurance	31,075	33,113	24,663	31,101	31,101	79.3%	100.0%	
100-1430-51305	Dental Insurance	1,206	1,192	888	1,132	1,132	78.4%	100.0%	
100-1430-51310	Social Security and Medicare	4,849	4,970	4,068	5,720	5,720	71.1%	100.0%	
100-1430-51315	Wisconsin Retirement System	4,956	4,952	3,909	4,936	4,936	79.2%	100.0%	
100-1430-51320	Life Insurance	315	361	285	351	351	81.2%	100.0%	
100-1430-51325	Flexible Benefit Contribution	58	68	23	30	109	21.1%	27.5%	
100-1430-51900	Professional Education	1,185	755	201	550	700	28.7%	78.6%	
100-1430-52930	Credit Card Fees	2,536	3,189	1,706	2,000	1,000	170.6%	200.0%	
100-1430-53100	Office Supplies	269	328	125	450	875	14.3%	51.4%	
100-1430-53101	Shared Office Costs	2,598	2,955	1,265	2,700	2,700	46.9%	100.0%	
100-1430-53110	Computer Supplies	308	833	60	600	730	8.2%	82.2%	
100-1430-53121	Shared Copy Costs	968	802	565	1,281	1,281	44.1%	100.0%	
100-1430-53131	Shared Postage Costs	56	65	51	200	307	16.6%	65.1%	
100-1430-53200	Memberships & Subscriptions	-	-	95	250	250	38.0%	100.0%	
100-1430-55100	Liability & Property Insurance	514	581	580	580	462	125.5%	125.5%	
100-1430-55110	Workers Comp	380	204	214	214	214	100.0%	100.0%	
100-1430-57900	Expenditures Charged to Others	(3,638)	(4,103)	-	(3,200)	(2,953)	0.0%	108.4%	Non salary costs to utilities at YE
Total Customer Service Expenditures		$ 119,083	$ 124,915	$ 95,257	$ 122,792	$ 122,794	77.6%	100.0%	

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General Fund Revenues and Expenditures
Finance Department - 1510

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
100-1510-44900	Security Alarm Permits	$ 3,180	$ 3,720	$ 1,980	$ 2,500	$ 2,500	79.2%	100.0%	
100-1510-48300	Late Payment Penalty	668	474	600	650	500	120.0%	130.0%	
100-1510-48900	Miscellanous Revenue	1,572	1,525	2,500	2,500	1,000	250.0%	250.0%	
Total Finance Revenues		$ 5,421	$ 5,719	$ 5,080	$ 5,650	$ 4,000	127.0%	141.3%	
Expenditures									
100-1510-51100	Salaries and Wages	$ 74,895	$ 83,420	$ 59,963	$ 88,173	$ 88,173	68.0%	100.0%	reduced TIF allocations
100-1510-51300	Health Insurance	25,797	27,020	15,420	22,000	29,944	51.5%	73.5%	
100-1510-51305	Dental Insurance	365	352	154	200	420	36.7%	47.6%	
100-1510-51310	Social Security and Medicare	5,428	5,721	4,598	6,745	6,745	68.2%	100.0%	
100-1510-51315	Wisconsin Retirement System	5,242	5,372	4,139	5,819	5,819	71.1%	100.0%	
100-1510-51320	Life Insurance	283	293	229	321	321	71.3%	100.0%	
100-1510-51325	Flexible Benefit Contribution	872	1,053	775	900	672	115.3%	133.9%	
100-1510-51900	Professional Education	2,647	4,018	2,885	4,500	3,550	81.3%	126.8%	
100-1510-52130	Professional Fees Financial	23,157	18,054	3,660	20,000	18,300	20.0%	131.1%	OPEB in 2017
100-1510-52910	Software Purch/Maint	9,100	9,890	9,759	9,759	9,100	107.2%	107.2%	due in August, Payroll added in 2017
100-1510-52990	Other Service Contracts & Fees	1,410	1,647	541	2,500	2,500	21.6%	100.0%	bank fees + collections - every other year
100-1510-53100	Office Supplies	1,554	1,501	1,741	1,940	1,940	89.7%	100.0%	
100-1510-53101	Shared Office Costs	1,764	1,750	843	1,766	1,766	47.7%	100.0%	
100-1510-53121	Shared Copy Costs	1,363	1,753	1,491	1,954	1,954	76.3%	100.0%	
100-1510-53131	Shared Postage Costs	80	128	53	74	74	71.6%	100.0%	
100-1510-53200	Memberships & Subscriptions	362	240	325	490	490	66.3%	100.0%	
100-1510-53900	Misc Exp/Uncollectible Debt	4,039	2,589		3,000	3,000	0.0%	100.0%	
100-1510-55100	Liability & Property Insurance	604	641	675	680	540	125.0%	125.9%	
100-1510-55110	Workers Comp	393	216	251	251	251	100.0%	100.0%	
100-1510-57900	Expenditures Charged to Others	(6,513)	(8,082)	-	(6,000)	(6,322)	0.0%	94.9%	charges to utilities / CDA at year end
Total Finance Expenditures		$ 152,845	$ 157,575	$ 107,502	$ 169,072	$ 169,237	63.5%	99.9%	

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General Fund Revenues and Expenditures
Other General Administration - 1900

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Expenditures									
100-1900-52120	Professional Fees Legal	$ 108,966	$ 121,983	$ 109,939	$ 125,000	$ 110,000	99.9%	113.6%	
100-1900-52140	Professional Fees Technology	20,593	28,619	30,710	30,650	25,868	118.7%	118.5%	Network Sevice Contract - IT
100-1900-52150	Professional Fees Assessment	50,608	69,890	69,500	69,500	69,500	100.0%	100.0%	$69,500 per contract 2015-2018
100-1900-52200	Electric - Village Hall	14,671	13,260	9,269	15,769	15,769	58.8%	100.0%	From VHS
100-1900-52210	Gas - Village Hall	10,857	7,983	3,691	8,772	8,772	42.1%	100.0%	From VHS
100-1900-52220	Water - Village Hall	2,299	3,126	1,955	2,590	2,590	75.5%	100.0%	From VHS
100-1900-52900	Cleaning and Pest Control	16,380	16,917	10,278	16,445	17,378	59.1%	94.6%	VH Cleaning and Pest Control
100-1900-52990	Other Service Contract fees	3,976	5,115	15,172	15,500	13,994	108.4%	110.8%	IT equip license / maint fees
100-1900-53140	Communications/Publications	311	56	-	-	500	0.0%	0.0%	legal notices
100-1900-53150	Job Posting/Testing/Hiring	4,086	7,100	7,341	8,000	4,000	183.5%	200.0%	
100-1900-55100	General liab. & prop. insurance	690	798	800	800	640	125.0%	125.0%	
100-1900-57900	Expenditure Charged to Others	(10,000)	(14,108)	-	(15,000)	(15,006)	0.0%	100.0%	Chargeback VHS costs to utilities at YE
Total Other Gen Admin Expenditures		$ 223,439	$ 260,738	$ 258,655	$ 278,026	$ 254,005	101.8%	109.5%	

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General Fund Revenues and Expenditures
Police Department - 2100

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
100-2100-45120	Court Fines	133,359	130,494	100,769	150,000	180,000	56.0%	83.3%	
100-2100-45200	Parking Fines	299,869	304,359	241,257	350,000	375,000	64.3%	93.3%	$5 per ticket increase in 2015
100-2100-45210	Parking Ticket Fee	16,930	8,918	8,977	15,000	20,000	44.9%	75.0%	
100-2100-45220	Vehicle Suspension Fee	8,465	4,460	4,485	7,500	10,000	44.9%	75.0%	
100-2100-46200	False Alarm Fees	4,003	4,958	4,200	5,000	3,000	140.0%	166.7%	
100-2100-46390	Overnight Parking Permission	28,911	30,191	-	-	-	0.0%	0.0%	Discontinued in 2016
100-2100-43550	State DOT Grants	-	2,802	3,941	5,000	5,000	78.8%	100.0%	moved from Police special
100-2100-43560	State Training Grants	-	3,680	1,121	2,500	5,000	22.4%	50.0%	moved from Police special
100-2100-43590	Other State Grants	-	-	-	2,000	7,500	0.0%	26.7%	moved from Police special
100-2100-48500	Donations	695	-	-	1,000	1,000	0.0%	100.0%	
100-2100-48900	Miscellanous Revenue	20,752	6,236	3,430	4,000	2,500	137.2%	160.0%	$15K ins. reimb. for vehicle damages in 2014
Total Police Revenues		$ 512,984	$ 496,098	$ 368,180	$ 542,000	$ 609,000	60.5%	89.0%	
Expenditures									
100-2100-51100	Salaries and Wages	$ 1,771,553	$ 1,849,587	$ 1,281,102	$ 1,800,000	$ 1,873,739	68.4%	96.1%	
100-2100-51110	Civilian Salaries	240,964	232,147	119,236	150,000	198,401	60.1%	75.6%	
100-2100-51130	Holiday Pay	97,041	84,409	5,160	65,000	61,811	8.3%	105.2%	Not paid until 4th quarter
100-2100-51150	Retiree Sick Leave Payout	-	-		-	15,000	0.0%	0.0%	1 provisional for retirements
100-2100-51160	Opt Out Ins	24,500	24,750	16,895	21,000	21,000	80.5%	100.0%	fewer opt out = health increase
100-2100-51200	Overtime Wages	127,108	135,878	99,095	125,000	120,165	82.5%	104.0%	
100-2100-51220	Civilian OT	8,672	5,307	689	1,000	1,898	36.3%	52.7%	
100-2100-51300	Health Insurance	434,070	470,982	364,267	485,000	477,041	76.4%	101.7%	fewer opt out = health increase
100-2100-51305	Dental Insurance	18,855	18,349	12,848	17,500	19,080	67.3%	91.7%	
100-2100-51310	Social Security and Medicare	167,335	167,633	116,898	165,000	172,593	67.7%	95.6%	
100-2100-51315	Wisconsin Retirement System	270,824	233,090	145,971	190,000	201,042	72.6%	94.5%	
100-2100-51320	Life Insurance	3,495	2,921	1,948	2,532	2,532	76.9%	100.0%	
100-2100-51325	Flexible Benefit Contribution	5,718	5,357	3,742	4,950	4,950	75.6%	100.0%	
100-2100-51330	Uniform Expense	17,193	16,662	20,964	22,000	16,875	137.9%	148.1%	
100-2100-51335	Insurance Trust	2,098	2,326	1,764	2,448	2,448	72.1%	100.0%	
100-2100-51340	Retiree Health Contribution	37,337	61,459	64,239	78,733	78,733	81.6%	100.0%	

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General Fund Revenues and Expenditures
Police Department - 2100

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
100-2100-51350	Education Reimb	4,600	6,632	2,400	3,000	3,000	80.0%	100.0%	
100-2100-51355	Other Benefits	5,496	6,099	4,024	6,037	6,037	66.7%	100.0%	
100-2100-51900	Professional Education	14,084	11,301	9,415	14,500	14,500	64.9%	100.0%	
100-2100-52200	Electric	10,325	10,646	6,964	10,916	10,916	63.8%	100.0%	
100-2100-52210	Gas	8,304	5,502	2,335	8,110	8,110	28.8%	100.0%	
100-2100-52220	Water	953	1,133	696	772	772	90.2%	100.0%	
100-2100-52230	Phone and Internet	5,421	5,597	3,850	8,495	8,495	45.3%	100.0%	
100-2100-52300	Other Intergov'tal pymts	5,000	3,000	4,900	7,500	7,500	65.3%	100.0%	SOW, suspension fees account
100-2100-52900	Cleaning and Pest Control	5,484	6,412	9,632	11,500	7,275	132.4%	158.1%	
100-2100-52910	Software Purch/Maint	38,311	33,016	30,905	33,140	33,140	93.3%	100.0%	
100-2100-52990	Other Service contracts / fees	-	39,883	39,446	60,000	65,000	60.7%	92.3%	new citation processing / overnight fees
100-2100-53100	Office Supplies	14,036	15,830	8,701	13,325	13,325	65.3%	100.0%	
100-2100-53101	Shared Office Costs	5,933	4,581	4,422	8,015	8,015	55.2%	100.0%	
100-2100-53120	Copy & Print Costs	3,066	4,041	3,354	3,500	3,500	95.8%	100.0%	
100-2100-53131	Shared Postage Costs	6,387	4,528	3,037	5,000	6,658	45.6%	75.1%	
100-2100-53200	Memberships & Subscriptions	1,140	410	860	1,555	1,555	55.3%	100.0%	
100-2100-53300	Repairs and Maintenance	-	-	-		-	0.0%	0.0%	
100-2100-53400	Vehicle Maintenance	34,565	21,982	12,264	20,000	20,000	61.3%	100.0%	
100-2100-53410	Fuel and Oil	42,253	28,464	17,942	30,000	46,500	38.6%	64.5%	
100-2100-53420	Radio Expense	3,342	362	984	3,000	3,000	32.8%	100.0%	
100-2100-53500	Dept/Program Supplies	17,945	18,734	11,868	28,200	28,200	42.1%	100.0%	
100-2100-53900	Misc Expenses	-	303	-	-	-	0.0%	0.0%	
100-2100-55100	Liability & Property Insurance	38,921	42,427	43,150	43,150	39,968	108.0%	108.0%	
100-2100-55110	Workers Comp	107,217	81,876	86,540	85,000	83,533	103.6%	101.8%	
100-2100-55120	Unemployment	-	2,590	8,829	10,000	-	0.0%	0.0%	
100-2100-57900	Expenditures Charged to Others	(30,642)	(50,386)	-	(55,600)	(55,600)	0.0%	100.0%	.25 police, .5 civillian support to parking
Total Police Department Expenditures		$ 3,568,903	$ 3,615,818	$ 2,571,336	$ 3,489,278	$ 3,630,707	70.8%	96.1%	

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General Fund Revenues and Expenditures
Planning and Development Department - 2400

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
100-2400-44310	Building Permits	$ 176,020	$ 214,222	$ 110,380	$ 145,000	$ 140,000	78.8%	103.6%	
100-2400-44320	Electrical Permits	55,468	52,081	52,685	65,000	55,000	95.8%	118.2%	
100-2400-44330	Plumbing Permits	54,551	46,364	48,359	56,000	57,000	84.8%	98.2%	
100-2400-44340	HVAC Permits	27,511	21,765	24,160	30,000	30,000	80.5%	100.0%	
100-2400-44370	Reinspection Fees (PE)	-	12,550	8,000	10,000	10,000	80.0%	100.0%	NEW GL 2015
100-2400-44400	Code Compliance Fees	35,330	25,865	-	-	10,000	0.0%	0.0%	
100-2400-46105	Blueprints	703	707	1,118	1,200	500	223.6%	240.0%	
100-2400-48900	Miscellanous Revenue	5,699	7,400	7,695	8,000	3,600	213.8%	222.2%	
Total Planning and Development Revenues		$ 355,281	$ 380,955	$ 252,397	$ 315,200	$ 306,100	82.5%	103.0%	
Expenditures									
100-2400-51100	Salaries and Wages	$ 238,751	$ 263,338	$ 196,816	$ 269,835	$ 269,835	72.9%	100.0%	
100-2400-51140	Auto Allowance	1,500	1,500	1,125	1,500	1,500	75.0%	100.0%	
100-2400-51160	Opt Out Ins	6,562	8,250	6,249	8,400	8,400	74.4%	100.0%	
100-2400-51300	Health Insurance	33,734	24,960	18,720	24,953	24,953	75.0%	100.0%	
100-2400-51305	Dental Insurance	2,211	2,284	1,458	2,352	2,352	62.0%	100.0%	
100-2400-51310	Social Security and Medicare	18,054	19,745	15,962	20,643	20,643	77.3%	100.0%	
100-2400-51315	Wisconsin Retirement System	16,571	17,316	13,585	17,809	17,809	76.3%	100.0%	
100-2400-51320	Life Insurance	358	413	333	423	423	78.7%	100.0%	
100-2400-51325	Flexible Benefit Contribution	1,737	1,839	2,313	2,500	1,946	118.9%	128.5%	
100-2400-51900	Professional Education	3,786	6,256	1,248	1,900	5,300	23.5%	35.8%	
100-2400-52230	Phone and Internet	2,101	2,775	1,683	2,280	2,245	75.0%	101.6%	
100-2400-52910	Software Purch/Maint	-	1,975	1,540	1,540	2,000	77.0%	77.0%	
100-2400-52990	Other Service Contracts & Fees	12,277	510	79	500	500	15.8%	100.0%	Supp'l contracted inspector fees
100-2400-53100	Office Supplies	1,171	884	284	600	675	42.1%	88.9%	
100-2400-53101	Shared Office Costs	5,271	5,138	2,747	5,819	5,819	47.2%	100.0%	
100-2400-53110	Computer Supplies	1,781	1,747	1,175	775	1,700	69.1%	45.6%	
100-2400-53120	Copy & Print Costs	1,222	1,041	1,371	540	1,415	96.9%	38.2%	
100-2400-53121	Shared Copy Costs	1,726	1,636	788	2,134	2,134	36.9%	100.0%	
100-2400-53131	Shared Postage Costs	2,845	3,600	2,931	3,101	3,101	94.5%	100.0%	
100-2400-53200	Memberships & Subscriptions	1,205	443	834	810	955	87.3%	84.8%	
100-2400-53400	Vehicle Maintenance	5,363	839	47	1,000	1,000	4.7%	100.0%	
100-2400-53410	Fuel & Oil	2,164	1,267	729	1,000	1,860	39.2%	53.8%	Expenditure Charged to Others? Cross co
100-2400-53900	Misc Exp./ Uncollectible fines	128	8	1,113	1,113	100	1113.0%	1113.0%	refund of old deposit.
100-2400-54620	Loan Program Expenses	1,401	2,254	1,580	2,000	400	395.0%	500.0%	
100-2400-55100	Liability & Property Insurance	1,608	1,848	1,788	1,790	1,406	127.2%	127.3%	
100-2400-55110	Workers Comp	11,817	12,311	13,687	13,212	13,212	103.6%	100.0%	
100-2400-55120	Unemployment	-	-	-	-	-	0.0%	0.0%	
100-24000-57900	Expenditures Charged to Others	-	-	-	-	-	0.0%	0.0%	CDA charges
Total Planning and Dev. Expenditures		$ 375,344	$ 384,176	$ 290,185	$ 388,529	$ 391,683	74.1%	99.2%	

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General Fund Revenues and Expenditures
Other Public Safety - 2900

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
100-2900-43420	Fire Insurance	$ 54,160	$ 54,528	$ 60,255	$ 60,255	$ 50,000	120.5%	120.5%	Pymt typically rec'd from state in June
100-2900-48200	Rental Income	-	-	48,090	64,120	-	0.0%	0.0%	NSF
Total Other Public Safety Revenues		$ 54,160	$ 54,528	$ 108,345	$ 124,375	$ 50,000	120.5%	120.5%	
Expenditures									
100-2900-51355	Other Benefits	$ 49,904	$ 47,340	$ 33,269	$ 49,908	$ 49,908	66.7%	100.0%	retiree premiums
100-2900-52300	Tri-Comm (dispatch)	309,873	313,760	246,617	322,809	322,809	76.4%	100.0%	Dispatch services
100-2900-52310	North Shore Fire	2,045,512	2,059,307	1,610,287	2,141,339	2,068,658	77.8%	103.5%	North Shore Fire
100-2900-52990	Crossing Guards	58,850	59,403	37,320	65,000	68,750	54.3%	94.5%	crossing guards
100-2900-54730	Hydrant Rental	281,066	362,973	281,004	374,672	374,672	75.0%	100.0%	Public Fire fees - water
Total Other Public Safety Expenditures		$ 2,745,206	$ 2,842,782	$ 2,208,497	$ 2,953,728	$ 2,884,797	76.6%	102.4%	

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Summary of All General Fund - Public Works
By Object

Category	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30 YTD % of Budget
Revenues	$ 767,834	$ 818,530	$ 618,145	$ 841,525	$ 854,194	72.4%
Salaries Total	938,842	967,326	688,578	950,382	1,002,340	68.7%
Fringe Total	439,891	461,282	348,067	478,770	465,406	74.8%
Contractual Total	618,403	622,986	475,353	628,745	600,082	79.2%
Supplies & Office Total	16,605	36,104	16,049	19,715	18,293	87.7%
Supplies - Maint. Total	204,749	208,323	171,611	232,225	235,233	73.0%
Supplies - Vehicle Total	247,321	193,133	127,147	179,452	216,920	58.6%
Utilities Total	155,893	169,112	92,190	166,726	175,893	52.4%
Insurance Total	75,816	77,053	84,673	82,522	79,833	106.1%
Interdeptmntl Exp Total	(181,997)	(79,743)	(31,375)	(97,030)	(119,317)	26.3%
Grand Total	2,515,524	2,655,576	1,972,293	2,641,506	2,674,683	73.7%

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General Fund Revenues and Expenditures
Department of Public Works - 3000's

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
100-3100-43530	State Transportation Aids	$ 361,342	$ 420,894	$ 298,397	$ 442,017	$ 442,017	67.5%	100.0%	Received quarterly.
100-3100-43540	Recycling Grant	52,825	52,814	49,974	49,974	42,251	118.3%	118.3%	Rec'd in June
100-3100-46420	Recycling Rebate	48,816	44,279	29,417	40,150	45,000	65.4%	89.2%	
100-3100-46430	Special Collection Fees	12,603	17,831	13,691	16,416	12,000	114.1%	136.8%	
100-3100-46431	Disposal Fee	4,591	5,873	6,298	7,006	4,000	157.5%	175.2%	
100-3100-46433	Kart Sales	9,211	12,041	9,387	11,036	5,200	180.5%	212.2%	
100-3100-46434	Snow Removal Charges	1,976	1,418	2,398	3,000	-	0.0%	0.0%	
100-3100-46435	Delq Prop Maint	320	1,070	275	500	-	0.0%	0.0%	
100-3100-46436	Damages To Property	4,846	10,638	4,432	4,432	-	0.0%	0.0%	
100-3100-47300	Charges for Service - School	9,269	5,543	3,433	4,208	8,835	38.9%	47.6%	Vehicle Maint - Fuel
100-3100-47310	Charges for Service - Whitefish Bay	191,986	189,617	144,531	190,000	201,916	71.6%	94.1%	disposal fees refuse / yard waste
100-3100-47330	Charges for Service - NSFD	8,347	4,289	2,600	3,360	6,975	37.3%	48.2%	Vehicle Maint - Fuel
100-3100-47440	Equipment Rental Water	9,855	5,220	3,769	8,000	20,000	18.8%	40.0%	Charges for building space and equip use
100-3100-47450	Equipment Rental Sewer	10,526	6,654	8,825	12,926	20,000	44.1%	64.6%	Charges for building space and equip use
100-3100-48200	Rental Income	28,122	37,684	33,570	41,000	41,000	81.9%	100.0%	Hubbard lodge
100-3100-48900	Miscellanous Revenue	13,199	2,665	7,148	7,500	5,000	143.0%	150.0%	
Total Public Works Revenues		$ 767,834	$ 818,530	$ 618,145	$ 841,525	$ 854,194	72.4%	98.5%	
Expenditures									
	Administration								
100-3100-51100	Salaries and Wages	$ 119,158	$ 115,806	$ 91,986	$ 121,294	$ 121,294	75.8%	100.0%	
100-3100-51140	Auto Allowance	1,800	1,800	1,350	1,800	1,800	75.0%	100.0%	
100-3100-51150	Retiree Sick Leave Payout	-	-	-	15,000	15,000	0.0%	100.0%	1 provisional for retirements
100-3100-51160	Opt Out Ins	3,180	3,180	2,970	3,880	1,500	198.0%	258.7%	
100-3100-51200	Overtime Wages	-	-	-	-	-	0.0%	0.0%	
100-3100-51300	Health Insurance	33,229	31,392	26,638	35,464	33,937	78.5%	104.5%	
100-3100-51305	Dental Insurance	1,224	932	733	982	1,142	64.2%	86.0%	
100-3100-51310	Social Security and Medicare	9,250	8,294	7,374	9,684	9,279	79.5%	104.4%	
100-3100-51315	Wisconsin Retirement System	8,390	7,630	6,524	8,570	8,961	72.8%	95.6%	
100-3100-51320	Life Insurance	262	182	165	204	147	112.2%	138.8%	
100-3100-51325	Flexible Benefit Contribution	838	921	741	998	511	145.0%	195.3%	
100-3100-51330	Uniform Expense	5,570	5,439	3,739	5,360	5,360	69.8%	100.0%	
100-3100-51340	Retiree Health Contribution	26,761	42,753	43,374	62,938	42,500	102.1%	148.1%	
100-3100-51900	Professional Education	2,092	2,150	1,275	3,000	3,000	42.5%	100.0%	
100-3100-52230	Phone and Internet	2,918	3,357	2,471	3,744	3,075	80.4%	121.8%	
100-3100-52990	Other Service contracts / fees	3,307	2,262	4,565	4,545	-	0.0%	0.0%	Green Team snow removal
100-3100-53100	Office Supplies	2,560	2,353	1,825	2,500	2,500	73.0%	100.0%	
100-3100-53101	Shared Office Costs	5,175	4,326	3,620	4,562	7,320	49.5%	62.3%	
100-3100-53120	Copy & Print Costs	1,130	1,035	772	790	1,200	64.3%	65.8%	
100-3100-53131	Shared Postage Costs	1,033	1,085	918	1,526	1,629	56.4%	93.7%	

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General Fund Revenues and Expenditures
Department of Public Works - 3000's

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
100-3100-53200	Memberships & Subscriptions	644	835	905	905	644	140.5%	140.5%	
100-3100-54150	Safety Expenses	6,063	6,582	3,577	5,000	5,000	71.5%	100.0%	
100-3100-54450	Property Damages - reimbursable	-	19,888	4,432	4,432	-	0.0%	0.0%	NEW GL 2015
100-3100-55100	Liability & Property Insurance	17,952	19,955	22,770	22,770	20,081	113.4%	113.4%	
100-3100-55110	Workers Comp	57,864	57,098	61,903	59,752	59,752	103.6%	100.0%	
100-3100-55120	Unemployment	-	-	-	-	-	0.0%	0.0%	
Total Administration Expenditures		310,400	339,252	294,627	379,700	345,632	85.2%	109.9%	
	Building Maintenance								
100-3230-51100	Salaries and Wages	130,754	129,222	90,274	112,366	100,209	90.1%	112.1%	
100-3230-51160	Opt Out Ins	-	-	-	-	-	0.0%	0.0%	
100-3230-51200	Overtime Wages	9,560	7,968	5,894	9,210	8,017	73.5%	114.9%	
100-3230-51300	Health Insurance	48,629	51,559	37,012	49,714	43,668	84.8%	113.8%	
100-3230-51305	Dental Insurance	972	952	644	870	840	76.7%	103.6%	
100-3230-51310	Social Security and Medicare	9,989	9,404	7,226	9,106	8,239	87.7%	110.5%	
100-3230-51315	Wisconsin Retirement System	9,302	8,640	6,425	8,404	7,108	90.4%	118.2%	
100-3230-51320	Life Insurance	609	720	532	716	560	95.0%	127.9%	
100-3230-51325	Flexible Benefit Contribution	847	1,068	793	1,072	753	105.3%	142.4%	
100-3230-53500	Dept/Program Supplies (DPW)	67,332	66,608	52,134	75,755	75,755	70.1%	100.0%	
100-3230-54160	Hubbard Lodge/ River Club	655	-	-	2,000	2,000	50.8%	100.0%	
100-3230-57900	Expenditure Charged to Others	(24,267)	(23,832)	(2,194)	(19,826)	(15,458)	14.2%	128.3%	ongoing is amts charged for supplies
Total Building Maintenance Expenditures		254,382	252,308	200,751	249,387	231,691	86.6%	107.6%	
	Municipal Garage								
100-3300-51100	Salaries and Wages	104,041	102,154	70,334	92,586	110,386	63.7%	83.9%	
100-3300-51160	Opt Out Ins	2,920	2,920	2,184	2,918	3,000	72.8%	97.3%	
100-3300-51170	Tool Allowance	1,935	1,800	1,350	1,800	2,400	56.3%	75.0%	
100-3300-51200	Overtime Wages	1,032	556	184	2,000	8,831	2.1%	56.6%	
100-3300-51300	Health Insurance	7,918	7,901	5,901	6,380	8,670	68.1%	73.6%	
100-3300-51305	Dental Insurance	470	412	240	334	480	50.0%	69.6%	
100-3300-51310	Social Security and Medicare	7,910	7,911	5,720	7,438	9,076	63.0%	82.0%	
100-3300-51315	Wisconsin Retirement System	7,465	6,890	4,840	6,272	7,830	61.8%	80.1%	
100-3300-51320	Life Insurance	197	210	159	212	221	71.9%	95.9%	
100-3300-51325	Flexible Benefit Contribution	52	81	182	258	840	21.7%	30.7%	
100-3300-52200	Electric	20,653	20,338	11,934	21,379	21,379	55.8%	100.0%	
100-3300-52210	Gas	14,032	8,959	3,790	14,533	14,533	26.1%	100.0%	
100-3300-52220	Water	2,309	4,592	2,507	8,357	8,357	30.0%	100.0%	
100-3300-53400	Vehicle Maintenance	91,959	81,283	61,865	86,412	70,000	92.9%	123.4%	
100-3300-53410	Fuel and Oil	155,361	111,849	62,117	93,040	146,920	42.3%	63.3%	
100-3300-57900	Exp. Charged To Others - Fuel	(70,736)	(41,640)	(29,181)	(40,000)	(64,170)	45.5%	62.3%	ongoing to police / PDD
100-3300-57910	Exp. Charged To Others - Parts	-	(6,941)	-	(20,000)	(20,000)	0.0%	100.0%	NEW GL 2015
100-3300-57920	Exp. Charged To Others - Utilities	-		-	(11,067)	(11,067)	0.0%	100.0%	NEW GL 2015
Total Municipal Garage Expenditures		347,520	309,275	207,291	275,852	317,686	65.3%	86.8%	

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General Fund Revenues and Expenditures
Department of Public Works - 3000's

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
	Street & Alley								
100-3410-51100	Salaries and Wages	60,413	52,472	36,370	43,660	47,669	76.3%	91.6%	
100-3410-51160	Opt Out Ins	254	142	106	140	330	32.1%	42.4%	
100-3410-51200	Overtime Wages	598	1,710	19	2,000	3,635	0.5%	55.0%	
100-3410-51300	Health Insurance	24,274	21,016	18,591	25,688	15,155	122.7%	169.5%	
100-3410-51305	Dental Insurance	892	725	632	866	568	111.3%	152.5%	
100-3410-51310	Social Security and Medicare	4,191	3,678	2,398	2,830	3,906	61.4%	72.5%	
100-3410-51315	Wisconsin Retirement System	4,242	3,425	2,374	2,856	3,223	73.7%	88.6%	
100-3410-51320	Life Insurance	305	237	201	278	175	114.9%	158.9%	
100-3410-51325	Flexible Benefit Contribution	55	40	17	24	81	21.0%	29.6%	
100-3410-53500	Dept/Program Supplies	13,213	11,695	4,370	10,000	13,000	33.6%	76.9%	
Total Street & Alley Expenditures		108,481	95,139	65,078	88,342	87,742	74.2%	100.7%	
	Street Sweeping								
100-3420-51100	Salaries and Wages	4,124	10,416	5,513	6,226	6,067	90.9%	102.6%	
100-3420-51160	Opt Out Ins	-			-	-	0.0%	0.0%	
100-3420-51200	Overtime Wages	-			-	463	0.0%	0.0%	
100-3420-51300	Health Insurance	480	4,165	2,380	2,252	1,929	123.4%	116.7%	
100-3420-51305	Dental Insurance	17	140	85	78	72	118.1%	108.3%	
100-3420-51310	Social Security and Medicare	313	754	388	346	497	78.1%	69.6%	
100-3420-51315	Wisconsin Retirement System	289	708	363	336	410	88.5%	82.0%	
100-3420-51320	Life Insurance	1	50	25	24	22	113.6%	109.1%	
100-3420-51325	Flexible Benefit Contribution	9	11	2	2	10	20.0%	20.0%	
100-3420-53500	Dept/Program Supplies	1,349	865	500	3,100	3,100	16.1%	100.0%	
Total Street Sweeping Expenditures		6,583	17,109	9,256	12,364	12,570	73.6%	98.4%	
	Street Lighting								
100-3430-51100	Salaries and Wages	66,107	48,020	43,265	59,836	48,756	88.7%	122.7%	
100-3430-51160	Opt Out Ins	-			-	-	0.0%	0.0%	
100-3430-51200	Overtime Wages	4,013	2,389	1,660	2,418	3,771	44.0%	64.1%	
100-3430-51300	Health Insurance	20,010	18,443	14,998	20,864	17,260	86.9%	120.9%	
100-3430-51305	Dental Insurance	454	364	320	434	413	77.5%	105.1%	
100-3430-51310	Social Security and Medicare	5,984	3,578	3,333	4,492	3,999	83.3%	112.3%	
100-3430-51315	Wisconsin Retirement System	4,335	3,377	3,007	4,066	3,343	89.9%	121.6%	
100-3430-51320	Life Insurance	184	202	219	308	206	106.3%	149.5%	
100-3430-51325	Flexible Benefit Contribution	-	44	62	88	287	21.6%	30.7%	
100-3430-52200	Electric -street lighting	77,204	90,897	47,452	84,023	87,707	54.1%	95.8%	
100-3430-53500	Dept/Program Supplies	15,525	4,410	10,982	14,200	14,200	79.7%	100.0%	
100-3430-57900	Expenditures Charged To Others	(80,968)	-	-	-	-	0.0%	0.0%	$80,000 special charge to capital in 2014
Total Street Lighting Expenditures		112,848	171,724	125,639	190,729	179,942	69.8%	106.0%	

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General Fund Revenues and Expenditures
Department of Public Works - 3000's

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
	Traffic Devices								
100-3440-51100	Salaries and Wages	-	704	1,098	1,738	1,733	63.4%	100.3%	
100-3440-51160	Opt Out Ins	-			-	-	0.0%	0.0%	
100-3440-51200	Overtime Wages	-	239	42	42	132	31.8%	31.8%	
100-3440-51300	Health Insurance	-	381	493	750	551	89.5%	136.1%	
100-3440-51305	Dental Insurance	-	7	10	16	21	47.6%	76.2%	
100-3440-51310	Social Security and Medicare	-	70	80	124	142	56.3%	87.3%	
100-3440-51315	Wisconsin Retirement System	-	64	75	114	117	64.1%	97.4%	
100-3440-51320	Life Insurance	-	4	7	10	6	116.7%	166.7%	
100-3440-51325	Flexible Benefit Contribution	-	4	-	-	3	0.0%	0.0%	
100-3440-52200	Electric - traffic devices	15,994	16,600	9,820	16,018	16,696	58.8%	95.9%	
100-3440-53500	Dept/Program Supplies	418	4,868	5,341	4,515	4,000	133.5%	112.9%	
Total Traffic Devices Expenditures		16,413	22,940	16,966	23,327	23,401	72.5%	99.7%	
	Signage / Street marking								
100-3450-51100	Salaries and Wages	956	295		2,200	5,200	0.0%	42.3%	
100-3450-51160	Opt Out Ins	-			-	-	0.0%	0.0%	
100-3450-51200	Overtime Wages	33	21		159	397	0.0%	40.0%	
100-3450-51300	Health Insurance	388	100		661	1,653	0.0%	40.0%	
100-3450-51305	Dental Insurance	8	2		25	62	0.0%	40.0%	
100-3450-51310	Social Security and Medicare	70	24		170	426	0.0%	40.0%	
100-3450-51315	Wisconsin Retirement System	69	21		141	352	0.0%	40.0%	
100-3450-51320	Life Insurance	3	1		8	19	0.0%	40.0%	
100-3450-51325	Flexible Benefit Contribution	-	4	2	4	9	22.2%	40.0%	
100-3450-53500	Dept/Program Supplies	6,945	6,079	2,325	6,500	8,500	27.4%	76.5%	
Total Signage Expenditures		8,473	6,547	2,327	9,867	16,618	14.0%	59.4%	
	Winter Maintenance								
100-3460-51100	Salaries and Wages	27,242	43,388	24,380	41,727	52,003	46.9%	80.2%	
100-3460-51160	Opt Out Ins	593	593	457	518	720	63.5%	71.9%	
100-3460-51200	Overtime Wages	20,070	24,944	4,945	8,654	25,966	19.0%	77.0%	
100-3460-51300	Health Insurance	16,377	18,090	10,431	18,067	16,532	63.1%	109.3%	Varies with wages
100-3460-51305	Dental Insurance	552	609	385	665	619	62.2%	107.4%	
100-3460-51310	Social Security and Medicare	3,450	4,168	2,726	4,681	5,874	46.4%	79.7%	
100-3460-51315	Wisconsin Retirement System	3,220	3,981	2,474	4,268	6,033	41.0%	70.7%	
100-3460-51320	Life Insurance	196	186	157	273	191	82.2%	142.9%	
100-3460-51325	Flexible Benefit Contribution	80	53	19	23	88	21.6%	25.9%	
100-3460-52990	Other Service contracts / fees	-	1,800	-	1,800	1,800	0.0%	100.0%	
100-3460-53500	Dept/Program Supplies	9,206	5,835	2,442	4,800	4,800	50.9%	100.0%	
100-3460-53520	Salt Contract	40,446	42,978	37,267	37,267	56,978	65.4%	87.8%	
100-3460-57900	Expenditures Charged To Others	(6,071)	(7,331)	-	(6,137)	(8,622)	0.0%	71.2%	Charge for plowing parking lots
Total Winter Maintenance Expenditures		115,360	139,295	85,683	140,685	162,982	52.6%	86.3%	

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General Fund Revenues and Expenditures
Department of Public Works - 3000's

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
	Refuse Disposal								
100-3510-51100	Salaries and Wages	117,029	115,298	81,458	107,884	130,007	62.7%	90.7%	
100-3510-51120	Special Collection Wages - Sat Recyc	4,400	3,964	2,725	2,934	5,000	54.5%	58.7%	
100-3510-51160	Opt Out Ins	2,004	2,004	1,510	2,002	900	167.8%	222.4%	
100-3510-51200	Overtime Wages	1,066	620	308	560	1,414	21.8%	39.6%	
100-3510-51300	Health Insurance	36,609	37,441	28,830	40,438	41,331	69.8%	97.8%	
100-3510-51305	Dental Insurance	1,379	1,355	1,038	1,414	1,548	67.1%	91.3%	
100-3510-51310	Social Security and Medicare	8,944	8,305	6,517	8,404	10,282	63.4%	81.7%	
100-3510-51315	Wisconsin Retirement System	8,213	7,502	5,792	7,632	8,790	65.9%	86.8%	
100-3510-51320	Life Insurance	329	346	266	362	476	55.9%	76.1%	
100-3510-51325	Flexible Benefit Contribution	196	234	48	68	221	21.7%	30.8%	
100-3510-52950	Disposal Contracts - refuse	315,393	322,367	232,804	320,000	306,650	80.0%	104.4%	
100-3510-53500	Dept/Program Supplies	1,440	16,670	5,252	8,238	7,700	68.2%	107.0%	2015 - study
Total Refuse Disposal Expenditures		497,002	516,106	379,089	509,936	514,319	73.7%	99.1%	
	Recycling								
100-3520-51100	Salaries and Wages	-	-			-	0.0%	0.0%	
100-3520-51310	Social Security and Medicare	-	-			-	0.0%	0.0%	
100-3520-51315	Wisconsin Retirement System	-	-			-	0.0%	0.0%	
100-3520-52950	Disposal Contracts - recycling	165,655	169,354	115,212	165,000	169,232	76.6%	97.5%	
100-3520-53500	Dept/Program Supplies	13,890	8,253	10,895	10,895	8,200	132.9%	132.9%	
Total Recycling Expenditures		179,545	177,607	140,445	175,895	177,432	79.2%	99.1%	
	Yard Waste/Leaf Collection								
100-3530-51100	Salaries and Wages	65,457	72,285	25,669	50,000	52,003	49.4%	96.1%	
100-3530-51120	Special Collection Wages - Sat Comp	3,810	3,972	2,332	2,616	5,000	46.6%	52.3%	
100-3530-51160	Opt Out Ins	808	808	588	806	360	163.3%	223.9%	
100-3530-51200	Overtime Wages	2,646	1,119	14	100	3,966	0.4%	2.5%	
100-3530-51300	Health Insurance	16,594	18,739	7,175	16,000	16,532	43.4%	96.8%	
100-3530-51305	Dental Insurance	683	732	267	600	619	43.1%	96.9%	
100-3530-51310	Social Security and Medicare	5,260	4,902	2,123	4,000	4,262	49.8%	93.9%	
100-3530-51315	Wisconsin Retirement System	4,394	4,391	1,848	3,500	3,516	52.6%	99.5%	
100-3530-51320	Life Insurance	182	214	77	96	191	40.3%	50.3%	
100-3530-51325	Flexible Benefit Contribution	77	84	19	26	88	21.6%	29.5%	
100-3530-52950	Disposal Contracts	47,275	41,033	16,712	49,900	49,900	37.0%	100.0%	
100-3530-53500	Dept/Program Supplies	1,925	928	346	1,000	1,000	34.6%	100.0%	
Total Yard Waste/Leaf Collection Expenditures		149,110	149,207	58,900	128,644	137,437	42.9%	93.6%	
	Forestry								
100-3610-51100	Salaries and Wages	140,599	145,283	126,832	159,972	160,342	79.1%	99.8%	
100-3610-51160	Opt Out Ins	330	330	257	330	1,110	23.2%	29.7%	
100-3610-51200	Overtime Wages	2,000	895	621	898	2,227	27.9%	40.3%	

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General Fund Revenues and Expenditures
Department of Public Works - 3000's

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
100-3610-51300	Health Insurance	41,380	46,667	27,829	34,178	50,975	54.6%	67.0%	
100-3610-51305	Dental Insurance	1,674	1,726	1,152	1,412	1,909	60.3%	74.0%	
100-3610-51310	Social Security and Medicare	10,311	10,107	9,756	11,940	13,140	74.2%	90.9%	
100-3610-51315	Wisconsin Retirement System	9,477	9,229	8,290	10,338	10,841	76.5%	95.4%	
100-3610-51320	Life Insurance	500	570	553	696	587	94.2%	118.6%	
100-3610-51325	Flexible Benefit Contribution	87	121	59	84	272	21.7%	30.9%	
100-3610-53500	Dept/Program Supplies	10,282	8,177	9,519	8,500	8,500	112.0%	100.0%	
100-3610-53510	Landscape/Forestry Plantings	8,484	15,156	17,181	17,181	13,500	127.3%	127.3%	
Total Forestry Expenditures		225,125	238,261	202,049	245,529	263,403	76.7%	93.2%	
	Parks & Beautification								
100-3620-51100	Salaries and Wages	51,726	81,729	71,227	78,000	78,004	91.3%	100.0%	
100-3620-51160	Opt Out Ins	1,922	1,922	1,443	1,920	540	267.2%	355.6%	
100-3620-51200	Overtime Wages	75	58	78	156	2,448	3.2%	6.4%	
100-3620-51300	Health Insurance	103	574	265	194	1,799	14.7%	10.8%	
100-3620-51305	Dental Insurance	554	643	523	642	929	56.3%	69.1%	
100-3620-51310	Social Security and Medicare	3,997	6,250	5,648	5,476	6,392	88.4%	85.7%	
100-3620-51315	Wisconsin Retirement System	2,509	3,058	2,392	2,864	2,774	86.2%	103.2%	
100-3620-51320	Life Insurance	199	229	216	244	286	75.5%	85.3%	
100-3620-51325	Flexible Benefit Contribution	3	3	28	40	10	280.0%	400.0%	
100-3620-52200	Electric	2,942	3,129	1,391	3,430	3,430	40.6%	100.0%	
100-3620-52210	Gas	230	231	143	243	243	58.8%	100.0%	
100-3620-52220	Water	19,611	21,010	12,682	15,000	20,473	61.9%	73.3%	
100-3620-52940	Landscaping Contracts (Turf)	54,593	60,975	55,855	62,500	47,500	117.6%	131.6%	heavy growing season in 2016
100-3620-52990	Other Service Contracts & Fees	32,180	25,196	21,596	25,000	25,000	86.4%	100.0%	Capital drive maint / spring clean-up
100-3620-53300	Repairs and Maintenance	592	-	175	300	1,000	17.5%	30.0%	
100-3620-53500	Dept/Program Supplies	4,791	11,156	7,272	7,241	5,000	145.4%	144.8%	
100-3620-53510	Landscape/Forestry Plantings	8,256	4,645	3,258	8,000	8,000	40.7%	100.0%	
Total Parks & Beautification Expenditures		184,283	220,807	184,192	211,250	203,828	90.4%	103.6%	
Total Public Works Expenditures		$ 2,515,524	$ 2,655,576	$ 1,972,293	$ 2,641,506	$ 2,674,683	73.7%	98.8%	

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General Fund Revenues and Expenditures
Health Department - 4000

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
100-4000-48900	Miscellanous Revenue	41,197	23,871	14,487	14,487	15,000	96.6%	96.6%	$26,780 from lost 2012 SOW check in 2014
100-4000-48500	Grants/Donations	-	-	-	-	-	0.0%	0.0%	
Total Health Revenues		$ 41,197	$ 23,871	$ 14,487	$ 14,487	$ 15,000	96.6%	96.6%	
Expenditures									
100-4000-51340	Retiree Health Contribution	524	-			-	0.0%	0.0%	
100-4000-52200	Electric	4,490	4,387	3,079	4,668	4,668	66.0%	100.0%	
100-4000-52210	Gas	1,342	832	672	1,172	1,172	57.3%	100.0%	
100-4000-52220	Water	229	288	231	255	255	90.6%	100.0%	
100-4000-52300	Other Intergov'tal pymts	128,405	128,405	98,235	130,981	130,981	75.0%	100.0%	
100-4000-52900	Cleaning and Pest Control	4,828	4,993	3,313	3,379	3,379	98.0%	100.0%	
100-4000-53101	Shared Office Costs	3,928	3,740	2,371	4,221	4,221	56.2%	100.0%	
100-4000-53121	Shared Copy Costs	459	389	261	654	654	39.9%	100.0%	
100-4000-53131	Shared Postage Costs	171	218	106	212	212	50.0%	100.0%	
100-4000-55100	Liability & Property Insurance	1,746	1,786	1,894	1,900	2,818	67.2%	67.4%	
Total Health Department Expenditures		$ 146,122	$ 145,037	$ 110,162	$ 147,442	$ 148,360	74.3%	99.4%	

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General Fund Revenues and Expenditures
Village Center - 5140

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Expenditures									
100-5140-52200	Electric	$ 3,133	$ 3,060	$ 2,148	$ 3,000	$ 3,257	66.0%	92.1%	
100-5140-52210	Gas	936	580	469	840	818	57.3%	102.7%	
100-5140-52220	Water	160	201	161	200	178	90.4%	112.4%	
100-5140-52230	Phone	56	80	88	100	100	88.0%	100.0%	
100-5140-52900	Cleaning and Maintenance	1,715	1,573	1,026	1,800	2,660	38.6%	67.7%	
100-5140-53900	Miscellaneous Expenses	515	437	935	2,000	2,000	46.8%	100.0%	
100-5140-55100	Liability & Property Insurance	25	31	31	31	25	124.0%	124.0%	
Total Village Center Expenditures		$ 6,540	$ 5,963	$ 4,858	$ 7,971	$ 9,038	53.8%	88.2%	

Expenditure Request Detail - Village Center

100-5140-52900	Cleaning contracts	
Shared allocation of cleaning services, includes pest control		$ 1,888
General repairs and maintenance		-
Total for account - Mod		1,888

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General Fund Revenues and Expenditures
Atwater Beach - 5200

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Expenditures									
100-5200-51100	Salaries and Wages	$ 12,250	$ 12,876	$ 8,089	$ 10,000	$ 15,116	53.5%	66.2%	
100-5200-51200	Overtime Wages	242	563	1,467	1,500	-	0.0%	0.0%	
100-5200-51300	Health Insurance	533	444	538	538	-	0.0%	0.0%	
100-5200-51305	Dental Insurance	25	14	4	5	-	0.0%	0.0%	
100-5200-51310	Social Security and Medicare	926	1,021	723	750	1,156	62.5%	64.9%	
100-5200-51315	Wisconsin Retirement System	173	136	120	120	-	0.0%	0.0%	
100-5200-51320	Life Insurance	17	11	9	10	-	0.0%	0.0%	
100-5200-51325	Flexible Benefit Contribution	-	0	-	-	-	0.0%	0.0%	
100-5200-52200	Electric	2,745	2,894	1,180	2,000	2,500	47.2%	80.0%	
100-5200-52300	Other Intergov'tal / Lifeguards	11,938	12,859	13,365	13,365	17,000	78.6%	78.6%	
100-5200-52940	Landscaping Contracts	11,991	15,654	8,107	8,107	10,000	81.1%	81.1%	
100-5200-53900	Miscellaneous Expenses	2,931	4,610	4,375	2,000	2,000	218.8%	100.0%	
100-5200-55100	Liability & Property Insurance	37	88	155	155	123	126.0%	126.0%	
Total Atwater Beach Expenditures		$ 43,807	$ 51,172	$ 38,132	$ 38,550	$ 47,895	79.6%	80.5%	

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General Fund Revenues and Expenditures
Village Celebrations - 5300

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2015 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
100-5300-48500	Donations	$ 21,488	$ 10,205			$ -	0.0%	0.0%	Farmer's Market 2015
100-5300-48530	Public Art Donations	-	-	-	-	-	0.0%	0.0%	
Expenditures									
100-5300-51100	Salaries and Wages	$ 6,381	$ 12,274	$ 9,011	$ 9,011	$ 13,001	69.3%	69.3%	
100-5300-51200	Overtime Wages	6,292	6,282	3,516	3,516	2,000	175.8%	175.8%	
100-5300-51300	Health Insurance	2,890	5,425	3,195	3,195	4,133	77.3%	77.3%	
100-5300-51305	Dental Insurance	103	175	106	155	155	68.4%	100.0%	
100-5300-51310	Social Security and Medicare	952	1,313	918	1,065	1,065	86.2%	100.0%	
100-5300-51315	Wisconsin Retirement System	728	1,100	711	879	879	80.9%	100.0%	
100-5300-51320	Life Insurance	40	61	48	48	48	100.0%	100.0%	
100-5300-51325	Flex Benefit Contribution	2	19	5	22	22	22.7%	100.0%	
100-5300-53900	Miscellaneous Expenses	751	767	479	1,000	1,000	47.9%	100.0%	
100-5300-54110	Fourth Of July	27,018	-	-	-	-	0.0%	0.0%	Moved to marketing in 2015
100-5300-54120	Other Special Events	-	10,205	836	1,000	-	0.0%	0.0%	Nat'l night out - 2016
100-5300-54130	Awards/Recog	4,241	461	-	-	-	0.0%	0.0%	Moved to Village Manager in 2015
100-5300-55100	Liability & Property Insurance	917	310	325	325	1,435	22.6%	22.6%	
Total Village Celebrations Expenditures		$ 50,316	$ 38,392	$ 19,150	$ 20,216	$ 23,738	80.7%	85.2%	

2016 Budget - 3Q Financial Report

General Fund Revenues and Expenditures
Other Financing Sources and Uses - 9000

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Other Financing Sources									
100-9000-49200	Transfers from Special Rev.	$ 47,247	$ 9,890	$ -	$ -	$ -	0.0%	0.0%	Library staff balances
100-9000-49200	Transfers from Special Rev.	-	-	-	-	-	0.0%	0.0%	Public Art fund
100-9000-49800	Proceeds of Long-Term Debt	-	-	-	-	-	0.0%	0.0%	
100-9000-49900	Surplus Applied	-	-	-	-	-	0.0%	0.0%	
100-9000-49900	Surplus Applied	-	-	-	-	38,000	0.0%	0.0%	Budget only
Total Other Financing Sources		$ 47,247	$ 9,890	$ -	$ -	$ 38,000	0.0%	0.0%	
Other Financing Uses									
100-9000-59200	Transfers to Special Rev.	$ -	$ -	$ -	$ -	$ -	0.0%	0.0%	Library
100-9000-59200	Transfers to Special Rev.	18,477	-	-	-	-	0.0%	0.0%	Public Art fund
100-9000-59300	Transfers to Debt Service	-	-	-	-	-	0.0%	0.0%	
100-9000-59400	Transfers to Capital Projects	33,000	28,000	38,000	38,000	38,000	100.0%	100.0%	
100-9000-59500	Transfers to Utilities	-	-	-	-	-	0.0%	0.0%	
Total Other Financing Uses Expenditures		$ 51,477	$ 28,000	$ 38,000	$ 38,000	$ 38,000	100.0%	100.0%	

2016 3Q Budget report

Library Fund - 200

Dept/Account No.	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
200-5110-41110	Property Taxes	$ 795,984	$ 812,514	$ 829,890	$ 829,890	$ 829,890	100.0%	100.0%	
200-5110-43720	Local Library Aids	72,219	78,489	86,615	86,615	86,353	100.3%	100.3%	
200-5110-46710	Library Fines	55,766	48,935	36,203	51,000	51,000	71.0%	100.0%	
200-5110-48500	General Donations	9,782	8,994	15,074	15,000	-	0.0%	0.0%	
200-5110-48510	Friends Donations	-	9,432	4,105	8,000	6,400	64.1%	125.0%	
200-9000-49900	Surplus Applied	-	-	-	-	27,600	0.0%	0.0%	
Total Operating Revenue		933,752	958,365	971,887	990,505	1,001,243	97.1%	98.9%	
Expenditures									
200-5110-51100	Salaries and Wages	474,054	508,436	364,984	510,000	517,997	70.5%	98.5%	
200-5110-51150	Retiree Sick Leave Payout		7,000		-	-	0.0%	0.0%	
200-5110-51300	Health Insurance	80,395	90,086	65,785	89,000	92,145	71.4%	96.6%	
200-5110-51305	Dental Insurance	3,176	3,483	2,960	3,950	3,600	82.2%	109.7%	
200-5110-51310	Social Security and Medicare	34,622	36,334	27,931	39,000	39,623	70.5%	98.4%	
200-5110-51315	Wisconsin Retirement System	30,223	30,073	22,122	30,000	30,695	72.1%	97.7%	
200-5110-51320	Life Insurance	1,212	1,196	750	1,000	1,242	60.4%	80.5%	
200-5110-51325	Flexible Benefit Contribution	3,504	2,718	1,142	1,500	2,200	51.9%	68.2%	
200-5110-51340	Retiree Health Contribution	-	-	7,350	9,800		0.0%	0.0%	
200-5110-51900	Professional Education	3,801	3,049	4,572	4,800	3,200	142.9%	150.0%	
200-5110-52100	Professional Fees	886	14,360	286	300	1,000	28.6%	30.0%	
200-5110-52200	Electric	40,203	39,276	27,576	33,000	41,797	66.0%	79.0%	
200-5110-52210	Gas	12,011	7,447	6,021	10,498	10,498	57.4%	100.0%	
200-5110-52220	Water	2,048	2,583	2,069	2,284	2,284	90.6%	100.0%	
200-5110-52300	Other Intergov'tal pymts	25,201	29,169	21,521	24,313	24,313	88.5%	100.0%	MCFLSS
200-5110-52900	Cleaning and Pest Control	20,518	24,352	14,436	21,300	21,300	67.8%	100.0%	
200-5110-52910	Software Purch/Maint	4,858	7,119	6,234	5,914	5,914	105.4%	100.0%	
200-5110-52990	Other Service Contracts & Fees	4,040	3,572	2,998	2,800	3,810	78.7%	73.5%	
200-5110-53100	Office Supplies	4,169	5,085	2,863	3,000	3,000	95.4%	100.0%	
200-5110-53101	Shared Office Costs	8,298	8,904	6,470	10,164	10,164	63.7%	100.0%	
200-5110-53120	Copy & Print Costs	3,955	1,291	5,104	5,100	4,652	109.7%	109.6%	
200-5110-53121	Shared Copy Costs	1,701	1,444	998	1,500	2,388	41.8%	62.8%	
200-5110-53130	Postage/Mailings	698	208	287	300	850	33.8%	35.3%	
200-5110-53131	Shared Postage Costs	485	471	321	529	529	60.7%	100.0%	
200-5110-53200	Memberships & Subscriptions	-	1,031	1,055	1,000	1,350	78.1%	74.1%	
200-5110-53500	Processing Supplies	6,406	5,661	3,289	6,000	6,500	50.6%	92.3%	
200-5110-53710	Reference Continuations	7,527	7,321	5,157	7,083	7,083	72.8%	100.0%	
200-5110-53720	Periodicals	10,326	6,807	8,530	10,422	10,422	81.8%	100.0%	
200-5110-54000	Programming	7,756	8,284	4,354	7,850	7,850	55.5%	100.0%	

2016 3Q Budget report

Library Fund - 200

Dept/Account No.	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
200-5110-55100	Liability & Property Insurance	9,941	10,644	12,341	12,750	11,085	111.3%	115.0%	
200-5110-55110	Workers Comp	2,672	1,474	1,504	1,452	1,452	103.6%	100.0%	
200-5110-55120	Unemployment	9,159	373		-	-	0.0%	0.0%	
Adult Materials									
200-5111-53730	Materials	32,127	38,066	21,163	29,000	29,000	73.0%	100.0%	New sub-depts and ac splits
200-5111-53740	DVD's	9,838	8,601	6,695	9,000	9,000	74.4%	100.0%	
200-5111-53750	Audiobooks	5,278	3,579	1,454	4,000	4,000	36.4%	100.0%	
200-5111-53760	ebooks	4,492	3,838	4,319	4,400	4,400	98.2%	100.0%	
200-5111-53770	Music	4,910	6,230	4,376	5,000	5,000	87.5%	100.0%	
Childrens Materials									
200-5112-53730	Materials	19,603	19,679	13,281	20,000	20,000	66.4%	100.0%	
200-5112-53740	DVD's	2,551	1,934	1,652	2,200	2,200	75.1%	100.0%	
200-5112-53750	Audiobooks	669	152	986	2,100	2,100	47.0%	100.0%	
200-5112-53770	Music	244	287	74	300	300	24.7%	100.0%	
200-5112-53780	Early Learing Center				-	-	0.0%	0.0%	
Young Adult Materials									
200-5113-53730	Materials	8,297	7,507	6,025	8,700	8,700	69.3%	100.0%	
200-5113-53730	Audiobooks	-	-	-	-	-	0.0%	0.0%	
Total Operating Expenditures		901,855	959,122	691,035	941,309	953,643	72.5%	98.7%	
Non-Operating Expenditures									
200-5110-54510	Auermiller Expenses	149	1,666	9,930	9,930	-	0.0%	0.0%	
200-5110-54900	Onufrock Expenses	9,175	3,027	21,216	21,216	-	0.0%	0.0%	
200-9000-59100	Transfers to General Fund	47,247	9,890	-	3,252	-	0.0%	0.0%	
Total Non-Operating Expenditures		56,572	14,583	31,146	34,398	-	0.0%	0.0%	
Capital Expenditures									
200-5110-56130	Equipment/Furniture	45,895	17,257	9,902	36,000	47,600	20.8%	75.6%	surplus applied in 2017 ?
Total Library Expenditures		1,004,322	990,962	732,083	1,011,707	1,001,243	73.1%	101.0%	
Net Change in Fund Balance		(70,503)	(5,537)	239,804	(21,202)	-			
Beginning Fund Balance		150,418	79,915	74,379	74,379	74,379			
Less: Budgeted Surplus Applied		-	-	-	-	(27,600)			
Ending Fund Balance		$ 79,915	$ 74,379	$ 314,183	$ 53,177	$ 46,779			
Fund Balance Consists of:									
RESTRICTED - Auermiller Bequest		25,097	24,948		15,018	15,018			
RESTRICTED - Onufrock Bequest		-	23,973		2,757	2,757			
UNRESTRICTED - General Library		54,818	25,458		35,402	29,004			
Total Fund Balance		$ 79,915	$ 74,379		$ 53,177	$ 46,779			

2016 3Q Budget report

Senior Services Fund - 210

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
210-4600-41110	Property Taxes	$ 96,481	$ 100,003	$ 105,033	$ 105,033	$ 105,033	100.0%	100.0%	
210-4600-43280	Community Dev Block Grants	20,840	6,247	-	5,860	5,860	0.0%	100.0%	
210-4600-46600	Senior Programming Fees	37,055	28,663	24,732	25,850	28,067	88.1%	92.1%	
210-4600-48500	Participant Donations	3,462	4,503	1,099	1,785	-	0.0%	0.0%	
210-4600-48515	Programming Grants		-	2,180	1,484	-	0.0%	0.0%	new in 2016
210-4600-48520	Benjamin Fund Contributions	22,860	24,695	24,920	47,052	52,825	47.2%	89.1%	Pymt typically rec'd in Sept
210-9000-49900	Surplus Applied	-	-	-	-	-			
Total Revenue		180,698	164,111	157,964	187,064	191,785	82.4%	97.5%	
Expenditures									
210-4600-51100	Salaries and Wages	51,418	55,081	41,916	61,074	61,074	68.6%	100.0%	
210-4600-51300	Health Insurance	21,086	22,464	16,848	22,458	22,458	75.0%	100.0%	
210-4600-51310	Social Security and Medicare	3,429	3,491	2,903	4,672	4,672	62.1%	100.0%	
210-4600-51315	Wisconsin Retirement System	3,244	3,105	2,431	4,031	4,031	60.3%	100.0%	
210-4600-51320	Life Insurance	144	147	112	139	139	80.6%	100.0%	
210-4600-51325	Flexible Benefit Contribution	988	1,025	746	826	826	90.3%	100.0%	
210-4600-51900	Professional Education	2,991	1,837	939	1,480	3,853	24.4%	38.4%	
210-4600-52100	Professional Fees	9,607	6,572	5,758	10,667	11,700	49.2%	91.2%	
210-4600-52180	Consultants	-	-	6,087	7,500	7,500	81.2%	100.0%	strategic planning
210-4600-52200	Electric	4,386	4,285	3,008	4,560	4,560	66.0%	100.0%	
210-4600-52210	Gas	1,310	812	656	1,145	1,145	57.3%	100.0%	
210-4600-52220	Water	223	282	225	249	249	90.4%	100.0%	
210-4600-52900	Cleaning and Pest Control	2,426	3,845	1,812	2,324	2,324	78.0%	100.0%	
210-4600-52990	Other Service Contracts & Fees	13,120	11,825	8,137	14,842	15,645	52.0%	94.9%	
210-4600-53100	Office Supplies	571	770	265	386	841	31.5%	45.9%	
210-4600-53101	Shared Office Costs	1,232	1,008	736	1,362	1,362	54.0%	100.0%	
210-4600-53120	Copy & Print Costs	2,014	3,032	1,407	2,410	4,749	29.6%	50.7%	
210-4600-53121	Shared Copy Costs	285	265	179	401	401	44.6%	100.0%	
210-4600-53131	Shared Postage Costs	4,549	4,322	2,155	5,516	5,516	39.1%	100.0%	
210-4600-53200	Memberships & Subscriptions	430	170	65	580	580	11.2%	100.0%	
210-4600-53500	Dept/Program Supplies	4,006	4,772	3,064	4,327	3,825	80.1%	113.1%	
210-4600-54000	SRC Programming	22,947	17,411	12,395	18,300	24,920	49.7%	73.4%	
210-4600-54140	Shorewood Connects	7,712	7,576	3,755	6,390	6,390	58.8%	100.0%	
210-4600-54900	Other Programming	2,215	3,576	1,025	1,484	-	0.0%	0.0%	Grant expenses - new 2016
210-4600-55100	Liability & Property Insurance	2,524	2,608	3,084	3,080	2,851	108.2%	108.0%	
210-4600-55110	Workers Comp	280	135	180	174	174	103.4%	100.0%	
210-4600-55120	Unemployment	(31)		-		-	0.0%	0.0%	
210-4600-56130	Equipment / Furniture	-	1,600	526	526	-	0.0%	0.0%	
Total Expenditures		163,109	162,016	120,414	180,903	191,785	62.8%	94.3%	
Net Change in Fund Balance		17,588	2,095	37,550	6,161	-			
Beginning Fund Balance		2,321	19,909	22,005	22,005	22,005			
Less: Surplus Applied		-	-	-	-	-			
Ending Fund Balance		$ 19,909	$ 22,005	$ 59,555	$ 28,166	$ 22,005			

2016 3Q Budget report

Marketing and Communications Fund - 220

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
220-6700-41110	Property Taxes	$ 30,000	$ 45,000	$ 45,000	$ 45,000	$ 45,000	100.0%	100.0%	
220-6700-48500	Donations - Summer concerts	6,000	3,000	5,000	5,000	-	0.0%	0.0%	
220-6700-48550	Donations - 4th of July		30,388	20,975	20,975	-	0.0%	0.0%	
220-6700-48570	Donations - Bike Race	-	20,650	12,150	12,150	-	0.0%	0.0%	
220-6700-48590	Donations - Other	-				-	0.0%	0.0%	
220-6700-47300	Charges for Service - School	10,000	10,000	10,000	10,000	10,000	100.0%	100.0%	
220-6700-47320	Charges for Service - BID	10,000	16,500	16,500	16,500	17,000	97.1%	97.1%	
220-9000-49450	Charges for Service - CDA	-	-	-	-	-	0.0%	0.0%	
220-9000-49401	Transfers from TID #1	10,000	23,200	23,200	23,200	23,200	100.0%	100.0%	
220-9000-49900	Surplus applied	-	-	-	-	24,325	0.0%	0.0%	*for budgeting purposes only*
Total Revenue		66,000	148,738	132,825	132,825	119,525	111.1%	111.1%	
Expenditures									
220-6700-52100	General Professional Fees	20,500	61,503	27,165	31,000	$ 34,000	79.9%	91.2%	
220-6700-53120	Copy & Print Costs	944	783	531	1,000	3,000	17.7%	33.3%	
220-6700-53131	Postage Costs	174	251	146	250	425	34.4%	58.8%	
220-6700-53140	Communications/Publications *	1,052	3,975	4,316	5,000	6,500	66.4%	76.9%	
220-6700-53500	Dept/Program Supplies	15	555	86	250	500	17.2%	50.0%	
220-6700-54105	Bike Race *	-	29,235	20,439	20,414	9,000	227.1%	226.8%	
220-6700-54110	4th of July *	-	36,388	26,469	25,855	6,750	392.1%	383.0%	
220-6700-54115	Summer Concerts *	-	6,381	9,494	10,000	5,000	189.9%	200.0%	
220-6700-54120	Other Special Events *	11,891	8,893	3,955	4,000	4,000	98.9%	100.0%	
220-6700-54170	Welcoming Neighbors *	-	3,083	2,812	3,750	3,750	75.0%	100.0%	
220-6700-54640	Marketing/Advertising	7,252	60	6,020	9,000	16,000	37.6%	56.3%	
220-6700-54645	Brand Research *	-	-	19,600	19,500	18,000	108.9%	108.3%	
220-6700-54646	Branded Items *	-	-	-	-	2,000	0.0%	0.0%	
220-6700-54650	Business Recruitment *	-	-	797	1,000	2,000	39.9%	50.0%	
220-6700-56120	Other Technology	3,655	1,169	472	1,500	3,000	15.7%	50.0%	
220-9000-59200	Transfers to Shorewood Today	5,100	5,100	5,600	5,600	5,600	100.0%	100.0%	
Total Expenditures		50,582	157,375	127,902	138,119	119,525	107.0%	115.6%	
Net Change in Fund Balance		15,418	(8,637)	4,923	(5,294)	-			
Beginning Fund Balance		17,119	32,537	23,900	23,900	23,900			
Surplus Applied		-	-	-	-	(24,325)			
Ending Fund Balance		$ 32,537	$ 23,900	$ 28,823	$ 18,606	$ (425)			

		2016 Proj.	Budget	variance	
Net event costs:	Bike Race *	8,264	9,000	736	
	4th of July *	4,880	6,750	1,870	
	Summer Concerts *	5,000	5,000	-	
		18,144	20,750	2,606	Favorable / (unfavorable) variance

* Professional fees may be included in these activity costs

2016 3Q Budget report

Shorewood Today Fund - 230

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
230-1910-41110	Property Taxes	$ 5,100	$ 5,100	$ 5,600	$ 5,600	$ 5,600	100.0%	100.0%	
230-1910-46120	Advertising Fees	50,401	47,360	57,730	64,000	62,000	93.1%	103.2%	
230-1910-47300	Charges for Service - School	5,100	5,100	5,600	5,600	5,600	100.0%	100.0%	
230-1910-47320	Charges for Service - BID	5,100	5,100	5,600	5,600	5,600	100.0%	100.0%	
230-9000-49200	Transfers from Marketing.	5,100	5,100	5,600	5,600	5,600	100.0%	100.0%	
230-9000-49900	Surplus Applied	-	-	-	-	3,500	0.0%	0.0%	
Total Revenue		70,801	67,760	80,130	86,400	87,900	91.2%	98.3%	
Expenditures									
230-1910-52100	Professional Fees	16,150	34,548	42,097	44,000	44,000	95.7%	100.0%	
230-1910-53120	Copy & Print Costs	32,703	25,202	24,880	34,400	34,400	72.3%	100.0%	
230-1910-53130	Postage/Mailings	10,199	6,655	6,746	9,500	9,500	71.0%	100.0%	
Total Expenditures		59,051	66,405	73,723	87,900	87,900	83.9%	100.0%	
Net Change in Fund Balance		11,750	1,355	6,407	(1,500)	-			
Beginning Fund Balance		3,931	15,681	17,036	17,036	17,036			
Less: Surplus Applied		-	-	-	-	(3,500)			
Ending Fund Balance		$ 15,681	$ 17,036	$ 23,443	$ 15,536	$ 13,536			

2016 3Q Budget report

Police Special Funds - 240

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
240-2100-43220	Federal Equitable Sharing	$ -	$ 6,556	$ -	$ -	$ -	0.0%	0.0%	
240-2100-46290	Bike Safety	434	-	-	-	-	0.0%	0.0%	
240-2100-48500	Donations (Police Specific)	4,661	-	-	-	-	0.0%	0.0%	
240-9000-49900	Surplus Applied	-	-	-	-	500	0.0%	0.0%	
Total Revenue		13,785	6,556	-	-	500	0.0%	0.0%	
Expenditures									
240-2100-54200	Federal Equitable Sharing	-	-	2,288	2,288	-	0.0%	0.0%	
240-2100-54220	Citizens Police Academy		-	-	-	-	0.0%	0.0%	
240-2100-54230	Bike Safety Program	27	-	-	-	500	0.0%	0.0%	
240-2100-54900	Other Grant/Donation Expenses	4,661	-	-	-	-	0.0%	0.0%	
Total Expenditures		8,180	-	2,288	2,288	500	457.6%	457.6%	
Net Change in Fund Balance		5,605	6,556	(2,288)	(2,288)	-			
Beginning Fund Balance		17,862	23,467	30,023	30,023	30,023			
Less: Surplus Applied		-	-	-	-	(500)			
Ending Fund Balance		$ 23,467	$ 30,023	$ 27,735	$ 27,735	$ 29,523			
Ending Fund Balance consists of:									
Federal equitable sharing funds		5,488	12,044	9,756	9,756	12,044			
Other sources / donations		17,979	17,979	17,979	17,979	17,479			
Total Fund Balance		$ 23,467	$ 30,023	$ 27,735	$ 27,735	$ 29,523			

2016 3Q Budget report

Public Art Fund - 250

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									new fund in 2014
250-5400-48530	Sponser Fees / Major Donations	$ 32,035	$ 15,935	$ 7,100	$ 5,800		0.0%	0.0%	
250-5400-48610	Artwork Sales	40,725	-	-			0.0%	0.0%	
250-5400-48650	Artist Registration Fees	2,520	8,041	-			0.0%	0.0%	
250-5400-48900	Misc Revenues	833	403	-					
250-9000-49100	Transfers from Gen Fund	-	-	-	-		0.0%	0.0%	
250-9000-49900	Surplus applied	18,477	-	-	-	-	0.0%	0.0%	
Total Revenue		94,590	24,378	7,100	5,800	-	0.0%	0.0%	
Expenditures									
250-5400-52180	Consultant Services	$ 8,160	$ 11,920	$ 2,500	$ 2,500	$ -	0.0%	0.0%	
250-5400-52190	Artist Commissions	26,619	-	-			0.0%	0.0%	
250-5400-53120	Copy & Print Cost	1,705		-			0.0%	0.0%	
250-5400-53145	Advertising / Marketing	11,758	11,806	926	2,500		0.0%	0.0%	
250-5400-53500	Dept/Program Supplies	136	3,458	-			0.0%	0.0%	
250-5400-53900	Misc Expenses	890	600	-			0.0%	0.0%	
250-5400-54050	Music/Entertainment	1,770	900	1,045	800		0.0%	0.0%	
250-5400-54070	Food & Beverage	5,236	150	-			0.0%	0.0%	
250-5400-54130	Artists Awards	7,500	5,450	-			0.0%	0.0%	
250-9000-59100	Transfers to Gen Fund	-	-	-	-	-	0.0%	0.0%	
Total Expenditures		63,773	34,284	4,471	5,800	-	0.0%	0.0%	
Net Change in Fund Balance		30,816	(9,906)	2,629	-	-			
Beginning Fund Balance		-	30,816	20,911	20,911	20,911			
Less: Surplus Applied		-	-	-	-	-			
Ending Fund Balance		$ 30,816	$ 20,911	$ 23,540	$ 20,911	$ 20,911			
			Percentage supported by reserves:	**-58.8%**	**0.0%**	**#DIV/0!**			

2016 3Q Budget report

Debt Service Fund - 300

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Proejcted YTD % of Budget	Notes
Revenues									
300-8000-41110	Property Taxes	$ 1,336,030	$ 1,511,274	$ 1,583,492	1,583,492	1,583,492	100.0%	100.0%	All taxes recorded in Jan
300-8000-43290	Other Federal Grants	9,883		-	-	-	0.0%	0.0%	
300-8000-48100	Interest Income	831		-	-	-	0.0%	0.0%	
300-9000-49400	Transfers from Capital Projects	26,313		230,729	230,729	-	0.0%	0.0%	
300-9000-49401	Transfers from TID No. 1	1,168,989	1,377,553	3,337,869	3,435,198	1,416,719	235.6%	242.5%	
300-9000-49403	Transfers from TID No. 3	20,900	107,247	253,224	257,755	257,755	98.2%	100.0%	
300-9000-49404	Transfers from TID No. 4	301,744	500,244	109,871	509,744	509,744	21.6%	100.0%	
300-9000-49405	Transfers from TID No. 5		137,709	199,097	199,098	199,098	100.0%	100.0%	
300-9000-49810	Premiums on Long-Term Debt	-			-	-	0.0%	0.0%	
300-9000-49900	Surplus Applied	-	-	-	-	-	0.0%	0.0%	
Total Revenue		2,864,689	3,634,027	5,714,282	6,216,016	3,966,808	144.1%	156.7%	
Expenditures									
300-8000-58100	Principal	5,583,064	2,517,512	4,547,026	4,837,026	2,811,724	161.7%	172.0%	
300-8000-58200	Interest	949,140	1,149,595	915,944	1,155,260	1,155,084	79.3%	100.0%	
300-8000-58900	Other Finance Charges	130	475	350	350	-	0.0%	0.0%	
300-8000-59800	Payment to Refunding Bonds E	-	-	-	-	-	0.0%	0.0%	
Total Expenditures		6,532,333	3,667,582	5,463,320	5,992,636	3,966,808	137.7%	151.1%	
Net Change in Fund Balance		(3,667,644)	(33,556)	250,962	223,380	-			
Beginning Fund Balance		3,705,261	37,617	4,061	4,061	4,061			
Surplus Applied		-	-	-	-	-			
Ending Fund Balance		$ 37,617	$ 4,061	$ 255,023	$ 227,441	$ 4,061			

2016 3Q Budget report

General Capital Projects Fund - 400

Dept	Account Number	Account Name	2014 Actual	2015 Actual	2016 Projected	2016 Adopted Budget	Category
Revenues							
Capital Related	400-5700-41110	Property Taxes	$ 539,960	$ 410,406	$ 363,387	$ 363,387	Taxes
Capital Related	400-5700-42000	Special Assmts	-	285,058	-	-	Charges
Capital Related	400-5700-43210	Federal Public Safety Grants	1,245	750	-	2,000	Intergov't
Capital Related	400-5700-43280	Community Dev Block Grants	21,614	-	-	-	Intergov't
Capital Related	400-5700-43530	State Transportation Aids	423,473	391,106	349,842	349,842	Intergov't
Capital Related	400-5700-43590	Other State Grants	3,011	40,310	53,150	40,000	Intergov't
Capital Related	400-5700-43730	Local Sanitation Aids	411,983	211,676	192,200	92,000	Intergov't
Capital Related	400-5700-47310	Charges for Services - WFB	196,663			-	Charges
Capital Related	400-5700-48900	Miscellanous Revenue	42,573		325,000	-	Other Rev
Other Financing Sources/Uses	400-9000-49100	Transfers from General Fund	33,000	28,000	38,000	38,000	OFS
Other Financing Sources/Uses	400-9000-49700	Property Sales	5,375	34,354	15,000	-	OFS
Other Financing Sources/Uses	400-9000-49800	Proceeds of Long-Term Debt	3,660,000	-	6,775,000	3,430,000	OFS
Other Financing Sources/Uses	400-9000-49810	Premiums on Long-Term Debt	49,052	-	306,947	-	OFS
Other Financing Sources/Uses	400-9000-49900	Surplus Applied	-	-	-	256,557	OFS
Total Revenue			5,387,949	1,401,660	8,418,526	4,571,786	
Expenditures	**General Government**						
Board	400-1100-56120	Sustainability / Conservation	3,471	3,920	15,450	-	Capital
Board	400-1100-56360	Village Signs / Studies	36,069	4,246	50,000	57,500	Capital
Court	400-1200-56110	Computer/Printer Equip	2,733	2,000	-	-	Capital
Manager	400-1410-52910	Software Purch/Maint	34,468	14,901	17,185	11,500	Capital
Manager	400-1410-56110	Computer Equip/ Funiture	-	285	-	-	Capital
Manager	400-1410-56120	Other Technology	523	5,445	10,000	15,000	Capital
Manager	400-1410-56130	Equipment/Furniture	-	794	4,000	3,600	Capital
Manager	400-1410-56200	Building Improvements	61,648	14,679	35,000	41,500	Capital
Clerk	400-1420-56110	Computer/Printer Equip	-	1,850	-	-	Capital
Clerk	400-1420-56120	Software Purch/Maint	3,395	-	-	6,000	Capital
Elections	400-1421-56130	Equipment/Furniture	-	5,799	-	-	Capital
Customer Service	400-1430-56110	Computer/Printer Equip	3,025	-	4,410	4,400	Capital

2016 3Q Budget report

General Capital Projects Fund - 400

Dept	Account Number	Account Name	2014 Actual	2015 Actual	2016 Projected	2016 Adopted Budget	Category
Finance	400-1510-56110	Computer/Printer Equip	2,068	-	-	-	Capital
Finance	400-1510-56120	Other Technology	200	-	-	-	Capital
	Total General Government		**147,599**	**53,919**	**136,045**	**139,500**	
	Public Safety						
Police	400-2100-56110	Computer/Printer Equip	-	12,050	-	-	Capital
Police	400-2100-56130	Equipment/Furniture	91,298	9,653	40,000	33,500	Capital
Police	400-2100-56200	Building Improvements	10,304	850	2,500,000	-	Capital
Police	400-2100-56400	Vehicles	70,668	81,319	82,500	82,842	Capital
Planning and Development	400-2400-56110	Computer/Printer Equip	27,560	4,550	2,641	4,000	Capital
Planning and Development	400-2400-56400	Vehicles	-	17,098	-	-	Capital
Other Public Safety	400-2900-52300	Other Intergov'tal pymts	14,131	21,276	24,900	24,900	Capital
Other Public Safety	400-2900-52310	North Shore Fire	165,426	195,836	195,978	194,844	Capital
	Total Public Safety		**379,386**	**342,631**	**2,846,019**	**340,086**	
	Public Works						
Public Works Admin.	400-3100-56110	Computer/Printer Equip	-	8,144	2,100	2,100	Capital
Public Works Admin.	400-3100-56130	Equipment/Furniture	22,152	45,671	98,725	1,123,100	Capital
Public Works Admin.	400-3100-56400	Vehicles	158,262	86,150	-	-	Capital
Bldg Maint - Village Hall	400-3210-56200	Building Improvements	29,920	4,481	9,735	8,000	Capital
Bldg Maint - Police	400-3220-56200	Building Improvements	12,860	19,475	-	5,000	Capital
Bldg Maint - Public Works	400-3230-56200	Building Improvements	72,041	-	15,000	15,000	Capital
Bldg Maint - Village Center	400-3240-56200	Building Improvements	-	17,279	24,288	20,000	Capital
Street and Alley	400-3410-56310	Regular Maintenance	120,104	255,602	150,000	150,000	Capital
Street and Alley	400-3410-56320	Large Construction Projects	1,951,087	-	2,200,000	1,500,000	Capital
Street and Alley	400-3410-56321	Professional Fees Construction	152,531	197,284	125,000	200,000	Capital
Sidewalks	400-3470-56310	Regular Maintenance	-	330,092	3,144	-	Capital
Refuse Disposal	400-3510-53500	Refuse Collection Study	-	4,719		-	Capital
Forestry	400-3610-52940	Landscaping / EAB	76,073	33,129	85,000	45,000	Capital
Parks and Beautification	400-3620-56500	Land Improvements	11,138	169,835	525,000	440,000	Capital
	Total Public Works		**2,606,168**	**1,171,862**	**3,237,992**	**3,508,200**	

2016 3Q Budget report

General Capital Projects Fund - 400

Dept	Account Number	Account Name	2014 Actual	2015 Actual	2016 Projected	2016 Adopted Budget	Category
Sewer - Storm Maintenance	400-3830-56600	Utility Infastructure	347,251	185,156	425,000	584,000	Capital
Sewer - Storm Maintenance	400-9000-59500	Transfer to Utilities	1,459,664	-	-	-	Capital
Debt Service	400-8000-58300	Debt Issuance Costs	47,328	-	119,364	-	Capital
Other Financing Sources/Uses	400-9000-59300	Transfers to Debt Service	26,313	-	230,729	-	Capital
	Total Expenditures		5,013,710	1,753,568	6,995,149	4,571,786	
	Net Change in Fund Balance		374,239	(351,907)	1,423,377	-	
	Beginning Fund Balance		565,929	940,168	588,261	588,261	
	Surplus Applied		-	-	-	(256,557)	
	Ending Fund Balance		**$ 940,168**	**$ 588,261**	**$ 2,011,638**	**$ 331,704**	

Restricted Fund Balances (Debt Proceeds)	2014 for 2015	2015 for 2016	2016 for 2017
Roads projects	35,009	-	-
Future NSF Capital	126,710	49,057	-
Phase 1 Police Facilty			1,000,000
DPW Salt Shed			200,000
2017 Alley Program			250,000
Lake Bluff Tennis Court			40,000
Lateral Rehab PPII	150,354	72,616	92,000
Total Restricted Fund Balance	**312,073**	**121,673**	**1,582,000**

Fund Balance Assigned for future purposes:	2014 for 2015	2015 for 2016	2016 for 2017
Next year roads engineering			200,000
NSF capital			77,831
DPW Heavy Equipment			80,000
Voting Machines	18,000		-
Village Wide Signage	20,000	42,500	-
Wilson Drive Studies / Planning	-	15,000	10,000
Atwater Beach Boardwalk	-	30,000	-
Hubbard Lodge Fire alarm	-	28,000	-
Lateral Rehab PPII	-	19,384	-
Atwater Park Playground Equipment	100,000	-	-
Total Assigned Fund Balance	**138,000**	**134,884**	**367,831**
Remaining Unassigned Fund Balance	**490,095**	**331,704**	**61,807**

2016 3Q Budget report

General Capital Projects Fund - 400

2016 Project Listing and YTD Expenditures

Dept	Account Number	Account Name / Project Name	Funding Sources	2016 Total Budget	9/30/2016 YTD	Remaining Balance
Board	400-1100-56360	**Sustainability/Conservation**				
	17-02	Bike Share project	Capital reserves	-	15,431	(15,431)
Board	400-1100-56360	**Streetscape / Studies**				
		Village Wide Signage/Streetscape/Landscape	Capital reserves	42,500	1,228	41,272
		Wilson Drive - Studies / Planning	Capital reserves	15,000	6,058	8,942
Manager	400-1410-52910	**Software Purch/Maint**				
		Annual GIS updates/support	Tax Levy	11,500	17,185	(5,685)
Manager	400-1410-56120	**Other Technology**				
		VH Door Security System	Tax Levy	10,000	-	10,000
		Video recording meetings	Tax Levy	5,000	750	4,250
Manager	400-1410-56130	**Equipment/Furniture**				
		Committee Room Chairs	Tax Levy	3,600	-	3,600
Manager	400-1410-56200	**Building Improvements**				
		Village Hall Carpeting	GF Transfer	38,000	35,434	2,566
		Village Hall Upgrades	Tax Levy	3,500	-	3,500
		Total Building Improvements		41,500	35,434	6,066
Clerk	400-1420-56120	**Software Purch/Maint**				
		Agenda Management Software	Tax Levy	6,000	-	6,000
Customer Service	400-1430-56110	**Computer/Printer Equip**				
		Computer Replacements (2)	Tax Levy	4,400	4,594	(194)
Police	400-2100-56130	**Equipment/Furniture**				
		Ballistic vests	Tax Levy	3,500	-	3,500
		Body Cameras	Tax Levy	30,000	-	30,000
		Total Equipment/furniture		33,500	-	33,500
Police	400-2100-56200	**Building Improvements**				
		New Facility costs	Bond proceeds	-	2,458,676	(2,458,676)

2016 3Q Budget report

General Capital Projects Fund - 400

2016 Project Listing and YTD Expenditures

Dept	Account Number	Account Name / Project Name	Funding Sources	2016 Total Budget	9/30/2016 YTD	Remaining Balance
Police	400-2100-56400	**Vehicles**				
		Squad repairs	State Aids	-	-	-
		Squad 2 replacement - Ford utility	State Aids	46,385	46,159	226
		Squad 8 replacement - Jeep	State Aids	36,457	4,015	32,442
		Total Police Vehicles		82,842	50,174	32,668
Planning	400-2400-56110	**Computer/Printer Equip**				
		Desktop computers (2)	Tax Levy	4,000	2,641	1,359
		Tablet computer		-	-	-
		Total Computer/printer equipment		4,000	2,641	1,359
Other Public Safety	400-2900-52300	**Other Intergov'tal pymts**				
		1/7 of System Administrator	Tax Levy	5,450	5,150	300
		Tri-Comm Capital	Tax Levy	7,336	-	7,336
		RMS Server Capital	Tax Levy	12,114	11,589	525
		Total Other Intergov'tal Pymnts		24,900	16,739	8,161
Other Public Safety	400-2900-52310	**North Shore Fire**				
		Annual Debt Service	Tax Levy	91,584	91,584	-
		NSF capital equipment	Tax Levy	26,364	26,652	(288)
		New Capital	Tax Levy / Res.	76,896	77,742	(846)
		Total North Shore Fire Capital		194,844	195,978	(1,134)
Public Works Admin.	400-3100-56110	**Computer/Printer Equip**				
		Tablet Computers (3)	Tax Levy	2,100	-	2,100
Public Works Admin.	400-3100-56130	**Equipment/Furniture**				
	16-11	Refuse Trucks & Compactor	Bond proceeds	1,000,000	-	1,000,000
		DPW yard - IP camera replacement	Tax Levy	3,000	-	3,000
		Vehicle lift	State Aids	25,000	24,006	994
		Snow Plow (blade)	Tax Levy	8,500	8,130	370
		Folding V-Plow	Tax Levy	3,900	4,050	(150)

2016 3Q Budget report

General Capital Projects Fund - 400

2016 Project Listing and YTD Expenditures

Dept	Account Number	Account Name / Project Name	Funding Sources	2016 Total Budget	9/30/2016 YTD	Remaining Balance
		Band Saw	Tax Levy	2,700	2,499	201
		Steam Clearner	Tax Levy	3,500	3,495	5
		Brush Chipper	State Aids	55,000	34,850	20,150
		Watering Vehicle	State Aids	17,000	17,465	(465)
		Pedestrian countdown timers	Tax Levy	4,500	4,230	270
		Total Equipment/furniture		1,123,100	98,725	1,024,375
Bldg Maint - Village Hall	400-3210-56200	**Building Improvements**				
		HVAC controls replacement	Tax Levy	8,000	9,734	(1,734)
Bldg Maint - Police	400-3220-56200	**Building Improvements**				
		Maintenance / repair costs	Tax Levy	5,000	-	5,000
Bldg Maint - Public Works	400-3230-56200	**Building Improvements**				
		Masonry / windows	Tax Levy	15,000	-	15,000
Bldg Maint - Village Center	400-3240-56200	**Building Improvements**				
		HVAC system upgrade	Tax Levy	10,000	13,408	(3,408)
		Village Center doors	Tax Levy	10,000	10,880	(880)
		Total Village Center		20,000	24,288	(4,288)
Street and Alley	400-3410-56310	**Regular Maintenance**				
	16-02	Streetlight Control box	Bond proceeds	50,000	1,160	48,840
	16-01	2016 Roads program	Bond proceeds	1,500,000	1,898,037	(398,037)
		Contracted Road Maintainance	State Aids	100,000	4,913	95,087
		Total Maintenance		1,650,000	1,904,110	(254,110)
Street and Alley	400-3410-56321	**Professional Fees Construction**				
	16-01	Engineering for 2016 Roads	Bond proceeds	200,000	93,486	106,514
		Total Professional fees construction		200,000	93,486	106,514

2016 3Q Budget report

General Capital Projects Fund - 400

2016 Project Listing and YTD Expenditures

Dept	Account Number	Account Name / Project Name	Funding Sources	2016 Total Budget	9/30/2016 YTD	Remaining Balance
Sidewalks	400-3470-56310	**Regular Maintenance**				
		Sidewalk Replacement		-	3,144	(3,144)
Forestry	400-3610-52940	**Landscaping Contracts**				
		EAB treatments	Tax Levy	45,000	8,467	36,533
Parks	400-3620-56500	**Land Improvements**				
		Park Improvements	Bond proceeds	180,000	-	180,000
	16-03	Atwater Beach Boardwalk	Bond proceeds	140,000	124,203	15,797
	16-09	Ghost Train Project		-	247,444	(247,444)
		Hubbard Lodge - Water Heater	Capital reserves	-	6,135	(6,135)
		Hubbard Lodge Fire Alarm	Capital reserves	28,000	-	28,000
	16-04	Hubbard Park stair replacement	State Aids	70,000	33,558	36,442
		Hubbard Park - Tree removal	Tax Levy	17,000	26,480	(9,480)
		Hubbard Park - Tunnel landscaping	Tax Levy	5,000	8,780	(3,780)
		Scout Cabin chimney		-	-	-
		Total Land Improvements		440,000	446,600	(6,600)
Sewer Maintenance	400-3830-56600	**Utility Infastructure**				
	16-05	Edgewood Avenue Drainageway	Bond proceeds	400,000	42,240	357,760
	16-06	Lateral Replacements PPII	Grants / reserves	184,000	14,542	169,458
		Total Utility infrastrure		584,000	56,782	527,218
		Total		$ 4,571,786	$ 5,450,224	$ (878,438)

2016 3Q Budget report

TID No. 1 Fund - 410

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
410-6600-41120	TID Increment	$ 81,244	$ 1,401,383	$ 1,712,365	$ 1,712,365	$ 1,650,000	103.8%	103.8%	
410-6600-43430	Exempt Computer Aid	36,886	32,462	28,182	28,182	27,399	102.9%	102.9%	Rec'd in July
410-6600-48100	Interest Income	16,466	16,447	12,406	12,500	10,000	124.1%	125.0%	
410-6600-48110	Loan Interest Income	11,970	11,038	7,856	11,000	15,000	52.4%	73.3%	
410-6600-48900	Miscellaneous Revenue	5,034	-	92,073	121,420	-	0.0%	0.0%	Capitol Dr crosswalk reimbursements
410-9000-49800	Proceeds of Long-Term Debt			1,865,000	1,865,000	-	0.0%	0.0%	
410-9000-49810	Premiums on Long-Term Debt			194,404	194,404	-	0.0%	0.0%	
410-9000-49900	Surplus Applied	-	-	-	-	-	0.0%	0.0%	Budget only
Total Revenue		151,599	1,461,330	3,912,286	3,944,871	1,702,399	229.8%	231.7%	
Expenditures									
TID Administration									
410-6600-51100	Salaries and Wages	28,153	29,631	18,624	24,000	19,876	93.7%	120.7%	
410-6600-51160	Opt Out Insurance	224	643	428	650	270	158.5%	240.7%	
410-6600-51200	Overtime Wages	220	-	-		-	0.0%	0.0%	
410-6600-51300	Health Insurance	3,489	4,564	2,026	2,700	3,993	50.7%	67.6%	
410-6600-51305	Dental Insurance	154	226	78	110	91	85.7%	120.9%	
410-6600-51310	Social Security and Medicare	2,135	2,149	1,486	2,000	1,505	98.7%	132.9%	
410-6600-51315	Wisconsin Retirement System	1,426	1,770	1,288	1,740	1,299	99.2%	133.9%	
410-6600-51320	Life Insurance	66	90	47	60	54	87.0%	111.1%	
410-6600-51325	Flexible Benefit Contribution	18	46	25	35	116	21.6%	30.2%	
410-6600-51900	Professional Education	-	-			-	0.0%	0.0%	
410-6600-52130	Professional Fees Financial	5,686	1,112	2,684	3,000	2,000	134.2%	150.0%	
410-6600-53900	Miscellaneous Expenses	745	235	191	200	-	0.0%	0.0%	
410-6600-55100	Liability & Property Insurance	13,053	2,671	1,079	950	849	127.1%	111.9%	
410-6600-55110	Workers Comp	607	740	120	120	116	103.4%	103.4%	
TID General Activities						-			
410-6600-52100	Professional Fees	8,549	9,769	9,837	10,000	3,000	327.9%	333.3%	
410-6600-52920	Surveys/Studies & Plans	54,186	3,936		-	10,000	0.0%	0.0%	master plan 2014
410-6600-53140	Communications/Publications	10,386	50		-	5,000	0.0%	0.0%	master plan 2014
410-6600-54620	Loan Program Expenses	2,700	1,575	600,000	2,500	2,700	22222%	92.6%	BID - recorded at year end
410-6600-54650	Business Recruitment	7,190	3,478	258	5,000	5,500	4.7%	90.9%	BID - recorded at year end
410-6600-54660	Developer Recruitment	46	525	-	5,000	5,700	0.0%	87.7%	BID - recorded at year end

2016 3Q Budget report

TID No. 1 Fund - 410

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
TID Projects						-			
410-6650-52160	Professional Fees Specific Dev.	33,080	1,000	1,396	1,500	-	0.0%	0.0%	
410-6650-54610	Developer Subsidies / CDA	54,139	-	308,500	-	-	0.0%	0.0%	Sendiks grants
410-6650-54630	Façade Program	53,900	49,750	525,000	95,000	50,000	1050.0%	190.0%	BID - recorded at year end
410-6650-56360	Streetscape (Lights,Signs,Bencl	(1,300)	18,565	195,657	200,000	-	0.0%	0.0%	
Other Financing Sources/Uses						-			
410-8000-58300	Debt Issuance Costs	-	-	32,858	32,858	-	0.0%	0.0%	
410-8000-58900	Other Finance Charges	570	205		-	-	0.0%	0.0%	
410-9000-59200	Transfers to Marketing	10,000	23,200	23,200	23,200	23,200	100.0%	100.0%	
410-9000-59300	Transfers to Debt Service	1,168,989	1,377,553	3,337,869	3,435,370	1,416,719	235.6%	242.5%	
Total Expenditures		1,458,410	1,533,482	5,062,651	3,845,993	1,551,988	326.2%	247.8%	
Net Change in Fund Balance		(1,306,811)	(72,152)	(1,150,365)	98,878	150,411			
Beginning Fund Balance		2,869,299	1,562,488	1,490,335	1,490,335	1,490,335			
Less: Surplus Applied		-	-	-	-	-			
Ending Fund Balance		$ 1,562,488	$ 1,490,335	$ 339,970	$ 1,589,213	$ 1,640,747			

2016 3Q Budget report

TID No. 3 Fund - 430

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
430-6600-41120	TID Increment	$ -	$ -	$ 152,370	$ 152,370	$ 145,000	105.1%	105.1%	
430-6600-43430	Exempt Computer Aid	8,320	6,532	48	48	46	103.4%	103.4%	received in July
430-6600-41125	Shortfall Payments	-	-	-		-	0.0%	0.0%	
430-6600-48100	Interest Income	-	15,926	5,919	6,000	-	0.0%	0.0%	
430-6600-48900	Miscellanous Revenue	-	-	-	-	-	0.0%	0.0%	Bluff restoration Grant
430-9000-49800	Proceeds of Long-Term Debt	410,000	1,860,000	-		-	0.0%	0.0%	
400-9000-49810	Premiums on Long-Term Debt	20,013	-	-		-	0.0%	0.0%	
430-9000-49900	Surplus Applied	-	-	-	-	-	0.0%	0.0%	
Total Revenue		438,333	1,882,458	158,337	158,418	145,046	109.2%	109.2%	
Expenditures									
TID Administration									
430-6600-51100	Salaries and Wages	7,110	10,208	7,624	9,500	11,454	66.6%	82.9%	
430-6600-51160	Opt Out Insurance	56	240	160	240	240	66.7%	100.0%	
430-6600-51200	Overtime Wages	55	-		-	-	0.0%	0.0%	
430-6600-51300	Health Insurance	872	1,217	921	1,228	1,747	52.7%	70.3%	
430-6600-51305	Dental Insurance	38	49	36	48	60	60.0%	80.0%	
430-6600-51310	Social Security and Medicare	535	748	601	766	876	68.6%	87.4%	
430-6600-51315	Wisconsin Retirement System	358	670	526	670	755	69.7%	88.7%	
430-6600-51320	Life Insurance	16	26	20	27	27	74.1%	100.0%	
430-6600-51325	Flexible Benefit Contribution	4	20	14	20	67	20.9%	29.9%	
430-6600-52130	Professional Fees Financial	495	1,096	3,797	4,000	1,500	253.1%	266.7%	
430-6600-53900	Miscellaneous Expenses	-	510	150	150	-	0.0%	0.0%	
430-6600-55100	Liability & Property Insurance	145	528	1,115	1,100	878	127.0%	125.3%	
430-6600-55110	Workers Comp	-	-	154	150	149	103.4%	100.7%	
TID General Activities									
430-6600-52100	Professional Fees		-		2,000	3,500	0.0%	57.1%	
430-6600-52920	Surveys/Studies & Plans		-	1,520	1,520	5,000	30.4%	30.4%	
430-6600-53140	Communications/Publications		-		500	1,500	0.0%	33.3%	
430-6600-54650	Business Recruitment		-		500	2,000	0.0%	25.0%	
430-6600-54660	Developer Recruitment		-	488	500	2,000	24.4%	25.0%	
TID Projects		-							
430-6650-52110	Professional Fees Engineering	3,825	4,136		-	-	0.0%	0.0%	
430-6650-52120	Professional Fees Legal	12,438	-		5,000	10,000	0.0%	50.0%	
430-6650-52160	Professional Fees (HRA / Sherman)	87,537	52,318	31,092	35,000	30,000	103.6%	116.7%	Concord contracts / Reinhart Boe
430-6650-54610	Developer Subsidies (HRA grant)	-	-	623,978	900,000	-	0.0%	0.0%	HRA grant
430-6650-54630	Façade Program / Admin	-	-		1,000	1,400	0.0%	71.4%	capital drive main extentsion
430-6650-56320	Large Construction Projects	537,144	91,815		-	-	0.0%	0.0%	capital drive main extentsion
430-6650-56360	Streetscape (Lights,Signs,Benches)	420	-	2,892	3,000	-	0.0%	0.0%	site improvements - irrigation
430-6650-56500	Land Improvements	-	-	6,967	7,000	100,000	7.0%	7.0%	Bluff
430-6650-56699	Captilaized Expenditures	(414,127)	-		-	-	0.0%	0.0%	

2016 3Q Budget report

TID No. 3 Fund - 430

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Other Financing Sources/Uses									
430-8000-58300	Debt Issuance Costs	5,302	17,363		-	-	0.0%	0.0%	
430-8000-58900	Other Finance Charges	-	-		-	-	0.0%	0.0%	
430-9000-59200	Transfers to CDA (mktg & comm)	-	-		-	-	0.0%	0.0%	
430-9000-59300	Transfers to Debt Service	20,900	107,247	253,224	257,755	257,755	98.2%	100.0%	
430-9000-59500	Transfers to Utilities	414,127	-	-	-	-	0.0%	0.0%	
Total Expenditures		677,250	288,190	935,279	1,231,674	430,908	217.0%	285.8%	
Net Change in Fund Balance		(238,918)	1,594,268	(776,942)	(1,073,256)	(285,862)			
Beginning Fund Balance		(232,831)	(471,749)	1,122,519	1,122,519	1,122,519			
Less: Surplus Applied		-	-	-	-	-			
Ending Fund Balance		$ (471,749)	$ 1,122,519	$ 345,577	$ 49,263	$ 836,657			

2016 3Q Budget report

TID No. 4 Fund - 440

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
440-6600-41120	TID Increment	$ 64,131	$ 425,044	$ 482,653	$ 482,653	$ 470,000	102.7%	102.7%	
440-6600-41125	Shortfall Payments	180,635	-	-	-	-	0.0%	0.0%	not budgeted
440-6600-48100	Interest Income	16	2,400	2,598	3,000	2,000	129.9%	150.0%	
440-6600-48110	Interest on Loans/Advances	104,413	104,413	50,956	101,912	101,912	50.0%	100.0%	
440-6600-48900	Miscellanous Revenue	-	-		-	-	0.0%	0.0%	
440-9000-49900	Surplus Applied	-	-	-	-	-	0.0%	0.0%	Budget only
Total Revenue		349,194	531,856	536,207	587,565	573,912	93.4%	102.4%	
Expenditures									
TID Administration									
440-6600-51100	Salaries and Wages	3,939	1,944	1,506	1,850	2,618	57.5%	70.7%	
440-6600-51300	Health Insurance	1,159	487	368	490	750	49.1%	65.3%	
440-6600-51305	Dental Insurance	-	-		-	-	0.0%	0.0%	
440-6600-51310	Social Security and Medicare	286	137	115	145	200	57.5%	72.5%	
440-6600-51315	Wisconsin Retirement System	276	128	103	130	172	59.9%	75.6%	
440-6600-51320	Life Insurance	12	8	6	8	8	75.0%	100.0%	
440-6600-51325	Flex Benefit Contribution	2	6	4	5	18			
440-6600-52130	Professional Fees Financial	729	772	2,062	2,000	1,000	206.2%	200.0%	
440-6600-53900	Miscellaneous Expenses	-	152	150	150	-	0.0%	0.0%	
440-6600-55100	Liability & Property Insurance	907	813	488	420	384	127.1%	109.4%	
440-6600-55110	Workers Comp	-	-		-	-	0.0%	0.0%	
TID General Activities									
440-6600-52100	Professional Fees	-	-			-	0.0%	0.0%	
440-6600-52920	Surveys/Studies & Plans	-	-			-	0.0%	0.0%	
440-6600-53140	Communications/Publications	-	-			-	0.0%	0.0%	
440-6600-54650	Business Recruitment	-	-		-	2,000	0.0%	0.0%	
440-6600-54660	Developer Recruitment	-	-			-	0.0%	0.0%	
TID Projects									
440-6650-52160	Professional Fees Specific Dev.	4,910	3,877	6,342	10,000	-	0.0%	0.0%	
440-6650-54610	Developer Subsidies	2,400,225	-		-	-	0.0%	0.0%	
Other Financing Sources/Uses									
440-8000-58900	Other Finance Charges	-	350	350	350	-	0.0%	0.0%	
440-9000-59200	Transfers to CDA (mktg & comm)	-	-		-	-	0.0%	0.0%	
440-9000-59300	Transfers to Debt Service	301,744	500,244	109,871	509,744	509,744	21.6%	100.0%	
440-9000-59401	Transfers to TID No. 1	-	-	-	-	-	0.0%	0.0%	
Total Expenditures		2,714,190	508,918	121,365	525,292	516,894	23.5%	101.6%	
Net Change in Fund Balance		(2,364,995)	22,938	414,842	62,273	57,018			
Beginning Fund Balance		5,897,685	3,532,690	3,555,627	3,555,627	3,555,627			
Less: Surplus Applied		-	-	-	-	-			
Ending Fund Balance		$ 3,532,690	$ 3,555,627	$ 3,970,469	$ 3,617,900	$ 3,612,645			

2016 3Q Budget report

TID No. 5 Fund - 450

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
450-6600-41120	TID Increment	$ -	$ -	$ 11,375	$ 11,375	$ 10,000	113.8%	113.8%	
430-6600-43430	Exempt Computer Aid	-	-	2,343	2,343	-	0.0%	0.0%	
450-6600-48100	Interest Income	-	3,218	653	1,500	2,279	28.6%	65.8%	
450-9000-49800	Proceeds of Long-Term Debt	-	6,190,000	-	-	6,800,000	0.0%	0.0%	
450-9000-49810	Premiums on Long-Term Debt	-	-	-	-	-	0.0%	0.0%	
Total Revenue		-	6,193,218	14,371	15,218	6,812,279	0.2%	0.2%	
Expenditures									
TID Administration									
450-6600-51100	Salaries and Wages	21,185	10,207	7,624	9,850	11,454	66.6%	86.0%	
450-6600-51160	Opt Out Insurance	168	240	160	240	240	66.7%	100.0%	
450-6600-51200	Overtime Wages	165	-		-	-	0.0%	0.0%	
450-6600-51300	Health Insurance	2,616	1,217	921	1,230	1,747	52.7%	70.4%	
450-6600-51305	Dental Insurance	115	49	36	50	60	60.0%	83.3%	
450-6600-51310	Social Security and Medicare	1,594	748	601	765	875	68.7%	87.4%	
450-6600-51315	Wisconsin Retirement System	1,063	670	526	670	756	69.6%	88.6%	
450-6600-51320	Life Insurance	49	26	20	27	27	74.1%	100.0%	
450-6600-51325	Flex Benefit Contribution	11	20	15	20	67			
450-6600-52130	Professional Fees Financial	-	1,096	1,797	1,800	1,500	119.8%	120.0%	
450-6600-53900	Miscellaneous Expenses	-	150	155	155	-	0.0%	0.0%	
450-6600-55100	Liability & Property Insurance	-	1,216	1,233	1,050	970	127.1%	108.2%	
450-6600-55110	Workers Comp	-	-	154	149	149	103.4%	100.0%	
TID General Activities									
450-6600-52920	Surveys/Studies & Plans		-		-	-	0.0%	0.0%	
450-6600-53140	Communications/Publications		-	383	500	1,000	38.3%	50.0%	
450-6600-54650	Business Recruitment		-		500	2,000	0.0%	25.0%	
450-6600-54660	Developer Recruitment		-		-	-	0.0%	0.0%	
TID Projects									
450-6650-52100	Professional Fees - TID creation	21,694	7,425		-	-	0.0%	0.0%	
450-6650-52120	Professional Fees Legal	123,135	-	1,291	1,291	25,000	5.2%	5.2%	
450-6650-52160	Professional Fees Specific Dev.	57,021	42,869	1,703	1,703	5,000	34.1%	34.1%	
450-6650-54610	Developer Subsidies	-	5,500,000		-	6,500,000	0.0%	0.0%	
Other Financing Sources/Uses									
450-8000-58300	Debt Issuance Costs	-	57,782		-	60,000	0.0%	0.0%	
450-8000-58900	Other Finance Charges	-	-			-	0.0%	0.0%	
440-9000-59200	Transfers to CDA (mktg & comm)	-	-		-	-	0.0%	0.0%	
450-9000-59300	Transfers to Debt Service	-	137,709	199,098	199,098	199,098	100.0%	100.0%	
Total Expenditures		228,816	5,761,424	215,717	219,098	6,809,943	3.2%	3.2%	
Net Change in Fund Balance		(228,816)	431,794	(201,346)	(203,880)	2,336			
Beginning Fund Balance		-	(228,816)	202,978	202,978	202,978			
Less: Surplus Applied		-	-	-	-	-			
Ending Fund Balance		$ (228,816)	$ 202,978	$ 1,632	$ (902)	$ 205,314			

2016 3Q Budget report

Parking Utility - 600

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
600-3900-46300	Village Hall Lot	$ 28,911	$ 31,719	$ 28,405	$ 31,577	$ 31,057	91.5%	101.7%	
600-3900-46301	North Municipal Lot	28,634	31,389	26,323	28,974	28,880	91.1%	100.3%	
600-3900-46302	River Park Lot	25,119	26,962	23,127	23,908	25,897	89.3%	92.3%	
600-3900-46303	Menlo Blvd Lot	10,333	7,267	3,337	4,497	8,616	38.7%	52.2%	
600-3900-46304	Hubbard Park Lot	1,364	2,414	1,964	1,988	1,894	103.7%	105.0%	
600-3900-46305	Metspec Oakland Daytime	2,727	2,727	2,045	2,727	3,168	64.6%	86.1%	
600-3900-46306	Metspec Oakland Nightime	2,557	2,557	1,917	2,557	2,970	64.5%	86.1%	
600-3900-46310	Atwater School Lot	2,216	1,846	1,041	1,231	1,752	59.4%	70.3%	new lot
600-3900-46311	Lake Bluff School Lot	1,577	1,468	1,088	1,042	710	153.2%	146.8%	
600-3900-46312	Feerick Lot	1,534	1,539	189	379	2,272	8.3%	16.7%	
600-3900-46313	North Shore Bank Bldg Lot	8,906	9,895	8,592	8,474	9,753	88.1%	86.9%	
600-3900-46314	TCF Bank Lot	2,535	3,740	3,739	4,024	2,604	143.6%	154.5%	hours restrictive
600-3900-46315	High School East Lot	2,471	994	1,585	1,799	757	209.4%	237.6%	
600-3900-46320	Ogden Lot	4,602	5,326	6,130	6,344	5,066	121.0%	125.2%	
600-3900-46321	Einstein Bagel Lot	2,919	1,823	1,799	1,800	1,657	108.6%	108.6%	
600-3900-46323	AB Data Lot	2,940	2,485	3,006	3,409	1,894	158.7%	180.0%	
600-3900-46330	Oakland Ave - Y	35,682	36,929	35,201	34,609	33,520	105.0%	103.2%	
600-3900-46331	Wilson - W	6,860	7,907	8,758	14,848	7,954	110.1%	186.7%	
600-3900-46332	E Capitol Dr - X	12,485	11,836	9,043	9,564	11,079	81.6%	86.3%	
600-3900-46333	N Oakland Ave - Z	10,397	9,404	12,262	13,500	8,638	142.0%	156.3%	
600-3900-46334	Shorewood Blvd	6,264	7,054	5,112	5,539	6,912	74.0%	80.1%	
600-3900-46335	Bumper - H	4,218	3,693	5,065	8,823	3,409	148.6%	258.8%	
600-3900-46336	W Capitol Dr - T	3,196	3,362	3,219	3,030	3,314	97.1%	91.4%	
600-3900-46337	High School West	2,557	2,841	2,935	5,651	2,812	104.4%	201.0%	
600-3900-46339	Lighthorse Lot	-	-	1,751	3,000	-	0.0%	0.0%	
600-3900-46350	Daytime Permits	2,320	1,524	1,292	1,723	1,458	88.6%	118.2%	
600-3900-46351	RCA daytime	2,007	1,122	1,372	2,367	2,500	54.9%	94.7%	
600-3900-46390	Overnight Parking Permission	-	-	-	-	30,000	0.0%	0.0%	moved from police in 2016
600-3900-46391	Replacement Permits	-	298	118	170				
600-3900-46392	Waiting List Admin Fee	839	862	426	500	100	426.0%	500.0%	
600-3900-48100	Interest Income	3,891	3,975	1,405	1,500	500	281.0%	300.0%	
600-3900-48110	Loan Interest Income	6,528	7,212	-	6,135	6,135	0.0%	100.0%	
600-3900-48900	Miscellanous Revenue	125	126	70	100	100	70.0%	100.0%	
600-3900-49900	Surplus Applied	-	-	-	-	1,162	0.0%	0.0%	
Total Revenue		226,712	232,295	202,316	235,789	248,540	81.4%	94.9%	
Expenditures									
600-3900-51100	Salaries and Wages	$ 52,924	$ 54,440	$ 35,019	$ 49,500	$ 46,271	75.7%	107.0%	
600-3900-51160	Opt Out Ins	150	150	99	148	150	66.0%	98.7%	
600-3900-51200	Overtime Wages	102	-	-	-	650	0.0%	0.0%	
600-3900-51300	Health Insurance	19,869	22,739	15,654	20,000	19,511	80.2%	102.5%	

2016 3Q Budget report

Parking Utility - 600

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
600-3900-51305	Dental Insurance	755	730	497	650	665	74.7%	97.7%	
600-3900-51310	Social Security and Medicare	3,701	3,873	2,821	3,500	3,590	78.6%	97.5%	
600-3900-51315	Wisconsin Retirement System	3,615	3,717	2,613	3,000	3,098	84.3%	96.8%	
600-3900-51320	Life Insurance	204	211	167	224	153	109.2%	146.4%	
600-3900-51325	Flexible Benefit Contribution	47	71	32	44	148	21.6%	29.7%	
600-3900-51340	Retiree Health Contribution	559	366	332	464	599	55.4%	77.5%	
600-3900-52130	Professional Fees Financial	5,222	1,859	1,352	2,704	2,400	56.3%	112.7%	
600-3900-52140	Professional Fees Technology	2,476	1,991	1,950	2,000	1,991	97.9%	100.5%	
600-3900-52930	Credit Card Fees	2,536	3,189	1,706	1,908	1,000	170.6%	190.8%	
600-3900-52990	Other Service Contract Fees	-	-	18,686	30,000	35,000	53.4%	85.7%	online permit fees
600-3900-53131	Shared Postage Costs	140	172	538	500	198	271.7%	252.5%	
600-3900-53500	Dept/Program Supplies	1,467	148	1,090	1,090	615	177.2%	177.2%	
600-3900-54310	Atwater School Lot	600	480	264	312	444	59.5%	70.3%	
600-3900-54311	Lake Bluff School Lot	456	372	276	264	180	153.3%	146.7%	
600-3900-54312	Feerick Lot	432	390	48	96	576	8.3%	16.7%	
600-3900-54313	North Shore Bank Bldg Lot	2,496	2,052	2,178	2,148	2,472	88.1%	86.9%	
600-3900-54314	TCF Bank Lot	714	948	948	1,020	660	143.6%	154.5%	
600-3900-54315	High School East Lot	696	252	402	456	192	209.4%	237.5%	
600-3900-54320	Ogden Lot	1,836	1,930	2,201	2,278	1,821	120.9%	125.1%	
600-3900-54321	Einstein Bagel Lot	1,165	672	646	700	629	102.7%	111.3%	
600-3900-54323	AB Data Lot	1,607	893	663	663	680	97.5%	97.5%	
600-3900-54339	Lighthorse	-	-	875	875	-	0.0%	0.0%	
600-3900-54700	Payments In Lieu Of Taxes	33,648	35,159		35,000	35,000	0.0%	100.0%	JE after YE
600-3900-54710	Depreciation	5,500	5,500		5,500	5,500	0.0%	100.0%	JE after YE
600-3900-55100	Liability & Property Insurance	1,246	1,087	1,011	816	795	127.2%	102.6%	
600-3900-55110	Workers Comp	2,347	682	703	679	679	103.5%	100.0%	
600-3900-56310	Parking Lot maint / repairs	-	18,811		3,000	3,000	0.0%	100.0%	
600-3900-57410	Administrative Charges	7,432	11,049		10,000	10,873	0.0%	92.0%	gen gov / village hall
600-3900-57440	Plowing/Salting	6,071	7,331		8,500	8,622	0.0%	98.6%	5% DPW dept 3460
600-3900-57450	Police Administration	30,642	50,386		56,000	55,600	0.0%	100.7%	was + Exp to others in 2014
600-8000-58200	Interest	7,582	3,421	4,778	4,778	4,778	100.0%	100.0%	
Total Expenses		198,235	235,068	97,549	248,817	248,540	39.2%	100.1%	
Net Change in Equity		28,477	(2,773)	104,767	(13,028)	-			
Beginning Net Assets		518,257	565,312	562,539	562,539	562,539			
Less: Surplus Applied		-	-	-	-	(1,162)			
Ending Net Assets		$ 565,312	$ 562,539	$ 667,306	$ 549,511	$ 561,377			
	Debt service Principal payments	15,000	15,000		15,000				

2016 3Q Budget report
Summary of All Functional Areas - Water
By Object

Category	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	Projected percentage Budget '16
Revenues						
Taxes Total	-	-	-	-	-	0.0%
Intergovernmental Total	-	-	-	-	-	0.0%
Licenses and Permits Total	-	-	-	-	-	0.0%
Fines, Forfeitures and Penalties Total	-	-	-	-	-	0.0%
Charges for Services Total	1,416,107	1,988,274	1,376,003	1,844,379	1,885,824	97.8%
Other Revenues Total	34,226	32,876	20,279	37,500	24,500	153.1%
Other Financing Sources Total	414,127	-	-	-	-	0.0%
Total Revenue Water	1,864,460	2,021,150	881,641	1,881,879	1,910,324	98.5%
Expenses						
Salaries Total	299,094	285,699	184,335	252,159	250,200	100.8%
Fringe Benefits Total	149,152	162,302	89,760	121,777	129,729	93.9%
Other Governments Total	759,176	765,163	604,178	800,213	808,792	98.9%
Contractual Payments Total	7,248	8,675	6,342	7,800	7,300	106.8%
Supplies & Office Total	9,161	8,545	6,727	8,354	10,555	79.1%
Supplies - Maintenance Total	108,078	153,001	105,676	126,500	64,500	196.1%
Supplies - Vehicle Total	4,270	2,539	1,513	2,500	2,500	100.0%
Utilities Total	673	716	362	500	750	66.7%
Professional Fees Total	78,074	45,808	15,800	17,265	32,393	53.3%
Insurance Total	21,276	16,269	22,054	21,500	20,035	107.3%
Programming Total	14,265	7,975	5,206	9,900	10,900	90.8%
Debt Service Total	93,401	93,966	86,308	111,036	88,485	125.5%
Capital Total	114,448	146,881	149,064	181,000	167,000	108.4%
Economic Development Total	-	-	-	-	-	0.0%
Other Financing Uses Total	-	-	-	-	-	0.0%
Interdepartmental Exp	44,210	35,774	21,836	31,800	36,553	87.0%
Total Expenditures Water	1,702,525	1,733,313	788,289	1,692,304	1,629,692	103.8%

2016 3Q Budget report

Water Utility - 610

Dept/Account No	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
610-3100-47450	Equipment Rental Sewer	$ 3,390	$ 1,506	$ 1,119	$ 1,500	$ 2,500	44.8%	60.0%	
610-3710-46450	Utility Charges - Residential	723,128	985,275	685,218	918,718	939,200	73.0%	97.8%	
610-3710-46453	Utility Charges - Multi Family	270,272	409,435	282,642	378,642	387,450	72.9%	97.7%	
610-3710-46451	Utility Charges - Commercial	78,043	104,074	72,737	98,237	106,450	68.3%	92.3%	
610-3710-46452	Utility Charges - Public Authority	42,583	50,388	33,608	46,108	49,550	67.8%	93.1%	
610-3710-46456	Public Fire Protection	281,066	407,973	281,004	374,674	374,674	75.0%	100.0%	quarterly transfer - per tarriff
610-3710-46457	Private Fire Protection	21,015	31,129	20,794	28,000	28,500	73.0%	98.2%	
610-3710-47425	Joint Meter Charges to Sewer	15,437	10,253	-	13,000	10,000	0.0%	130.0%	year end entry
610-3710-48100	Interest Income	72	-	-	-	1,000	0.0%	0.0%	
610-3710-48300	Late Payment Penalty	12,905	18,095	6,249	10,000	10,000	62.5%	100.0%	
610-3710-48900	Miscellanous Revenue	2,422	3,023	12,911	13,000	1,000	1291.1%	1300.0%	$12,000 hydrant reimb 2016
610-9000-49403	Transfers from TID #3	414,127	-	-	-	-	0.0%	0.0%	
Total Revenue		1,864,460	2,021,150	1,396,282	1,881,879	1,910,324	73.1%	98.5%	
Expenditures									
Water Administration									
610-3710-51100	Salaries and Wages	47,303	42,731	35,268	46,402	46,070	76.6%	100.7%	
610-3710-51160	Opt Out Ins	450	450	350	450	450	77.8%	100.0%	
610-3710-51300	Health Insurance	11,411	10,776	7,518	10,106	11,104	67.7%	91.0%	
610-3710-51305	Dental Insurance	279	181	110	148	230	47.8%	64.3%	
610-3710-51310	Social Security and Medicare	3,371	3,243	2,718	3,520	3,520	77.2%	100.0%	
610-3710-51315	Wisconsin Retirement System	3,200	23,022	2,436	3,158	3,038	80.2%	103.9%	
610-3710-51320	Life Insurance	131	109	78	102	96	81.3%	106.3%	
610-3710-51325	Flexible Benefit Contribution	57	89	60	86	291	20.6%	29.6%	
610-3710-51330	Uniform Expense	1,084	1,149	692	760	1,200	57.7%	63.3%	
610-3710-51340	Retiree Health Contribution	8,698	7,531	7,706	9,584	8,215	93.8%	116.7%	
610-3710-51355	Other Benefits	2,525	(434)	-	-	-	0.0%	0.0%	
610-3710-51900	Professional Education	1,365	735	515	1,115	3,000	17.2%	37.2%	
610-3710-52100	Professional Fees	22,059	2,814	4,972	5,000	15,000	33.1%	33.3%	
610-3710-52130	Professional Fees Financial	8,947	3,611	2,627	4,500	4,500	58.4%	100.0%	
610-3710-52140	Professional Fees Technology	4,278	2,893	2,765	2,765	2,893	95.6%	95.6%	
610-3710-52230	Phone and Internet	673	716	362	500	750	48.3%	66.7%	
610-3710-52300	Other Intergov'tal pymts	654,952	637,019	506,678	675,213	693,792	73.0%	97.3%	
610-3710-52910	Software Purch/Maint	2,179	2,299	2,930	2,300	2,300	127.4%	100.0%	
610-3710-52930	Credit Card Fees	5,070	6,376	3,412	5,500	5,000	68.2%	110.0%	
610-3710-53100	Office Supplies	1,970	1,106	887	1,000	2,000	44.4%	50.0%	
610-3710-53121	Shared Copy Costs	1,130	1,035	772	800	1,000	77.2%	80.0%	
610-3710-53200	Memberships & Subscriptions	694	555	754	754	555	135.9%	135.9%	
610-3710-53500	Dept/Program Supplies (copier)	1,206	937	250	500	1,200	20.8%	41.7%	copier costs
610-3710-54150	Safety Expenses	1,808	1,695	1,554	2,000	3,000	51.8%	66.7%	
610-3710-54700	Payments In Lieu Of Taxes	104,224	128,144	97,500	125,000	115,000	84.8%	108.7%	JE at YE *
610-3710-54710	Depreciation	103,910	133,959	120,000	160,000	160,000	75.0%	100.0%	JE at YE *
610-3710-54711	PSC Depreciation on CIAC	9,890	12,547	4,500	6,000	7,000	64.3%	85.7%	JE at YE *
610-3710-54720	PSC assessment	1,477	1,273	1,050	1,400	1,400	75.0%	100.0%	
610-3710-54721	PSC rate costs	4,164	589	242	1,000	-	0.0%	0.0%	

2016 3Q Budget report

Water Utility - 610

Dept/Account No	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
610-3710-55100	Liability & Property Insurance	6,426	8,028	8,805	8,250	7,246	121.5%	113.9%	
610-3710-55110	Workers Comp	14,850	8,241	13,249	13,250	12,789	103.6%	103.6%	
610-3710-57410	Administrative Charges	7,920	10,769	7,500	11,250	11,241	66.7%	100.1%	Gen. Gov / Village hall
610-3710-57430	Building Usage	13,098	12,646	9,000	13,250	13,262	67.9%	99.9%	DPW facilities
Total Administration Expenditures		1,050,796	1,066,831	847,260	1,115,663	1,137,142	74.5%	98.1%	
Maint Mains									
610-3730-51100	Salaries and Wages	155,318	138,237	95,212	141,815	125,086	76.1%	113.4%	
610-3730-51160	Opt Out Ins	-	-	-	-	870	0.0%	0.0%	
610-3730-51200	Overtime Wages	23,019	20,671	8,598	10,308	9,536	90.2%	108.1%	
610-3730-51300	Health Insurance	51,345	50,110	28,369	43,720	39,953	71.0%	109.4%	
610-3730-51305	Dental Insurance	1,960	1,776	985	1,555	1,496	65.8%	103.9%	
610-3730-51310	Social Security and Medicare	12,914	11,094	7,800	11,085	10,299	75.7%	107.6%	
610-3730-51315	Wisconsin Retirement System	12,484	10,502	7,087	10,243	8,497	83.4%	120.5%	
610-3730-51320	Life Insurance	445	495	281	455	460	61.1%	98.9%	
610-3730-51325	Flexible Benefit Contribution	273	122	46	83	213	21.6%	38.7%	
610-3730-53500	Dept/Program Supplies	74,763	99,820	55,586	75,000	30,000	185.3%	250.0%	
610-3730-57420	Equipment Usage	18,829	8,747	4,197	6,000	10,000	42.0%	60.0%	
Total Maintenance Mains Expenditures		351,350	341,575	208,161	300,263	236,410	88.1%	127.0%	
Maint Services									
610-3740-51100	Salaries and Wages	19,677	35,305	5,952	7,216	21,567	27.6%	33.5%	
610-3740-51200	Overtime Wages	681	2,068	546	778	1,644	33.2%	47.3%	
610-3740-51300	Health Insurance	6,668	11,085	2,292	2,264	6,889	33.3%	32.9%	
610-3740-51305	Dental Insurance	255	403	78	78	258	30.2%	30.2%	
610-3740-51310	Social Security and Medicare	1,463	2,666	504	496	1,784	28.3%	27.8%	
610-3740-51315	Wisconsin Retirement System	1,425	2,507	463	456	1,472	31.5%	31.0%	
610-3740-51320	Life Insurance	62	124	22	22	79	27.8%	27.8%	
610-3740-51325	Flexible Benefit Contribution	1	22	8	10	37	21.6%	27.0%	
610-3740-53500	Dept/Program Supplies	24,513	47,873	41,788	42,000	26,000	160.7%	161.5%	
610-3740-57420	Equipment Usage	3,215	2,965	715	750	1,500	47.7%	50.0%	
Total Maintenance Serivces Expenditures		57,961	105,018	52,368	54,070	61,230	85.5%	88.3%	
Maint Meters									
610-3750-51100	Salaries and Wages	11,174	5,443	2,264	2,512	8,627	26.2%	29.1%	
610-3750-51200	Overtime Wages	42	20	21	100	658	3.2%	15.2%	
610-3750-51300	Health Insurance	3,754	1,902	919	872	2,755	33.4%	31.7%	
610-3750-51305	Dental Insurance	151	67	30	28	103	29.1%	27.2%	
610-3750-51310	Social Security and Medicare	890	399	163	132	714	22.8%	18.5%	
610-3750-51315	Wisconsin Retirement System	(199)	370	150	126	589	25.5%	21.4%	
610-3750-51320	Life Insurance	39	18	8	6	32	25.0%	18.8%	
610-3750-51325	Flexible Benefit Contribution	-	4	3	4	15	20.0%	26.7%	
610-3750-53500	Dept/Program Supplies	5,242	630	5,145	6,000	5,000	102.9%	120.0%	
610-3750-57420	Equipment Usage	394	13	-	100	100	0.0%	100.0%	
Total Maintenance Meters Expenditures		21,487	8,865	8,703	9,880	18,593	46.8%	53.1%	

2016 3Q Budget report

Water Utility - 610

Dept/Account No	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Maint Hydrants									
610-3760-51100	Salaries and Wages	6,284	3,029	2,229	1,348	2,588	86.1%	52.1%	
610-3760-51200	Overtime Wages	-	-	-	-	198	0.0%	0.0%	
610-3760-51300	Health Insurance	1,783	289	307	392	827	37.1%	47.4%	
610-3760-51305	Dental Insurance	95	37	9	12	31	29.0%	38.7%	
610-3760-51310	Social Security and Medicare	500	246	167	64	214	78.0%	29.9%	
610-3760-51315	Wisconsin Retirement System	481	235	147	56	177	83.1%	31.6%	
610-3760-51320	Life Insurance	12	8	2	4	10	20.0%	40.0%	
610-3760-51325	Flexible Benefit Contribution	21	10	-	-	4	0.0%	0.0%	
610-3760-53500	Dept/Program Supplies	1,063	454	441	500	500	88.2%	100.0%	
610-3760-57420	Equipment Usage	270	109	29	100	100	29.0%	100.0%	
Total Maintenance of Hydrants		10,510	4,417	3,331	2,476	4,649	71.6%	53.3%	
Maint Misc Plan									
610-3770-51100	Salaries and Wages	2,699	4,003	5,293	5,000	867	610.5%	576.7%	
610-3770-51200	Overtime Wages	-	21	236	250	66	357.6%	378.8%	
610-3770-51300	Health Insurance	982	1,225	2,107	2,000	276	763.4%	724.6%	
610-3770-51305	Dental Insurance	36	43	85	100	10	850.0%	1000.0%	
610-3770-51310	Social Security and Medicare	190	280	777	750	71	1094.4%	1056.3%	
610-3770-51315	Wisconsin Retirement System	189	274	701	700	59	1188.1%	1186.4%	
610-3770-51320	Life Insurance	6	10	33	40	3	1100.0%	1333.3%	
610-3770-51325	Flexible Benefit Contribution	5	-	-	-	-	0.0%	0.0%	
610-3770-53400	Vehicle Maintenance	4,270	2,539	1,513	2,500	2,500	60.5%	100.0%	
610-3770-53500	Dept/Program Supplies	1,291	3,288	2,466	2,500	1,800	137.0%	138.9%	
610-3770-57420	Equipment Usage	102	58	45	100	100	45.0%	100.0%	
Total Maintenance Misc Plant Expenditures		9,770	11,740	13,256	13,940	5,752	230.5%	242.4%	
Customer Accounts									
610-3780-51100	Salaries and Wages	32,898	34,150	28,716	36,430	32,290	88.9%	112.8%	
610-3780-51200	Overtime Wages	-	21	-	-	1,003	0.0%	0.0%	
610-3780-51300	Health Insurance	13,104	13,932	9,549	11,338	14,932	63.9%	75.9%	
610-3780-51305	Dental Insurance	491	464	315	398	537	58.7%	74.1%	
610-3780-51310	Social Security and Medicare	2,281	2,294	2,090	2,642	2,548	82.0%	103.7%	
610-3780-51315	Wisconsin Retirement System	2,303	2,258	1,957	2,458	2,182	89.7%	112.6%	
610-3780-51320	Life Insurance	134	142	112	144	135	83.0%	106.7%	
610-3780-51325	Flexible Benefit Contribution	37	39	11	16	54	20.4%	29.6%	
610-3780-53130	Postage/Mailings	3,559	4,154	2,760	3,800	4,000	69.0%	95.0%	
610-3780-57420	Equipment Usage	382	467	350	250	250	140.0%	100.0%	
Total Customer Accounts Expenditures		55,188	57,922	45,860	57,476	57,931	79.2%	99.2%	

2016 3Q Budget report

Water Utility - 610

Dept/Account No	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30/2016 YTD % of Budget	Projected as a % of Budget	Notes
Other Water									
610-3790-52920	Surveys/Studies & Plans	42,791	36,490	5,436	5,000	10,000	54.4%	50.0%	
610-3790-54740	Water Testing	8,624	6,114	3,914	7,500	9,500	41.2%	78.9%	
610-3790-56120	Lead testing / supplies	648	-	14,663	15,000	-	0.0%	0.0%	
610-3790-56130	Vehicles/Equipment	25,163	34,863	9,901	45,000	45,000	22.0%		
610-3790-56600	Utility Infastructure	1,178,179	219,651		535,000	535,000	0.0%	100.0%	
610-3790-56699	Capitalized Expenditures	(1,203,342)	(254,139)		(580,000)	(580,000)	0.0%	100.0%	new in 2014
610-8000-58200	Interest	81,698	93,956	63,757	88,485	88,485	72.1%	100.0%	
610-8000-58300	Debt Issuance Costs	11,703	-	22,551	22,551	-	0.0%	0.0%	
610-8000-58900	Other Finance Charges	-	10	-	-	-	0.0%	0.0%	JE at YE
Total Other Water Expenditures		145,464	136,945	120,222	138,536	107,985	111.3%	128.3%	
Total Expenses		1,702,525	1,733,313	1,299,161	1,692,304	1,629,692	79.7%	103.8%	
Net Change in Equity		161,935	287,837	97,121	189,576	280,632			
Beginning Net Assets		1,220,800	1,454,542	1,742,379	1,742,379	1,742,379			
Less: Surplus Applied		-	-	-	-	-			
Ending Net Assets		$ 1,454,542	$ 1,742,379	$ 1,839,500	$ 1,931,955	$ 2,023,011			
	Debt service Principal payments	$ 142,291	$ 152,903		$ 233,340	$ 233,340			

2016 3Q Budget report
Summary of All Funds - Sewer
By Object

Category	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	Projected as a % of Budget
Revenues						
Taxes Total	-	-	-	-	-	0.0%
Intergovernmental Total	-	-	-	-	-	0.0%
Licenses and Permits Total	-	-	-	-	-	0.0%
Fines, Forfeitures and Penalties	-	-	-	-	-	0.0%
Charges for Services Total	2,000,916	2,364,712	1,586,430	2,149,371	2,205,325	97.5%
Other Revenues Total	46,769	56,777	17,551	24,800	25,500	97.3%
Other Financing Sources Total	1,459,664	-	-	-	-	0.0%
Total Revenue Sewer	3,507,348	2,421,489	1,603,981	2,174,171	2,230,825	97.5%
Expenses						
Salaries Total	164,541	184,722	148,960	203,466	215,977	94.2%
Fringe Total	83,028	98,680	66,944	97,120	103,824	93.5%
Other Governments Total	677,938	700,248	534,829	695,390	707,000	98.4%
Contractual Total	10,842	8,969	5,742	9,000	9,000	100.0%
Supplies & Office Total	8,424	8,706	5,647	7,880	10,363	76.0%
Supplies - Maintenance Total	23,089	25,241	28,848	60,750	66,000	92.0%
Supplies - Vehicle Total	424	896	4,160	8,000	6,600	121.2%
Utilities Total	833	721	275	750	1,000	75.0%
Professional Fees Total	71,683	28,317	5,600	17,250	27,247	63.3%
Insurance Total	43,316	39,575	43,014	41,533	41,533	100.0%
Programming Total	-	-	-	-	-	0.0%
Debt Service Total	212,403	202,922	259,288	281,357	199,433	141.1%
Capital Total	230,316	255,049	169,307	229,307	225,000	101.9%
Economic Development Total	-	-	-	-	-	0.0%
Other Financing Uses Total	-	-	-	-	-	0.0%
Interdepartmental Expenses	46,487	42,300	27,439	35,000	33,335	105.0%
Total Expenditures Sewer	1,573,324	1,596,344	1,300,053	1,686,803	1,646,312	102.5%

2016 3Q Budget report

Sewer Utility - 620

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30 YTD % of Budget	Projected as a % of Budget	Notes
Revenues									
620-3100-47440	Equipment Rental Water	$ 9,479	$ 7,316	$ 1,525	$ 1,500	$ 2,500	61.0%	60.0%	
620-3810-46450	Utility Charges - Residential	1,315,649	1,445,514	974,335	1,324,335	1,340,000	72.7%	98.8%	
620-3810-46453	Utility Charges - Multi-Family	470,757	672,881	448,834	608,834	627,750	71.5%	97.0%	
620-3810-46451	Utility Charges - Commercial	152,143	175,856	120,444	160,253	166,175	72.5%	96.4%	
620-3810-46452	Utility Charges - Public Authority	61,808	66,977	41,981	54,749	70,800	59.3%	77.3%	
620-3810-46455	Utility Charges - Unmetered	559	3,485	836	1,200	600	139.3%	200.0%	
620-3810-48100	Interest Income	5,097	10,749	1,785	2,500	2,000	89.3%	125.0%	
620-3810-48300	Late Payment Penalty	31,996	38,632	13,681	20,000	20,000	68.4%	100.0%	
620-3810-48900	Miscellanous Revenue	196	80	560	800	1,000	56.0%	80.0%	
620-9000-49400	Transfers from Capital Projects	1,459,664	-	-	-	-	0.0%	0.0%	
Total Revenue		3,507,348	2,421,489	1,603,981	2,174,171	2,230,825	71.9%	97.5%	
Expenditures									
Sewer Administration									
620-3810-51100	Salaries and Wages	59,892	55,925	44,961	59,654	58,275	77.2%	102.4%	
620-3810-51160	Opt Out Ins	750	750	549	748	750	73.2%	99.7%	
620-3810-51300	Health Insurance	12,903	12,046	8,696	11,662	12,352	70.4%	94.4%	
620-3810-51305	Dental Insurance	322	202	129	172	272	47.4%	63.2%	
620-3810-51310	Social Security and Medicare	4,325	4,176	3,487	4,556	4,455	78.3%	102.3%	
620-3810-51315	Wisconsin Retirement System	4,082	17,688	3,107	4,060	3,843	80.8%	105.6%	
620-3810-51320	Life Insurance	153	125	93	120	109	85.3%	110.1%	
620-3810-51325	Flexible Benefit Contribution	62	99	80	114	385	20.8%	29.6%	
620-3810-51330	Uniform Expense	1,200	1,186	502	1,006	-	0.0%	0.0%	
620-3810-51340	Retiree Health Contributions	2,636	1,828	2,521	2,326	1,954	129.0%	119.0%	
620-3810-51355	Other Benefits	1,636	(3,080)	-		-	0.0%	0.0%	
620-3810-51900	Professional Education	318	50	-	1,500	3,000	0.0%	50.0%	
620-3810-52100	Professional Fees General Eng.	2,754	6,200	-	5,000	10,000	0.0%	50.0%	
620-3810-52130	Professional Fees Financial	7,722	3,687	2,683	4,500	4,500	59.6%	100.0%	
620-3810-52140	Professional Fees Technology	6,153	2,747	2,635	2,750	2,747	95.9%	100.1%	
620-3810-52230	Phone and Internet	833	721	275	750	1,000	27.5%	75.0%	
620-3810-52300	Other Intergov'tal pymts	17,139	19,974	15,390	15,390	20,000	77.0%	77.0%	MMSD Hazardous waste surcharge
620-3810-52320	MMSD Sewer	655,916	675,232	515,689	675,000	682,000	75.6%	99.0%	
620-3810-52910	Software Purch/Maint	2,179	2,299	2,330	1,500	1,500	155.3%	100.0%	
620-3810-52930	Credit Card Fees	5,070	6,376	3,412	5,000	5,000	68.2%	100.0%	
620-3810-53100	Office Supplies	2,274	2,242	1,352	1,500	2,500	54.1%	60.0%	
620-3810-53200	Memberships & Subscriptions	-	194	-	200	200	0.0%	100.0%	
620-3810-53500	Dept/Program Supplies	872	445	328	750	1,000	32.8%	75.0%	
620-3810-54150	Safety Expenses	2,505	2,094	1,508	2,000	3,000	50.3%	66.7%	

2016 3Q Budget report

Sewer Utility - 620

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30 YTD % of Budget	Projected as a % of Budget	Notes
620-3810-54700	Payments In Lieu Of Taxes	4,883	5,042	3,750	5,000	5,000	75.0%	100.0%	JE at YE*
620-3810-54710	Depreciation	228,665	253,049	165,000	225,000	225,000	73.3%	100.0%	JE at YE*
620-3810-55100	Liability & Property Insurance	31,115	31,722	31,807	30,715	30,715	103.6%	100.0%	
620-3810-55110	Workers Comp	12,201	7,853	11,207	10,818	10,818	103.6%	100.0%	
620-3810-55120	Unemployment	-	-	-	-	-	0.0%	0.0%	
620-3810-57410	Administrative Charges	8,128	11,082	7,500	11,000	11,073	67.7%	99.3%	Gen. Gov / Village hall
620-3810-57430	Building Usage	13,098	12,646	9,000	13,000	13,262	67.9%	98.0%	DPW facilities
Total Sewer Administation Expenditures		1,089,785	1,134,598	837,991	1,095,791	1,114,710	75.2%	98.3%	
Sewer Maintenance									
620-3820-51100	Salaries and Wages	69,601	94,228	79,238	102,570	94,893	83.5%	108.1%	
620-3820-51200	Overtime Wages	934	1,559	670	568	7,234	9.3%	7.9%	
620-3820-51300	Health Insurance	23,442	29,747	22,962	33,880	30,309	75.8%	111.8%	
620-3820-51305	Dental Insurance	874	1,034	798	1,212	1,135	70.3%	106.8%	
620-3820-51310	Social Security and Medicare	5,058	6,494	6,939	8,176	7,813	88.8%	104.6%	
620-3820-51315	Wisconsin Retirement System	4,938	6,114	5,210	7,428	6,446	80.8%	115.2%	
620-3820-51320	Life Insurance	193	271	266	402	349	76.2%	115.2%	
620-3820-51325	Flexible Benefit Contribution	116	104	35	50	162	21.6%	30.9%	
620-3820-52990	Service Contracts / Televising	3,594	295	-	2,500	2,500	0.0%	100.0%	Contract large pipe inspections
620-3820-53400	Vehicle Maintenance	424	896	4,160	8,000	6,600	63.0%	121.2%	
620-3820-53500	Dept/Program Supplies	20,179	11,987	23,158	30,000	32,800	70.6%	91.5%	
620-3820-57420	Equipment Usage	22,681	17,923	7,345	7,500	7,000	104.9%	107.1%	
Total Sewer Maintenance Expenditures		152,034	170,650	150,781	202,286	197,241	76.4%	102.6%	
Storm Maintenance									
620-3830-51100	Salaries and Wages	10,002	8,049	3,322	13,000	25,880	12.8%	50.2%	
620-3830-51200	Overtime Wages	216	18	40	200	1,973	2.0%	10.1%	
620-3830-51300	Health Insurance	3,864	3,470	680	4,000	8,266	8.2%	48.4%	
620-3830-51305	Dental Insurance	142	117	22	150	310	7.1%	48.4%	
620-3830-51310	Social Security and Medicare	717	541	244	1,000	2,141	11.4%	46.7%	
620-3830-51315	Wisconsin Retirement System	715	549	221	800	1,767	12.5%	45.3%	
620-3830-51320	Life Insurance	33	34	5	50	95	5.3%	52.6%	
620-3830-51325	Flexible Benefit Contribution	26	15	9	20	44	20.5%	45.5%	
620-3830-53500	Dept/Program Supplies	2,037	12,809	5,362	30,000	32,200	16.7%	93.2%	
620-3830-57420	Equipment Usage	2,580	650	3,594	3,500	2,000	179.7%	175.0%	
Total Storm Maintenance Expenditures		20,332	26,250	13,499	52,720	74,676	18.1%	70.6%	

2016 3Q Budget report

Sewer Utility - 620

Account Number	Account Name	2014 Actual	2015 Actual	2016 YTD 9/30	2016 Projected	2016 Adopted Budget	9/30 YTD % of Budget	Projected as a % of Budget	Notes
Customer Accounts									
620-3880-51100	Salaries and Wages	23,895	24,944	20,729	27,474	27,114	76.5%	101.3%	
620-3880-51200	Overtime Wages	-	-	-	-	608	0.0%	0.0%	
620-3880-51300	Health Insurance	10,673	11,328	7,062	9,340	13,279	53.2%	70.3%	
620-3880-51305	Dental Insurance	403	389	255	338	475	53.7%	71.2%	
620-3880-51310	Social Security and Medicare	1,646	1,634	1,535	2,002	2,122	72.3%	94.3%	
620-3880-51315	Wisconsin Retirement System	1,673	1,630	1,431	1,868	1,830	78.2%	102.1%	
620-3880-51320	Life Insurance	112	119	97	128	116	83.6%	110.3%	
620-3880-51325	Flexible Benefit Contribution	16	21	9	12	45	20.0%	26.7%	
620-3880-53130	Postage/Mailing	2,542	3,928	2,679	4,000	4,500	59.5%	88.9%	
620-3880-53131	Shared Postage Costs	1,103	249	108	180	163	66.3%	110.4%	
Total Customer Accounts Expenditures		42,063	44,242	33,905	45,342	50,252	67.5%	90.2%	
Other Sewer									
620-3890-52920	Surveys/Studies & Plans	55,054	15,683	282	5,000	10,000	2.8%	50.0%	
620-3890-52990	Other Technology	-	-	-		-	0.0%	0.0%	
620-3890-56130	Equipment	1,652	39,817	4,307	4,307	4,000	107.7%	107.7%	
620-3890-56600	Utility Infastructure	2,410,752	275,088	3,000,000	3,000,000	3,025,000	99.2%	99.2%	
620-3890-56699	Capitalized Expenditures	(2,410,752)	(312,905)	(3,000,000)	(3,000,000)	(3,029,000)	99.0%	99.0%	new in 2014
620-8000-58200	Interest	198,372	202,922	177,364	199,433	199,433	88.9%	100.0%	
620-8000-58300	Debt Issuance Costs	14,031	-	81,924	81,924	-	0.0%	0.0%	
620-8000-58900	Other Finance Charges	-	-			-	0.0%	0.0%	
620-9000-59500	Transfer To Utilities	-	-	-	-	-	0.0%	0.0%	
Total Other Sewer Expenditures		269,109	220,605	263,877	290,664	209,433	126.0%	138.8%	
Total Expenditures		1,573,324	1,596,344	1,300,053	1,686,803	1,646,312	79.0%	102.5%	
Net Change in Equity		1,934,025	825,145	303,928	487,368	584,513			
Beginning Net Assets		6,014,522	8,026,222	8,851,367	8,851,367	8,851,367			
Less: Surplus Applied		-	-	-	-	-			
Ending Net Assets		$ 8,026,222	$ 8,851,367	$ 9,155,295	$ 9,338,735	$ 9,435,880			
	Debt service Principal payments	$ 402,947	$ 451,812		$ 511,086	$ 511,086			

Village of Shorewood
Cash and Investment Summary - Bank Balances
September 30, 2016

Institution	Bank Balance	Maturity Term						
		Liquid	< 1 Year	1 - 2 Years	2 - 3 Years	3 - 4 Years	4 - 5 Years	Total
North Shore Bank								
Checking	2,002,900.00	$ 2,002,900	$ -	$ -	$ -	$ -	$ -	$ 2,002,900
Payroll	-	-	-	-	-	-	-	-
Sweep	5,879,815.80	5,879,816	-	-	-	-	-	5,879,816
Parking	51,399.45	51,399	-	-	-	-	-	51,399
Library (Auermiller)	-	-	-	-	-	-	-	-
Total North Shore Bank	7,934,115.25	7,934,115	-	-	-	-	-	7,934,115
US Bank								
Lighthorse Escrow	121,933.40	121,933	-	-	-	-	-	121,933
Local Gov't Investment Pool	2,842.52	2,843	-	-	-	-	-	2,843
BMO Money Market	10,265.92	10,266	-	-	-	-	-	10,266
BMO Invesments	1,399,454.60	-	714,871	202,255	224,338	257,990	-	1,399,455
Total BMO	1,409,720.52	10,266	714,871	202,255	224,338	257,990	-	1,409,721
Oppenheimer Money Market	366,693.86	366,694	-	-	-	-	-	366,694
Oppenheimer Investments	631,850.00	-	-	381,868	249,983	-	-	631,850
Total Morgan Stanley	998,543.86	366,694	-	381,868	249,983	-	-	998,544
Morgan Stanley Money Market	358,200.17	358,200	-	-	-	-	-	358,200
Morgan Stanley Investments	2,665,813.40	-	250,143	1,372,984	1,042,687	-	-	2,665,813
Total Morgan Stanley	3,024,013.57	358,200	250,143	1,372,984	1,042,687	-	-	3,024,014
BOK Money Market	36,185.73	36,186	-	-	-	-	-	36,186
Bank of Oklahoma Investments	1,817,084.20	-	80,142	375,898	504,336	420,563	436,145	1,817,084
Total Bank of Oklahoma	1,853,269.93	36,186	80,142	375,898	504,336	420,563	436,145	1,853,270
Total Cash and Investments	15,344,439.05	8,830,237	1,045,156	2,333,003	2,021,344	678,553	436,145	15,344,439
investments only	**7,285,547.88**							
Percentage of Portfolio within Term		57.55%	6.81%	15.20%	13.17%	4.42%	2.84%	

Village of Shorewood
Cash and Investment Summary - Bank Balances
September 30, 2016

Institution	Face	Coupon Rate	Yield to Call or Maturity	Date Purchased	Maturity Date	Bond Rating	Current Market Value	Liquid	Maturity Term at Year end 12/31/2017 < 1 Year	12/31/2018 1 - 2 Years	12/31/2019 2 - 3 Years	12/30/2020 3 - 4 Years	12/31/2021 4 - 5 Years
BMO Capital Markets													
Municipal Bonds													
Brown Deer WI	185,000	2.00%	1.00%	11/6/12	4/1/17	**AA2**	186,234	-	186,234	-	-	-	-
Cottage Grove WI	25,000	2.00%	1.43%	8/12/14	4/1/18	**AA3**	25,323	-	-	25,323	-	-	-
Menonomee Falls	100,000	1.60%	1.65%	11/18/14	6/1/18	**AA2**	101,115	-	-	101,115	-	-	-
Mount Pleasant	125,000	5.10%	1.25%	6/30/15	4/1/17	**AA2**	127,724	-	127,724	-	-	-	-
Oak Creek	100,000	1.15%	1.65%	12/16/14	11/1/16	**AA2**	100,120	-	100,120	-	-	-	-
Racine WI	25,000	3.40%	1.25%	3/26/15	6/1/17	**AA1**	25,466	-	25,466	-	-	-	-
Silver Lake SD GO Bonds	250,000	4.55%	1.30%	9/20/11	10/1/16	**NR**	250,025	-	250,025	-	-	-	-
Watertown WI - Refunding	50,000	2.00%	1.70%	3/10/15	6/1/18	**AA3**	50,723	-	-	50,723	-	-	-
Watertown School District	220,000	1.85%	1.85%	9/15/14	4/1/19	**AA2**	224,338	-	-	-	224,338	-	-
Wauwatosa WI	25,000	3.75%	1.15%	3/26/15	3/1/17	**AAA**	25,303	-	25,303	-	-	-	-
Windsor WI	250,000	4.25%	0.80%	8/26/16	10/1/20	**AA2**	257,990	-	-	-	-	257,990	-
Wisconsin State Gen revenue	25,000	1.64%	1.45%	7/2/14	5/1/18	**AA3**	25,094	-	-	25,094	-	-	-
Total Municipal Bonds	1,380,000						1,399,455	-	714,871	202,255	224,338	257,990	-
Total at BMO	1,380,000				$ 19,455		1,399,455	-	714,871	202,255	224,338	257,990	-
Oppenheimer													
Municipal Bonds													
Kenosha GO Bonds	200,000	1.85%	0.90%	8/29/16	9/1/18	**AA2**	203,504	-	-	203,504	-	-	-
Glendale CO DEV Bonds	175,000	2.10%	1.27%	9/14/16	10/1/18	**A1**	178,364	-	-	178,364	-	-	-
Total Municipal Bonds	375,000						381,868	-	-	381,868	-	-	-
CD's													
Wells Fargo	250,000	1.25%	1.25%	8/31/16	9/3/19	**na**	249,983	-	-	-	249,983	-	-
Total CD's	250,000						249,983	-	-	-	249,983	-	-
Total Oppenheimer	625,000				$ 6,850		631,850	-	-	381,868	249,983	-	-
Morgan Stanley													
Municipal Bonds													
Oshkosh GO Bonds	40,000	4.00%	1.15%	6/27/14	12/1/18	**AA3**	40,199	-	-	-	40,199	-	-
Fitchburg WI Prom Notes	70,000	2.00%	1.28%	4/2/12	3/1/17	**AA1**	70,351	-	-	70,351	-	-	-
New Berlin School	25,000	4.00%	0.84%	3/27/12	3/1/17	**AA1**	25,339	-	-	25,339	-	-	-
Washington County	20,000	3.75%	1.33%	3/28/12	3/1/17	**AAA**	20,220	-	-	20,220	-	-	-
Wisconsin St. General	50,000	1.32%	0.80%	11/20/14	5/1/17	**AAA**	50,089	-	-	50,089	-	-	-
MATC	250,000	2.00%	0.55%	2/17/15	6/1/17	**AA1**	251,988	-	-	251,988	-	-	-
Racine BAB	50,000	4.00%	1.00%	11/26/14	12/1/17	**AA1**	51,672	-	-	51,672	-	-	-
Wisconsin State Health	125,000	4.50%	1.50%	7/17/14	4/15/18	**A3**	131,598	-	-	-	131,598	-	-
Madison NTS Bonds	350,000	3.00%	2.48%	7/2/14	10/1/18	**AAA**	363,811	-	-	-	363,811	-	-
Total Municipal Bonds	980,000						1,005,265	-	-	469,658	535,607	-	-

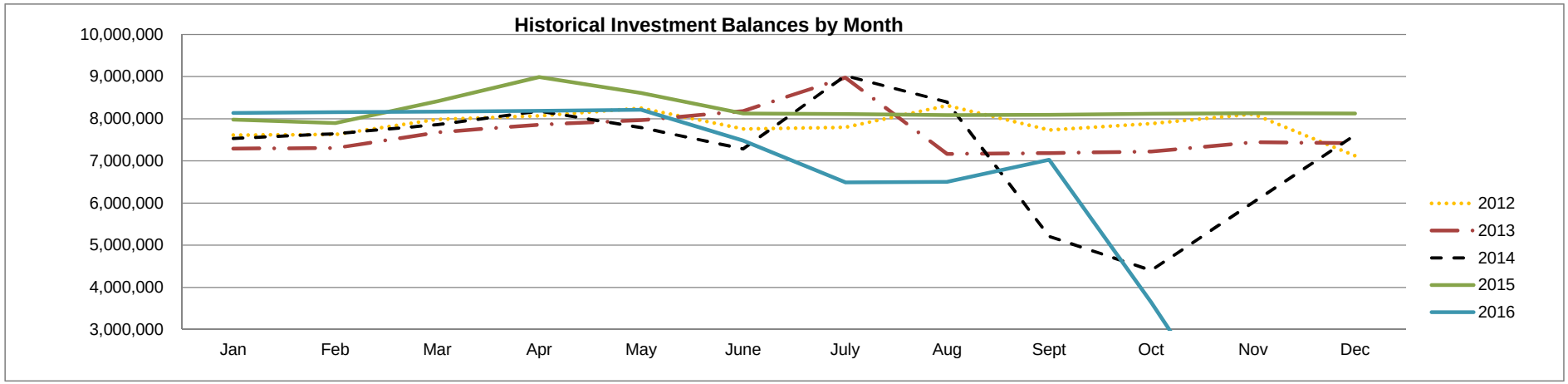
Village of Shorewood
Cash and Investment Summary - Bank Balances
September 30, 2016

Institution	Face	Coupon Rate	Yield to Call or Maturity	Date Purchased	Maturity Date	Bond Rating	Current Market Value	Liquid	Maturity Term at Year end 12/31/2017 < 1 Year	12/31/2018 1 - 2 Years	12/31/2019 2 - 3 Years	12/30/2020 3 - 4 Years	12/31/2021 4 - 5 Years
US Agency Securities													
Federal National	400,000	0.88%	0.80%	2/13/15	10/26/17	***AAA***	400,656	-	-	400,656	-	-	-
Total Agencies	400,000						400,656	-	-	400,656	-	-	-
CD's													
Ally Bank	250,000	1.05%	1.05%	11/20/14	11/14/16	**na**	250,143	-	250,143	-	-	-	-
American Express	250,000	1.45%	1.45%	11/12/14	11/13/17	**na**	251,335	-	-	251,335	-	-	-
Goldman Sachs	250,000	1.45%	1.45%	11/12/14	11/13/17	**na**	251,335	-	-	251,335	-	-	-
Capital One	250,000	1.70%	1.70%	8/12/15	8/13/18	**na**	253,523	-	-	-	253,523	-	-
Barclay's Bank	250,000	1.85%	1.85%	12/17/14	12/17/18	**na**	253,558	-	-	-	253,558	-	-
Total CD's	1,250,000						1,259,893	-	250,143	502,670	507,080	-	-
Total Morgan Stanley	2,630,000				$ 35,813		2,665,813	-	250,143	1,372,984	1,042,687	-	-
Bank of Oklahoma													
Municipal Bonds													
Kaukauna, WI Electric Rev Bonds	80,000	2.50%	1.05%	7/2/14	12/15/16	**AA2**	80,142	-	80,142	-	-	-	-
Twin Lakes, WI	275,000	2.00%	1.47%	3/17/15	3/1/17	**NR /** AA2	275,193	-	-	275,193	-	-	-
Marinette, WI Water Rev Bond	100,000	2.25%	1.10%	8/26/15	5/1/17	**A3**	100,705	-	-	100,705	-	-	-
Hortonville, WI	100,000	1.80%	1.50%	12/1/14	4/1/18	**AA1**	101,462	-	-	-	101,462	-	-
Wisconsin revenue bonds	250,000	1.64%	1.35%	12/7/15	5/1/18	**AA3**	251,830	-	-	-	251,830	-	-
Hilbert, WI	150,000	1.40%	1.40%	3/2/16	9/1/18	**NR /** AA2	151,044	-	-	-	151,044	-	-
Chippewa Falls Bonds	100,000	1.80%	1.60%	11/5/15	4/1/19	**AA3**	101,393	-	-	-	-	101,393	-
South Milwaukee	165,000	2.00%	1.45%	3/28/16	4/1/19	**AA3**	168,105	-	-	-	-	168,105	-
Hilbert, WI	150,000	1.60%	1.60%	3/2/16	9/1/19	**NR /** AA2	151,065	-	-	-	-	151,065	-
Oshkosh, WI	235,000	4.10%	1.40%	7/29/14	3/15/20	**AA3**	244,212	-	-	-	-	-	244,212
Shorewood Hills, WI	175,000	4.25%	2.15%	7/28/14	5/1/20	**AA1**	191,933	-	-	-	-	-	191,933
Total Municipal Bonds	1,780,000						1,817,084	-	80,142	375,898	504,336	420,563	436,145
US Agency Securities													
Federal Home Loan Bank	-	1.00%	2.05%	11/5/15	10/29/20	**AAA**	-	-	-	-	-	-	-
Total Agencies	-						-	-	-	-	-	-	-
Total Bank of Oklahoma	1,780,000				$ 37,084		1,817,084	-	80,142	375,898	504,336	420,563	436,145
Total Investments	6,415,000				**$ 99,202**		6,514,202	$ -	$ 1,045,156	$ 2,333,003	$ 2,021,344	$ 678,553	$ 436,145
							Bonds only	-	795,014	1,047,810	1,264,282	678,553	436,145
							Agency	-	-	400,656	-	-	-

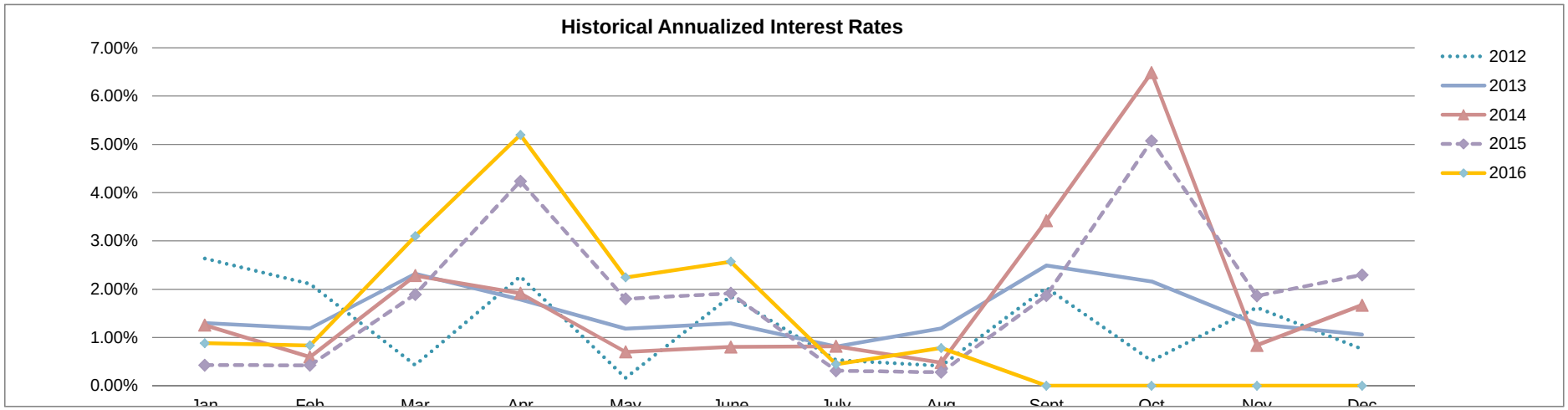
Village of Shorewood
Cash and Investment Report - Statistical Information

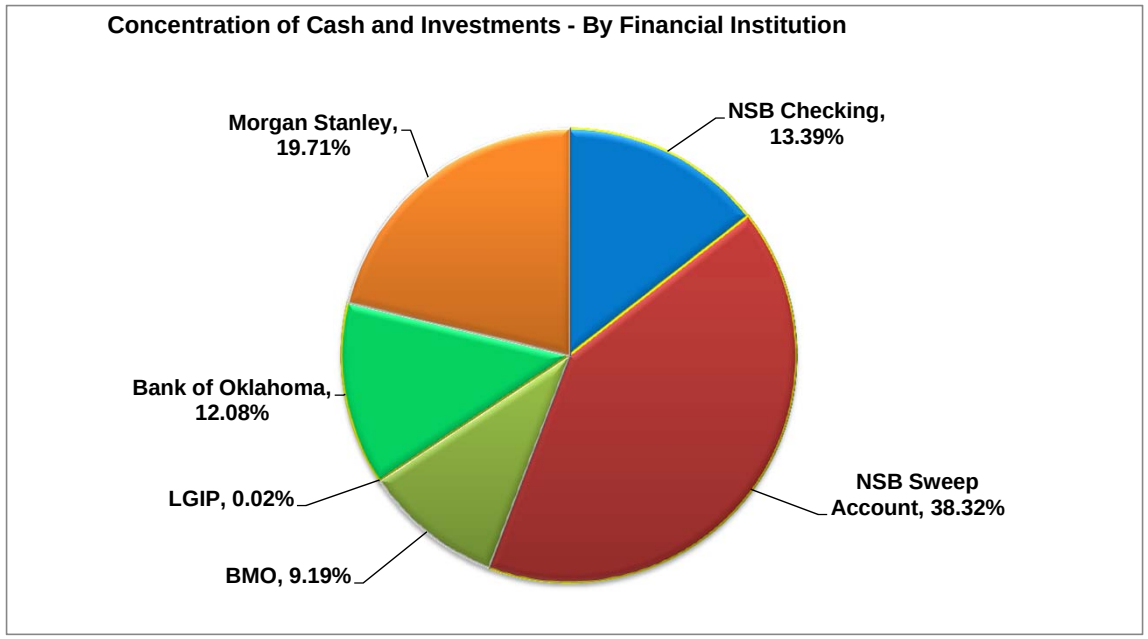
Historical Investment Balances and Earning

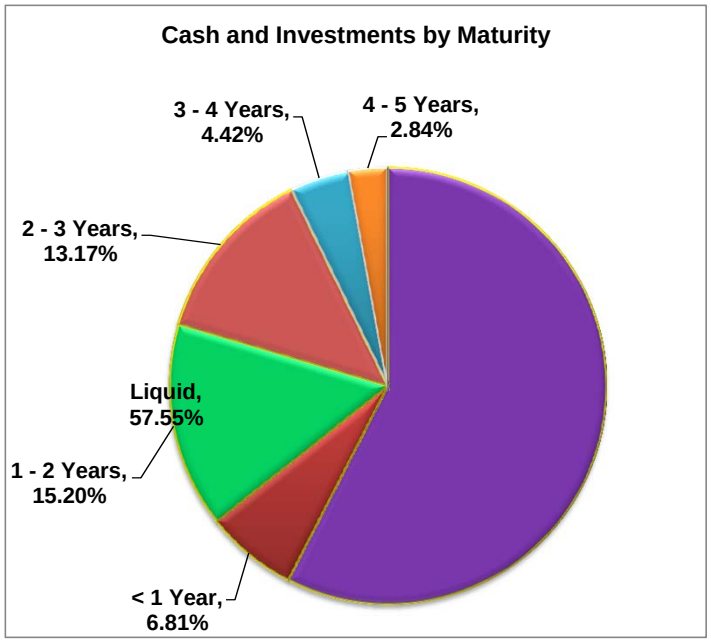
	2012			2013			2014			2015			2016		
Month	Cash Balances	Interest Earned	Annualized Interest Rate	Cash Balances	Interest Earned	Annualized Interest Rate	Cash Balances	Interest Earned	Annualized Interest Rate	Cash Balances	Interest Earned	Annualized Interest Rate	Cash Balances	Interest Earned	Annualized Interest Rate
Jan	7,613,535	16,724	2.64%	7,294,160	7,882	1.30%	7,530,051	7,875	1.25%	7,981,034	2,828	0.43%	8,137,377	5,971	0.88%
Feb	7,625,438	13,414	2.11%	7,302,135	7,235	1.19%	7,642,271	3,801	0.60%	7,893,743	2,794	0.42%	8,154,277	5,661	0.83%
Mar	7,982,109	2,833	0.43%	7,676,131	14,833	2.32%	7,858,975	14,935	2.28%	8,411,231	13,253	1.89%	8,165,439	21,070	3.10%
Apr	8,065,140	15,196	2.26%	7,857,758	11,708	1.79%	8,181,112	13,049	1.91%	8,989,212	31,734	4.24%	8,189,091	35,462	5.20%
May	8,250,424	1,122	0.16%	7,963,345	7,852	1.18%	7,791,616	4,557	0.70%	8,607,471	12,896	1.80%	8,210,435	15,352	2.24%
June	7,758,941	11,965	1.85%	8,181,887	8,833	1.30%	7,287,557	4,882	0.80%	8,126,951	12,964	1.91%	7,478,470	16,009	2.57%
July	7,795,219	3,474	0.53%	8,976,539	6,059	0.81%	9,020,348	6,137	0.82%	8,114,426	2,098	0.31%	6,488,454	2,413	0.45%
Aug	8,312,631	2,862	0.41%	7,165,120	7,107	1.19%	8,392,095	3,346	0.48%	8,085,407	1,883	0.28%	6,504,355	4,234	0.78%
Sept	7,735,971	13,074	2.03%	7,181,883	14,920	2.49%	5,206,893	14,846	3.42%	8,094,118	12,601	1.87%	7,028,563	-	0.00%
Oct	7,882,455	3,377	0.51%	7,221,803	12,973	2.16%	4,402,885	23,799	6.49%	8,114,888	34,313	5.07%	3,642,774	-	0.00%
Nov	8,108,654	10,962	1.62%	7,445,341	7,920	1.28%	6,015,576	4,197	0.84%	8,128,224	12,591	1.86%	-	-	#DIV/0!
Dec	7,118,286	4,515	0.76%	7,418,858	6,559	1.06%	7,610,609	10,583	1.67%	8,126,304	15,548	2.30%	-	-	#DIV/0!



Village of Shorewood
Cash and Investment Report - Statistical Information







SHOREWOOD POLICE DEPARTMENT
MEMORANDUM

To: Public Safety Committee

From: Thomas Liebenthal, Lieutenant

CC: Peter A. Nimmer, Chief of Police

Date: October 31, 2016

Re: Traffic Control at the Intersection of Murray Ave and Beverly Rd

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Background:

On Sunday, September 18, 2016, I met with Shorewood resident Kate Greenway regarding her concerns involving the intersection of Murray Avenue and Beverly Road. Ms. Greenway reported that she has noticed a general increase in the speeds of vehicles that utilize Beverly Road. She states she has especially noticed the increased speeds since recent completion of the roadway construction near this intersection. She also expressed concern over the lack of traffic control mechanisms in place at that intersection. She provided examples of northbound and southbound traffic on Murray making abrupt turns onto Beverly at high speeds and examples of eastbound and west bound traffic on Beverly failing to stop of the stop sign or "rolling" through the stop sign at that intersection. She stated she has observed several "close calls" at the intersection involving both motorized and pedestrian traffic due to the aforementioned concerns. Based on her concerns, Ms. Greenway would like to see the following traffic controls placed at this intersection:

- A four-way stop controlling traffic coming from each direction.
- Stop signs that are larger in size than the current signs used at this intersection
- A crosswalk painted onto the roadway at that intersection.

I looked at the physical traffic control mechanisms in place at the intersection. Eastbound and westbound traffic on Beverly is controlled by a stop sign in place for traffic flowing in those directions. The signs are well placed and highly visible from a distance as well as up close. There are no traffic controls in place for northbound and southbound traffic on Murray. Additionally, there is no crosswalk painted on the roadway at that location.

Analysis:

Over the past 12 months, there has been one personal injury traffic crash and one driving complaint for a subject that failed to obey the stop sign at that intersection. The personal injury crash involved a bicyclist that failed to stop for the stop sign and collided with an oncoming vehicle that had the right of way. The cyclist was issued a citation from that incident.

I compared this data with data for the intersection of Murray Ave and Newton Ave. That intersection also has a stop sign controlling eastbound and westbound traffic and no traffic controls for northbound and southbound traffic. There is also no painted crosswalk at that intersection.

Over the past 12 months, there have been no crashes at that intersection and one complaint of an individual failing to obey the stop sign. Our CAD shows a call created for a PDO crash at that intersection March 8, 2016. However, the call was created in error as the caller was in the City of Milwaukee at the intersection of Murray Ave and Newport Ave.

I also looked at the data from the intersection of Murray Ave and Shorewood Blvd. That intersection has a four-way stop sign as well as a painted crosswalk on the roadway. There were no crashes and no complaints for failure to obey the stop sign at that intersection over the past 12 months.

In looking at the intersection of Murray Ave and Beverly Rd, I found multiple factors that may warrant adding additional traffic controls at this intersection. First of all is Murray Ave is a traffic artery for westbound traffic on Capitol Drive that wishes to go southbound from Capitol Dr. Due to the no left turn sign at Capitol Dr. and Oakland Ave, and the fact that Cramer St does don't go through southbound from Capitol Dr., drivers wishing to go south would need to use Murray Ave in order to travel southbound.

Secondly, the intersection of Shorewood Blvd and Oakland Ave is controlled by a traffic control light. This could delay drivers wishing to turn left (southbound) onto Oakland Ave from Shorewood Blvd. Conversely, the intersection of Beverly and Oakland is controlled by a two-way stop sign controlling eastbound and westbound traffic on Beverly Rd. Drivers wishing to avoid the traffic control signal would use Beverly Rd in order to ultimately go south on Oakland Ave. If those drivers were already using Murray Ave to travel southbound, as described above, they would travel through the intersection of Murray Ave and Beverly Rd to accomplish this.

Next, the intersection of Murray Ave and Beverly Rd is near the proximity of Shorewood High School, School Village Hall, Shorewood Library and Atwater School. Each of these buildings has the potential to add additional motorized and foot traffic in the general area; especially on weekdays during the school year. Many of those additional pedestrians and drivers would be teenagers who would be less likely to be aware of the potential hazards that exist at intersections.

Lastly, there are multiple large apartment complexes on Murray Ave (between Shorewood Blvd. and Capitol Dr), on Shorewood Blvd (between Murray Ave and Oakland Ave), and on Oakland Ave (Between Shorewood Blvd and Capitol Drive). The amount of residents in those building alone greatly adds to the potential pedestrian and motorized traffic in the area. Not to mention that traffic wishing to travel eastbound in the area would have to utilize Capitol Dr. or Beverly Rd due to Shorewood Blvd being a one-way street from Frederick Ave. to Murray Ave. This would also lead to increased traffic at the intersection of Murray Ave and Beverly Rd.

Recommendations:

Based on these factors and Ms. Greenway's reported observations, I would recommend the following:

- Make the intersection of Murray Ave and Beverly Rd a four-way stop intersection controlled by stop signs in each direction.

- Add a painted crosswalk to the roadway to increase visibility of the intersection to oncoming traffic and provide a defined crosswalk for pedestrian traffic.

VILLAGE OF SHOREWOOD POLICE DEPARTMENT

MEMORANDUM

To: Village of Shorewood Board Members

From: Peter A. Nimmer, Chief of Police

Date: November 7, 2016

Re: Consideration for the purchase of Body Worn Cameras

Same Memo as presented September 27, 2016 Public Safety Committee Meeting with updated contract language as requested and attached.

BACKGROUND:

During the budget process last year for the 2017 budget the Village Board requested and eventually directed $30,000 to be put into the 2017 Budget the authorization for the purchase of Body Worn Cameras (BWC). As a result of the request by the Village Board, the police department started the research to determine the most appropriate solution. The reason we are bringing this back before the board prior to the purchase is for the fact that our recommended choice of body cameras will have a financial impact over the next five year period.

Among the police executives whose departments use body-worn cameras, there is an overall perception that the cameras provide a useful tool for law enforcement. For these agencies, the perceived benefits that body-worn cameras offer-capturing a video recording of critical incidents and encounters with the public, strengthening police accountability, and providing a valuable new type of evidence-largely outweigh the potential drawbacks. This is based upon research and interviews conducted by the Police Executive Research Forum.

The benefits include accountability and transparency, reducing complaints and resolving officer-involved incidents, identifying and correcting internal agency problems, evidence documentation and they also help to identify and correct internal agency problems.

There are numerous considerations to be taken into account when implementing a body-worn camera program such as privacy considerations, determining when to record, as well as data storage, retention, policy implementation, and disclosure.

Our research has shown that administering a body-worn camera program requires considerable ongoing financial and staffing commitments. Our department must provide ongoing training programs, ensure that cameras are properly maintained, fix technical problems, and address other issues that may arise both internally and externally.

According to many police executives, one of the most significant administrative costs-at least in terms of staff resources-involves the process of reviewing and categorizing videos. In addition, responding to public disclosure requests was found to be one of the biggest challenges that departments face. It can take several hours to review and redact one video and this will certainly have an impact on our administrative personnel resources.

The other significant found in our research is the data storage costs associated with a body worn camera program. There will be a significant amount of video that will need to be stored by statute, as evidence, citizen complaints, etc.

There are numerous companies that sell body-worn cameras that we explored prior to recommending a certain product for our agency.

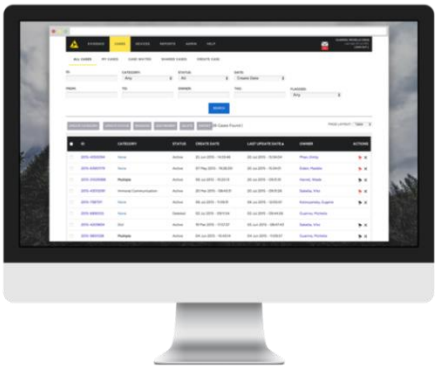
RECOMMENDATION:

The department is recommending the Axon Body Camera and the Evidence.com data storage solution. In addition, to the body cameras we will be purchasing 6 Axon Fleet cameras to replace our aging and very costly squad cameras. The squad cameras and the body cameras will work together and will use the same storage method which is very important not to have multiple platforms for video.

The Axon body camera is a very durable camera, fairly compact, easy to attach to uniform, has a 30 second pre-record and audio record, and is extremely easy for the officer to download the camera.

It should be noted there have been several high profile incidents when body cameras were being worn but were not manually turned on by the officer. These situations are usually high stress situations where the officers either forget or do not have time. The Axon camera can and will be turned when officer's use emergency lights, open the squad door, and other cameras that are not on can be remotely turned on when other officers arrive on the scene that have their cameras on and active. This is a feature not often associated with body camera technology at this time.

In addition to the body camera we would be purchasing the Evidence.com cloud storage option. The officer places the camera in a cradle, the video is downloaded via a secure internet connection to Evidence.com and within minutes the video is accessible to view. The storage of this video is more secure than using local storage and meets all the standards required for evidence. The storage of this video is more secure than using local storage and meets all the standards required for evidence. The Milwaukee County DA's office also has an account and we can simply transfer the video to them through Evidence.com. We would no longer have to burn DVD's.



FINANCIAL IMPACT:

I have attached a document that lists 6 separate options for the Axon body cameras for your information. I am recommending the department chooses option 4. This allows for the cameras to be upgraded every 2.5 as the technology advances and the upgrade is at no cost to us. It allows for enough cloud storage for the video per year (this was discussed with our IT staff). It also includes the squad fleet camera which will replace our current in squad systems. Our current in squad systems are failing only a monthly basis and will need to be replaced whether we do this or not. It should be noted the cost of a traditional in squad video system is approximately $5,000/each @ 6 squads totals $30,000.

The cost to purchase 20 body cameras, 6 fleet cameras, licensing, and storage will be $31,468.00. Over the next four years it will be $14,512.50. The total cost for five years will be $89,518.50.

I will present a couple of body camera videos from our department when we tested these units. We tested two other units L3 and Vievu.

Respectfully submitted,

Peter A. Nimmer

Chief of Police

TASER International

Protect Life. Protect Truth.

17800 N 85th St.
Scottsdale, Arizona 85255
United States
Phone: (800) 978-2737
Fax: (480) 696-7643

Peter Nimmer
(414) 847-2610
pnimmer@villageofshorewood.org

Quotation

Quote: Q-77305-3
Date: 10/7/2016 8:33 AM
Quote Expiration: 11/15/2016
Contract Start Date*: 12/15/2016
Contract Term: 5 years

AX Account Number:
112211

Bill To:
SHOREWOOD POLICE DEPT
3936 N MURRAY AVE
SHOREWOOD, WI 53211
US

Ship To:
Peter Nimmer
SHOREWOOD POLICE DEPT
3936 N MURRAY AVE
SHOREWOOD, WI 53211
US

SALESPERSON	PHONE	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Chad Gappa	(480) 502-6255	cgappa@taser.com	Fedex - Ground	Net 30

*Note this will vary based on the shipment date of the product.

Hardware/E.com Year 1: Due Net 30

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
23	74001	AXON CAMERA ASSEMBLY, ONLINE, AXON BODY 2, BLK	USD 399.00	USD 9,177.00	USD 3,450.00	USD 5,727.00
23	74021	MAGNET MOUNT, THICK OUTERWEAR, AXON BODY 2	USD 0.00	USD 0.00	USD 0.00	USD 0.00
23	73004	WALL CHARGER, USB SYNC CABLE, FLEX	USD 0.00	USD 0.00	USD 0.00	USD 0.00
23	11508	MOLLE MOUNT, DOUBLE, AXON BODY 2	USD 0.00	USD 0.00	USD 0.00	USD 0.00
23	85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	USD 204.00	USD 4,692.00	USD 0.00	USD 4,692.00
3	74008	AXON DOCK, 6 BAY + CORE, AXON BODY 2	USD 1,495.00	USD 4,485.00	USD 0.00	USD 4,485.00
3	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	USD 35.00	USD 105.00	USD 0.00	USD 105.00
3	87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	USD 216.00	USD 648.00	USD 0.00	USD 648.00
4	89101	PROFESSIONAL EVIDENCE.COM LICENSE: YEAR 1 PAYMENT	USD 468.00	USD 1,872.00	USD 0.00	USD 1,872.00

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
120	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
21	87101	BASIC EVIDENCE.COM LICENSE: YEAR 1 PAYMENT	USD 180.00	USD 3,780.00	USD 0.00	USD 3,780.00
210	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
1,970	85035	EVIDENCE.COM STORAGE	USD 0.75	USD 1,477.50	USD 0.00	USD 1,477.50
1	85144	AXON STARTER	USD 2,500.00	USD 2,500.00	USD 0.00	USD 2,500.00
					Hardware/E.com Year 1: Due Net 30 Total Before Discounts:	USD 28,736.50
					Hardware/E.com Year 1: Due Net 30 Discount:	USD 3,450.00
					Hardware/E.com Year 1: Due Net 30 Net Amount Due:	USD 25,286.50

Free Spare Camera

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
1	74001	AXON CAMERA ASSEMBLY, ONLINE, AXON BODY 2, BLK	USD 0.00	USD 0.00	USD 0.00	USD 0.00
1	74021	MAGNET MOUNT, THICK OUTERWEAR, AXON BODY 2	USD 0.00	USD 0.00	USD 0.00	USD 0.00
1	73004	WALL CHARGER, USB SYNC CABLE, FLEX	USD 0.00	USD 0.00	USD 0.00	USD 0.00
1	11508	MOLLE MOUNT, DOUBLE, AXON BODY 2	USD 0.00	USD 0.00	USD 0.00	USD 0.00
					Free Spare Camera Total Before Discounts:	USD 0.00
					Free Spare Camera Net Amount Due:	USD 0.00

Year 2: Due 2017

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
4	89201	PROFESSIONAL EVIDENCE.COM LICENSE: YEAR 2 PAYMENT	USD 468.00	USD 1,872.00	USD 0.00	USD 1,872.00
120	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
21	87201	BASIC EVIDENCE.COM LICENSE: YEAR 2 PAYMENT	USD 180.00	USD 3,780.00	USD 0.00	USD 3,780.00
210	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
23	85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	USD 204.00	USD 4,692.00	USD 0.00	USD 4,692.00
3	87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	USD 216.00	USD 648.00	USD 0.00	USD 648.00
1,970	85035	EVIDENCE.COM STORAGE	USD 0.75	USD 1,477.50	USD 0.00	USD 1,477.50
					Year 2: Due 2017 Total Before Discounts:	USD 12,469.50
					Year 2: Due 2017 Net Amount Due:	USD 12,469.50

Year 3: Due 2018

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
4	89301	PROFESSIONAL EVIDENCE.COM LICENSE: YEAR 3 PAYMENT	USD 468.00	USD 1,872.00	USD 0.00	USD 1,872.00
120	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
21	87301	BASIC EVIDENCE.COM LICENSE: YEAR 3 PAYMENT	USD 180.00	USD 3,780.00	USD 0.00	USD 3,780.00
210	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
23	85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	USD 204.00	USD 4,692.00	USD 0.00	USD 4,692.00
3	87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	USD 216.00	USD 648.00	USD 0.00	USD 648.00
1,970	85035	EVIDENCE.COM STORAGE	USD 0.75	USD 1,477.50	USD 0.00	USD 1,477.50
					Year 3: Due 2018 Total Before Discounts:	USD 12,469.50
					Year 3: Due 2018 Net Amount Due:	USD 12,469.50

Year 4: Due 2019

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
4	89401	PROFESSIONAL EVIDENCE.COM LICENSE: YEAR 4 PAYMENT	USD 468.00	USD 1,872.00	USD 0.00	USD 1,872.00
120	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
21	87401	BASIC EVIDENCE.COM LICENSE: YEAR 4 PAYMENT	USD 180.00	USD 3,780.00	USD 0.00	USD 3,780.00
210	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
23	85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	USD 204.00	USD 4,692.00	USD 0.00	USD 4,692.00
3	87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	USD 216.00	USD 648.00	USD 0.00	USD 648.00
1,970	85035	EVIDENCE.COM STORAGE	USD 0.75	USD 1,477.50	USD 0.00	USD 1,477.50
					Year 4: Due 2019 Total Before Discounts:	USD 12,469.50
					Year 4: Due 2019 Net Amount Due:	USD 12,469.50

Year 5: Due 2020

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
4	89501	PROFESSIONAL EVIDENCE.COM LICENSE: YEAR 5 PAYMENT	USD 468.00	USD 1,872.00	USD 0.00	USD 1,872.00
120	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
21	87501	BASIC EVIDENCE.COM LICENSE: YEAR 5 PAYMENT	USD 180.00	USD 3,780.00	USD 0.00	USD 3,780.00
210	85110	EVIDENCE.COM INCLUDED STORAGE	USD 0.00	USD 0.00	USD 0.00	USD 0.00
23	85070	TASER ASSURANCE PLAN ANNUAL PAYMENT, BODYCAM	USD 204.00	USD 4,692.00	USD 0.00	USD 4,692.00
3	87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	USD 216.00	USD 648.00	USD 0.00	USD 648.00
1,970	85035	EVIDENCE.COM STORAGE	USD 0.75	USD 1,477.50	USD 0.00	USD 1,477.50
					Year 5: Due 2020 Total Before Discounts:	USD 12,469.50
					Year 5: Due 2020 Net Amount Due:	USD 12,469.50

Subtotal	USD 75,164.50
Estimated Shipping & Handling Cost	USD 80.00
Grand Total	USD 75,244.50

Complimentary Evidence.com Tier Upgrade Through September 2016

This quote contains a purchase of either the Basic or Standard Evidence.com license. You will temporarily receive the features available with the Professional license for the Basic and Standard licenses purchased until September 2016. This is a free upgrade to your account so you can enjoy all the benefits of our most feature rich license tier. In September 2016 you will be prompted to select which users you would like to assign to each tier. This will have no impact on uploaded data.

Axon Pre-order

Thank you for your interest in Axon! This pre-order is a commitment to purchase Axon Body 2 and/or Axon Fleet. Axon Body 2 is available for delivery between 8-10 weeks after purchase date. Axon Fleet is available for delivery sometime in 2017. You will be notified if there are any delays. TASER reserves the right to make product changes without notice.

$150 per camera full deployment discount if order is placed by 11/15/16.

TASER International, Inc.'s Sales Terms and Conditions for Direct Sales to End User Purchasers

By signing this Quote, you are entering into a contract and you certify that you have read and agree to the provisions set forth in this Quote and TASER's Master Services and Purchasing Agreement posted at www.taser.com/legal. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to TASER that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Signature: _____ **Date:** _____

Name (Print): _____ **Title:** _____

PO# (if needed): _____

Quote: Q-77305-3

Please sign and email to Chad Gappa at cgappa@taser.com or fax to (480) 696-7643

THANK YOU FOR YOUR BUSINESS!

'Protect Life' and © are trademarks of TASER International, Inc., and TASER® is a registered trademark of TASER International, Inc., registered in the U.S.
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TASER International

Protect Life. Protect Truth.

17800 N 85th St.
Scottsdale, Arizona 85255
United States
Phone: (800) 978-2737
Fax: (480) 696-7643

Peter Nimmer
(414) 847-2610
pnimmer@villageofshorewood.org

Quotation

Quote: Q-77302-4
Date: 10/7/2016 8:34 AM
Quote Expiration: 11/15/2016
Contract Start Date*: 1/15/2017
Contract Term: 5 years

AX Account Number:
112211

Bill To:
SHOREWOOD POLICE DEPT
3936 N MURRAY AVE
SHOREWOOD, WI 53211
US

Ship To:
Peter Nimmer
SHOREWOOD POLICE DEPT
3936 N MURRAY AVE
SHOREWOOD, WI 53211
US

SALESPERSON	PHONE	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Chad Gappa	(480) 502-6255	cgappa@taser.com	Fedex - Ground	Net 30

*Note this will vary based on the shipment date of the product.

Axon Fleet System Compatibility

Additional costs may be incurred by the customer related to installing or optimizing their wireless infrastructure in order to achieve the desired wireless download speeds, access point coverage, band width or network stability. These costs are solely the responsibility of the customer.

Hardware/E.com Year 1: Due Net 30

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
12	74003	CAMERA SYSTEM, AXON FLEET	USD 399.00	USD 4,788.00	USD 1,794.00	USD 2,994.00
12	74025	MOUNT ASSEMBLY, AXON FLEET	USD 0.00	USD 0.00	USD 0.00	USD 0.00
6	70112	AXON SIGNAL UNIT	USD 0.00	USD 0.00	USD 0.00	USD 0.00
12	74024	BATTERY SYSTEM, AXON FLEET	USD 0.00	USD 0.00	USD 0.00	USD 0.00
6	74027	Axon Fleet Dongle	USD 0.00	USD 0.00	USD 0.00	USD 0.00
12	87032	4 YEAR EXTENDED WARRANTY AXON FLEET	USD 0.00	USD 0.00	USD 0.00	USD 0.00
6	85163	UNLIMITED EVIDENCE.COM FLEET: YEAR 1 PAYMENT	USD 468.00	USD 2,808.00	USD 0.00	USD 2,808.00
					Hardware/E.com Year 1: Due Net 30 Total Before Discounts:	USD 7,596.00
					Hardware/E.com Year 1: Due Net 30 Discount:	USD 1,794.00
					Hardware/E.com Year 1: Due Net 30 Net Amount Due:	USD 5,802.00

Year 2: Due 2018

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
6	85164	UNLIMITED EVIDENCE.COM FLEET: YEAR 2 PAYMENT	USD 468.00	USD 2,808.00	USD 0.00	USD 2,808.00
					Year 2: Due 2018 Total Before Discounts:	USD 2,808.00
					Year 2: Due 2018 Net Amount Due:	USD 2,808.00

Year 3: Due 2019

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
6	85165	UNLIMITED EVIDENCE.COM FLEET: YEAR 3 PAYMENT	USD 468.00	USD 2,808.00	USD 0.00	USD 2,808.00
					Year 3: Due 2019 Total Before Discounts:	USD 2,808.00
					Year 3: Due 2019 Net Amount Due:	USD 2,808.00

Year 4: Due 2020

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
6	85166	UNLIMITED EVIDENCE.COM FLEET: YEAR 4 PAYMENT	USD 468.00	USD 2,808.00	USD 0.00	USD 2,808.00
					Year 4: Due 2020 Total Before Discounts:	USD 2,808.00
					Year 4: Due 2020 Net Amount Due:	USD 2,808.00

Year 5: Due 2021

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL BEFORE DISCOUNT	DISCOUNT ($)	NET TOTAL
6	85167	UNLIMITED EVIDENCE.COM FLEET: YEAR 5 PAYMENT	USD 468.00	USD 2,808.00	USD 0.00	USD 2,808.00
					Year 5: Due 2021 Total Before Discounts:	USD 2,808.00
					Year 5: Due 2021 Net Amount Due:	USD 2,808.00

Subtotal	USD 17,034.00
Estimated Shipping & Handling Cost	USD 41.92
Grand Total	USD 17,075.92

Axon Pre-order

Thank you for your interest in Axon! This pre-order is a commitment to purchase Axon Body 2 and/or Axon Fleet. Axon Body 2 is available for delivery between 8-10 weeks after purchase date. Axon Fleet is available for delivery sometime in 2017. You will be notified if there are any delays. TASER reserves the right to make product changes without notice.

Unlimited Axon Fleet License Includes:

- Evidence.com Pro License
- Extended warranty coverage on Axon Fleet cameras for the duration of the contract term
- Unlimited Storage for files uploaded from your Axon Fleet cameras

TASER International, Inc.'s Sales Terms and Conditions for Direct Sales to End User Purchasers

By signing this Quote, you are entering into a contract and you certify that you have read and agree to the provisions set forth in this Quote and TASER's Master Services and Purchasing Agreement posted at www.taser.com/legal. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to TASER that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Signature: _____ **Date:** _____

Name (Print): _____ **Title:** _____

PO# (if needed): _____

Quote: Q-77302-4

Please sign and email to Chad Gappa at cgappa@taser.com or fax to (480) 696-7643

THANK YOU FOR YOUR BUSINESS!

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MASTER SERVICES AND PURCHASING AGREEMENT

between

TASER INTERNATIONAL, INC.

and

Account Name

CITY Agreement Number:

MASTER SERVICES AND PURCHASING AGREEMENT

This Master Agreement (the **Agreement**) by and between TASER International, Inc., (**TASER or Party**) a Delaware corporation having its principal place of business at 17800 N 85th Street, Scottsdale, Arizona, 85255, and the Agency listed on the Quote , (**Agency, Party** or collectively **Parties**), is entered into as of Effective Date (**the Effective Date**).

This Agreement sets forth the terms and conditions for the purchase, delivery, use, and support of TASER products and services as detailed in Quote #_____ (the **Quote**), which is hereby incorporated by reference. It is the intent of the Parties that this Agreement shall act as a master agreement governing all subsequent purchases by Agency of TASER Products and all subsequent quotes accepted by Agency shall be also incorporated by reference as a Quote. In consideration of this Agreement the Parties agree as follows:

1 **Term.** This Agreement will commence on the Effective Date and will remain in full force and effect until terminated by either Party. TASER services will not be authorized until a signed Quote or Purchase Order is received, whichever is first.

1.1 **Evidence.com Subscription Term:** The Initial Term of the Subscription services will begin after shipment of the Product. If shipped in 1st half of the month, the start date is on the 1st of the following month. If shipped in the last half of the month, the start date is on the 15th of the following month. Subscription Services will automatically renew for additional successive Terms of one (1) year after completion of the initial Term at the list price then in effect, unless the Agency gives TASER written notice of termination within sixty (60) days prior to the end of a one (1) year period.

1.2 **Professional Services Term:** Amounts pre-paid for professional services as outlined in the Quote and the Professional Service Appendix must be used within 6 months of the Effective Date.

2 **Definitions.**

"Business Day" means Monday through Friday, excluding holidays.

"Confidential Information" means all nonpublic information disclosed by TASER, TASER affiliates, business partners of TASER or their respective employees, contractors or agents that is designated as confidential or that, given the nature of the information or circumstances surrounding its disclosure, reasonably should be understood to be confidential.

"Documentation" means the (i) specifications, explanatory or informational materials, whether in paper or electronic form, that relate to the Services provided under this Agreement, or (ii) user manuals, technical manuals, training manuals, warnings, specification or other explanatory or informational materials, whether in paper or electronic form, that relate to the Products provided under this Agreement.

"Evidence.com Service" means TASER web services for Evidence.com, the Evidence.com site, EVIDENCE Sync software, Axon Capture App, Axon View App, other software, maintenance, storage, and product or service provided by us under this Agreement for use with

Evidence.com. This does not include any Third Party Applications, hardware warranties, or the my.evidence.com services.

"**Installation Site**" means the location(s) where the Products are to be installed.

"Policies" means the Trademark Use Guidelines, all restrictions described on the TASER website, and any other policy or terms referenced in or incorporated into this Agreement. Policies do not include whitepapers or other marketing materials.

"Products" means all TASER equipment, software, cloud based services, Documentation and software maintenance releases and updates provided by TASER under this Agreement.

"Quote" is an offer to sell, is valid only for products and services listed on the quote at prices on the quote. All Quotes referenced in this Agreement or issued and accepted after the Effective Date of this Agreement will be subject to the terms of this Agreement. Any terms and conditions contained within the Agency's purchase order in response to the Quote will be null and void and shall have no force or effect. TASER is not responsible for pricing, typographical, or other errors in any offer by TASER and TASER reserves the right to cancel any orders resulting from such errors. TASER reserves the right to adjust prices or Products unless otherwise specified in the Quote.

"Resolution Time" means the elapsed time between TASER's acknowledgment of an issue until the problem in the Services has been resolved, which does not include time delays caused by the Agency or by third parties outside of TASER's reasonable control.

"Services" means all services provided by TASER pursuant to this Agreement.

"Agency Content" means software, data, text, audio, video, images or other Agency content or any of the Agency's end users (a) run on the Evidence.com Services, (b) cause to interface with the Evidence.com Services, or (c) upload to the Evidence.com Services under the Agency account or otherwise transfer, process, use or store in connection with the Agency account.

3 **Payment Terms.** Invoices are due to be paid within 30 days of the date of invoice. All orders are subject to prior credit approval. Payment obligations are non-cancelable and fees paid are non-refundable and all amounts payable will be made without setoff, deduction, or withholding. If a delinquent account is sent to collections, the Agency is responsible for all collection and attorneys' fees.

4 **Taxes.** Unless TASER is provided with a valid and correct tax exemption certificate applicable to the purchase and ship-to location, the Agency is responsible for sales and other taxes associated with the order.

5 **Shipping; Title; Risk of Loss; Rejection.** TASER reserves the right to make partial shipments and products may ship from multiple locations. All shipments are E.X.W. via common carrier and title and risk of loss pass to the Agency upon delivery to the common carrier by TASER. The Agency is responsible for all freight charges. Any loss or damage that occurs during shipment is the Agency's responsibility. Shipping dates are estimates only. The Agency may

reject nonconforming Product by providing TASER written notice of rejection within 10 days of shipment. Failure to notify TASER within the 10 day rejection period will be deemed as acceptance of Product.

6 **Returns.** All sales are final and no refunds or exchanges are allowed, except for warranty returns or as provided by state or federal law.

7 **Warranties.**

7.1 **Hardware Limited Warranty.** TASER warrants that its law enforcement hardware products are free from defects in workmanship and materials for a period of ONE (1) YEAR from the date of receipt. Extended warranties run from the date of purchase of the extended warranty through the balance of the 1-year limited warranty term plus the term of the extended warranty measured after the expiration of the 1-year limited warranty. CEW cartridges and Smart cartridges that are expended are deemed to have operated properly. TASER-Manufactured Accessories are covered under a limited 90-DAY warranty from the date of receipt. Non-TASER manufactured accessories are covered under the manufacturer's warranty. If TASER determines that a valid warranty claim is received within the warranty period, TASER agrees to repair or replace the Product. TASER's sole responsibility under this warranty is to either repair or replace with the same or like Product, at TASER's option.

For Axon Interview Room purchases only: For Axon Interview Room Products, the following warranties apply:

Hardware	Warranty Period
Axis Products	3 years
POS-X Touch Panel	3 years
Industrial Computer Servers	2 years
Louroe Products	1 year
Cisco Switch	1 year
HP Switch	1 year
Broadberry	3 years

7.2 **Warranty Limitations.**

7.2.1 The warranties do not apply and TASER will not be responsible for any loss, data loss, damage, or other liabilities arising from: (a) damage from failure to follow instructions relating to the Product's use; (b) damage caused by use with non-TASER products or from the use of cartridges, batteries or other parts, components or accessories that are not manufactured or recommended by TASER; (c) damage caused by abuse, misuse, intentional or deliberate damage to the product, or force majeure; (d) damage to a Product or part that has been repaired or modified by persons other than TASER authorized personnel or without the written permission of TASER; or (e) if any TASER serial number has been removed or defaced.

7.2.2 **To the extent permitted by law, the warranties and the remedies set forth above are exclusive and TASER disclaims all other warranties,**

remedies, and conditions, whether oral or written, statutory, or implied, as permitted by applicable law. If statutory or implied warranties cannot be lawfully disclaimed, then all such warranties are limited to the duration of the express warranty described above and limited by the other provisions contained in this Agreement.

7.2.3 TASER's cumulative liability to any Party for any loss or damage resulting from any claims, demands, or actions arising out of or relating to any TASER product will not exceed the purchase price paid to TASER for the product or if for services, the amount paid for such services over the prior 12 months preceding the claim. In no event will either Party be liable for any direct, special, indirect, incidental, exemplary, punitive or consequential damages, however caused, whether for breach of warranty, breach of contract, negligence, strict liability, tort or under any other legal theory.

7.3 Warranty Returns. If a valid warranty claim is received by TASER within the warranty period, TASER agrees to repair or replace the Product which TASER determines in its sole discretion to be defective under normal use, as defined in the Product instructions. TASER's sole responsibility under this warranty is to either repair or replace with the same or like Product, at TASER's option.

7.3.1 For warranty return and repair procedures, including troubleshooting guides, please go to TASER's websites www.taser.com/support or www.evidence.com, as indicated in the appropriate product user manual or quick start guide.

7.3.2 Before delivering product for warranty service, it is the Agency's responsibility to upload the data contained in the product to the EVIDENCE.com services or download the product data and keep a separate backup copy of the contents. TASER is not responsible for any loss of software programs, data, or other information contained on the storage media or any other part of the product services.

7.3.3 A replacement product will be new or like new and have the remaining warranty period of the original product or 90 days from the date of replacement or repair, whichever period is longer. When a product or part is exchanged, any replacement item becomes Purchaser's property and the replaced item becomes TASER's property.

8 **Product Warnings.** See our website at www.TASER.com for the most current product warnings.

9 **Design Changes.** TASER reserves the right to make changes in the design of any of TASER's products and services without incurring any obligation to notify the Agency or to make the same change to products and services previously purchased.

10 **Insurance.** TASER will maintain at TASER's own expense and in effect during the Term, Commercial General Liability Insurance, Workers' Compensation Insurance and Commercial Automobile Insurance and will furnish certificates of insurance or self-insurance upon request.

11 **Indemnification.** TASER will indemnify and defend the Agency Indemnitees (the Agency's officers, directors, and employees) from and against all claims, demands, losses, liabilities, reasonable costs and expenses arising out of a claim by a third party against an Agency Indemnitee resulting from any negligent act, error or omission, or willful misconduct of TASER under or related to this Agreement, except in the case of negligent acts, omissions or willful misconduct of the Agency or claims that fall under Workers Compensation coverage.

12 **IP Rights.** TASER owns and reserves all right, title, and interest in the TASER Products and related software, as well as any suggestions made to TASER.

13 **IP Indemnification.** TASER will defend, indemnify, and hold the Agency Indemnitees harmless from and against any claims, damages, losses, liabilities, costs, and expenses (including reasonable attorneys' fees) arising out of or relating to any third-party claim alleging that use of TASER Products or Services as permitted under this Agreement infringes or misappropriates the intellectual property rights of a third party. The Agency must provide TASER with prompt written notice of such a claim, tender to us the defense or settlement of such a claim at our expense, and cooperate fully with us in the defense or settlement of such a claim.

TASER has no liability to the Agency or any third party if any alleged infringement or claim of infringement is to any extent based upon: (a) any modification of the Evidence.com Services by the Agency or any third party not approved by TASER; (b) use of the Evidence.com Services in connection or in combination with equipment, devices, or services not approved or recommended by TASER; (c) the use of Evidence.com Services other than as permitted under this Agreement or in a manner for which it was not intended; or (d) the use of other than the most current release or version of any software provided by TASER as part of or in connection with the Evidence.com Services. Nothing in this Section will affect any warranties in favor of the Agency that are otherwise provided in or arise out of this Agreement.

14 **Agency Responsibilities.** The Agency is responsible for (i) use of TASER Products (including any activities under the Agency Evidence.com account and use by Agency employees and agents), (ii) breach of this Agreement or violation of applicable law by the Agency or any of the Agency's end users, (iii) Agency Content or the combination of Agency Content with other applications, content or processes, including any claim involving alleged infringement or misappropriation of third party rights by Agency Content or by the use of Agency Content, (iv) a dispute between the Agency and any third party over Agency use of TASER products or the collection or use of Agency Content, (v) any hardware or networks that the Agency connects to the Evidence.com Services, and (vi) any security settings the Agency establishes to interact with or on the Evidence.com Services.

For Cradlepoint purchases only: The Agency is responsible for complying with the Cradlepoint end user license agreement. The Agency acknowledges that the term of the Cradlepoint license may differ from the term of the Evidence.com license. The Agency further acknowledges that Cradlepoint installation services are not within the scope of this Agreement.

15 Termination.

15.1 By Either Party. Either Party may terminate for cause upon 30 days advance notice to the other Party if there is any material default or breach of this Agreement by the other Party, unless the defaulting Party has cured the material default or breach within the 30-day notice period. In the event that the Agency terminates this Agreement under this Section and TASER fails to cure the material breach or default, TASER will issue a refund of any prepaid amounts on a prorated basis.

15.2 By Agency. The Agency is obligated to pay the fees under this Agreement as may lawfully be made from funds budgeted and appropriated for that purpose during the then current fiscal year. In the event that sufficient funds will not be appropriated or are not otherwise legally available to pay the fees required under this Agreement, this Agreement may be terminated by the Agency. The Agency agrees to deliver notice of termination under this Section at least 90 days prior to the end of the then current fiscal year.

15.3 Effect of Termination. Upon any termination of this Agreement: (a) all Agency rights under this Agreement immediately terminate; (b) the Agency remains responsible for all fees and charges incurred through the date of termination; and (c) Payment Terms, Warranty, Product Warnings, Indemnification, and Agency Responsibilities Sections, as well as the Evidence.com Terms of Use Appendix Sections on Agency Owns Agency Content, Data Storage, Fees and Payment, Software Services Warranty, IP Rights and License Restrictions will continue to apply in accordance with their terms.

15.4 After Termination. TASER will not delete any Agency Content as a result of a termination during a period of 90 days following termination. During this 90-day period the Agency may retrieve Agency Content only if all amounts due have been paid (there will be no application functionality of the Evidence.com Services during this 90-day period other than the ability to retrieve Agency Content). The Agency will not incur any additional fees if Agency Content is downloaded from Evidence.com during this 90-day period. TASER has no obligation to maintain or provide any Agency Content after this 90-day period and will thereafter, unless legally prohibited, delete all of Agency Content stored in the Evidence.com Services. Upon request, TASER will provide written proof that all Agency Content has been successfully deleted and fully removed from the Evidence.com Services.

15.5 Post-Termination Assistance. TASER will provide Agency with the same post-termination data retrieval assistance that TASER generally makes available to all customers. Requests for TASER to provide additional assistance in downloading or transferring Agency Content will result in additional fees and TASER will not warrant or guarantee data integrity or readability in the external system.

16 General.

16.1 Confidentiality. Both Parties will take all reasonable measures to avoid disclosure, dissemination or unauthorized use of either Party's Confidential Information. Except as required by applicable law, neither Party will disclose either Party's Confidential Information during the Term or at any time during the 5-year period following the end

of the Term. All TASER Pricing is considered confidential and competition sensitive.

16.2 **Excusable delays**. TASER will use commercially reasonable efforts to deliver all products and services ordered as soon as reasonably practicable. In the event of interruption of any delivery due to causes beyond TASER's reasonable control TASER has the right to delay or terminate the delivery with reasonable notice.

16.3 **Force Majeure**. Neither Party will be liable for any delay or failure to perform any obligation under this Agreement where the delay or failure results from any cause beyond the Parties' reasonable control, including acts of God, labor disputes or other industrial disturbances, systemic electrical, telecommunications, or other utility failures, earthquake, storms or other elements of nature, blockages, embargoes, riots, acts or orders of government, acts of terrorism, or war.

16.4 **Proprietary Information**. The Agency agrees that TASER has and claims various proprietary rights in the hardware, firmware, software, and the integration of ancillary materials, knowledge, and designs that constitute TASER products and services, and that the Agency will not directly or indirectly cause any proprietary rights to be violated.

16.5 **Independent Contractors**. The Parties are independent contractors. Neither Party, nor any of their respective affiliates, has the authority to bind the other. This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary, or employment relationship between the Parties.

16.6 **No Third Party Beneficiaries**. This Agreement does not create any third party beneficiary rights in any individual or entity that is not a party to this Agreement.

16.7 **Non-discrimination and Equal Opportunity**. During the performance of this Agreement, neither the Parties nor the Party's employees will discriminate against any person, whether employed by a Party or otherwise, on the basis of basis of race, color, religion, gender, age, national origin, handicap, marital status, or political affiliation or belief. In all solicitations or advertisements for employees, agents, subcontractors or others to be engaged by a Party or placed by or on behalf of a Party, the solicitation or advertisement shall state all qualified applicants shall receive consideration for employment without regard to race, color, religion, gender, age, national origin, handicap, marital status, or political affiliation or belief.

16.8 **U.S. Government Rights**. Any Evidence.com Services provided to the U.S. Government as "commercial items," "commercial computer software," "commercial computer software documentation," and "technical data" will have the same rights and restrictions generally applicable to the Evidence.com Services. If the Agency is using the Evidence.com Services on behalf of the U.S. Government and these terms fail to meet the U.S. Government's needs or are inconsistent in any respect with federal law, the Agency will immediately discontinue use of the Evidence.com Services. The terms "commercial item," "commercial computer software," "commercial computer software

documentation," and "technical data" are defined in the Federal Acquisition Regulation and the Defense Federal Acquisition Regulation Supplement.

16.9 Import and Export Compliance. In connection with this Agreement, each Party will comply with all applicable import, re- import, export, and re-export control laws and regulations.

16.10 Assignment. Neither Party may assign or otherwise transfer this Agreement without the prior written approval of the other Party. TASER may assign or otherwise transfer this Agreement or any of our rights or obligations under this Agreement without consent (a) for financing purposes, (b) in connection with a merger, acquisition or sale of all or substantially all of our assets, (c) as part of a corporate reorganization, or (d) to a subsidiary corporation. Subject to the foregoing, this Agreement will be binding upon the Parties and their respective successors and assigns.

16.11 No Waivers. The failure by either Party to enforce any provision of this Agreement will not constitute a present or future waiver of the provision nor limit the Party's right to enforce the provision at a later time.

16.12 Severability. This Agreement is contractual and not a mere recital. If any portion of this Agreement is held to be invalid or unenforceable, the remaining portions of this Agreement will remain in full force and effect.

16.13 Governing Law; Venue. The laws of the state where the Agency is physically located, without reference to conflict of law rules, govern this Agreement and any dispute of any sort that might arise between the Parties. The United Nations Convention for the International Sale of Goods does not apply to this Agreement.

16.14 Notices. All communications and notices to be made or given pursuant to this Agreement must be in the English language. Notices provided by posting on the Agency's Evidence.com site will be effective upon posting and notices provided by email will be effective when the email was sent. Notices provided by personal delivery will be effective immediately. Contact information for notices:

TASER: TASER International, Inc.
ATTN: Contracts
17800 N. 85th Street
Scottsdale, Arizona 85255
contracts@taser.com

AGENCY:

16.15 Entire Agreement. This Agreement, including the APPENDICES attached hereto, and the Policies and the quote provided by TASER, represents the entire agreement between the Parties. This Agreement supersedes all prior or contemporaneous representations, understandings, agreements, or communications between the Parties, whether written or verbal, regarding the subject matter of this Agreement. No modification or amendment of any portion of this Agreement will be effective unless

in writing and signed by the Parties to this Agreement. If TASER provides a translation of the English language version of this Agreement, the English language version of the Agreement will control if there is any conflict.

16.16 Counterparts. If this Agreement form requires the signatures of the Parties, then this Agreement may be executed by electronic signature in multiple counterparts, each of which is considered an original.

The terms contained herein will apply to the Agency where appropriate in accordance with the Products and Services listed on the Quote provided to the Agency for signature. The Agency agrees when signing the related Quote that the Agency has caused this Agreement to be duly executed. Each Party warrants and represents that its respective signatories whose signatures appear on the Quote have been and are, on the date of signature, duly authorized to execute this Agreement.

Evidence.com Terms of Use Appendix

1 **Access Rights.** Upon the purchase or granting of a subscription from TASER and the opening of an Evidence.com account the Agency will have access and use of the Evidence.com Services for the storage and management of Agency Content during the subscription term (**Term**). The Evidence.com Service and data storage are subject to usage limits. The Evidence.com Service may not be accessed by more than the number of end users specified in the Quote. If Agency becomes aware of any violation of this Agreement by an end user, the Agency will immediately terminate that end user's access to Agency Content and the Evidence.com Services.

2 **Agency Owns Agency Content.** The Agency controls and owns all right, title, and interest in and to Agency Content and TASER obtains no rights to the Agency Content and the Agency Content are not business records of TASER. The Agency is solely responsible for the uploading, sharing, withdrawal, management and deletion of Agency Content. TASER will have limited access to Agency Content solely for the purpose of providing and supporting the Evidence.com Services to the Agency and Agency end users. The Agency represents that the Agency owns Agency Content; and that none of Agency Content or Agency end users' use of Agency Content or the Evidence.com Services will violate this Agreement or applicable laws.

3 **Evidence.com Data Security.**

3.1. Generally. TASER will implement commercially reasonable and appropriate measures designed to secure Agency Content against accidental or unlawful loss, access or disclosure. TASER will maintain a comprehensive Information Security Program (**ISP**) that includes logical and physical access management, vulnerability management, configuration management, incident monitoring and response, encryption of digital evidence uploaded, security education, risk management, and data protection. The Agency is responsible for maintaining the security of end user names and passwords and taking steps to maintain appropriate security and access by end users to Agency Content. Log-in credentials are for Agency internal use only and Agency may not sell, transfer, or sublicense them to any other entity or person. The Agency agrees to be responsible for all activities undertaken by the Agency, Agency employees, Agency

contractors or agents, and Agency end users which result in unauthorized access to the Agency account or Agency Content. Audit log tracking for the video data is an automatic feature of the Services which provides details as to who accesses the video data and may be downloaded by the Agency at any time. The Agency shall contact TASER immediately if an unauthorized third party may be using the Agency account or Agency Content or if account information is lost or stolen.

3.2. **FBI CJIS Security Addendum.** For customers based in the United States, TASER agrees to the terms and requirements set forth in the Federal Bureau of Investigation (**FBI**) Criminal Justice Information Services (**CJIS**) Security Addendum for the Term of this Agreement.

4 **Our Support.** TASER will make available updates as released by TASER to the Evidence.com Services. Updates may be provided electronically via the Internet. TASER will use reasonable efforts to continue supporting the previous version of any API or software for 6 months after the change (except if doing so (a) would pose a security or intellectual property issue, (b) is economically or technically burdensome, or (c) is needed to comply with the law or requests of governmental entities. The Agency is responsible for maintaining the computer equipment and Internet connections necessary for use of the Evidence.com Services.

5 **Data Privacy.** TASER will not disclose Agency Content or any information about the Agency except as compelled by a court or administrative body or required by any law or regulation. TASER will give notice if any disclosure request is received for Agency Content so the Agency may file an objection with the court or administrative body. The Agency agrees to allow TASER access to certain information from the Agency in order to: (a) perform troubleshooting services for the account upon request or as part of our regular diagnostic screenings; (b) enforce this agreement or policies governing use of Evidence.com Services; or (c) perform analytic and diagnostic evaluations of the systems.

6 **Data Storage.** TASER will determine the locations of the data centers in which Agency Content will be stored and accessible by Agency end users. For United States customers, TASER will ensure that all Agency Content stored in the Evidence.com Services remains within the United States including any backup data, replication sites, and disaster recovery sites. TASER may transfer Agency Content to third parties for the purpose of storage of Agency Content. Third party subcontractors responsible for storage of Agency Content are contracted by TASER for data storage services. Ownership of Agency Content remains with the Agency. For use of an Unlimited Evidence.com License unlimited data may be stored in the Agency's Evidence.com account if the data originates from a TASER device. For use of Totally Unlimited Evidence.com Licenses TASER reserves the right to limit the types of content the Agency can store and share using the Services.

7 **Fees and Payment.** Additional end users may be added during the Term at the pricing in effect at the time of purchase of additional end users, prorated for the duration of the Term. Additional end user accounts will terminate on the same date as the pre-existing subscriptions. TASER reserves the right to charge additional fees for exceeding purchased storage amounts or for TASER's assistance in the downloading or exporting of Agency Content.

8 **Suspension of Evidence.com Services.** TASER may suspend Agency access or any end user's right to access or use any portion or all of the Evidence.com Services immediately upon notice in accordance with the following:

8.1. The Termination provisions of the Master Service Agreement apply;

8.2. The Agency or an end user's use of or registration for the Evidence.com Services (i) poses a security risk to the Evidence.com Services or any third party, (ii) may adversely impact the Evidence.com Services or the systems or content of any other customer, (iii) may subject TASER, TASER's affiliates, or any third party to liability, or (iv) may be fraudulent;

8.3. If TASER suspends the right to access or use any portion or all of the Evidence.com Services, the Agency remains responsible for all fees and charges incurred through the date of suspension without any credits for any period of suspension. TASER will not delete any of Agency Content on Evidence.com as a result of a suspension, except as specified elsewhere in this Agreement.

9 **Software Services Warranty**. TASER warrants that the Evidence.com Services will not infringe or misappropriate any patent, copyright, trademark, or trade secret rights of any third party. TASER disclaims any warranties or responsibility for data corruption or errors before the data is uploaded to the Evidence.com Services.

10 **License Restrictions**. Neither the Agency nor any Agency end users may, or attempt to: (a) permit any third party to access the Evidence.com Services except as permitted in this Agreement; (b) modify, alter, tamper with, repair, or otherwise create derivative works of any of the Evidence.com Services; (c) reverse engineer, disassemble, or decompile the Evidence.com Services or apply any other process or procedure to derive the source code of any software included in the Evidence.com Services, or allow any others to do the same; (d) access or use the Evidence.com Services in a way intended to gain unauthorized access, avoid incurring fees or exceeding usage limits or quotas; (e) copy the Evidence.com Services in whole or part, except as expressly permitted in this Agreement; (f) use trade secret information contained in the Evidence.com Services, except as expressly permitted in this Agreement; (g) resell, rent, loan, or sublicense the Evidence.com Services; (h) access the Evidence.com Services in order to build a competitive product or service or copy any features, functions, or graphics of the Evidence.com Services; (i) remove, alter, or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of ours or our licensors on or within the Evidence.com Services or any copies of the Evidence.com Services; or (j) use the Evidence.com Services to store or transmit infringing, libelous, or otherwise unlawful or tortious material, to store or transmit material in violation of third party privacy rights, or to store or transmit malicious code. All licenses granted in this Agreement are conditional on continued compliance this Agreement, and will immediately and automatically terminate if the Agency does not comply with any term or condition of this Agreement. The Agency may only use our trademarks in accordance with the TASER Trademark Use Guidelines (located at www.TASER.com).

Professional Services
Appendix

1 **Scope of Services.** The project scope will consist of the Services identified on the Quote.

1.1. The Package for the Axon and Evidence.com related Services are detailed below:

System set up and configuration Setup Axon View on smart phones (if applicable). Configure categories & custom roles based on Agency need. Troubleshoot IT issues with Evidence.com and Evidence.com Dock (Dock) access. Work with IT to install EVIDENCE Sync software on locked-down computers (if applicable). For the Full Service Package: One on-site session Included For the Starter Package: Virtual Assistance Included
Dock installation Work with Agency to decide ideal location of Dock setup and set configurations on Dock if necessary. Authenticate Dock with Evidence.com using "admin" credentials from Agency. Work with Agency's IT to configure its network to allow for maximum bandwidth and proper operation within Agency's network environment. For Full Service: On site Assistance Included For the Starter Package: Virtual Assistance Included
Dedicated Project Manager Assignment of a specific TASER representative for all aspects of planning the Product rollout (Project Manager). Ideally, the Project Manager will be assigned to the Agency 4–6 weeks prior to rollout.
Weekly project planning meetings Project Manager will develop a Microsoft Project plan for the rollout of Axon camera units, Docks and Evidence.com account training based on size, timing of rollout and Agency's desired level of training. Up to 4 weekly meetings leading up to the Evidence.com Dock installation of not more than 30 minutes in length.
Best practice implementation planning session—1 on-site session to: (only included in Full Service Package) Provide considerations for establishment of video policy and system operations best practices based on TASER's observations with other agencies. Discuss importance of entering metadata in the field for organization purposes and other best practice for digital data management. Provide referrals of other agencies using the Axon camera products and Evidence.com services Create project plan for larger deployments. Recommend rollout plan based on review of shift schedules.
System Admin and troubleshooting training sessions (only included in Full Service Package) 2 on-site sessions—each providing a step-by-step explanation and assistance for Agency's configuration of security, roles & permissions, categories & retention, and other specific settings for Evidence.com.
Axon instructor training Prior to general user training on Axon camera systems and Evidence.com services, TASER's on-site professional services team will provide training for instructors who can support the Agency's subsequent Axon camera and Evidence.com training needs.
End user go live training and support sessions Provide individual device set up and configuration assistance; pairing with viewers when applicable; and training on device use, Evidence.com and EVIDENCE Sync.

Implementation document packet Evidence.com administrator guides, camera implementation guides, network setup guide, sample policies, and categories & roles guide
Post go live review session

1.2. The Package for the CEW-related Services are detailed below:

System set up and configuration Configure Evidence.com categories & custom roles based on Agency need. Troubleshoot IT issues with Evidence.com. Work with IT to install EVIDENCE Sync software on locked-down computers (if applicable). Register users and assign roles in Evidence.com. For the Full Service Package: On-site Assistance Included For the Starter Package: Virtual Assistance Included
Dedicated Project Manager Assignment of a specific TASER representative for all aspects of planning the Product rollout (Project Manager). Ideally, the Project Manager will be assigned to the Agency 4–6 weeks prior to rollout.
Best practice implementation planning session to: Provide considerations for establishment of CEW policy and system operations best practices based on TASER's observations with other agencies. Discuss importance of entering metadata for organization purposes and other best practice for digital data management. Provide referrals to other agencies using the TASER CEW products and Evidence.com services. For the Full Service Package: On-site Assistance Included For the Starter Package: Virtual Assistance Included
System Admin and troubleshooting training sessions On-site sessions—each providing a step-by-step explanation and assistance for Agency's configuration of security, roles & permissions, categories & retention, and other specific settings for Evidence.com.
Evidence.com Instructor training TASER's on-site professional services team will provide training on the Evidence.com system with the goal of educating instructors who can support the Agency's subsequent Evidence.com training needs. For the Full Service Package: Training for up to 3 Individuals at the Agency For the Starter Package: Training for up to 1 Individual at the Agency
TASER CEW inspection and device assignment TASER's on-site professional services team will perform functions check on all new TASER CEW Smart weapons and assign them to a user on Evidence.com.
Two-day product specific instructor course with recertification (only included in Full Service Package) A certified TASER Master Instructor will conduct a two-day single weapon platform Instructor Course and a one-time recertification course 2 years after completion of the initial Instructor Course
TASER CEW inspection and firmware update (only included in Full Service Package) TASER's on-site professional services team will perform a one-time TASER CEW inspection to ensure good working condition and perform any necessary firmware updates 3 years after the date of the purchase of the Professional Service.
Post go live review session For the Full Service Package: On-site Assistance Included For the Starter Package: Virtual Assistance Included

1.3. Additional training days may be added on to any service package for additional fees set forth in the Quote.

2 **Out of Scope Services.** TASER is responsible to perform only the Services described on the Quote. Any additional services discussed or implied that are not defined explicitly by the Quote will be considered out of the scope.

3 **Delivery of Services.**

3.1. Hours and Travel. TASER personnel will work within normal business hours, Monday through Friday, 8:30 a.m. to 5:30 p.m., except holidays unless otherwise agreed in advance. All tasks on-site will be performed over a consecutive timeframe unless otherwise agreed to by the Parties in advance. Travel time by TASER personnel to Agency premises will not be charged as work hours performed.

3.2. Changes to Services. Changes to the scope of Services must be documented and agreed upon by the Parties in a change order. Changes may require an equitable adjustment in the charges or schedule.

4 **Authorization to Access Computer Systems to Perform Services.** The Agency authorizes TASER to access relevant Agency computers and network systems solely for the purpose of performing the Services. TASER will work diligently to identify as soon as reasonably practicable the resources and information TASER expects to use, and will provide an initial itemized list to the Agency. The Agency is responsible for, and assumes the risk of any problems, delays, losses, claims, or expenses resulting from the content, accuracy, completeness, and consistency of all data, materials, and information supplied by the Agency.

5 **Site Preparation and Installation.** Prior to delivering any Services, TASER will provide 1 copy of the then-current user documentation for the Services and related Products in paper or electronic form (**Product User Documentation**). The Product User Documentation will include all environmental specifications that must be met in order for the Services and related Products to operate in accordance with the Product User Documentation. Prior to the installation of Product (whether performed by the Agency or TASER), the Agency must prepare the Installation Site in accordance with the environmental specifications set forth in the Product User Documentation. Following the installation of the Products, the Agency must maintain the Installation Site where the Products have been installed in accordance with the environmental specifications set forth in the Product User Documentation. In the event that there are any updates or modifications to the Product User Documentation for any Products provided by TASER under this Agreement, including the environmental specifications for the Products, TASER will provide the updates or modifications to Agency when they are generally released by TASER to TASER customers.

6 **Acceptance Checklist.** TASER will present an Acceptance Checklist (**Checklist**) upon completion of the Services that will exactly mirror the description of services within this Section. The Agency will sign the Checklist acknowledging completion of the Services once the on-site service session has been completed. If the Agency reasonably believes that TASER did not complete the Services in substantial conformance with this Agreement, the Agency must notify TASER in writing of the specific reasons for rejection of the Services within 7 calendar days from delivery of the Checklist. TASER will address the issues and then will re-present the

Checklist for approval and signature. If TASER does not receive the signed Checklist or a written notification of the reasons for the rejection of the performance of the Services within 7 calendar days of delivery of the Checklist, the absence of the Agency response will constitute affirmative acceptance of the Services, and a waiver of any right of rejection.

7 **Liability for Loss or Corruption of Data.** The Agency is responsible for: (i) instituting proper and timely backup procedures for Agency software and data; (ii) creating timely backup copies of Agency software or data that may be damaged, lost, or corrupted due to our provision of Services; and (iii) using backup copies to restore any Agency software or data in the event of any loss of, damage to, or corruption of the operational version of Agency software or data, even if such damage, loss, or corruption is due to TASER negligence. However, regardless of any assistance provided by TASER: (i) TASER will in no way be liable for the accuracy, completeness, success, or results of efforts to restore Agency software or data; (ii) any assistance provided by TASER under this Section is without warranty, express or implied; and (iii) in no event will TASER be liable for loss of, damage to, or corruption of Agency data from any cause.

TASER Assurance Plan
Appendix

The TASER Assurance Plan or "TAP" has been purchased as part of the Quote attached to this Agreement. TAP provides hardware extended warranty coverage, Spare Products, and Upgrade Models at the end of the TAP Term. TAP only applies to the TASER Product listed in the Quote with the exception of any initial hardware or any software services offered for, by, or through the Evidence.com website. The Agency may not buy more than one TAP for any one covered Product.

1 **TAP Warranty Coverage**. TAP includes the extended warranty coverage described in the current hardware warranty. TAP warranty coverage starts at the beginning of the TAP Term and continues as long as the Agency continues to pay the required annual fees for TAP. The Agency may not have both an optional extended warranty and TAP on the Axon camera/Dock product. TAP for the Axon camera products also includes free replacement of the Axon flex controller battery and Axon body battery during the TAP Term for any failure that is not specifically excluded from the Hardware Warranty.

2 **TAP Term**. TAP Term start date is based upon the shipment date of the hardware covered under TAP. If the shipment of the hardware occurred in the first half of the month, then the Term starts on the 1st of the following month. If the shipment of the hardware occurred in the second half of the month, then the Term starts on the 15th of the following month.

3 **SPARE Product**. TASER will provide a predetermined number of spare Products for those hardware items and accessories listed in the Quote (collectively the "Spare Products") to keep at the Agency location to replace broken or non-functioning units in order to improve the availability of the units to officers in the field. The Agency must return to TASER, through TASER's RMA process, any broken or non-functioning units for which a Spare Product is utilized, and TASER will repair or replace the non-functioning unit with a replacement product. TASER warrants it will repair or replace the unit which fails to function for any reason not excluded by the TAP warranty coverage, during the TAP Term with the same product or a like product, at TASER's sole option. The Agency may not buy a new TAP for the replacement product or the Spare Product.

3.1. Within 30 days of the end of the TAP Term the Agency must return to TASER all Spare Products. The Agency will be invoiced for and are obligated to pay to TASER the MSRP then in effect for all Spare Products not returned to TASER. If all the Spare Products are returned to TASER, then TASER will refresh the allotted number of Spare Products with Upgrade Models if the Agency purchases a new TAP for the Upgrade Models.

4 **TAP Officer Safety Plan (OSP)**. The Officer Safety Plan includes the benefits of the Evidence.com Unlimited License (which includes unlimited data storage for Axon camera and Axon Capture generated data in the Evidence.com Services and TAP for the Axon Camera), TAP for Evidence.com Dock, one TASER brand CEW with a 4-year Warranty, one CEW battery, and one CEW holster. At any time during the OSP term the Agency may choose to receive the CEW, battery and holster by providing a $0 purchase order. At the time elected to receive the CEW, the Agency may choose from any current CEW model offered. The OSP plan must be

purchased for a period of 5 years. If the OSP is terminated before the end of the term and the Agency did not receive a CEW, battery or holster, then we will have no obligation to reimburse for those items not received. If OSP is terminated before the end of the term and the Agency received a CEW, battery and/or holster then (a) the Agency will be invoiced for the remainder of the MSRP for the Products received and not already paid as part of the OSP before the termination date; or (b) only in the case of termination for non-appropriations, return the CEW, battery and holster to TASER within 30 days of the date of termination.

5 **TAP Upgrade Models**. Upgrade Models are to be provided as follows during and/or after the TAP Term: (i) an upgrade will provided in year 3 if the Agency purchased 3 years of Evidence.com services with Ultimate Licenses or Unlimited Licenses and all TAP payments are made; or (ii) 2.5 years after the Effective Date and once again 5 years after the Effective Date if the Agency purchased 5 years of Evidence.com services with an Ultimate License or Unlimited Licenses or OSP and made all TAP payments.

For CEW Upgrade Models TASER will upgrade Products, free of charge, with a new unit that is the same product or a like product, in the same weapon class ("Upgrade Model"). For example: (a) if the Product is a single bay CEW, then Agency may choose any single bay CEW model as the Agency's Upgrade Model; (b) if the Product is a multibay CEW, then Agency may choose any multi-bay CEW model as the Upgrade Model; and (c) if the Covered Product is a TASER CAM recorder, then the Agency may choose any TASER CAM model as an Upgrade Model. To continue TAP coverage for the Upgrade Model, the Agency must elect TAP and will be invoiced for the first year payment at the time the upgrade is processed. The TAP payment amount will be the rate then in effect for TAP. Agency may elect to receive the Upgrade Model anytime in the 5th year of the TAP term as long as the final payment has been made.

Any products replaced within the six months prior to the scheduled upgrade will be deemed the Upgrade Model. Thirty days after the Upgrade Models are received, the Agency must return the products to TASER or TASER will deactivate the serial numbers for the products received unless the Agency purchases additional Evidence.com licenses for the Axon camera products the Agency is keeping. The Agency may buy a new TAP for any Upgraded Model.

5.1. **TAP Axon Camera Upgrade Models**.

5.1.1. If the Agency purchased TAP for Axon Cameras as a stand-alone service, then TASER will upgrade the Axon camera (and controller if applicable), free of charge, with a new on-officer video camera that is the same product or a like product, at TASER's sole option. TASER makes no guarantee that the Upgrade Model will utilize the same accessories or Dock. If the Agency would like to change product models for the Upgrade Model, then the Agency must pay the price difference in effect at the time of the upgrade between the MSRP for the offered Upgrade Model and the MSRP for the model that will be acquired. No refund will be provided if the MSRP of the new model is less than the MSRP of the offered Upgrade Model.

5.1.2. If the Agency purchased Unlimited License or OSP, then TASER will upgrade the Axon camera (and controller if applicable), free of charge, with a new on-officer video camera of the Agency's choice.

5.2. **TAP Dock Upgrade Models**. TASER will upgrade the Dock free of charge, with a new Dock with the same number of bays that is the same product or a like product, at TASER's sole option. If the Agency would like to change product models for the Upgrade Model or add additional bays, then the Agency must pay the price difference in effect at the time of the upgrade between the MSRP for the offered Upgrade Model and the MSRP for the model desired. No refund will be provided if the MSRP of the new model is less than the MSRP of the offered Upgrade Model.

6 **TAP Termination.** If an invoice for TAP is more than 30 days past due or the Agency defaults on its payments for the Evidence.com services then TASER may terminate TAP and all outstanding Product related TAPs. TASER will provide notification that TAP coverage is terminated. Once TAP coverage is terminated for any reason, then:

6.1. TAP coverage will terminate as of the date of termination and no refunds will be given.

6.2. TASER will not and has no obligation to provide the free Upgrade Models.

6.3. The Agency will be invoiced for and are obligated to pay to TASER the MSRP then in effect for all Spare Products provided under TAP. If the Spare Products are returned within 30 days of the Spare Product invoice date, credit will be issued and applied against the Spare Product invoice.

6.4. The Agency will be responsible for payment of any missed payments due to the termination before being allowed to purchase any future TAP.

6.5. If the Agency received Axon Products free of charge and TAP is terminated before the end of the term then (a) the Agency will be invoiced for the remainder of the MSRP for the Products received and not already paid as part of the TAP before the termination date; or (b) only in the case of termination for non-appropriations, return the Products to TASER within 30 days of the date of termination.

6.6. If the Agency made two or more annual TAP payments, then the Agency will: retain the extended warranty coverage; receive a 50% credit for the difference between TAP payments paid prior to termination and the extended warranty price then in effect for each CEW covered under TAP; and have until the date listed on the termination notification to apply that credit toward the purchase of any TASER products. The credit amount available and expiration date of the credit will be provided as part of the termination notification.

6.7. If the Agency made only one annual TAP payment, then the Agency may elect to pay the difference between the price for the extended warranty then in effect and the payments made under TAP to continue extended warranty coverage. This election must be made when written notice of cancellation is submitted by the Agency. If the Agency does not elect to continue with an extended warranty, then warranty coverage will terminate as of the date of cancellation/termination.

6.8. If the Agency received a credit towards the first TAP payment as part of a trade-in

promotion, then upon cancellation/termination the Agency will be assessed a $100 cancellation fee for each covered Product.

Axon Commander™ Software
Appendix

Use of the Axon Commander Software (Software) indicates agreement to the terms below. The Software, all executable instructions, images, icons, sound, and text incorporated in the Software, is owned by TASER and is protected by United States copyright laws and international treaty provisions. Except to the extent expressly licensed in this Agreement, all rights are reserved to TASER.

1. **License Grant**. TASER grants a non-exclusive, royalty-free, worldwide right and license to use the Software, where "use" and "using" in this Agreement mean storing, loading, installing, or executing the Software exclusively for data communication with a TASER product. The Agency may use the Software in a networked environment on computers other than the computer on which the Software is installed provided that each execution of the Software is for data communication with a TASER product. The Agency may make copies and adaptations of the Software for archival purposes only. When copying or adaptation is an essential step in the authorized use of the Software the Agency shall retain all copyright, trademark, and proprietary notices in the original Software on all copies or adaptations.

2. **License Restrictions**. The Agency may not use the Software in any manner or for any purpose other than as expressly permitted by this Agreement. The Agency may not: (a) modify, alter, tamper with, repair, or otherwise create derivative works of the Software; (b) reverse engineer, disassemble, or decompile the Software or apply any other process or procedure to derive the source code of the Software, or allow any others to do the same; (c) access or use the Software in a way intended to avoid incurring fees or exceeding usage limits or quotas; (d) copy the Software in whole or part, except as expressly permitted in this Agreement; (e) use trade secret information contained in the Software, except as expressly permitted in this Agreement; (f) resell, rent, loan or sublicense the Software; (g) access the Software in order to build a competitive product or service or copy any features, functions or graphics of the Software; or (h) remove, alter or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of TASER or TASER's licensors on or within the Software or any copies of the Software. All licenses granted in this Agreement are conditional on continued compliance with this Agreement, and will immediately terminate if the Agency does not comply with any term or condition of this Agreement. During the term of use of the Software and after, the Agency will not assert, nor authorize, assist, or encourage any third party to assert, against TASER or any of TASER's affiliates, customers, vendors, business partners, or licensors, any patent infringement or other intellectual property infringement claim regarding the Software.

3. **Support**. TASER may make available updates and error corrections (collectively, "Updates") to the Software. Updates may be provided electronically via the Internet or via media as determined solely by TASER. It is the Agency's responsibility to establish and maintain adequate access to the Internet in order to receive the updates. The Agency is responsible for maintaining the computer equipment necessary for use of the Software. At its sole discretion, TASER may provide technical support for the current and prior release(s)/version(s) of the Software for a period of six (6) months following the date the subsequent release/version is made generally available.

4. **Termination**. This Agreement will continue for the duration of TASER's copyright in the Software, unless earlier terminated as provided in this Agreement. TASER may terminate your license immediately without notice to you for your failure to comply with any of the terms set forth in this Agreement. Upon termination, you must immediately destroy the Software, together with all copies, adaptations and merged portions thereof in any form. Obligations to pay accrued charges or fees will survive the termination of this Agreement.

Axon Integration Services
Appendix

1. **Term.** The term of this SOW commences on the Effective Date. The actual work to be performed by TASER is not authorized to begin until TASER receives the signed Quote or a purchase order for the Integration Services, whichever is first.

2. **Scope of Integration Services.** The project scope will consist of the development of an integration module that allows the EVIDENCE.com services to interact with the Agency's RMS so that Agency's licensees may use the integration module to automatically tag the Axon recorded videos with a case ID, category, and location. The integration module will allow the Integration Module License holders to auto populate the AXON video meta-data saved to the EVIDENCE.com services based on data already maintained in the Agency's RMS. TASER is responsible to perform only the Integration Services described in this SOW and any additional services discussed or implied that are not defined explicitly by this SOW will be considered out of the scope and may result in additional fees.

3. **Pricing.** All Integration Services performed by TASER will be rendered in accordance with the fees and payment terms set forth in the Quote.

4. **Delivery of Integration Services.**
   - **4.1 Support After Completion of the Integration Services.** After completion of the Integration Services and acceptance by the Agency, TASER will provide up to 5 hours of remote (phone or Web-based) support services at no additional charge to the Agency. TASER will also provide support services that result because of a change or modification in the EVIDENCE.com services at no additional charge as long as the Agency maintains EVIDENCE.com subscription licenses and Integration Module Licenses, and as long as the change is not required because the Agency changes its RMS. Thereafter, any additional support services provided to the Agency will be charged at TASER's then current standard professional services rate.
   - **4.2 Changes to Services.** Changes to the scope of the Integration Services must be documented and greed upon by the Parties in a change order. If the changes cause an increase or decrease in any charges or cause a scheduling change from that originally agreed upon, an equitable adjustment in the charges or schedule will be agreed upon by the Parties and included in the change order, signed by both Parties.
   - **4.3 Warranty.** TASER warrants that it will perform the Integration Services in a good and workmanlike manner.

5 **Acceptance.** TASER will present Agency with a completed Checklist (**Checklist**) certifying TASER's completion of the Integration Services. If Agency reasonably believes that TASER did not complete the Integration Services in substantial conformance with this SOW, Agency must notify TASER in writing of its specific reasons for rejection within 7 calendar days from delivery of the Checklist to the Agency. TASER will address the Agency's issues and will re-present the Checklist for the Agency's review. If TASER does not receive a written notification of the reasons for rejection of the Checklist, the absence of a response will constitute Agency's affirmative acceptance of the Integration Services, and a waiver of any right of rejection.

6 **Agency's Responsibilities.** TASER's successful performance of the Integration Services depends upon the Agency's:

6.1 Making available its relevant systems, including its current RMS, for assessment by TASER (including making these systems available to TASER via remote access if possible);

6.2 Making any required modifications, upgrades or alterations to Agency's hardware, facilities, systems and networks related to TASER's performance of the Integration Services;

6.3 Providing access to the building facilities and where TASER is to perform the Integration Services, subject to safety and security restrictions imposed by the Agency (including providing security passes or other necessary documentation to TASER representatives performing the Integration Services permitting them to enter and exit Agency premises with laptop personal computers and any other materials needed to perform the Integration Services);

6.4 Providing all necessary infrastructure and software information (TCP/IP addresses, node names, and network configuration) necessary for TASER to provide the Integration Services;

6.5 Promptly installing and implementing any and all software updates provided by TASER;

6.6 Ensuring that all appropriate data backups are performed;

6.7 Providing to TASER the assistance, participation, review and approvals and participating in testing of the Integration Services as requested by TASER;

6.8 Providing TASER with remote access to the Agency's Evidence.com account when required for TASER to perform the Integration Services;

6.9 Notifying TASER of any network or machine maintenance that may impact the performance of the integration module at the Agency; and

6.10 Ensuring the reasonable availability by phone or email of knowledgeable staff and personnel, system administrators, and operators to provide timely, accurate, complete, and up-to-date documentation and information to TASER (these contacts are to provide background information and clarification of information required to perform the Integration Services).

7 **Authorization to Access Computer Systems to Perform Services.** Agency authorizes TASER to access Agency's relevant computers, network systems, and RMS solely for the purpose of performing the Integration Services. TASER will work diligently to identify as soon as reasonably practicable the resources and information TASER expects to use, and will provide an initial itemized list to Agency. Agency is responsible for, and assumes the risk of any problems, delays, losses, claims, or expenses resulting from the content, accuracy, completeness, and consistency of all data, materials, and information supplied by Agency.

8 **Definitions.**

"Integration Services" means the professional services provided by us pursuant to this SOW.

AXON Forensic Suite Software Appendix

Use of any of the Axon Forensic Suite Software including Axon Convert, Axon Five and Axon Detect (Software) indicates agreement to the terms below. The Software, all executable instructions, images, icons, sound, and text incorporated in the Software, is owned by Amped Software SRL. (Amped) and is protected by United States copyright laws and international treaty provisions. Except to the extent expressly licensed in this Agreement, all rights are reserved to Amped.

1. **License Grant**. TASER grants a non-exclusive, royalty-free, worldwide right and license to use the Software, where "use" and "using" in this Agreement mean storing, loading, installing, or executing the Software exclusively for data communication with an Amped or a TASER product. This Software may be used in a networked environment on computers other than the computer on which the Software is installed provided that each execution of the Software is for data communication with an Amped or a TASER product. Copies and adaptations of the Software may be made for archival purposes and when copying or adaptation is an essential step in the authorized use of the Software provided that the Agency retains all copyright, trademark, and proprietary notices in the original Software on all copies or adaptations. The Agency may copy the written materials accompanying the Software.

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3. **License Restrictions**. The Agency may not use the Software in any manner or for any purpose other than as expressly permitted by this Agreement. The Agency may not: (a) modify, alter, tamper with, repair, or otherwise create derivative works of the Software; (b) reverse engineer, disassemble, or decompile the Software or apply any other process or procedure to derive the source code of the Software, or allow any others to do the same; (c) access or use the Software in a way intended to avoid incurring fees or exceeding usage limits or quotas; (d) copy the Software in whole or part, except as expressly permitted in this Agreement; (e) use trade secret information contained in the Software, except as expressly permitted in this Agreement; (f) resell, rent, loan or sublicense the Software; (g) access the Software in order to build a competitive product or service or copy any features, functions or graphics of the Software; or (h) remove, alter or obscure any confidentiality or proprietary rights notices (including copyright and trademark notices) of Amped or TASER licensors on or within the Software or any copies of the Software. All licenses granted to the Agency in this Agreement are conditional on continued compliance this Agreement, and will immediately and automatically terminate if the Agency does not comply with any term or condition of this Agreement. During the term of use of the Software and after, the Agency will not assert, nor authorize, assist, or encourage any third party to assert, against TASER or any TASER affiliates, customers, vendors, business partners, or licensors, any patent infringement or other intellectual property infringement claim regarding the Software.

4. **Support**. The Agency acknowledges that TASER offers no guarantee of support or maintenance for Amped FIVE until purchased. Once purchased, TASER will offer support of Amped Five for one year at support@taser.com. On or before the one year anniversary of purchase, the Agency may purchase additional years of support at current pricing. Should no support package be purchased,

ongoing support and updates are discontinued by Amped for product, even though the Agency license remains valid for perpetual use.

5. **Remedies**. THE AGENCY'S EXCLUSIVE REMEDY IS, AT TASER'S SOLE OPTION, REPAIR OR REPLACEMENT OF THE SOFTWARE OR REFUND OF PART OR ALL OF THE LICENSE FEE, IF ANY, PAID BY THE AGENCY FOR THE SOFTWARE.

6. **Termination**. This Agreement will continue for the duration of Amped's copyright in the Software, unless earlier terminated as provided in this Agreement. TASER may terminate the license immediately without notice for failure to comply with any of the terms set forth in this Agreement. Upon termination, the Agency must immediately destroy the Software, together with all copies, adaptations and merged portions thereof in any form. Obligations to pay accrued charges or fees will survive the termination of this Agreement.

7. **Export Controls (U.S. and Canada Only)**. EXPORT OF THIS SOFTWARE IS PROHIBITED. SOFTWARE MAY NOT BE EXPORTED WITHOUT THE PRIOR EXPRESSED WRITTEN APPROVAL OF TASER. UNAUTHORIZED EXPORT OF SOFTWARE IS PROHIBITED BY TASER AND CONSIDERED A VIOLATION OF LICENSE AGREEMENT.

Axon Interview Room Hardware Maintenance Agreement Appendix

Axon Interview Room Hardware Maintenance has been purchased as part of the Quote attached to this Agreement. The Hardware Maintenance provides hardware extended warranty coverage during the term purchased in the Quote (Hardware Maintenance Term). Hardware Maintenance only applies to the Axon Interview Room Product listed in the Quote. The Agency may not buy more than one Hardware Maintenance for any one covered Product.

1 **Hardware Maintenance Warranty Coverage**. Hardware Maintenance includes the extended warranty coverage described in the current hardware warranty. Hardware Maintenance warranty coverage starts at the beginning of the Hardware Maintenance Term and continues throughout the Hardware Maintenance Term and as long the Agency continues to pay the required annual fees for Hardware Maintenance.

2 **Hardware Maintenance Term**. The Hardware Maintenance Term start date begins upon the Agency's receipt of the hardware covered under the Hardware Maintenance.

3 **Product Repair or Replacement.** If TASER determines that a valid warranty claim is received within the Hardware Maintenance Term, TASER agrees to repair or replace the hardware which TASER determines in its sole discretion to be defective under normal use. TASER's sole responsibility under this warranty is to either repair or replace damaged or defective hardware with the same or like hardware, at TASER's discretion. TASER is not obligated to repair or replace hardware that is damaged as a result of intentional or deliberate damage.

4 **Warranty Returns.** The terms and conditions in the "Warranty Returns" section of the main body of the MSPA apply to warranty returns related to Hardware Maintenance.

5 **Support**. TASER will provide remote customer service for troubleshooting hardware issues. In the event TASER deems it necessary, and at TASER's sole discretion, TASER will provide an on-site technician for support.

6 **Hardware Maintenance Termination.** If an invoice for Hardware Maintenance is more than 30 days past due TASER may terminate Hardware Maintenance. TASER will provide notification that Hardware Maintenance coverage is terminated. Once Hardware Maintenance coverage is terminated for any reason, then:

6.1. Hardware Maintenance coverage will terminate as of the date of termination and no refunds will be given.

6.2. TASER will not and has no obligation to provide future support or services for the hardware covered by Axon Interview Room Hardware Maintenance.

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Shorewood

AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

MEMORANDUM

TO:	Village Board of Trustees
FROM:	Chris Swartz, Village Manager
	Tyler Burkart, Assistant Village Manager
DATE:	November 7, 2016
RE:	Shorewood Village Board and Committee Meetings

OVERVIEW

This memorandum is summarizing a proposal to change the Village Board and committee schedule starting in January 2017. After evaluating the current schedule and structure, the following bullet points outlined the proposed changes:

- All Village Board committee meetings would be moved from the Committee Room to the Village Court Room. This would allow for acceptable video recording capabilities for the committee meetings.

- The Village Board committee meetings would be held on separate Mondays. One set of committee meetings would be held on the same day but prior to the regular Village Board meetings. The second set of committee meetings would be held on the Monday in between Village Board meetings. The order of when the committee sets meet would then switch the following month (as illustrated on the next page).

- Village staff would need to take items requiring committee approval to a committee meeting on a prior day before taking it to the full Village Board. This means staff will need to prepare materials for a committee one or two weeks before the item would be considered for approval at a Village Board meeting. In case the Village Board committee recommends a change to the materials, this new schedule provides staff several days to make the requested changes and add the new materials in an upcoming Village Board packet. All Village Board members and residents would have ample time to see the requested changes prior to the meeting in the Board packet. In the current system, Board committees may make changes within minutes before the Village Board meeting starts and not all members or residents are able to know about the recommended changes in time for the Board discussion.

- There will only be Village Board committees the first and second Mondays of each month. As a result, the first Village Board meetings will only have items that either was discussed at the committee level in previous months or items that did not require Board committee attention (i.e. Parks Commission recommendation, general presentation, resolution commemorating an employee or organization, etc.). The second Village Board

meeting consists of things discussed in the two Village Board committee meetings earlier that month. Under this model, the second Village Board meeting would probably contain more items to discuss or consider than the first Village Board meeting each month.

The following calendars simulate what four consecutive months would look like under the proposed model. Set 1 in the calendar refers to the JPL, Public Works and the Strategic Initiatives Committees. Set 2 in the calendar refers to the Budget & Finance, Public Safety and the Community & Business Relations Committees:

January 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Village Hall Closed	3 6:00 – Set 1 Meets 7:30 - Village Board Meets	4	5 Set 2 Info Out	6	7
8	9 6:00 – Set 2 Meets	10	11	12 VB Packet Out	13	14
15	16 7:30 – Village Board Meets	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 VB Packet & Set 2 Info Out	3	4
5	6 6:00 – Set 2 Meets 7:30 - Village Board Meets	7	8	9 Set 1 Info Out	10	11
12	13 6:00 – Set 1 Meets	14	15	16 VB Packet Out	17	18
19	20 7:30 – Village Board Meets	21	22	23	24	25
26	27	28				

March 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 VB Packet & Set 1 Info Out	3	4
5	6 6:00 – Set 1 Meets 7:30 - Village Board Meets	7	8	9 Set 2 Info Out	10	11
12	13 6:00 – Set 2 Meets	14	15	16 VB Packet Out	17	18
19	20 7:30 – Village Board Meets	21	22	23	24	25
26	27	28	29	30 VB Packet & Set 2 Info Out	31	

April 2017						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 6:00 – Set 2 Meets 7:30 - Village Board Meets	4	5	6 Set 1 Info Out	7	8
9	10 6:00 – Set 1 Meets	11	12	13 VB Packet Out	14	15
16	17 7:30 – Village Board Meets	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

RECOMMENDED MOTION

I move to adopt the Village Board and Committee schedule effective January 1, 2017 as outlined in the memorandum.

Shorewood

AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

VILLAGE CLERK'S MEMO

DATE: November 7, 2016

TO: Trustee Ann McKaig, Chair of the Judiciary, Personnel and Licensing Committee
Judiciary, Personnel and Licensing Committee

FROM: Tanya O'Malley, Village Clerk/Treasurer

Re: Interviews for Village Boards, Commissions, and Committees

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BACKGROUND
On May 16, 2016, the Judiciary, Personnel and Licensing (JP&L) Committee, directed the Village Clerk to begin scheduling interviews for filling upcoming/existing vacancies on Village Boards, Committees, and Commissions.

INTERVIEW SCHEDULE
The following interviews have been scheduled:

November 7, 2016
5:30 p.m. – Peter Jordan
5:45 p.m. – Lisa Even
6:00 p.m. – Elisabeth Witt
6:15 p.m. – Jordan Ketel

Applications for these individuals can be found in the dropbox folder or are available upon request from the Village Clerk-Treasurer.

INTERVIEW QUESTIONS
There are four general questions that have been used to facilitate discussion. The questions are as follow:

1. Have you reviewed the mission and objectives of the committee you have applied for and do you have any questions about them? (If the applicant has not reviewed them, the chair or liaison provides a brief overview.)
2. Explain the relationship between committee and the Village Board and community. In essence, there can and will be differences of opinion, but the goal of serving the greater good is the same. The committee takes on different tasks and can be guided by an adopted plan. The tasks include advising the Village Board, prioritizing objectives, proposing or implementing initiatives related to the adopted plan or committee's will, volunteering for different activities to connect with community. Are these relationships and tasks of interest to you?
3. What is your personal work or communication style when participating in a group? Have you had experience on committees and what have you found to be the biggest challenges and/or accomplishments?
4. Are you still interested? Do you need more information?

VACANCIES
Attached is an updated listing of current vacancies on the various Village Boards, Committees, and Commissions. This listing assumes that any appointments listed on the Village Board agenda for consideration are approved.

RECOMMENDATIONS
If appropriate, direct the Village Clerk-Treasurer to schedule additional interviews

If appropriate, direct the Village Clerk-Treasurer to place specific appointments on an upcoming agenda for JP&L and/or Village Board consideration

Committee	Number of Vacancies	Notes
Board of Appeals	0	
Board of Review	3	1 Regular - Expiration 2020 1 Alternate - Expiration 2018 1 Alternate - Expiration 2017
Community Development Authority	0	
Conservation Committee	1	1 - Expiration 2019
Design Review Board	1	1 - Expiration 2019
Elder Services Advisory Board	1	1 - Expiration 2019
Library Board	0	
Parks	0	
Ped & Bike Safety	0	
Plan Commission	0	
Police	1	1 - Expiration 2021
Public Art Committee	1	1 - Expiration 2019
Recreation Advisory Committee	1	1 - Expiration 2019

Shorewood

AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

MEMORANDUM

TO: Judiciary, Personnel and Licensing (JPL) Committee
FROM: Tyler Burkart, Assistant Village Manager
DATE: November 7, 2016
RE: Volunteer Committee and Board Attendance Policy

OVERVIEW

Village staff was asked by the Judiciary, Personnel and Licensing (JPL) Committee to review other volunteer committee and board attendance policies, determine the best practices associated with these types of policies, and draft a policy to include in the handbook to address this issue. Currently in the handbook, the JPL Committee has the ability to remove a volunteer from a committee for any reason. Removal from a committee does require a 2/3 vote of the Village Board. Establishing more-detailed language on volunteer committee attendance in the handbook will provide further direction to the Village Board when determining the removal of a volunteer strictly due to lack of attendance. Such a policy will help the committees maintain active volunteers and avoid quorum issues for future meetings.

The following language is proposed to be included under the Attendance heading (Part D) and under the Removal heading (Part E) in Section 1 on page 2 of the Boards, Committees and Commissions Handbook. Track changes below demonstrate the proposed language:

D. Attendance

It should be emphasized that regular attendance at meetings is critical to the effective operation of any Board, Committee, or Commission. Such attendance ensures a steady flow of communication and keeps everyone abreast of current topics under discussion. ~~A member who often misses meetings may be subject to removal and/or replacement.~~ A member failing to attend three consecutive regular meetings or more than fifty percent of all regular meetings over a calendar year will be subject to removal and/or replacement. All staff liaisons should contact the Judiciary, Personnel and Licensing Committee for further review if a committee member violates the attendance requirement. The Judiciary, Personnel and Licensing Committee will then uphold the guidelines outlined in Section 1.E Removal in order to remove a volunteer committee member if action is needed. If a member is unable to attend a meeting because of business, vacation or illness, please advise the chairperson and staff liaison of your board, commission or committee in advance of the meeting. The purpose of this policy is to help assure all Boards, Committees or Commissions can maintain, to the greatest extent possible, a full complement of active, participating members.

E. Removal

A member may be removed from participating on a Board, Committee or Commission for any reason. The matter will be brought to the attention of the Judiciary, Personnel and Licensing committee for review. Upon review it may be determined that the Judiciary, Personnel and Licensing committee would meet with the member or the member will be contacted and asked to resign from their appointment. If the member does not voluntarily resign from their appointment, notification will be sent to the member that the matter will be placed on the Village Board agenda for review. Removal of the member requires a 2/3 vote of the Village Board.

ANALYSIS

The language is drafted so that it applies to meetings that either meet monthly or quarterly. For those that meet monthly, members would be subject for removal if they missed 7+ of the last 12 meetings in a calendar year or 3 consecutive meetings at any time. For those that meet quarterly, members would be subject for removal if they missed 3+ of the last 4 meetings in a calendar year or 3 consecutive meetings at any time.

Currently there is no proposed language in the policy addressing exemptions to being removed. Usually the main exemption discussed in this matter relates to a significant long-term illness. It is recommended as a best practice to avoid any exemptions in an attendance policy for two reasons. First of all, if a member misses meetings due to health and is removed from the committee, the resident can re-apply at any time afterwards when they are healthy to do so and the Village Board can consider their application and reappointment at that time. Secondly, listing no exemptions will help the JPL Committee along with the Village Board execute an equitable process when it comes to managing attendance for all boards, committees and commissions.

Lastly, some policies and handbooks will provide two separate guidelines for attendance based on whether or not the member's absences were excused and communicated in advance to the chair and/or staff liaison. Staff can certainly look at additional language if the JPL Committee would like to explore that direction.

Shorewood

AT THE EDGE OF THE CITY AND
THE HEART OF EVERYTHING

VILLAGE CLERK'S MEMO

DATE: September 15, 2016

TO: Trustee Ann McKaig, Chair of the Judiciary, Personnel and Licensing Committee
Judiciary, Personnel and Licensing Committee

FROM: Tanya O'Malley, Village Clerk/Treasurer

Re: Village Boards, Commissions, and Committees

BACKGROUND

The Judiciary, Personnel and Licensing (JPL) Committee is taking a closer look at volunteer committees, commissions and boards. Specifically, the JPL Committee is assessing the structure of the terms as well as attendance and membership requirements for each volunteer committee. The JPL Committee requested staff to compile a list of characteristics for each volunteer committee. This information has been compiled into a spreadsheet, which is attached to this memorandum. The JPL Committee will be using this spreadsheet for further analysis and discussion.

Board of Appeals

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
VC: 535-52	5, 2 alternates	3 year terms		Chair - Village President w/o confirm by Village Board, others - JPL	Residents, Village Clerk is secretary	3 (535-54C)	2 allowed by code		2nd Tuesday each month, as needed.

Board of Review

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
VC: 68-15	5, 4 alternates	5 year terms		Village President w/JPL, confirm by Village Board	Residents	3 (§70.47)	4 allowed by Code		At least once during 30 days after 2nd Monday in May, then as needed.

Community Development Authority

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
§66.431, §66.40	7 total, 2 from Village Board	4 year terms		two - Village President w/confirm by Village Board. Others, JPL	Residents	Majority, 4			1st Friday of each month, as needed.

Conservation Committee

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
VC: 16-14	13 members	3 year terms		Village President w/JPL and Village Board, 1 student by SHS Principal	Residents, SHS Student	Majority, 7			1st Thursday of each month or by Chair, any three members or any Village official.

Design Review Board

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
VC: 225-12	9, 3 alternates	3 year terms		Village President w/JPL, confirmation by Village Board	2 architects, 2 architects/design professionals, 1 real estate broker and four additional members	Majority, 4	3 allowed by code	Village Manager, Village Attorney and Planning/Zoning Administrator or their designees	2nd and 4th Thursdays each month, 1st and 3rd Thursdays in Nov/Dec.

Elder Services Advisory Board

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
	7 members	3 year terms		Village President w/JPL, confirmation by Village Board		Majority, 4			1st Thursday of each month.

Library Board

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
§43, VC: 350-1	7 members	3 year terms	3 terms, per Library Board of Trustees Bylaws	Village President w/JPL, confirmatoin by Village Board, 1 by School District.	Residents	Majority, 4			2nd Wednesday of the month and by call of director/president as necessary.

http://shorewoodlibrary.org/content/content/GOV-2%20Library%20Board%20Bylaws.pdf

Parks Commission

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
§3.1501, §3.1504, VC: 16-8	7 members	3 year terms		Village President w/JPL, confirmation by Village Board	Residents	Majority, 4			2nd Tuesday each month.

Pedestrian & Bicycle Safety Committee

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
VC: 16-18	7 members	3 year terms		Village President w/JPL, confirmation by Village Board	Residents/Business Owners	Majority, 4			2nd Tuesday each month.

Plan Commission

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
VC: 16-1, §61.35, §62.23	9 total - Village President & 1 Trustee, 7 members	Village President & Trustee - 1 year term, members - 3 year terms		Village President with confirmation by Village Board	Residents	Majority, 5		Village Planner & Building Inspector	4th Tuesday each month, as needed.

Police Commission

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
VC: 16-6, §3.503	5 members	5 year terms		Village President without confirmation by Village Board	Residents	Majority, 3			Meets on an as needed basis.

Public Art Committee

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
VC: 16-22	7 members	3 year terms		Village President w/JPL, confirmation by Village Board	Appropriate skills, knowledge, experience	Majority, 4			Call of the chair when requested by Staff, member or Chair. As needed on Wednesdays and Fridays.

Recreation & Community Services Advisory Committee

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
VC: 16-12, §3.1505	10 members	3 year terms		5 by Village President w/JPL & Village Board. 5 by School Board.		Majority, 6			Meetings are held on a quarterly basis.

Village Board

Statute/Code	Members	Term Length	Term Limits	Appointing Agent	Requirements for Membership	Quorum	Alternates	Ex-Officcio Voting Rights	Meetings
VC: 155, §1.101, §1.125	7 total - 6 Trustees, 1 President	3 year terms		Village President w/JPL, confirmation by Village Board		Majority, 4. Lesser may adjourn			1st and 3rd Mondays each month.

Village Attorney's Office

Nathan J. Bayer
William P. Dineen

Shorewood

MEMORANDUM

TO: Chris Swartz, Village Manager

FROM: Nathan Bayer, Village Attorney

DATE: September 1, 2016

RE: **Quorums for Committees and Boards**

I was asked to prepare a short memorandum addressing quorum requirements with respect to citizen boards and committees. In order to create a convenient reference guide I am also including a brief discussion of the standing committees established by the Village Board pursuant to Shorewood Village Code § 155-9.

Most of the village ordinances establishing committees and boards specifically address the number of members necessary to form a quorum in order to hold meetings and conduct business, and these are addressed below. Where no number is specified, or where any ambiguity arises, the default number to constitute a quorum is a simple "majority" of the number of members of that committee or board. Wisconsin Statute § 99.001(8)(m) dictates that when no other number is specified "a quorum of a public body is a majority of the number of members fixed by law." This is also consistent with Robert's Rules of Orders, which the board adheres to pursuant to Village Code § 155-7.

My understanding is the request for a primer on "quorums" arose primarily over concerns that the Design Review Board has had difficulty gathering enough members to constitute a quorum. The good news is that the code section setting up the Design Review Board offers some creative ways in which a quorum may be convened. For starters, even though the Design Review Board shall consist of nine members, Village Code § 225-12 states that only four members of the Board constitutes a quorum. Beyond that, under certain conditions, ***former*** members of the Board can attend meetings in order to reach a quorum. Village Code § 225-12(C) authorizes "3 former members of the Design Review Board" to "serve as alternate members pursuant to subsection D(4) of this section." Village Code § 225-12(D)(4) further provides that "In the event that there are at least 3 [active] members present, a specified former member may serve as a voting member for the purpose of providing a quorum to conduct the meeting." Thus, in a situation where only three of the nine active members of the Design Review Board can attend a meeting, a former member previously designed as an "alternate member" can be contacted, attend a meeting, and even vote.

Some questions have also recently arisen with respect to the Wilson Drive Task Force and its subgroups. The individuals that comprise the Task Force and subgroups are citizen volunteers who have agreed to give advice and make recommendations to the Strategic Initiatives Committee ("SIC"), which is a standing committee of the Village Board. The Task Force and the subgroups have no power to take direct action on behalf of either the SIC or the Board. Accordingly, the SIC can establish whatever rules it deems fit to govern meetings of the Task Force and its subgroups. The Task Force and the subgroups could meet and confer with less than a majority, unless the SIC has promulgated a rule dictating that a quorum is necessary to meet. Absent that, there is no minimum number to meet. Pursuant to our previous discussions, we do recommend that all meetings of the Task Force and subgroups continue to be publicly noticed and open to the public.

Village Code § 155-9 establishes the following six standing committees of the Village Board: Community and Business Relations, Budget and Finance, Public Works, Strategic Initiatives, Judiciary, Personnel and Licensing, and Public Safety. As there are only three appointed members on each of these committees, two members constitute a quorum. However, even though the Village President and Village Manager are also listed as "ex officio" members of all standing committees, as well as all special committees, commissions and boards, their attendance should not be counted in determining whether a quorum exists. Also, the Village President and Village Manager should not vote on any committee or board on which they are acting only as "ex officio" members.

The Village Code also enumerates the specific number of members that must be present at a meeting to constitute a quorum for the following boards and committees:

Pursuant to Village Code § 16-4, the Traffic Safety Committee shall have 8 members, and 5 shall constitute a quorum.

Pursuant to Village Code § 16-21, the Pedestrian and Bicycle Safety Committee shall have 7 members, and 4 shall constitute a quorum.

Pursuant to Village Code § 16-22, the Public Arts Committee shall have 7 members, and 4 shall constitute a quorum.

Pursuant to Village Code § 26-3, the Community Relations Committee have 9 members, and 5 shall constitute a quorum.

Pursuant to Village Code § 68-15, the Board of Review shall have 5 members, and 3 shall constitute a quorum.

Pursuant to Village Code § 125-2, the Civil Service Commission shall consist of 5 members, and 3 shall constitute a quorum.

Pursuant to Village Code § 530-3, the Library Board shall have 7 members, and 4 shall constitute a quorum.

Pursuant to Village Code § 535-54, the Board of Appeals shall have 5 members, and 3 shall constitute a quorum.

Please let me know if there are any follow up questions associated with establishing a quorum for the various boards and committees.