



## NOTICE

Please take notice that meetings of the **STANDING COMMITTEES** and the **REGULAR VILLAGE BOARD** will be held in hybrid meeting format (in-person and videoconference) on **Monday March 16, 2026 in the Village Hall, 3930 N Murray Ave., at the times listed below.**

**Please note: the videoconference platform has been modified to Zoom.**

### **PUBLIC WORKS COMMITTEE, Committee Room, 6:15 pm**

Join Zoom Meeting

<https://zoom.us/j/4454590215?pwd=Q3Z5T1FIU2ZEZlFNUTRhT0tIZkltZdz09&omn=94026292452>

Meeting ID: 445 459 0215

Passcode: 487960

### **Join Via Phone**

312-626-6799

1. Consider Ordinance No. 3082 Amending Chapter 220 of the Village Municipal Code, "Brush, Grass, and Weeds".

### **BUDGET AND FINANCE COMMITTEE, Board Room, 6:30pm**

Join Zoom Meeting

<https://zoom.us/j/9637448179?pwd=SmlQN1VvZGZKYU8wR1F5VW9Wb0o5UT09&omn=99839509598>

Meeting ID: 963 744 8179

Passcode: 572278

### **Join Via Phone**

646-931-3860

1. Consider implementation of a communications plan seeking input from residents, businesses and motorists about key aspects of a paid mobile parking program including locations, days, hours, hourly rates, transaction fees, and time limits.
2. Q4 Financial Report

## **REGULAR MEETING OF THE VILLAGE BOARD, Board Room, 7:30pm**

Join Zoom Meeting

<https://zoom.us/j/9637448179?pwd=SmlQN1VvZGZKYU8wR1F5VW9Wb0o5UT09&omn=99839509598>

Meeting ID: 963 744 8179

Passcode: 572278

### **Join Via Phone**

646-931-3860

Members of the public will be muted and will have their video turned off upon entry. Comments will be taken during citizens' comments and if the Village Board accepts comments at other times during an agenda item. When the Village Board starts accepting citizen's comments, members of the public will have the ability to unmute themselves and appear by video by raising their virtual hand (selecting the raise hand icon under "Reactions" at the bottom banner of Zoom) after being called upon by the Chair. IF YOU PLAN ON SPEAKING AT THE MEETING, please email the Village Clerk at [tharrell@shorewoodwi.gov](mailto:tharrell@shorewoodwi.gov) by 3p.m. on the meeting day.

The President will be leading the meeting and Board members will be called upon to speak. If there are members of the public on the call that desire to speak on a topic that is NOT on the agenda, they will be provided an opportunity to do so under "Citizen's to be Heard" on the agenda. The President may also allow for the public to speak following Village Board member discussion on an item following the Village Board discussion. To ensure an efficient meeting, members of the public should not speak until called upon to do so.

1. Call to Order
2. Roll Call
3. Statement of Public Notice
4. Special Order of Business-
  - a. Future State Presentation - Milwaukee County
  - b. Consider approval of 2026 Comprehensive Outdoor Recreation Plan (PPS).
5. Consent Agenda Items - items under the consent agenda may be acted upon by one motion. If in the judgement of any Village Board Members, a consent agenda item needs discussion, the item can be placed in the items removed from the consent agenda.
  - a. Presentation of accounts - March 16, 2026
  - b. Consider regular Village Board minutes – March 2, 2026
  - c. Consider Temporary Class "B" License and Permit for Shorewood Junior Greyhounds Baseball Event - May 22-25, 2026.
  - d. Award of contract for 2026 crack seal program
6. Items Removed from the Consent Agenda
7. Public Hearing
  - a. Ordinance 3080: An ordinance to amend the regulations pertaining to location restrictions of office uses within the MX districts, as detailed in 535-25 of the Zoning Code.
8. Citizens to be Heard – this item is for matters not on the agenda. Discussion may follow comments on non-agenda items or discussion, and action may come at future meetings.
9. New Business
  - a. Consider Ordinance 3080: An ordinance to amend the regulations pertaining to location restrictions of office uses within the MX districts, as detailed in 535-25 of the Zoning Code.
  - b. Consider Ordinance 3081: An Ordinance Converting the Intersection of North Muray Avenue and East Olive Street into a Four Way Stop.
  - c. Consider Phase II public assistance application for 4448 and 4450 N. Oakland Avenue from Spoerl Commercial LLC for the purposes of building affordable housing.
    - i. Overview of the Phase II application and financial analysis - Baker Tilly
    - ii. Public comment.
    - iii. Village Board discussion.
10. Report of Village Officials
  - a. Village President
    - i. Proclamation for Sunshine Week.
  - b. Village Trustees- Provide Committee updates as either a liaison or member.
    - i. Complete Streets Annual Report, 2025 - Tr. Ircink
  - c. Village Manager
11. Future items of Consideration
12. Closed Session
  - a. The Village Board may consider moving into closed session pursuant to Wis. Stat. Sec. 193.85 (1)(e) to deliberate or negotiate the purchasing of public properties, where competitive or bargaining reasons require a closed

session, to a) discuss a development agreement for 4448-4450 N. Oakland Avenue, and b) to discuss prospective properties for a new DPW site.

### 13. Adjournment

Dated this 12<sup>th</sup> day of March at Shorewood, 2026.

Toya Harrell, MMC, WCPC, Village Clerk

Should you have any questions or comments regarding any items on this agenda, contact the Village Clerk at 414- 847-2608. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend 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 all individual abilities.

The Village Board of Shorewood currently holds meetings in person at Village Hall, or an alternative physical location as allowed by the Village Code. As a courtesy to citizens, Board meetings will also be made available live on the Zoom virtual platform for viewing and possible participation. However, the Village cannot guarantee the technology supporting the virtual viewing option will operate perfectly and continuously, or that the platform will work with every computer or mobile device. The only way to guarantee the ability to offer public comment, or view the Board meeting uninterrupted, is to appear in person. If the Zoom platform fails, the meeting will continue as scheduled.



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO PUBLIC WORKS COMMITTEE

**Agenda Item:** Consider Ordinance No. 3082 Amending Chapter 220 of the Village Municipal Code, "Brush, Grass, and Weeds"

**Date:** March 16, 2026

**Presenter:** Nicole Berzin

**Department:** Village Managers Office

**History** – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (including page number) to reference information. If there is no relevant history, N/A should be entered in this space.

In 2025, the Conservation Committee was tasked with the initiative to, "Educate community on native garden practices and invasive species control, including more flexible ordinance for land management plan requirement and turf grass standard, Chapter 220 Brush, Grass and Weeds." After studying the topic, the Conservation Committee gathered suggested amendments to the Village Municipal Code.

**Agenda Item Discussion** – Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.

The attached ordinance proposes changes to Chapter 220 of the Village Municipal Code. Please note that these changes are meant to educate and offer flexibility for land management throughout the Village.

Changes include:

- A permit will no longer be required for natural lawns.
- Natural lawns may extend up to the sidewalk without the need for a special privilege.

**Fiscal Note** – If applicable, please address the financial impacts of the item.

No fiscal impact.

**Community and Business Outreach** – If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.

Yes     No     NA

If yes, identify how and what community groups and businesses were notified. applicants notified of meeting

**Action Required / Recommended** – Please include the recommended motion or possible actions for this agenda item.

"I move to approve Ordinance 3082 amending Chapter 220 of the Village Municipal Code for final review at Village Board."

**Attachments** – Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include agreements/contracts, presentation materials, letters, service proposals, etc.

Ordinance No. 3082

ORDINANCE NO. 3082

**An ordinance repealing and replacing Chapter 220 of the Village Municipal Code, “Brush, Grass and Weeds”**

At a regular meeting of the Village Board of the Village of Shorewood, Milwaukee County, held on this 16<sup>th</sup> day of March 2026, a quorum being present and a majority of the Board voting therefore, said Board finds:

**WHEREAS**, there has been a trend towards more property owners maintaining a “natural landscape” on village residential lots; and

**WHEREAS**, Many residents have sought to plant vegetation in the area that constitutes the public right of way; and

**WHEREAS**, the existing Village code sections addressing “Brush, Grass and Weeds,” Chapter 220, Sections 1-3, warrants updating to clarify and clearly define what “natural landscape” and plantings are allowed in the right of way; and

**WHEREAS**, the Village of Shorewood Conservation Committee has studied this issue and made the following code amendment recommendations contained herein; and

**WHEREAS**, upon recommendation from staff, the Village Board deems it in the interests and welfare of the Village to amend Chapter 220 of the Village Code; and

**NOW THEREFORE**, the Village Board does ordain as follows:

**SECTION 1**

Chapter 220, “Brush, Grass and Weeds,” of the Village of Shorewood Municipal Code, is hereby repealed and replaced as follows:

**CH 220 PROHIBITED WEEDS AND MAINTENANCE OF VEGETATION**

**§ 220-1 General Provisions.**

- A. *Purpose.* It is the purpose of this section to prohibit the uncontrolled growth of vegetation and to control noxious and prohibited weeds, and restricted invasive plants as defined herein, while permitting the planting and maintenance of natural landscaping that adds diversity and richness to the Village’s environment. It is a further purpose of this section to balance the need to ensure proper management of vegetation growth with the aesthetic, community, and environmental benefits of fostering the appropriate use of naturalized and native plant landscaping.

B. *Findings.* The Village finds that it is in the public interest to ensure the proper maintenance of vegetation to prevent the growth of unmanaged vegetation which can lead to nuisance conditions such as the emergence of rank growth, which may adversely affect public health and safety. The Village further finds it is in the public's interests:

- (1) to encourage diverse landscape treatments throughout the Village, particularly those landscape elements that support the preservation, restoration, and management of native plant communities, healthy pollinator communities, and soil and water conservation.
- (2) to promote microhabitats in urban areas for the conservation of wildlife by establishing new wildlife habitat and maintaining existing wildlife habitat.
- (3) to create larger, more connected plant populations, helping ensure the future of native plant species by increasing their ability to migrate in response to changes in climate.

C. *Definitions.*

*Destroy* means the complete killing of weeds or the killing of weed plants above the surface of the ground by the use of chemicals, cutting, tillage, cropping system, hand-pulling, mulches, smothering, soil solarization, or any or all of these in effective combination, at a time and in a manner as will effectively prevent the weed plants from continual growth and from maturing to bloom or flower stage.

*Garden* means a cultivated area dedicated to growing vegetables, fruits, annual and perennial plants, ornamental grasses, or groundcovers, vines, shrubs, or trees, in a location with a defined edge or border.

*Native plants* means those grasses (including prairie grasses), sedges (solid, triangular-stemmed plants resembling grasses), forbs (flowering broadleaf plants), vines, shrubs, groundcovers, and trees that are native to or naturalized to the State of Wisconsin. For purposes of this section. "Native plants" shall not include "prohibited weeds" or "restricted invasive plants" as defined herein.

*Natural landscaping area* means an intentional and maintained planting area which shall primarily consist of native trees, shrubs, and/or plants, as defined in this section, or vegetation associated with a rain garden. "Natural landscaping" shall not include "prohibited weeds" or "restricted invasive plants" as defined herein.

*No mow lawn* means a specially designed blend of bunch forming and creeping fine fescue grasses that are used as an alternative to the traditional turf grass lawn. This blend may include, but is not limited to, *Festuca brevipila* (hard fescue), *Festuca ovina* (sheep fescue), *Festuca rubra* subs. *fallax* (Chewing's fescue), *Festuca rubra* (red fescue), *Festuca rubra* var. *rubra* (creeping red fescue), or *Festuca rubra* ssp. *Litoralis* (slender creeping red fescue). No

mow may be mixed with annual rye to aid in establishment of the no mow lawn. No mow will typically reach six to eight inches in height with seedheads reaching approximately two feet in height. After the seedstalks fall, the lawn will revert to approximately six to eight inches in height. No mow lawns generally only require mowing twice per year. “No mow lawn” shall not include “prohibited weeds” or “restricted invasive plants” as defined herein.

*Ornamental grasses and groundcovers* means grasses and groundcovers that are not native to or naturalized to the State of Wisconsin. For purposes of this section, "ornamental grasses" shall not include common “turf grasses” or “prohibited weeds” or “restricted invasive plants” as defined herein.

*Prohibited weeds* means any nuisance weed listed under Wis. Stat. § 23.235(1)(a), any noxious weed listed under Wis. Stat. § 66.0407(1)(b), or any plant listed as a prohibited invasive plant in Milwaukee County in Wis. Admin. Code Ch. NR 40.

*Public right of way* includes the parkway area between the sidewalk and the street curb and includes the public right of way of record extending from the sidewalk into a portion of the front yard.

*Rain garden* means an excavated area that is back-filled with a prepared or amended soil mixture, which may or may not be covered with a mulch layer, which is planted with a diversity of woody or herbaceous vegetation, to which stormwater is directed to promote infiltration or evapotranspiration.

*Restricted invasive plant* means any plant listed as a restricted invasive plant in Milwaukee County under Wis. Admin. Code Ch. NR 40.

*Turf grasses* means those grasses commonly used in regularly cut or mowed lawns or active recreation areas, and includes, without limitation, bluegrass, fescue, or rye grass blends and other similar grasses.

*Unmanaged vegetation growth* means an unmaintained area in which any grass, turf grass, hay, weeds, brush or other vegetation has grown to a height of over six inches as a result of the absence of active cutting, mowing, or other maintenance. This definition shall not include:

- (1) Gardens;
- (2) Vegetation found on shoreland within 35 feet of the ordinary high-water mark;
- (3) Vegetation found within environmentally sensitive areas such as steep slopes, drainage ways, wetlands, and protective buffer areas; or
- (4) Natural landscaping areas that are wholly contained within the parcel on which they are planted and maintained;
- (5) No mow lawns.

D. Responsibilities of Owner or Occupant

- (1) The owner, occupant and agent or person in charge of any lot, place or parcel of land within this Village shall cut and/or remove any unhealthful, or unsafe growths of grass, shrubs or other vegetation located on said lot, place or parcel of land or on any sidewalk, parkway or other public ways upon which said premises abut as required in order to maintain said premises in a healthful and safe condition to prevent such growths from obstructing the view of any pedestrian, motorist, cyclist or wheelchair user, and from creating an obstruction with respect to any part of the sidewalk.
- (2) In addition, every owner, occupant and agent or person in charge of any lot, place or parcel of land within this Village shall destroy all prohibited weeds and restricted invasive plants located on said lot, place or parcel of land or in any sidewalk, parkway, or public way upon which said premises abut.
- (3) All lawn and grass areas consisting of turf grasses shall be cut between May 15 and November 15 when the Director of Public Works, Planning and Development Department Director, or designee, in their discretion, so orders in accordance with authority granted under § 220-2 hereof.

**§ 220-2. Notice of violation; failure to comply; action by Village; recovery of costs.**

- A. The Director of Public Works (Weed Commissioner), Planning and Development Department Director, or designee, is hereby authorized and empowered to notify in writing the owner, occupant, agent or person in charge of any such lot, place or parcel of land within the Village of Shorewood to cut and/or remove any prohibited weeds, or any grass, shrubs, weeds or vegetation of a deleterious, unhealthful, noxious unsafe, or of an obstructing nature found growing, lying or located on such lot, place or parcel of land, or upon any sidewalk, parkway or alley upon which said lot, place or parcel of land abuts.
- B. If such owner, occupant, agent or person in charge of said lot, place or parcel of land shall neglect or refuse to cut and/or remove the prohibited weeds, or the grass, shrubs, weeds or vegetation of a deleterious, unhealthful, noxious, unsafe, or of an obstructing nature growing, lying or located upon said premises or upon the sidewalk, parkway, street or alley abutting said premises pursuant to the aforesaid written notice within seven days after the notice has been received, said Director of Public Works (Weed Commissioner), or their designee, shall then proceed to cut down and/or otherwise destroy and/or remove such prohibited weeds or unhealthful, unsafe, or obstructing growths. The costs of such cutting, destroying or removal of the aforesaid prohibited weeds or unhealthful, unsafe, or obstructing growths of grass, shrubs, weeds or vegetation shall be billable to the property owner and shall be certified in the proper manner to have them levied as special charges against such property, and the proper officers of the Village are authorized and directed to enter such charges onto the tax roll. In addition, if any such owner, occupant, agent or person in charge of said premises shall fail to so cut and/or remove any such grass, shrubs, weeds or vegetation within seven days after having received notice as herein provided,

said owner, occupant, agent or person in charge of said premises shall, upon conviction thereof, be subject to the penalties as prescribed in § 115-1 of the Shorewood Village Code.

**§ 220-3. Landscaping, plantings, and other decorative surface treatments; no mow lawns; turf grass lawns; natural landscaping areas.**

- A. Landscaping, plantings and other decorative surface treatments, including gardens, natural landscaping areas, no mow lawns, ornamental grasses and ground covers, and turf grasses, shall be installed, and maintained such that they meet the standards for each category as defined in § 220-1(C) of this Chapter. Lawns consisting of turf grasses shall be maintained to a height not to exceed six inches in length. All plantings shall be maintained so as not to present hazards or nuisances to adjoining properties or to persons or vehicles traveling on public ways and shall be maintained so as to enhance the appearance and value of the property on which located and thereby the appearance and value of the neighborhood and the Village, while also taking into account the ecological value of the plantings. Any landscaping, plantings and other decorative surface treatments to be installed in the parkway area of the public right of way between the sidewalk and street curb are subject to a permit requirement, as provided in Wis. Stat. § 66.0425 and § 466-18 of the Village Code.

An owner, agent or person in charge of any lot, place or parcel of land within this Village, and any tenant or occupant upon signed, written consent of the owner, agent or person in charge of a property, may implement a natural landscaping area on their lot, place or parcel of land or the area of the public right of way extending from the sidewalk to the front lot line

- B. Natural landscaping areas shall adhere to the following standards:

(1) *Types of plantings.*

- (a) Plantings may include forbs, grasses, edible plants, shrubs, or trees and shall primarily consist of native vegetation, or vegetation associated with a rain garden.
- (b) Plantings may be designed as rain gardens with plantings and grading specifically designed to receive and infiltrate rainwater or clear water flows.
- (c) Plantings shall be deliberately selected and arranged as part of a coherent overall design. Overgrowth of conventional turf grasses or weeds, or any other unmanaged vegetation growth, shall not constitute a natural landscaping area.
- (d) No prohibited weeds or restricted invasive plants shall be permitted.

- (2) *No obstructions.* A natural landscaping area shall not require a defined border or edging. However, any plantings near a sidewalk shall not extend over the sidewalk area or create an obstruction for pedestrian, cyclist or wheelchair traffic on any part of the sidewalk.

- (3) *Plant height at maturity.* Plant height shall be maintained at the appropriate maximum height at maturity for the specific species. The Village Forester shall be consulted in the event of a dispute as to the appropriate maximum height for a particular plant. Provided that plant height in a parkway or other public ways upon which the premises abut shall not exceed three feet.
- (4) *Visibility at Intersections.* Natural planting areas shall not obstruct the vision setback area as defined within 535-10D.

**§ 220-4. Review and enforcement.**

The Village may at any time determine that a natural landscaping area violates the terms of this section. The Director of Public Works (Weed Commissioner), Planning and Development Department Director, or designee, is hereby authorized and empowered to notify in writing the owner, occupant, agent or person in charge of any such lot, place or parcel of land within the Village of Shorewood to cut or remove the offending vegetation, or to bring the landscaping into compliance with the guidelines.

**§ 220-5. Appeals.**

Unless otherwise provided for in this chapter, any person, firm, partnership or corporation wishing to contest a charge assessed under this chapter or any order, determination or ruling of any Village administrative official may appeal to the Board of Appeals in accordance with the provisions of § 535-56 of the Village Code. The fee for appealing in each case shall be as provided by the Village Fee Schedule.

**§ 220-6 Violations and penalties.**

Except where a penalty is otherwise prescribed, the penalty for violation of any provision of this chapter shall be as set forth in § 115-1 of the Village Code.

SECTION 2

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

SECTION 3

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 the Village of Shorewood, Milwaukee County, Wisconsin, this 16<sup>th</sup> of March 2026.

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Ann McCullough McKaig, Village President

Countersigned:

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Toya Harrell, Village Clerk



# VILLAGE OF SHOREWOOD

## BUDGET AND FINANCE COMMITTEE

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**Agenda Item: Implementation of a communications plan seeking input from residents, businesses and motorists about key aspects of a paid mobile parking program including locations, days, hours, hourly rates, transaction fees, and time limits.**

**Date: March 2, 2026**

**Presenter: Fernando Santiago, Police Captain**

**Department: Police Department**

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### History

[August 1, 2022](#) – the Village Board considered the installation of parking meters in advance of design of N. Oakland Avenue. Trustee Arndorfer moved to further consider parking meters and to consider meters on Oakland Ave. and E. Capitol Dr., consider single meter, and/or shared meters, and/or PARKING APP and conduct a cost/revenue analysis funded by TID 5. Seconded by Trustee Ircink. Question was raised by Trustee Moore Baldauff as to the cost involved in conducting this study. Director Emanuelson approximated \$20,000.00. A unanimous consent was made for a roll call vote. Motion denied by 3-4 vote (McKaig, Moore Baldauff, Lynn, Couto). Following this vote, the design of parking meters was not included in the design of N. Oakland Avenue.

[September 16, 2024](#) – the Village Board included adding a question on the 2025 budget poll.

September 18, 2024 – Manager Ewald met with the BID Board to review the budget poll options and inquired about their view on parking meters. In general, parking meters were not supported by members of the BID board and the Manager was requested to come back to discuss the topic should the Village Board decide to entertain this option in the future.

[October 7, 2024](#) – the Village Board reviewed the 2025 budget poll responses and did not include funding for studying parking meters in the proposed 2025 budget.

[November 18, 2024](#) - the Village Board approved a budget without funding for a parking meter study.

[December 16, 2024](#) – Tr. Arndorfer moved to refer this matter to the Budget and Finance Committee to propose a study of the feasibility and cost analysis implemented for the metered parking in the business district to include Oakland and Capitol, adjacent streets, Village-owned lots, and roadways in proximity to Atwater Beach including Capitol and Oakland during the summer months to be funded by proceeds of TID 5. Seconded by Tr. Stokebrand. Motion carried by a vote of 6-1 (Lynn).

[January 6, 2025](#) - Trustee Arndorfer moved to recommend to the Village Board that staff pursue a study evaluating the viability (cost/benefit and implementation analysis) of metered parking in the business district, including Oakland, Capitol, Edgewood, and adjacent streets, publicly owned lots, and seasonal metered parking on the eastern end of Capitol Drive and Lake when the beach is in heavy use, and pay for it with proceeds from TID 5 or another source if necessary and reflect input from trustees.

[February 3, 2025](#) – the Budget & Finance Committee reviewed an analysis prepared by resident Mike Nickolaus and directed the Village Manager to prepare an RFP for a digital parking permit system and associated analysis.

[March 17, 2025](#) – the Budget & Finance Committee reviewed an RFP for Mobile Parking Payment System. The Committee recommended the RFP with the inclusion of 1) noting the areas of Oakland, Edgewood, Capitol, and Lake Drive near Atwater be considered for possible paid mobile parking, and 2) providing program recommendations and financial analysis to the Village Board on August 4, 2025.

[April 7, 2025](#) – the Village Board approved issuance of an [RFP for Mobile Parking Payment System](#).

May 21, 2025 - Manager Ewald met with the BID Board to review current projects, including the RFP for parking meters.

August 4, 2025 - Trustee Warren moved to reject all proposals and proceed with:

- Communicating in 2025/26 with residents, businesses and motorists to inform and solicit information about key aspects of a paid parking program including days, hours, hourly rates, transaction fees, time limits, etc.
- Restarting the mobile parking payment procurement in mid-2026 and select a Vendor.
- Targeting January 2027 for the implementation of paid parking along the 400 spaces along Oakland, Capitol, Edgewood and Lake.
- Monitoring motorist behavior, community attitudes, and financial performance during 2027 to identify possible modifications to the program in future years.
- Motion carried by a unanimous vote of 6-0.

November 17, 2025 – The Village Board approved the release of an RFP for [Parking and Citation Management System](#).

The RFP for Parking and Citation Management System generated eight proposals that were reviewed by Trustee/Budget & Finance Chair Stokebrand, Village Manager Ewald, Chief Wurth and Captain Santiago. The RFP for [Parking and Citation Management System](#) included a request for a paid mobile parking solution with the intent to utilize one vendor to address all of the Village’s parking needs.

January 21, 2026 - Trustee Stokebrand moved to recommend the approval of a new Parking and Citation Management System solution provided by T2 Systems for implementation in April 2026 with the option for including a curb management solution (“metered parking”) in the future. Motion carried by a unanimous vote of 6-0.

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## Overview of Paid Mobile Parking Solutions

- Mobile parking vendors have well-developed technology and ample experience to implement a successful paid parking program in Shorewood. Hundreds of municipalities in 40 states currently offer mobile payment parking applications.
- Mobile parking applications have revolutionized municipal parking by offering ways for residents and visitors to find, reserve, pay, and add time to their parking transactions if needed.
- Payment can be accomplished through multiple forms of payment such as a mobile app, mobile wallet, web browser, text, and phone calls.
- The advantages come in many forms including increased parking turnover, better customer experience, and lower customer disputes. Users can also receive updates and warnings of parking restrictions to avoid citations.
- Vendors recommended an hourly rate of \$0.75-\$2.00 for Shorewood with a maximum daily rate between \$12-\$15 dollars.
- Enforcement hours typically are Monday-Saturday from 8 AM – 7 PM. Vendors can include a fifteen (15) minute grace period and can adjust the rates based on the Village’s needs such as special events.
- Vendors suggested the following areas as locations for the initial pilot program:
  - Edgewood Avenue – from Oakland Avenue to Lake Drive
  - Oakland Avenue – from Edgewood to Shorewood, and from Capitol to Kensington
  - Capitol Drive – from Oakland Avenue to Lake Drive
  - Capitol Drive – from Oakland Avenue to Morris Avenue
  - Lake Drive – near Atwater Park
- Based on the data from the [2020 Transportation & Parking Analysis](#), vendors estimated that total revenue could reach between \$300 - \$500 thousand dollars per year. Those figures are only estimates and will change dramatically depending on enforcement hours, locations, parking rates and other factors not

determined at this time. These decisions and estimated financial outcomes need to be made by the Village.

- With the reconstruction of Oakland Avenue (from Capitol Drive north to the Whitefish Bay border) eliminating all parking on Oakland Avenue for the majority of 2026 and reconstruction of the Oakland meter vault (near Edgewood), the Budget and Finance committee recommended that consideration of a Village-wide paid on-street parking be delayed until spring 2026, for possible implementation in January 2027.
- Public surveys about specifics of the proposed paid parking program will be conducted to obtain stakeholder feedback during summer of 2026. The budget and finance committee recommends the attached survey questions as part of the community engagement plan for further review by the board.

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**Financial Impact:**

Mobile parking apps offer little to no upfront expense, operating instead on a revenue-sharing or user-fee model. Providers do not charge monthly fees but instead charge a small percentage on each parking transaction. Implementation does not require new equipment and there are no associated maintenance costs.

Based on the data from the [2020 Transportation & Parking Analysis](#), vendors estimated that total revenue could reach between \$300 - \$500 thousand dollars per year. Those figures are only estimates and will change dramatically depending on enforcement hours, locations, parking rates and other factors not determined at this time.

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**Possible motions:**

I move not to proceed with a communications plan to solicit community input related to the implementation of a paid mobile parking program.

- OR -

I move to proceed with:

- Implementation of a communications plan seeking input from residents, businesses and motorists about key aspects of a paid mobile parking program including locations, days, hours, hourly rates, transaction fees, time limits, etc.
  - June 2026 – Public survey published in the Shorewood Today, Village website, VM Memo and the Police Department’s social media.
  - August 3, 2026 – Present survey results to the Village Board.
  - September 9, 2026 – Consider approval and implementation of a paid parking mobile program in January 2027.

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**Attachments:**

1. Shorewood Paid Mobile Parking Analysis
2. Parking Survey
3. Parking and Citation Management RFP
4. T2 Systems proposal

# VILLAGE OF SHOREWOOD



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## Paid Mobile Parking Program Communications Plan

- A. A public survey will be included in the Summer edition of the Shorewood Today publication. The survey will include a QR code as well as an internet address to access the survey.
- B. The survey will be posted on the Village's website and will be promoted through the Village Manager's Memo, the Village's social media accounts, and the Police Department's social media accounts.
- C. The Village will work with the Business Improvement District to ensure that businesses in Shorewood have access to the survey.

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**The Village of Shorewood is currently evaluating the implementation of a paid mobile parking program, also known as "smart meters", on select locations through the Village. Mobile parking applications allow residents and visitors to find, reserve, pay, and add time to their parking transactions through multiple forms of payment such as a mobile app, mobile wallet, web browser, text, and phone calls.**

**We invite all Shorewood residents, Village businesses and Village visitors to provide input on key aspects of a paid mobile parking program, including potential locations, rates, enforcement days, enforcement hours, and time limits. Please consider sharing your feedback in the survey below. Survey responses will be reviewed and considered as the Village evaluates the implementation of a paid mobile parking program.**

## Paid Mobile Parking Survey

- 1. Should the Village Board explore the implementation of paid mobile parking?
  - Yes
  - No
- 2. What factor is most important to you when deciding where to park?
  - Cost
  - Proximity to Destination
  - Ease of Access
  - Reducing the Possibility of a Citation
  - Other: \_\_\_\_\_
- 3. How easy or difficult is it to find parking on Oakland Avenue or Capitol Drive?
  - Easy
  - Somewhat Easy
  - Somewhat Difficult
  - Very Difficult
  - I have never used an app to pay for parking
- 4. Have you ever paid for parking in downtown Milwaukee or any other location?
  - Yes
  - No
- 5. How was your experience utilizing a mobile app to pay for parking?
  - Easy
  - Somewhat Easy
  - Somewhat Difficult
  - Very Difficult

I have never used an app to pay for parking

6. Do you agree or disagree with the suggested locations for paid mobile parking implementation?

- Edgewood Avenue – from Oakland to Lake Drive  
Agree  
Disagree
- Oakland Avenue – from Edgewood to Shorewood, and from Capitol to Kensington  
Agree  
Disagree
- Capitol Drive – from Oakland to Lake Drive  
Agree  
Disagree
- Capitol Drive – from Oakland to Morris  
Agree  
Disagree
- Lake Drive – near Atwater Park  
Agree  
Disagree

7. What hours of enforcement do you think the Village should adapt?

8:00 AM – 6:00 PM

7:00 AM – 7:00 PM

9:00 AM – 9:00 PM

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

8. What rates should the Village charge?

\$1.50 per hour

\$1.00 per hour

\$0.75 per hour

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

9. What days of the week should the Village implement paid mobile parking?

Monday to Friday – No weekends or Holidays

Monday to Saturday – No Sundays or Holidays

Every Day – including weekends and Holidays

Every Day – except Holidays

10. Do you have any other comments to add about a paid mobile parking solution in the Village?



# **Parking and Citation Management System**

Prepared for Village of Shorewood

**Submitted by T2 Systems**  
**December 8, 2025**



December 8<sup>th</sup>, 2025

Dear Village of Shorewood Team,

Thank you for the opportunity to submit our UPSafety® Permits & Enforcement (PE) Solution with citation processing and collections to the Village of Shorewood.

The UPSafety PE Solution, formerly called CityCite®, was first developed in 2012 by United Public Safety, Inc., to create an intuitive and simple parking management solution that met all the requirements and disparate needs of municipal parking operations. Today, as part of T2's broad line of Permit and Parking Enforcement solutions that allow customers to find just the right set up for their operations, the UPSafety PE Solution continues to evolve into an even more robust and streamlined platform.

For more than ten years, this solution has been adopted by more than 330 customers and we are proud to have a 99.9% customer retention rate which we attribute to how user friendly the solution is and our dedication to customer service. Our customers have been our partners in the growth and development of the solution since its inception. We eagerly welcome feedback from our customers on functionality that would improve our solution and our development team releases new functionality quarterly so do not be surprised if one of your suggestions becomes a new feature of the solution. Our cloud based SaaS model ensures that you are never just paying to license the same static piece of software year-over-year.

You're paying for us to provide the infrastructure expertise, software engineering, consulting and support necessary to keep you at the cutting edge of technology for the entire term of your contract. In other words, the software we will be licensing to the city in 2026 will be the same software we are selling as brand new to clients in that same year. You will never be locked into an outdated enforcement solution.

With this in mind, our solution meets and exceeds all specified requirements to the component we are responding to, including exceeding them in key areas, such as:

- **Improving your collections** through new payment options, integrated payment plans, notifications of missed payments, smart boot integrations and a top to bottom collections practices review from our expert partners.
- **Improving your department's efficiency** by allowing realtime data integrations for permits, Mobile LPR hits, and existing integrations for future paid parking potential in the palm of your officers' hands. Back-office efficiency is driven by a customized real-time dashboard, route optimization, and a reporting engine that allows administrators to create custom reports in minutes. Our reporting module gives you the tools to build your own reports and schedule them to generate and email to recipients of your choosing easily.
- **Improving the customer experience** through a Patron Portal customized for the Village of Shorewood. Allow your customers to see all outstanding violations, dispute violations directly online, tokenize their payment methods to save time, and announce department updates which publish directly to the site in real-time.



- **Future proofing the city's technology** through a continuous delivery business model, wherein all upgrades are released to current subscribers. A robust and always evolving API furthers this goal, by allowing low-code integrations to the best-in-class partners that best fulfill your mission.
- **Improving efficiency of your residential permitting program** which is included with our citation software at no extra cost to be used by the city if and when they determine a use case for issuing permits.

On behalf of my company, I am extremely pleased to submit the following response to the city's RFP for a parking citation processing system. Please note that we contract Lob to provide our letter/notice mailing services and we contract with Duncan to provide out of state look ups for our customers. We have included our pricing under separate cover per the RFP directive and that pricing will remain valid for a period of 120 days from the submission of this RFP response. I have received all addenda I am authorized to bind and negotiate for the organization and will serve as the direct contact for the administration of a contract for this project.

Thank you sincerely for your consideration. We look forward to the possibility of building a mutually rewarding partnership with the Village of Shorewood.

Respectfully,

*Nate Wagner*

**Nate Wagner**

Regional Sales Manager

[nate.wagner@t2systems.com](mailto:nate.wagner@t2systems.com)

317-676-2023



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# 1. Transmittal Information

## a. Company Overview

Identify the Point of Contact for the Proposal and information about the Company's legal structure, offices, and number of employees. List any litigation pending or settled in the past 5 years.

### Contact:

#### Nate Wagner

Regional Sales Manager  
[nate.wagner@t2systems.com](mailto:nate.wagner@t2systems.com)  
317-676-2023

#### T2 Systems

8900 Keystone Crossing  
Indianapolis, IN, 46240

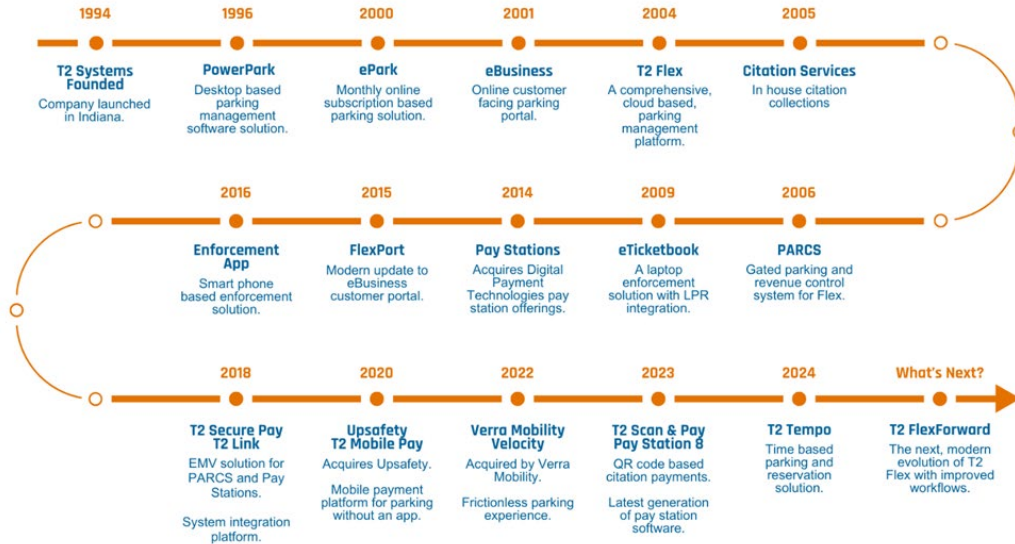
T2 Systems is a C-Corp and is a wholly owned subsidiary of Verra Mobility (NASDAQ:VRRM) and employs around 300 people. T2 has not had any litigation pending or settled in the past 5 years.

## b. Company History and Experience

**Brief description of the company's history and experience.**

T2 Systems was founded in 1994 with one simple goal: make parking better. We recognized that emerging technologies were ready to revolutionize parking, making it easier for parkers and parking administration alike. Since then, we've been a leader in the parking industry and continue to pave the way with new technologies that help you seamlessly manage parking, mobility, and transportation services.

Today, we provide comprehensive solutions to process transactions and leverage data to help our customers make informed decisions about their operations. Our unified parking management platform puts all the tools you need to be efficient and effective at your fingertips, with one turnkey suite of solutions to manage Permits, Enforcement, PARCS, Pay Stations, Mobile Payments, and more. With a strong track record of delivering projects that generate real return for our customers, and by delivering a quality experience for parking patrons, T2 continues to focus on helping our customers move their operations forward.



T2 is owned and financially backed by publicly-listed Verra Mobility (NASDAQ:VRRM), who provides us the resources to innovate and support our customers. Verra is an established leader in developing and implementing intelligent traffic management products and services. Verra develops and operates a wide range of platform-based solutions. These include red light camera, speed camera, automated license plate recognition (ALPR) and school bus stop arm camera systems, all which use advanced sensor and image capture technologies that enable the active management of state and local motorways. Through T2 Systems, Verra will also offer leading parking management and payment technologies to support additional smart technology objectives.

## Manage Your Parking Operation on One Platform

T2 provides customers with a comprehensive portfolio of integrated parking solutions. Choose the services that meet your current scope and be sure that you can expand your parking program with future-proof solutions simply, with a provider that you trust.

### Permits and Enforcement

Our municipal customers rely on our UPSafety suite of user-friendly administrative and customer-facing permit management software, while enforcement officers in the field trust intuitive handhelds and integrated LPR technology to easily and efficiently find those in violation.

Customers in education and those requiring more complex permit parameters rely on Flex, which allows complete customization of your permitting and enforcement. Flex also powers T2 PARCS operations.

### PARCS

The T2 PARCS solution is not a one-size-fits-all access and revenue product. It is a reliable, comprehensive solution created and designed specifically for your operation, and it empowers you with



the right software, hardware, and analytics capabilities to effectively manage permit parking access and ensure the accurate capture and reporting of revenue.

### Multi-Space Pay Stations and Mobile Payments

T2 Luke® Multi-Space Pay Stations are user-friendly and versatile, ideal for both on- and off-street environments. Luke Pay Stations are engineered for long life and can be deployed in any climate. The back end is powered by the highly configurable and data-driven Iris™ software, which puts you in total control of your parking operation. With Iris, you can manage Pay Stations and all integrated systems that support them: enforcement, mobile payments, LPR, accounting solutions, and more.

### Citation Services

Our Citation Services solution provides full citation and payment processing, as well as delinquent citation collections, by customer service agents who understand parking operations and provide excellent customer service to you and your parkers while increasing the parking operation's revenue.

## c. Project Understanding and commitment

### c. Firm's confirmation of understanding of the project and commitment to provide the appropriate personnel, equipment and training to perform the scope of services as defined in this document.

We will provide a cutting edge, real-time digital permitting & enforcement platform to the Village of Shorewood, including two (2) handhelds with Android software for Infraction Validation and Citation Issuance, and three (3) Site Licenses to our Microsoft Azure cloud-hosted Management Portal for the processing and analysis of Citation, Permit and Integrated App activity, and a fully branded and customized patron portal for self-service violation & permit management, disputes and more.

As more fully described in our technical response, all three systems work together in real-time to ensure that updates in any one facet propagate to the others immediately.

This includes virtual permits being available for sale through the patron portal from the moment they are created by Administrators; that same permit being enforced by Handheld or Vehicle Mounted ALPR from the moment the permit is sold, and for an officer on the street to be guided to chalks generated by an ALPR car, or another officer, minutes before they expire. Real-time integration to all major PayByCell providers, Kiosk Providers and ALPR providers, as well as over 30 other partner integrations come standard.

Notable technical differentiators between our system and other leading products include:

- **Mobile ALPR puts the functionality of a full car-mounted ALPR system in the palm of your officer's hand**, allowing the Android device to check payment, scofflaw, permit and overtime status as soon as a license plate comes into view of the camera - no stopping required.
- **Our Patron Portal allows each customer full visibility into their parking account**, with comprehensive self-service permit management including the ability to add, modify and remove



vehicles, recurrently renew permits through a tokenized Credit Card, view the history and disposition of all disputes and outstanding citations, as well as the ability for city Administrators to modify the site for alerts and updates at any time.

- **Our analytics suite, dashboard, and fully customizable reporting allow you to report on any metric, at any time.** This means you will never have to ask for a custom report again, while facilitating new and deeper insight into your enforcement practices, collection rates, payment channels, officer productivity, citation issuance equitability and more.

Our solution meets the project requirements by providing:

- **A scalable solution** that accommodates future growth in the city's technology and data needs.
- **An automated notification system**, which can send out notifications via mail and/or email to remind patrons of hearing date, failed payment attempts and ticket payment.
- **Nationwide owner lookups**, augmented by Duncan Solutions proprietary retrieval services. They maintain direct integrations to all 51 DMVs and 5 Canadian provinces, in addition to NLETs and an in-house team dedicated to registered owner determination. Their out-of-state hit rates near 90%.
- **Payment terminals available** for debit and credit card transaction for more efficient, touchless, in-person interactions.
- **Automatic flat file export to your hearing entity and ERP** are available entirely out-of-the-box. Access to our API for real-time integrations to other potential systems is fully included.
- **More efficient communication, coordination, scheduling**, allowing unlimited system access to the city's hearing entity, Police Officers and other entities such as local hospitals, colleges, and other entities who are authorized to issue.
- **Comprehensive integration to and utilization of Citation Collection Services, LLC**, who can provide collections services and support under this solicitation, will allow collection information to be viewed directly through the UPSafety Solution's Management Portal. As more fully described in their own section, Citation Collection Services' collection rates on turned-over citations near an industry leading 60%.
- **Integration to our portfolio of six (6) payment and reservation apps, with a contract-long commitment to integrate to new additions chosen as the city's needs evolve**, with the ability to offer all six in tandem at the city's discretion. This allows customers the freedom to use multiple apps when traveling between localities, and materially increases app-based payment rates.
- **Full integration with vehicle mounted mobile LPR** is available if the city would like to implement that technology and use it in combination with our **handheld ALPR** functionality.

Beyond software features, we fully understand that implementation, training and support for the life of the project are equally critical. That's why, if selected, our customizations start with fully understanding what makes the Village of Shorewood's parking operation unique. In line with what we discover, our team begins the customization process. This includes:



- Mapping the currently utilized parking ticket to a format that is user friendly to constituents, fast to issue for officers, and fully acceptable by local ordinance;
- Customizing the functionality of the application, by mapping street names to GPS locations, customizing your Chalking, Meter Monitoring, and Booting functionality and formalizing your citations escalation path;
- Working with disparate vendors to seamlessly integrate the flow of the data in the way the city prefers.

Once this customization is complete, your dedicated project manager and training team will conduct an in-depth training. Afterwards, you will have direct access to your project manager as well as our in-house support team, who have been trained on your unique installation, and are available 24/7/365, with a one-hour SLA.

In conclusion, we believe we have a firm grasp of the requirements of this project and understand how our solution can meet and exceed the Shorewood’s functional requirements for a best-in-class parking management system that does more for Administrators, Officers, Residents and Visitors.

## d. Implementation Team

### d. Outline your implementation team members and assignments.



**Kristina Morris** – Project Manager

**Role for Village of Shorewood:** Implementation & Training

With over 14 years of experience working for and with companies of varied markets, Kristina is a versatile manager with a background in software development, technical support, and project management. She has continuously shown herself to be a team player and is known for using outstanding communication skills to influence internal and external stakeholders. Kristina has an aptitude for assessing and managing complex projects and has proven herself successful in intense and demanding environments.



**Jennifer Watson** – Project Manager

**Role for Village of Shorewood:** Implementation & Training

Enthusiastic and goal-driven instructor with 17 years’ experience as a school educator and professional facilitator with diverse communication and instructional skills. Jennifer is well-versed with exceptional interpersonal, organizational, and problem-solving skills with the ability to design and deliver trainings and manage projects with superior results.



**Michael S. Rubin** – Director of Engineering

**Role for Village of Shorewood:** Software Development

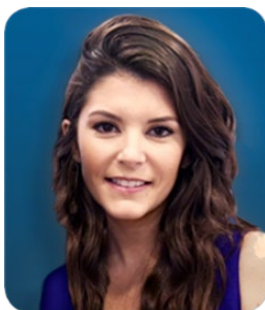
Mike Rubin is a four-year tenured employee with experience managing OWASP compliant, Agile development teams for over eight years. His knowledge of the Microsoft Azure cloud is unparalleled, and he has overseen over 27 successful integrations, thousands of hours of custom software development, and the development of new and innovative features for our solutions. He prides himself and his team on their relentless commitment to refining all aspects of our software.



**Drew Hoffmann** – Product Owner

**Role for the Village of Shorewood:** Product Customization

Drew Hoffman, an UPSafety employee for five years and graduate of Drexel University's Computer Technology program, Drew has managed over 50 successful deployments for our company. Drew is one of UPSafety's key players committed to ensuring its clients' needs are exceedingly met. His background in technical support at UPSafety has positioned Drew to responsively address and deliver the right solutions for all our clients' challenges. Working alongside of the UPSafety development and support teams, he defines our next-level features and product roadmap strategies.



**Rachel Dillon** – Lead Product Support Analyst

**Role for the Village of Shorewood:** Ongoing Technical Support

Rachel Dillon, employee with UPSafety since 2019, will be leading the product support for the Village of Shorewood. She provides in-depth, hands-on support to our clients, helping them to understand the nuances of our product and is always accessible to Town staff for technical support.



## 2. Project scope response

a. Items within the project scope should generally be addressed by component, sections, and details in order that they are listed in the RFP.

### Component 1: Parking permits management system

#### A. General

**1. System must require and maintain the following minimum information: Customer name Customer street address, city, state, zip code Customer apartment or unit number if applicable Customer phone number Customer email Vehicle make, model, year, color Vehicle license plate number and issuing state**

System can require and maintain the following minimum information: Customer name Customer street address, city, state, zip code Customer apartment or unit number if applicable, Customer phone number, Customer email, Vehicle make, model, year, color Vehicle license plate number and issuing state.

**2. System must be able to validate addresses / living units based on village data provided. Address data must be imported into the system at implementation Data must be able to be updated or added by staff for future updates**

T2 complies. Address data can be imported into the system at implementation using a .XLSX file, which is cleaned and validated for correctness using algorithms before being imported by the development team. After go-live, staff can request tweaks and modifications, and updates or additions to data can be made as needed. The system supports manual import options as well as real-time APIs for data import, and ongoing support is provided for updates and enhancements throughout the contract term.

**3. System must be able to offer multiple permit names / parking zones / lots System should be able to apply customer addresses validations by municipal defined zones Permits should allow for restrictions on purchase based on eligible zones / lots**

T2 complies. The system offers full customization of permit names, parking zones, and lots, allowing managers to create, modify, and update permits in real-time through the Management Portal. Permit varieties are fully customizable, and modifications are instantly reflected on the Patron Portal for application or purchase. Customer addresses and license plates are associated with user accounts, enabling address validation and eligibility checks by municipal-defined zones. Permits can be restricted for purchase based on eligible zones or lots, and business logic for these restrictions is implemented during the customization process. Real-time data exchange ensures that permit information is immediately available for enforcement and validation, supporting both virtual and physical permits.



Preapproval list allows City to upload preapproved addresses and max quantity of vehicles for each and apply the preapproval list across multiple permit types. Preapproval list can be bulk uploaded, manually updated, or updated via API.

**4. System must be able to limit the number of active permits per housing unit A housing unit may be a street number and street name (single home) A housing unit may be a street number and street name, plus an apt / unit number (apt building)**

Can restrict to X permit purchases by same plate within same permit type. To restrict across permit types, you would utilize a preapproved list and upload a list of addresses (can also specify apt/unit number). Parent/child permit types may also be to restrict access to a child permit until the parent permit is approved, especially for guest or visitor permits.

**5. System must be able to modify permit costs by each permit name or parking zone**

T2 complies. Authorized administrators and managers can modify permit costs by each permit name at any time through the Management Portal. All permit modifications, new permits, or business rule changes are communicated and updated to the Patron Portal in real-time, allowing for immediate application, viewing, or purchase by patrons. Each permit type can allow parking in one or more parking zones.

**6. Describe your firm's response times to address LPR or other equipment / software failures. Who would be responsible for resolving equipment issues? How are technicians / support services dispatched or provided? What are the response times for servicing equipment What are the procedures for replacing equipment if needed**

**Genetec AutoVu Mobile LPR System Software Warranty**

Genetec warrants that its software products will perform in all material aspects in accordance with the accompanying user manual and the media on which the Software Product resides will be free from defects in materials and workmanship under normal use. Software defects are covered through Service Releases and Cumulative Updates which are available for a period of 1 year from the date of the software purchase. Genetec's Advantage Annual Software Maintenance Agreement is included with AutoVu Managed Services at no additional cost. As long as the village maintains AMS service, you're covered.

**Genetec AutoVu Mobile LPR System Hardware Warranty**

The LPR system is covered under a standard one-year return and repair warranty from Genetec. Should a product need to be repaired, the customer will remove the part and return it to Genetec. Genetec will repair the product and return it to the customer within 10 business days from the date Genetec receives the product to the date it is shipping back to the customer. Upon receipt of the part, the customer will reinstall the product. Therefore, a normal return and repair is a two-



week turnaround, and can be longer if a Minuteman Security Technologies re-installation and/or alignment visit requires scheduling.

Genetec offers a hardware warranty extension and upgrade program for AutoVu. Warranties can be extended for a total of up to five years. Additionally, the hardware can be upgraded to advanced replacement. With Genetec Advanced Replacement Hardware Warranty, should a product need to be repaired, the issue will be diagnosed by Genetec and a replacement camera/processor sent out overnight.

Downtime is lost revenue in the parking world and the effect of lost LPR service can be substantial. As parking enforcement operations are mission critical, we recommend upgrading to the advanced replacement warranty. We have included an upgrade to Advanced Replacement warranty for year 1 and pre-payment of Advanced Replacement warranty for years 2-5 in this proposal. Many warranty options are available to the village from paying annually for Advanced Replacement for the maximum of 5 years to paying in advance for 1, 2, 3, 4 or 5 years, with a sliding scale of savings associated with each option. The village also has the option of purchasing Return and Repair warranty for years 2-5 either on an annual basis or pre-paying for 2, 3, or 4 additional years. All warranty options are available to the village and can be discussed in further detail if the village is interested.

## B. Monthly on-street parking management

**1. System must allow for online permit sales System must allow for initial registration for first time permits System should facilitate renewals of permits for registered customers / vehicles System should facilitate automated customer reminders. Please describe messaging capabilities.**

### Permit Creation, Modification & Validation

Our back end permitting management feature is fully featured, and allows authorized administrators and managers to:

1. Manage Permit Zones
2. Change payment requirements including
  - Partial Payments Allowed (Y/N)
  - Payment Media (Card/Cash/Check) Accepted
3. Manage Permit Store Look/Feel
4. Manage Permit Types
5. Manage Permitted Individuals
6. View, Approve & Deny Permit Requests, including the viewing of supporting documents.
7. Manage Permit Waitlists
8. Use the solution as a Point of Sale for In Person Permit Purchases



9. Manage lists of Pre-Approved Permit Users
10. Run Comprehensive Permit Reports

This powerful functionality will allow the Village to effectively manage, and instantly post for sale on the Citizen Portal, a huge variety of permits, including for Contractors, Motorcycles, and Residential and Temporary parkers. While all permits created follow the same basic logic; zone, duration and other permit data are posted to the cloud and communicated to the handheld enforcement devices in real-time at purchase and approval.

UPsafety iPermit® contains waiting list functionality that can be enabled per permit type with options for maximum allowed waitlist patrons. The waitlist functionality automatically notifies patrons by email once a permit becomes available, giving the patron a customizable period of days (based on the village's request) to complete their registration via email link. Patrons are automatically notified a customizable period of days before any permit type expires with a customizable email set by the village.

Regardless of the workflows required by the Village, we are confident our permitting solution will meet, and far exceed your needs.

## **2. System should be able to facilitate the purchase of multiple months of permits**

T2 complies. Authorized administrators and managers can manage permit types, including posting for sale a variety of permits with customizable durations and other data, allowing patrons to purchase permits for multiple months through the Citizen Portal. Restrictions would work if purchased monthly, and cannot procure multiple months at once in today's environment but there are other options to consider.

## **3. System should facilitate updating of license plate, vehicle information without negatively affecting future on-line renewals. Please describe how changes can be made and any renewal impacts**

T2 complies. Changes to license plate and vehicle information can be made through the system by updating customer records, which allows for the entry of comments and maintains an audit trail. Permit information is checked automatically via real-time data exchange between the permit store and handheld devices, ensuring that updates to license plate or vehicle details are reflected immediately for enforcement and renewal purposes. Virtual permitting based on vehicle registration (license plate) is recommended, and both online and in-person permit purchases are supported. These updates do not negatively affect future online renewals, as permit information is available to all handhelds from the moment of purchase and can be validated through ALPR or visual inspection. The system's strong auditing and synchronization capabilities ensure that enforcement and renewal processes remain accurate and up-to-date following any changes.



## C. Monthly off-street parking management

**1. System must allow for online permit sales System must restrict initial registration for first time permits, subject to availability and administrative approval. Describe the system capabilities for maintaining waiting lists when availability is limited. System should facilitate renewals of permits for registered customers / vehicles System must be able to limit renewals based on monthly renewal periods System should facilitate automated customer reminders. Please describe messaging capabilities.**

T2 complies. The system enables online permit sales through a customizable Patron Portal, allowing patrons to apply for, view, and purchase permits in real time. Initial registration for first-time permits can be restricted based on availability and administrative approval. When permit availability is limited, the system provides permit waitlists on a first-come, first-served basis, with automated email notifications sent to patrons as they reach the top of the waitlist. Patrons are given a set period to complete registration, after which the next individual on the waitlist is notified. The system facilitates permit renewals for registered customers and vehicles, with the ability to limit renewals based on monthly renewal periods. Automated customer reminders are supported, with customizable email notifications sent a specified number of days before permit expiration. Messaging capabilities include the generation of customized PDF notice letters and automated email communications for waitlist status, permit expirations, and other relevant actions.

**2. System should be able to facilitate the purchase of multiple months of permits**

T2 complies. Authorized administrators and managers can manage permit types, including posting for sale a variety of permits with different durations such as monthly permits, through the Management Portal. Patrons can apply for, purchase, and renew permits for both single vehicles and batches of vehicles, with permit information communicated in real-time to enforcement devices. Permit terms and conditions can be attached and viewed through the website, and unique permit types can be created for hourly, daily, weekly, or monthly permits, allowing for unique pricing and purchase options as applicable.

**3. System should facilitate updating of license plate, vehicle information without negatively affecting future on-line renewals. Please describe how changes can be made and any renewal impacts**

T2 complies. Changes to license plate and vehicle information can be made through the UPSafety solution, which supports real-time updates to permits, handheld devices, and ALPR systems. All permits purchased are updated to both handhelds and the ALPR system within seconds of issue, ensuring that as license plates are scanned, they are checked against the most current list of valid permits. This process allows for seamless management of permit and vehicle data without negatively affecting future online renewals, as updated information is immediately available for enforcement and validation purposes.



## **D. Paid on-street curb management (“metered”) mobile pay parking**

**1. List each available payment channel for the motorist (mobile app, pay by text, phone number/IVR, webpage, etc.) and describe the user experience (if the service supports multiple languages, please list them). Must a motorist establish an account, or can “guest” payments be made? Is there any limit to the number of vehicles that can be stored in the account?**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**2. Provide a list of current accepted payment methods (credit cards, debit cards, Apple Pay, Google Pay, Venmo, PayPal, etc.). Is there any limit to the number of payment methods that can be stored in the account?**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**3. Explain how the motorist is informed of any fees they will incur before the transaction.**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**4. Describe notifications that the customer receives after payments are made.**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**5. Does the system support a period of free parking prior to the start of paid parking? If so, please describe how this works.**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**6. Does the system allow the purchase of additional time not to exceed the maximum length of stay?**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**7. How are payments transmitted to the enforcement system, what is the average latency, and to what reports does the Village have access to verify this performance?**



Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**8. Provide system availability/uptime figures for 2025, describe the back-up/failsafe systems you have in place, and explain how the Village and Motorists are informed if the system is down. Explain how scheduled downtime is managed, how frequently it occurs, and how it is communicated to the Village.**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**9. Describe the proposed implementation schedule from Notice to Proceed to “Go Live” date identifying tasks, key milestones and required Village decisions.**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**10. Describe the process and lead-time for the Village to request changes in parking rates, days/hours of operation, special events, creation of new zones, etc. Is there a “self-service” mechanism by which the Village can make these changes itself or must the Vendor make these updates?**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**11. Describe the management system that Village staff would use to adjudicate violations, confirm payment, refund payments, and create financial and enforcement reports. Provide samples of the three most common reports.**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**12. Describe the customer care and support that you provide for motorists and Village staff including types of service, training modules, manuals, languages supported, and hours of access.**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**13. Vendors should outline any additional features they offer including: Support for parking permit payments Support for demand-based pricing or graduated parking rates The use of**



stored value accounts “Find my car” wayfinding Parking availability map Loyalty programs or coupon/validation programs User alerts regarding snow emergencies, parking bans, etc.

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**14. The Vendor should describe their marketing plan and strategies to promote the launch of the system and drive adoption including: Best practices for implementing signage Recommended webpages on the Village website Community outreach Social media strategies to help raise awareness of the mobile payment system Local media coverage to promote the launch and use of the system Push notifications and in-app messaging to provide information and drive behavior Geo-fencing functionality to target people coming into paid parking areas who already have the app on their phone.**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

**15. There is currently no paid on-street parking in Shorewood, so in addition to providing details about their offering, vendors are requested to provide estimated revenues and recommended paid parking policies including required payment areas, paid hours, and rates based on their experience, the 2020 Transportation and Parking analysis , information about Shorewood provided here, and comparable municipalities. Where should we implement paid parking? If and how should we phase it in? What rates should we charge? What days and hours should be enforced? Should we include a courtesy (15-minute) free parking period? Estimated revenues if feasible. Any other relevant topics.**

Not Applicable. We are not submitting a proposal for a Mobile Payment solution as part of our response.

## **E. Single night parking management**

**1. System must allow for online permit sales System must allow initial registration of vehicles for first time permits System should facilitate renewals of permits for registered customers / vehicles**

T2 complies. The system allows for online permit sales, initial registration of vehicles for first-time permits, and facilitates renewals of permits for registered customers and vehicles. Permits can be applied for, purchased, and renewed through the Patron Portal, with information communicated in real-time to enforcement devices. The system supports both virtual and physical permits, and provides comprehensive management features for permit creation, modification, and validation.



**2. System must be able to restrict the number of permits allowed per license plate per calendar year**

Can be placed per plate, restrict to X (X is a customizable number selected by you) permit purchases by same plate within same permit type. To restrict across permit types, you would utilize a preapproved list and would need to know the plate number in advance, or utilize parent/child permit types to restrict access to a child permit until the parent permit is approved.

**3. System should be able to facilitate the purchase of multiple days of permits**

UPsafety has short-term fixed or variable length (patron choice) permit types available for you to create and customize. Fixed length allows the village to force a specific number of days the permit is good for and the variable length allows for the patron to choose the number of days. Variable length permit types allow the village to choose a minimum and maximum days.

**F. Describe the reporting capabilities of the parking permit management system related to the following items:**

**1. Ability to provide both summary and detailed reports of permits issued for a selected period (month, year, YTD, date range) including: Financial (payments/revenue/sales) LPR (hits/reads) Permits (types/issued/locations/lots) Vehicles (hot sheet/duplicates/excessive violations) Accounts (Bills/Balances/History) Tickets/Citations (issued/location/status/violation) Customer Letters (receipts/adjudications)**

The UPsafety Violation And Permit Management Platform provides comprehensive reporting capabilities, allowing users to generate both summary and detailed reports of permits issued for any selected period, including month, year, year-to-date, or custom date ranges. Reports can include financial data such as payments, revenue, and sales; LPR data including hits and reads reportable from Genetec AutoVu office; permit details covering types, issued permits, locations, and lots; vehicle information such as hot sheet, duplicates, and excessive violations; account data including bills, balances, and history; tickets and citations with details on issuance, location, status, and violation; and customer letters such as receipts and adjudications. The reporting tool is fully customizable, supports filtering, totaling, and grouping of any field of data, and delivers reports in MS Excel XLSX format. Reports can be scheduled for recurrent distribution and customized to meet specific needs, ensuring stakeholders have access to granular or collated data as preferred.



**G. Upon Implementation, the proposing firm must be able to extract baseline legacy and current permit data into the new platform. Describe any data migration capabilities or limits from our current system.**

Upon Implementation, the proposing firm must be able to extract baseline legacy and current permit data into the new platform. Describe any data migration capabilities or limits from our current system.

T2 complies. UPsafety provides data migration capabilities for extracting baseline legacy and current permit data into the new platform. Data imports from legacy or replaced systems are handled as a manual process, typically using a .XLSX file as the medium. The provided file is cleaned and validated for correctness using algorithms before being imported by the development team. The City determines the cutoff date for citations to be imported. The process involves importing a full data export prior to deployment, updating payment and IVR systems immediately prior to training and go-live, sending a most recent delta file for import after training, and importing a final delta file for changes that occurred between the generation of the delta file and its successful import. Data import complexity is acknowledged, especially when violations continue to be written in the prior system up to go-live, and data must align perfectly as of the go-live date.

UPsafety also provides APIs for ticket import (batch flat files), customizable data export, and integration with third-party systems. Templates for exporting or importing data are proprietary but may be customizable to an extent. SFTP is used for file transfers, with no limits to file sizes, though data clearing or archival purging is recommended after transmittal.

There are no stated hard limits on the volume of data that can be migrated, but the process requires careful coordination and validation to ensure data integrity and alignment at go-live.

## Component 2: Automated citation writing platform

### A. The system must provide for the automated writing of parking citations

#### 1. Describe the process for issuing citations

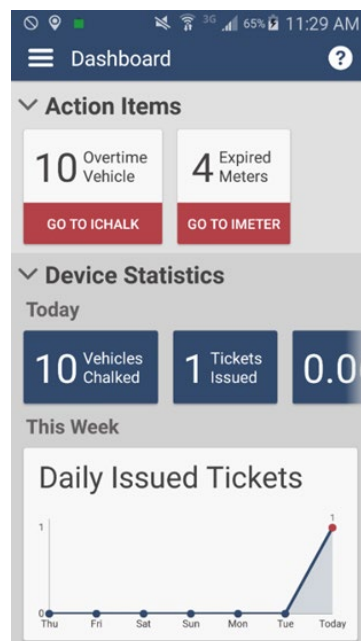
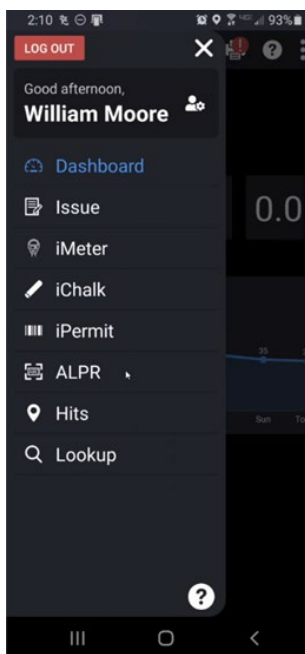
#### MOBILE ENFORCEMENT PLATFORM

Our UPSafety PE Solution's mobile enforcement, Android-based data collection software is ready to run immediately on the Android device of your choice. Including all the data fields specified by the city, we have worked hard to ensure the software is intuitive, fast, and most importantly, that officers love using it. This came from painstakingly focusing on details such as:

- Ensuring the software has optimal color patterns
- Ensuring sunlight readability
- Utilizing upload logic to ensure citations can be written with or without cellular service
- Dynamically optimizing drop-downs based on usage patterns
- Advanced Panic Button and Voice Recording Logic to keep officers safe
- Ensuring officers have all the information necessary in real-time to enforce equitably and efficiently

Let's start with what an officer sees upon login:

#### Officer Dashboard



From the moment officers log in, our application is focused on their efficiency. Our officer dashboard ensures that officers understand where and when they are needed most through Action Items, with each item linked directly to the next software action that needs to be taken to enforce on those violations. Furthermore, by collating their performance, officers can understand the ramifications of their own productivity, and work to improve on their own standards.

Next, let's look at how the officer would issue a citation.



## Issue Tickets Screen

The screenshot displays a mobile application interface for issuing tickets. At the top, it shows the 'Ticket Number P533508'. The form is divided into six numbered sections:

- 1 Vehicle License Info:** Includes a text input for 'Enter License # Or Vin', a dropdown for 'Select State', and a red error indicator.
- 2 Location:** A dropdown menu currently showing 'MORRIS ROAD' with a red error indicator.
- 3 Vehicle:** Three dropdown menus for 'Select Vehicle Make', 'Select Type', and 'Select Color', each with a red error indicator.
- 4 Violation:** A dropdown for 'Select Violation' and a text input for 'Enter Meter No'. Below this, it shows 'TOTAL FINE \$0.00'.
- 5 Image:** Features a 'TAKE PICTURE' button and a photo gallery showing a white car. The gallery is labeled 'Image 1 of 2'.
- 6 Notes:** Contains the text 'SECOND OFFENSE, SAME VIOLATION', a red '+ ADD SERVICE' button, a checked checkbox for 'PRINT NOTES ON TICKET', an unchecked checkbox for 'THIS TICKET IS A WARNING', a green 'PRINT+ISSUE' button, and a red 'ABANDON' button.

Once again, our focus is on officer productivity and the efficient capture of data. Within this framework, our issuance screen will automatically:

### Require Photo Evidence

*(Based on the city's preference)*

With the UPSafety Solution's Mobile Enforcement Platform, officers can take up to 12 photos, and select the most detailed image to be printed directly on the citation. Each photo, when taken, is tagged with an unmodifiable time, date and GPS stamp, increasing the violator's willingness to accept responsibility for the infraction and remit payment in a timely manner. This can reduce disputes drastically, and eases the burden placed on organizational staff.

### Fill Fields Based on Prior Issuance

Once a license plate number is input, the enforcement platform is already referencing prior data. If a citation has been issued to the vehicle, or the vehicle has a valid permit, all vehicle data will be input automatically. This data is fully modifiable if physical features such as the color of the vehicle have changed.

### Inform Officers of Scofflaw and Escalate Fines Automatically

When issuing a citation, the platform verifies in real-time whether the plate number in question has had any prior citations or warnings issued by the city as well as citations which are unpaid or overdue. In the event of any scofflaw notification, the handheld will notify the issuing officer of scofflaw status, allowing the officer to decide if the vehicle is eligible for boot/tow, increased fines, or other enforcement actions.

### Allow Officers to Request Boot, Tow and Impound Services with Ease

After determining that a vehicle is eligible for boot, tow, or impound – which is automated via the platform's built-in mobile Scofflaw Notification alerts – officers simply press a button on the 'Issue Ticket' screen to solicit the required service from an approved external vendor or internal department. Additional fees may be applied and will be added to the citation fine amount if applicable.



## The Output: UPSafety Citations



Our citations make a noticeable difference for you and your patrons by providing easy-to-read, accurate information – every citation, every time. Violations can be viewed online immediately after issuance, both by violators through the Patron Portal and by administrators and Managers through the Management Portal, including associated photos, GPS location and all other violation details.

2. Describe the capabilities of the citation management system related to the following items:

- Ability to define various violation types and associated fee amounts
- Ability to attach photos, correspondence and/or e-mail, VIN numbers, etc., to the appropriate citation or customer account
- Ability to retain the parking system generated notices to the violation records. Information retrieval from the Department of Motor Vehicles, local and nationwide
- Ability to identify repeat offenders, excessive violations, compile a “hot sheet” list, etc. for parking enforcement personnel
- Independent citation activity audit trail, including names and/or user numbers of persons processing or handling any data
- Ability to provide a report of citations issued for a selected date range
- Provide monthly payment report
- Provide monthly Habitual Violators Report listing violations; to also include the latest DMV registered owner name and address
- Provide monthly and year-to-date fine collections; new citation processing; dismissals and suspensions; and number of appeals received
- Create other useful management reports for system analysis, problem resolution, statistical data and overall enforcement efficiency
- Allows for the ability to track enforcement revenues by designated Village districts/zones

The UPSafety citation management system provides robust capabilities for parking enforcement and violation management. It allows administrators to define various violation types and associated fee



amounts, process and modify records with user-specific permissions, and attach photos, correspondence, emails, VIN numbers, and other documentation to citations or customer accounts. System-generated notices are retained with violation records, and the platform supports real-time and nationwide DMV lookups for registered owner information. The system can identify repeat offenders, track excessive violations, and compile actionable lists such as “hot sheets” for enforcement personnel. An independent audit trail records all citation activity, including the names and user numbers of individuals processing or handling data. Comprehensive reporting features enable users to generate reports of citations issued for selected date ranges, monthly payment reports, monthly Habitual Violators Reports including the latest DMV registered owner name and address, and monthly and year-to-date fine collections, new citation processing, dismissals, suspensions, and appeals received. The platform also supports the creation of custom management reports for system analysis, problem resolution, statistical data, and enforcement efficiency, and allows tracking of enforcement revenues by designated Village districts or zones.

### **3. Describe the process for implementing your license plate reading (LPR) software Identify what equipment would be needed to integrate into your solution**

Implementing the license plate reading (LPR) software involves integrating UPSafety’s enforcement solution with Genetec’s LPR technology, installed and supported by Minuteman Security Technologies. The process begins with the installation of specialized Genetec SharpZ3 LPR cameras on a dedicated enforcement vehicle. These cameras, equipped with both color and infrared imaging and built-in illumination, capture license plate images and send the data to an on-board processing computer, typically a ruggedized tablet or laptop such as the Panasonic FZ-G1. The Genetec Patroller software, installed on the in-vehicle computer, analyzes captured plates against enforcement rules and communicates with the Security Center server for data storage and reporting. Optional wheel imaging cameras may be installed for time-limit enforcement. The system supports real-time permit and scofflaw information, hotlist and permit enforcement, and time-limit monitoring. All data is transferred to the back office via cellular, Wi-Fi, or USB for further analysis and reporting. Required equipment includes Genetec SharpZ3 LPR cameras, processing computer (ruggedized tablet or laptop), Genetec Patroller software, optional wheel imaging cameras, and connectivity for data transfer.

### **4. Describe the process / functionality for voiding or cancelling citations**

Void Status are for citations that have been voided in the field by a handheld device with a provided reason. This is an optional feature to be enabled or not. Dismissals are done from the back office by selecting one or multiple citations and the dismissal reason.

### **5. Describe the process / functionality for contesting or appealing citations**

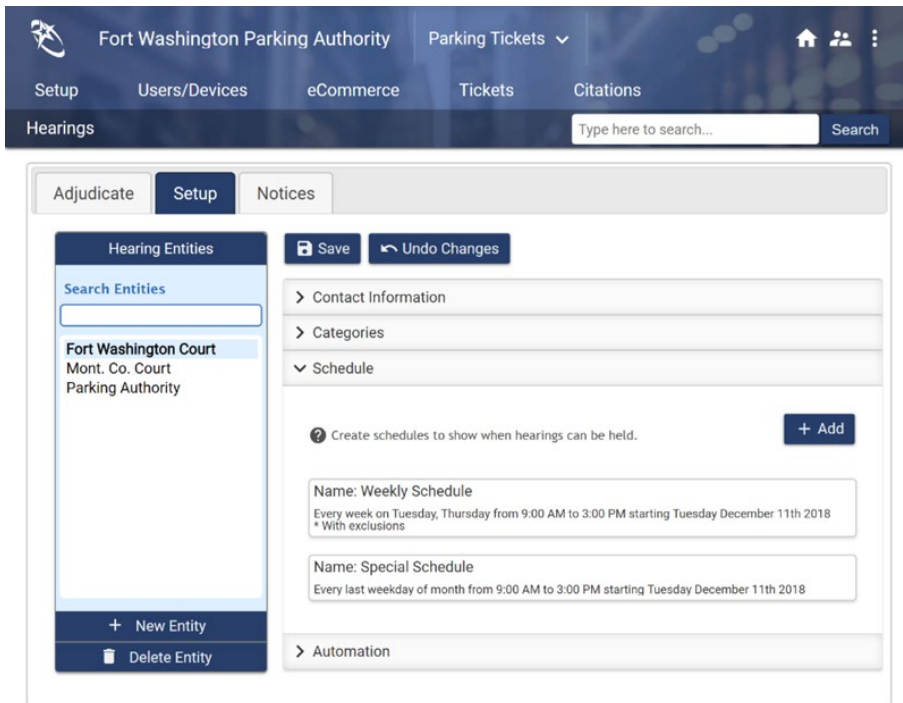
#### **Management of Disputes, Hearings and Adjudication Requests**

As previously mentioned, appeals may be filed in the manner that your policies allow: verbally, via letter, email, or online through the Patron Portal. When a dispute is made online, patrons can enter their



contact information as well as upload secure attachments such as photos or documents. From there, our Management Portal contains features which allow the efficient:

- **Management of Hearings**
- Create and manage Hearing Entities (Courts, Boards, Individuals)
- Customize and automate your hearing process flow
- Optionally add hearing fees



United Public Safety · Ph: 215.394.1906 · Fax: 267.803.1971 · support@upsafety.net · UPsafety\_Shop  
By using this software, you are agreeing to the following: EULA / SAAS

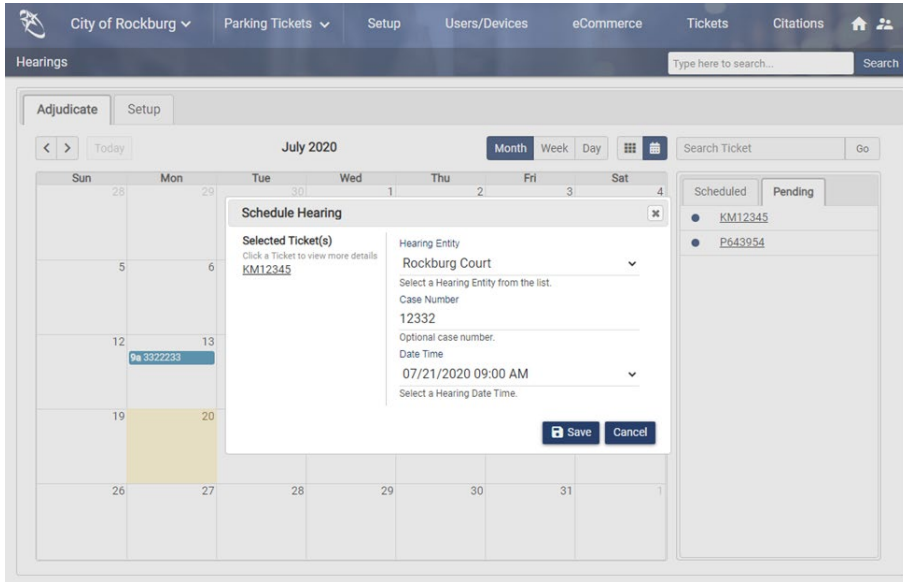
## Scheduling of Hearings

- Setup recurring or single occurrence hearing dates/times
- 'Scheduling Hearings' automation options include:
- Allowing the Management Portal to automatically assign a hearing when a citation is issued
- Allowing the Management Portal to automatically schedule hearings when a dispute is filed
- Allowing the Management Portal to automatically assign a hearing once a predetermined amount of time has passed after citation issuance
- Allow Hearing Entities to manually schedule hearings
- Automatically generate and mail notices for scheduled hearings

## Adjudication of Hearing Outcomes

- View and manage schedules for each Hearing Entity

- Adjudicate hearing outcomes, instantly updating citation status
- Automatically generate and mail notices for adjudication outcomes



**6. Upon implementation, the proposing firm must be able to extract baseline legacy open citation data into the new platform. Describe any data migration capabilities or limits from our current system.**

Data imports from legacy, or replaced systems are a manual process, as cleaning data from one vendor can be an altogether different effort than cleaning data from another. Our standard procedure is to use a .XLSX file as a medium. Once provided, the file is cleaned, validated for correctness using algorithms and then imported by our development team. It is up to the City to decide the cutoff date for citations to be imported if you so wish.

Data import can be surprisingly complex as data must line up perfectly as of the date of go-live, especially in situations where violations continue to be written within the prior system. So, our preferred process is the following:

1. Any time prior to Deployment: Import full data export from the city
2. Immediately Prior to Training/Go-Live:
  - Update online payment link
  - Update IVR System number
3. After Training, as of Desired Go-Live Date: the city sends UPSafety most recent delta (summary of changes to master) file for import
4. After Go-Live: UPSafety imports a final delta file for changes that occurred in the interim between the time of the generation of the delta file and its successful import



**B. System should have an open application programming interface (API) that allows for integration with existing and/or future software platforms or can provide access to data via API for future needs. At a minimum, all key data should be exportable / extractable for analysis or use in other systems.**

System should have an open application programming interface (API) that allows for integration with existing and/or future software platforms or can provide access to data via API for future needs. At a minimum, all key data should be exportable / extractable for analysis or use in other systems.

The UPSafety solution supports an open API that allows for current, new, and future integration with third parties such as financial software for in person payments, real-time paid parking status from pay stations and pay by cell phone applications, pre-approved permit users, collections vendors, and uploading tickets from external sources. UPSafety also offers a customizable data export function. Any and all integrations would undergo technical scoping by our team, to ensure existing tool sets will meet your requirements (if existing tool sets aren't compatible a custom development quote will be provided).

## **Component 3: Automated fee management and late notice processing capabilities**

**A. The system must provide for automated fee escalations, application of DMV and other fees, as well as various system generated notifications.**

**1. Describe the process / functionality for automated fee escalations, including DMV or other additional fees**

Late fees may be managed by your staff and the same or different per violation. They apply after a customizable amount of days and/or hours either after issuance or after a hearing adjudication occurs. Late fees may add a fixed dollar amount or a percentage of the base violation fine amount. There may be an unlimited number of late fee escalations as you prefer. Late fees apply automatically within the system based on your ordinances. They may be reset on the ticket by ticket basis as needed by administrators with permissions to do so if you prefer.

Violations may also escalate based on the quantity issued, if necessary as per your ordinances. Customers generally include DMV or other additional fees within the late fees that apply automatically after a number of days. DMV lookups are performed automatically after a number of set days. Hearing fees may be applied automatically, if necessary as per your ordinances.



## **2. Describe the process / functionality for the placement and release of DMV registration suspensions / holds (where applicable)**

The UPSafety solution has DMV integrations to multiple state agencies. We do not currently have an integration with Wisconsin, but we have the technical/development capability to make that happen. Typically the state agencies require a state municipal agency to help sponsor a vendor through the process, and we would request the City to support T2 in that effort. Timing and specific scoping details would be based on that joint effort dependent on state DMV cooperation.

## **3. Describe the process / functionality for the generation and mailing and/or emailing of late notices for unpaid tickets. Please make a specific note if the generated notices will become attached to the citation records. Notices should include the following information: Registered owner name and address Vehicle license number: vehicle make/model Citation issue date, number, and time Location where violation occurred, violation description Information on how and where to make payment; amount of payment required Consequences of non-payment (penalties, DMV hold, etc.) Contact information for payment**

The UPSafety solution supports the automated generation of customized PDF notice letters for unpaid citations, which are mailed to violators, including out-of-state owners. Eligible actions, such as unpaid tickets, are flagged daily and mapped to notice generation. The system allows for editing of notice templates and verbiage to meet specific requirements. Notices can include all required information: registered owner name and address, vehicle license number, vehicle make/model, citation issue date, number, and time, location of violation, violation description, payment instructions and amount, consequences of non-payment (such as penalties or DMV hold), and contact information for payment. Notices and all citation processing actions are tied to the citation record in the Management Portal, where attachments, audit logs, and payment history are maintained. Notices can be printed or emailed, and become part of the citation record, ensuring a complete audit trail and accessibility for both administrators and violators.

## **Component 4: Automated online and other payment capabilities**

### **A. The system must allow a variety of high quality and easy to use customer interface platforms for payment processing options.**

#### **1. Online web portal that allows customers to view and pay citations. Describe the payment process.**

T2 complies. The online web portal allows customers to view and pay citations by creating an account that associates their license plate, name, address, and permits to their profile. Customers can view outstanding citations and make payments online using tokenized payment media for future transactions. The portal supports online and in-person payment of issued citations, partial payments,



payment plans, and full refunds. Payment information is communicated in real-time to the management system, and receipts are provided immediately after payment. The system also accommodates the payment of citations not yet entered into the system and allows fleet owners to pay for multiple vehicles or set up automatic payments as part of their monthly invoice.

## **2. Other payment options such as pay by phone, mobile SMS texting, QR code or smartphone application compatible with iOS and Android operating systems.**

The UPSafety patron portal handles parking citation payments, disputes, and permit sales effortlessly with our highly secure and customizable e-commerce patron portal option, as part of the UPSafety PE Solution. From the portal integrated from your website, your patrons can view photo evidence as well as your department's parking fine and fee schedules, dispute tickets with the ability to upload file attachments securely, and purchase, renew, and track permits – creating a great experience for all who use the platform.

### Features

- Review photo evidence, as well as all ticket data recorded at the time of issuance
- View parking fine schedules, laws, and FAQs
- Purchase, renew, and track permits
- Dispute and inquire as to ticket status via text, including the upload of secure file attachments which can be viewed immediately by organization staff
- Mobile Device friendly (Phones, Tablets, Laptops, and Computers)

Patrons can scan a QR Code printed on the ticket to immediately view that and all unpaid tickets for that vehicle on their mobile device. Alternatively, patrons may call an included IVR phone number to pay their ticket via any touch tone phone.

We currently don't support SMS texting to pay and there is no need for a smartphone application to be downloaded as the website and QR Code are mobile accessible.

## **3. The Vendor must provide proof that it is “Level 1 Payment Card Industry” (PCI) compliant. Tell us how you ensure data security for the users’ data**

Our payment solution is PCI DSS, Level 1 certified. T2 Systems also undergoes annual SOC2 Type II audits by an independent certified auditor to ensure our data security policies are strictly adhered to. Our software is fully OWASP compliant by design and utilizes SHA256 bit data encryption for both data at rest and in transit. We offer comprehensive, customizable user permissions, require strong passwords, document all login attempts, perform weekly vulnerability scans and scans at each major release, and lock accounts after idle periods.



#### **4. Convenience fees must be clearly communicated to the customer**

Convenience fees are clearly communicated to the customer on every screen during the checkout process on the patron portal.

#### **5. Describe the mail-in or walk-in payment processing processes for cash and/or credit cards**

The UPSafety Citation Management System adheres to payment handling standards including, but not limited to, receiving payments, tracking payments, issuing refunds, providing detailed receipts, entering back-dated payments, and allowing for batch processing.

At an additional cost, we offer credit card terminals or you can provide your own.

#### **6. Describe processes for partial payments, returned payments, or refunds due to duplicate payments or cancelled citations, court ordered payment plans.**

The UPSafety Citation Management System supports partial payments and payment plans for citations. The system can process full refunds, including automated and real-time refunds for online or IVR payments to the card used, in cases such as duplicate payments, cancelled citations, or overpayment. The system also adheres to payment handling standards including receiving payments, tracking payments, issuing refunds, providing detailed receipts, entering back-dated payments, and allowing for batch processing. Additionally, the system accommodates court-ordered payment plans via the built in UPSafety payment plan feature for parking citations.

#### **7. Describe system capabilities for tracking the method and types of payments.**

The UPSafety system provides capabilities for tracking payment methods and types by supporting payments via major credit and debit card companies (VISA, MASTERCARD, AMEX, DISCOVER), accommodating parking citation payment plans, and integrating with third-party financial software for in-person payments. The system adheres to payment handling standards including receiving payments, tracking payments, issuing refunds, providing detailed receipts, entering back-dated payments, and allowing for batch processing. It also supports real-time paid parking status from pay stations and pay by cell phone applications, and offers APIs for payment tracking and integration with collections vendors.

## **B. Identify the payment processing vendor relationship for your proposed solution.**

### **1. Is the payment vendor predetermined based on your platform? If so, please identify the vendor.**

Yes the payment vendor is predetermined by the platform. We understand that our clients require complex payment flows, logic, and complete transparency. That's why we obtained PCI DSS Level 1



Certification and why we partnered with **Stripe**, to give us access to a fully compliant solution that is guaranteed to keep the solution and payment options we provide ahead of the technological curve.

In person payments, under the current Stripe supported system, are performed by our clients utilizing the BBPOS WisePOS E terminal, the latest and most advanced terminal offering. Boasting a full color 5" touchscreen display, comes with EMV standard, and also allows for expanded functionality as payment trends change, including mobile wallet acceptance, EMV capabilities, and NFC/CTLS. If we are selected, this offering - under Stripe - will be fully supported and is integrated to our Cloud as part of a full Ticket and Permit Point of Sale (POS) solution.

**2. Does your solution integrate with multiple payment providers? If so, please list those vendors for which you have an established integration relationship.**

No. The system uses Stripe exclusively.

**3. Are the payments processing fees included in your service costs or will they be billed separately to the village?**

The Village has the choice to pass on the payment processing fees or absorb those fees.

## Component 5: Costs - Equipment / Software / Other fees

### A. The proposal should clearly identify all costs required to implement an integrated product solution as described in the proposal to include:

**1. Estimated purchase / lease costs**

#### Hardware

Unlike many enforcement providers, T2 Systems provides full, in-house support for the hardware we resell to you. That means that instead of calling the manufacturer's technical support hotline, you're calling our fully UPSafety-trained staff under the same Service Level Agreement we maintain for our software – end-to-end solution support from T2.

**UPSafety XF Print S23 Ultra All-in-One Enforcement Handheld Package - \$2,795 per device**

This all-in-one solution supports full print options. The hardware package includes the XF Rugged handheld device with a built-in printer, Samsung Note 23 Ultra, two hot-swappable external battery packs, which allow both the device and a supplemental battery to be charged in tandem, a charging dock, power supply/charging cable, strap, carrying case and vehicle charger.

#### Optional Products, Processing Services & Other per Item Services

**UPSafety Payment Terminal BBPOS WisePOS E - \$399.00**



(Optional) USB E Dock - \$59.99

If the Client would prefer a more integrated option for in-person credit and debit card payments, these Terminals integrate directly to the UPSafety cloud, allowing the Client a fully web-based point of sale that allows:

- Payments are to be initiated directly through the Cloud software. When a cashier selects “Accept Card Payment,” the Terminal will accept payment only for the number of selected items.

Boasting a full-color touchscreen display, the BBPOS WisePOS E comes with EMV standard and allows for expanded functionality as payment trends change, including mobile wallet acceptance, EMV capabilities, and NFC/CTLS. USB Dock is required.

### **UPSafety Paper 3in Plain Polyvinyl Thermal - \$169 per case**

We provide top-quality water and tear-resistant polyvinyl paper. There are 50 rolls per case, and clients see anywhere between 60-70 tickets per roll.

## **2. Software upgrade frequency / fees**

All software updates, including product enhancements, issue resolutions, and new feature releases as they become available. Since its inception, we have been releasing new software to clients, averaging one new software release per quarter for the UPSafety solution. This allows our customers to take advantage of new functionality when it makes sense for your operations, and enables you to take advantage of T2’s innovation investments. Future “per transaction” features may be subject to additional fees when used.

To ensure these new features are fully communicated and utilized, T2 regularly holds *UPSafety User Webinars*, at no additional cost to subscribers, before each major update to identify, train, and answer all customer questions and concerns. Users who cannot make the webinar can request a recorded copy to view anytime.

## **3. Estimated system lifecycle**

Every Three (3) years we recommend a hardware refresh.

## **4. Any implementation costs**

### **Training and Implementation**

#### **UPSafety Personalized Webinar Training \$895 one-time fee per training**

This service includes multiple sessions to train your officers and administrators on how to confidently use the system inside and out, and your training managers to a Train the Trainer.

#### **UPSafety Cloud Set Up and Customization \$1,875 one-time fee**



Your implementation Manager will work with you to fully customize the cloud to your department, including setting permissions for each individual employee, implementing ticket lifecycle business logic, creating report templates specified by managers, importing common street names to optimize officer drop-down lists, and more.

Our project managers work quickly, and with your help, we can implement your perfect solution within 90 days of contract signing. For projects that cannot be implemented by T2 within 90 days of the contract execution date due to factors within your control, an extended project management fee of \$500 per week will apply.

Factors within your control include but are not limited to your failure to provide appropriate information, resources, or personnel reasonably necessary to complete implementation. Any delays caused by third parties or events outside the control of either T2 or you would not be applicable.

**Programmatic Data Conversion – *Fee waived for standard data conversions***

Assuming cooperation from the incumbent vendor, we will migrate all records from the current system to CityCite. Pending the amount of data that is requested to transfer, implementation may be delayed, or records not immediately available.

**5. Any user license limits or additional user-based license fees**

UPsafety Subscription Service – Full PE Mobile + Backoffice License(s) \$2,988 per year per license.

UPsafety Subscription Services - Additional Back Office User License(s) - \$2,388 per year per license

Unlimited users can be set up in the systems. Number of Licenses dictate the amount of concurrent user accessing the system at once.

**6. Any service, maintenance fee or other licensing costs**

**Data Plan Option**

**UPsafety Verizon LTE Data Plan - \$420 Per Year per device**

T2 Systems offers data plans from Verizon exclusively because their network and speed are uncompromising. This plan includes mobile data for one handheld enforcement device.

**UPsafety Hardware Care Program \$420 per year per device**

In the case of hardware damage or failure, this warranty fully covers:

1. Immediate shipment of a replacement unit to replace the affected device
2. A call tag for the affected device for shipment to our offices for repair

This provides for instant remediation of hardware issues and keeps officers enforcing.



### 7. Any training costs

**UPsafety Personalized Webinar Training** \$895.00 one-time fee per training

This fee is for online training of your officers and administrators on how to use the system inside and out and training managers to a Train the Trainer standard.

### 8. Any data migration or other ancillary costs

**Programmatic Data Conversion** – *Fee waived for standard data conversions*

Assuming cooperation from the incumbent vendor, we will migrate all records from the current system to CityCite. Pending the amount of data that is requested to transfer, implementation may be delayed, or records not immediately available.

### 9. Estimated yearly total costs

*Village of Shorewood, WI  
T2 Quote Summary*

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
<b>UPsafety Solution</b>						
Subscriptions	\$10,044.00	\$10,044.00	\$10,044.00	\$10,044.00	\$10,044.00	\$50,220.00
Services	\$2,770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,770.00
Hardware	\$5,759.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,759.00
<b>Subtotal UPsafety</b>	<b>\$18,573.00</b>	<b>\$10,044.00</b>	<b>\$10,044.00</b>	<b>\$10,044.00</b>	<b>\$10,044.00</b>	<b>\$58,749.00</b>
<b>Total Project Without MobileLPR</b>	<b>\$18,573.00</b>	<b>\$10,044.00</b>	<b>\$10,044.00</b>	<b>\$10,044.00</b>	<b>\$10,044.00</b>	<b>\$58,749.00</b>

**Additional Items:**

- UPsafety Automated Out of State Lookups per Lookup
- UPsafety Automated In State Lookups per Lookup
- UPsafety Delinquent Notice per Notice
- UPsafety Patron Portal per transaction or 4.5% - greater of



Village of Shorewood, WI  
T2 Quote Summary

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
<b>UPsafety Solution</b>						
Subscriptions	\$10,044.00	\$10,044.00	\$10,044.00	\$10,044.00	\$10,044.00	\$50,220.00
Services	\$2,770.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,770.00
Hardware	\$5,759.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,759.00
<b>Subtotal UPsafety</b>	<b>\$18,573.00</b>	<b>\$10,044.00</b>	<b>\$10,044.00</b>	<b>\$10,044.00</b>	<b>\$10,044.00</b>	<b>\$58,749.00</b>
<b>LPR Solution</b>						
Subscriptions	\$9,794.00	\$10,283.70	\$10,797.89	\$11,337.78	\$11,904.67	\$30,875.59
Services	\$14,838.60	\$0.00	\$0.00	\$0.00	\$0.00	\$14,838.60
Hardware	\$29,240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,240.00
<b>Subtotal LPR</b>	<b>\$53,872.60</b>	<b>\$10,283.70</b>	<b>\$10,797.89</b>	<b>\$11,337.78</b>	<b>\$11,904.67</b>	<b>\$74,954.19</b>
<b>Total Project With MobileLPR</b>	<b>\$72,445.60</b>	<b>\$20,327.70</b>	<b>\$20,841.89</b>	<b>\$21,381.78</b>	<b>\$21,948.67</b>	<b>\$133,703.19</b>

**Additional Items:**

- UPsafety Automated Out of State Lookups per Lookup
- UPsafety Automated In State Lookups per Lookup
- UPsafety Delinquent Notice per Notice
- UPsafety Patron Portal per transaction or 4.5% - greater of
- LPR Extended Warranty Available annual

**10. Activity based fees**

The system allows for automation of invoicing, late fees, appeals, and collections with scheduler function.

**UPsafety Automated Lookups - DMV Research (dependent on state regulations)**

**Out of State**

For DMV research for out-of-state violators, we charge Per Successful Plate Lookup, which means that a charge is only incurred if a valid address has been found for the requested plate.

For out of state look-ups the charge is \$2.50 per successful lookup for the states that T2 has 3<sup>rd</sup> party lookup support.

**In-State – Direct Integrations**

For states where T2 has a direct integration with that State’s DMV, any charges per lookup would be passed through at the actual cost based on that state’s policy.

**UPsafety Automated Delinquent Notices – \$1.30 per Automated Notification Letter**

The cost of customizing physical notices, which will be mailed to violators as warnings and requests for payment or for any other automated correspondence on behalf of your organization, is fully included in the setup process. This fee is for the printing, stamping, and mailing physical notices to violators.



## 11. Customer convenience fees

**NOTE: Customer convenience fees and payment processing fees are combined.**

**Patron Payment Portal** – *Greater of \$3.50 or 4.50% per Citation or Permit Paid Online*

T2 will fully customize an e-commerce site to meet your needs, including branding, customized dispute fields, and developing lookup logic. Through the portal, patrons can:

- Purchase or obtain permits via preapproval or a credit card purchase.
- Create an account for easy self-management of permits, or groups of permits
- Pay tickets -- Tickets are available for immediate payment or dispute in the Patron Portal once issued.
- Patrons can access their ticket via QR code, from mobile device or web browser to review photo evidence, ticket details, dispute, or make a payment.
- An Interactive Voice Response (IVR) phone number is included with subscription for citation payments over the phone.
- Dispute and inquire as to ticket status, including the upload documents to be viewed by enforcement or administrative staff

When a violator pays a \$30.00 citation, they will pay the citation amount, plus the applicable service fee (\$3.50 in this example), and we will remit the full \$30.00 citation value to you next day.

**If Terminal(s) are utilized: UPSafety Payments Fee** – *2.99% and \$0.25 per Transaction*

This fee will be billed monthly and included on a unified invoice for processing completed through purchased and utilized UPSafety terminals in the previous month. This makes it easier to track, manage, and audit.

## 12. Payment processing fees

**Please see above.**

## 13. Data interface, extraction, export or other fees/costs

UPSafety is designed as an out of box solution. Available customization regarding permitting, citations, and logic regarding your business rules are included. Any nonstandard integrations or items requiring additional technical scoping may result in an addendum and quotation being provided for agreement.



## **B. The proposal should include a summary of all costs and pricing model options including when those costs are due, and how they are collected, to be paid, or invoiced.**

The proposal should include a summary of all costs and pricing model options including when those costs are due, and how they are collected, to be paid, or invoiced.

Unlike many enforcement providers, we provide full, in-house support for our hardware. Instead of calling the manufacturer's technical support hotline, you will contact our fully US-based staff under the same one-hour Service Level Agreement we maintain for our software.

### **UPsafety/Flex XF Print All-in-One Enforcement Handheld Package - \$2,795 per device**

This one-piece device is the workhorse for your enforcement personnel. The hardware package includes the XF Rugged handheld device with a built-in printer, Samsung Note 23, two hot-swappable external battery packs, which allow both the device and a supplemental battery to be charged in tandem, a charging dock, power supply/charging cable, strap, carrying case and vehicle charger.

### **Device Plans and Options**

#### **UPsafety Verizon LTE Data Plan - \$420 Per Year**

We resell data plans from Verizon exclusively because their network and speed are uncompromising. This plan includes mobile data for one device.

#### **UPsafety Hardware Care Program \$420.00 per year**

In the case of hardware damage or failure, this warranty fully covers:

1. Immediate shipment of a no-cost Loaner device to replace the affected device
2. A call tag for the affected device for shipment to our offices for repair
3. Shipping for the repaired device back to your offices
4. A call tag for the Loaner device

UPsafety Subscription Service – **Parking Enforcement Mobile License** - \$2,988 per year per license

UPsafety Subscription Service – **Additional Back-office Licenses Mobile License** - \$2,388 per year per license

Our cloud-hosted software suite is priced as a recurring license(s) fee per device based on the functionality utilized. Customers have unlimited use access to citations and permits.

Included in your license(s)

1. Each mobile license includes access for (1) mobile user in our mobile enforcement software and (1) Backoffice user to our cloud-based back-end management software. This includes access to all software features.
2. 24/7/365 in-house help desk support for all software and hardware issues.



3. Access to our *Client Resource Center*, which provides in-depth details of the functionality within our mobile and back-end software, including video demonstrations and guided walk-throughs.
4. All software updates, including product enhancements, issue resolutions, and new feature releases as they become available. Since its inception, we have been releasing new software to clients rapidly.

To ensure these features are fully utilized, we regularly hold *UPsafety User Webinars*, at no additional cost to subscribers, before each major update to identify, train, and answer all customer questions and concerns. Users who cannot make the webinar can request a recorded copy to view anytime.

## Component 6: Mail services

**Please describe any mail services available through your company. The village estimates that up to 400 late notices per month may need to be processed:**

### 1. Methods and protocol for mailing late notices

The solution can generate reminder notices for unpaid citations by mail, including out-of-state owners. Mail notifications are sent via First Class USPS. The system can also generate mail notices to lessees or renters of cited vehicles, including loaner vehicles, when provided with proof of written lease or rental agreement as required. Timelines for sending late notices can be set by your finance and operations teams on the Late Payment Fees and Notifications pages. The system allows for automation of invoicing, late fees, appeals, and collections with a scheduler function.

### 2. Methods for reprocessing items returned in the mail

Administrators can process returned mail items by searching for the relevant citation records, editing ticket details, correcting errors, and updating citation status within the Management Portal. The system allows for modification of citation records, printing and mailing of updated notices, and comprehensive audit logging of all actions taken. Correction notices can be processed and mailed to the registered owner within a specified timeframe. All citation processing actions, including payments, appeals, dismissals, and modifications, can be performed on individual or groups of citations. The solution supports the entry of paper citations, and automated generation of customized notice letters for eligible actions. Print and email correspondence letters are supported for communication with violators. A relookup of owner information can be requested as necessary.

### 3. How are notifications retained in the citation management platform

The citation management platform retains notifications by generating and mailing notices for scheduled hearings and adjudication outcomes, as well as customized PDF notice letters to violators based on



specified business rules. Downloadable copies of notification letters are located in the ticket records for a period of time (generally one year)

#### 4. Costs per notification processed

##### **UPsafety Automated Delinquent Notices – \$1.30 per Automated Notification**

The cost of customizing physical notices, which will be mailed to violators as warnings and requests for payment or for any other automated correspondence on behalf of your organization, is fully included in the setup process. This fee is for the printing, stamping, and mailing physical notices to violators.

## Component 7: Collections services

**After 120 days have passed due, the Village may require additional collections related notifications and efforts. Please describe any collections related activities that can be provided by your company. The Village estimates that up to 10% of parking citations may require additional collections efforts.**

### 1. Methods and protocol for mailing collection notices

#### **Soft Collection Techniques**

Once we have made contact with the debtor, we first follow the Fair Debt Collection Practices Act, including when we can and can't call a debtor. We make sure they understand the status of the account and the payment amount due.

Keep in mind with a 'gentler' approach, it should be considered that a debt may take longer to collect and with the investment on the side of T2, we recommend the account be in process for collections for a period not less than one year.

We understand that everything we do represents Village of Shorewood: how we talk, collect money, send out collection notices and handle tough situations. Our experienced staff can be described as friendly, but firm, customer service oriented, descriptive, and informative.

#### **Parking Collection Notices**

T2 Citation Collection Services takes on the responsibility of sending correspondence to customers, thus providing the City the ability to focus on other important items. T2 Citation Collection Services is responsible for generating, printing and mailing delinquent parking collection notices. This includes postage.



Notices are generated for the City on a daily basis. A PDF copy will be made available to the City to reprint and provide to the public if needed. This is not a 'recreation' copy of the notice, but the actual PDF sent to the public as mailed.

## 2. Describe your overall collections processes

As a licensed collection agency, T2 Citation Collection Services offers Third party, FDCPA (Fair Debt Collection Practices Act) compliant letter services and outbound/inbound call center services. Citation Services works with clients to establish best practices, escalation points, and expectations to fit specific needs. We work with customers to establish the criteria for sending citations to third party collections to begin the collection process.

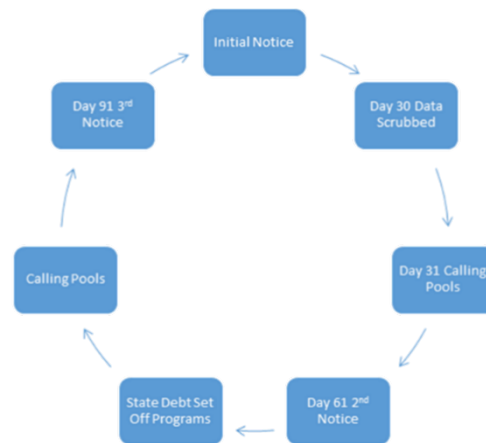
T2 Citation Collection Services performs outbound collection calls following all state and federal laws. Citation Services' experienced agents provide excellent customer service to clients and parkers. The team takes a non-confrontational, professional approach that reflects positively on a customer's organization. T2 Citation Collection Services' systematic, consistent, and efficient processes allow for a collection rate significantly higher than industry average.

T2 Citation Collection Services provides skip tracing with access to several skip tracing databases, allowing agents to receive the most current address and telephone information for responsible parties. The personal information is "scrubbed" and updated to maximize the ability of collection efforts. T2 Citation Collection Services has access to real-time bankruptcy information to ensure no FDCPA violations are committed when pursuing an individual who has petitioned for bankruptcy. T2 Citation Collection Services has the ability to obtain social security numbers and securely store sensitive information. T2 Citation Collection Services participates in several state debt tax set off programs across the United States and can submit claims on a customer's behalf.

The day an account is transferred to collections, a collection letter is sent to the responsible party to notify them of the transfer giving them 30 days to respond. After the 30 days passes, the account goes into the active calling pool of all active collections. We believe the first 90 days is critical to obtain a high collection rate. All accounts assigned will run through the following 90-day cycle.

T2 Citation Collection Services is confident in our ability to work accounts to the fullest and provide transparency to all our clients. You will receive a unique access code, username, and password for the T2 Citation Collection Services Client Portal. The portal provides view-only access into their collections account, including dialer activity, letter history, payment history, and any notes. You will also have access to invoices and month-end reports, like collection rate, posted payments, and new business.

The remittance of payments to the city will be transferred back to the client once a month. Payments are deposited into a trust account for our clients. We accept check/money order, Visa, Master Card





and/or American Express. Alternatively, our clients have the option to have all funds routed to their location.

### **3. Describe your ability to file collections under the State of Wisconsin TVRP program.**

We currently are Citations that meet the criteria of delinquent collections will be pursued using T2's collections process that may include the state debt set off programs if applicable.

### **4. Describe ability to perform skip tracing to locate violator**

We use a variety of skip tracing databases to locate debtors' current addresses and phone numbers; accurate information improves our ability to contact debtors and increases your collection rates. Any effort to pursue delinquent parking ticket debt is contingent upon identifying the owner of the ticketed vehicle. Through an interface in the Collection Software System we can determine the most up-to-date current address and telephone information for responsible parties.

### **5. Identify any fees or costs associated with these activities. The village does not allow collections fee surcharges to the violator.**

A 30% Contingency fee or flat rate charge of \$18 can be absorbed by the village or extended to the payee.

### **6. Describe the collections payment process Who receives collections payments What are the available payment options / terms How are any fees settled**

Collections payments can be made through various payment channels, including online payments via credit or debit card from kiosks, payment terminals, and integration with multiple payment and reservation apps. The UPSafety Citation Management System supports receiving payments, tracking payments, issuing refunds, providing detailed receipts, entering back-dated payments, and batch processing. Collection fees can be added to citations entering collection status. Comprehensive integration to and utilization of Citation Collection Services, LLC allows collection information to be viewed directly through the UPSafety Solution's Management Portal. Payment timelines and terms can be set by finance and operations teams, and the system automates invoicing, late fees, appeals, and collections with scheduler functions. Fees, including collection fees, are settled by being added to the citation and processed through the system.

### **7. Any other related collections process information**

T2 Citation Collection Services limits the number of citations that can have a fee waived per month. Six (6) citations per month can have their service fees waived.



## Component 8: Implementation

Provide a detailed implementation schedule based upon an executed agreement of January 22, 2026: Identify implementation phases and benchmark dates Identify key deliverables Identify any product testing activities Identify product training processes by component. Identify team members involved

### Project Plan

Upon RFP award, UPSafety assigns a project team (please see Transmittal Information section above for team bios), and dedicated project manager to be the city's primary point of contact from sign on to deployment. Once your team is assigned, we begin the 6 step go-live process, consisting of:

#### Phase 1: Pre Contract | Contract Negotiations | Contract Executed

**Description:** Determine all action items which may require contractual inclusion and consideration based on the city's needs. For example, if the city is planning a Bike Share program, or a special program targeting Curbside delivery management, etc. Mostly what we need to determine in this phase is what is in and out of scope.

#### Phase 2: Post Contract Information Gathering

**Description:** Once we have determined the generalized scope, it is time to fill gaps by learning as much about your operation as quickly as we can. While we have tried our best to do this through the RFP process, every parking operation is truly unique, and site visits and meetings with your staff are absolutely critical to ensure we do not miss requirements for a smooth go live. Items such as escalation path nuances for violations, dispute and appeal processes, inter-departmental integrations are all dissected here so we can clarify any and all potential code-level customizations as quickly as possible.

#### Phase 3: Required Software Development

**Description:** Taking what we've learned in the last phase, and continuing to refine as we learn more from the city, all clarified deliverables which require code-level customizations (new integrations, functionality, etc.), are specified, built and tested by our in-house team under the guidance of your project manager. While software is being developed, your project manager will hold bi-weekly update meetings and provide written reports on efforts and progress.

Once deliverables are released, our quality assurance team follows the standard Agile Development Quality Assurance ("QA") process, in which QA staff recurrently: (1) Design Test Cases based on Requirements, (2) Review Test Cases, (3) Develop Test Data, (4) Review Test Data, (5) Test Functionality and Log Issues.

As our Engineering and QA teams complete this verification, developed software will be presented to city stakeholders for testing and approval during regularly scheduled check-in meetings.



## Phase 4: Configuration

**Description:** Once all code level customizations are completed, the non-code-level configuration process begins including as a small subset of required tasks:

1. Provisioning of a city-specific Azure Cloud Instance;
2. Citizen Portal UI;
3. Violation Escalation Path Customization;
4. Boot and Tow Logic Customization;

The goal of this phase is to “polish”, and to collaboratively work with the city to ensure the system meets all requirements established in Phase 2.

## Phase 5: Deployment and Training

**Description:** Deployment consists of two principal phases, final data import and training. The first phase, data import, can be surprisingly complex as data must line up perfectly as of the date of go-live, especially in situations where violations continue to be written within the prior system. So, our preferred process is the following:

1. Any time prior to Deployment: Import full data export from the city
2. Immediately Prior to Training/Go-Live:
  - Update online payment link
  - Update IVR System number
3. After Training, as of Desired Go-Live Date: the city sends UPSafety most recent delta (summary of changes to master) file for import
4. After Go-Live: UPSafety imports a final delta file for changes that occurred in the interim between the time of the generation of the delta file and its successful import

As to training, effective on-site training is so essential that we have opted to devote an entire section to our approach, entitled “Training Methodology” following this section. As a brief summary, it is exhaustive.

## Phase 6: Post Deployment

**Description:** This phase is where we differentiate ourselves. Your staff will request tweaks, modifications and have many questions in the first few weeks. Our 24/7/365 product support with a 1 hour SLA makes this a breeze. Because it’s not about whether or not issues will occur, it’s how you deal with them. We invite you to speak to any of our recent deployments to corroborate how we dealt with this phase in their deployments.

As I hope we’ve illustrated, deployment is integrally dependent on partnering with your staff, because we are not deploying a one-size-fits-all solution. While nearly everything the city will request will be stock and standard within the solution, the way in which you use it will be as unique as your city. With



this in mind, we have invested in Monday.com’s software to allow city managers to offer feedback on proposed workflows, UI’s and specifications every step of the way, and in real time.

**Definitions:** “NTP” is an acronym for Notice to Proceed. “Days” refers to business days, meaning that five (5) days equates to one (1) week. This means that our estimated go live date of day ~43 indicates an approximate eight (8) week Go-Live from notice to proceed.

Description		From NTP	# Days
Phase 1	Project Team Assigned	0	0
	Kick Off Meeting - Clarify Deliverables	1	1
	Hardware Ordered	1	15
	Begin Custom Paper Mock Up's (if applicable)	1	5
	Set Up Guide Submitted To The City	1	15
	Submit Paperwork for Registered Owner Information	5	20
	Training Date Set	5	1
	Place Paper Order	10	15
Phase 2	Set Up Guide Completed By The City	15	0
	Ordered Hardware Received	16	0
	Provisioning & Customization of UPsafety Cloud	20	15
	Citizen Connect Portal UI Customization	20	
	Scofflaw - Boot & Tow Configuration	20	
	Hearing / Court Scheduling Automation	20	
	Configure Integrations	20	
	Collections Notices & Escalation Schedule Design	20	
	Ticket Data Import (if applicable)	20	
	Permit Types & Zone Configuration	20	
	Ticket Writer Software Installed & Configured	20	
	Paper Order Received	25	0
	Register Owner Approval Received	25	0
Phase 3			
	Final System Verification by Village of Shorewood	35	2
	Training Completed	37	3



	CityCite™ Official Go Live	40	0
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## Training Methodology

Training and support are critical to our solution. We service too many small clients and have held too many hands, too frequently, to believe otherwise. UPSafety trainers do not train to an hourly standard; we train the trainer, because there is no other way. If there is no product specialist within your organization by the time the system has gone live, we have already failed.

That is why we'll adapt our training plan with city stakeholders, understanding that full product knowledge and expertise is an end goal, not meeting a standard of hours. With this in mind, our trainings are segmented in to three major categories:

Parking Enforcement Officers	<ul style="list-style-type: none"> <li>• Accessing and navigating CityCite® Mobile</li> <li>• Using handheld devices to issue different types of citations</li> <li>• Data entry methods</li> <li>• Printing citations</li> <li>• Special features to create additional efficiencies</li> </ul>
Customer Service Representatives	<ul style="list-style-type: none"> <li>• Accessing and navigating CityCite® Cloud</li> <li>• Citation look-up and processing</li> <li>• Accepting and recording payments</li> <li>• Adding permit user information</li> <li>• Running reports</li> </ul>
System Administrators	<ul style="list-style-type: none"> <li>• Changing the configuration of the application</li> <li>• Adding or deleting offenses</li> <li>• Changing fine amounts</li> <li>• Editing escalation conditions</li> <li>• Creating, modifying, or scheduling automated reports</li> <li>• Special features to create additional efficiencies</li> </ul>

For Parking Enforcement Officers, everything starts with the handheld. For this training, we will ensure that hardware has been pre-emptively procured, is fully functional, and that each officer attending is able to utilize the hardware for the training. This will allow each officer to follow along step-by-step as they go through the nuances of the device, including:



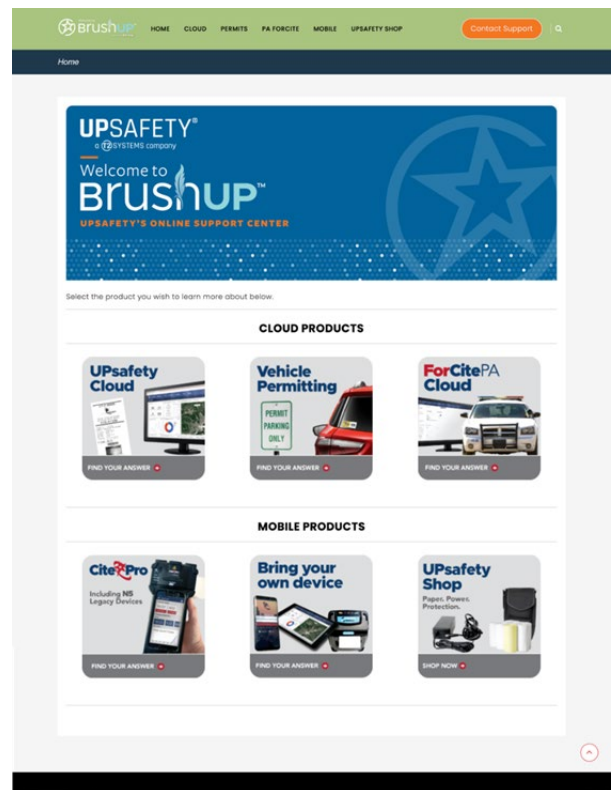
- Charging logic; when does the external battery charge the internal?
- Printer function and proper operating procedures in inclement weather.
- Potential failure points and avoidance. For example, the unit is more likely to break if the printer door is open.
- What does each indicator light mean?

Allowing each officer to follow step-by-step, and creating physical milestones, such as getting the handheld to blank feed paper, ensures that all officers are participating and following along.

Once officers fully understand how to use the equipment, we will review the Data Collection Software. Special care will be given to ensuring that elements such as iMeter, iChalk®, iPermit® and Scofflaw, and mobile ALPR have pre-loaded data, and that the plates which are loaded into these modules are *physically located*, in the training hall, allowing users to fully utilize the functionality before they are on the streets. Once again, setting physical milestones such as the issuance of tickets in relation to all four of these modules will create a deeper understanding of the software functionality.

Initial trainings can be fully video recorded and included within our Online Resource Center. The fully online Resource Center is accessible directly from the "UPsafety BrushUP" section of our dashboard.

This is the centerpiece of our ongoing training and user knowledge expansion. This entirely online application, which is fully indexed and searchable, is updated at each release, and contains over 360 pages of information, including a detailed description and instructions of each and every feature and screen of both our Android Data Collection Software and our Management Platform.

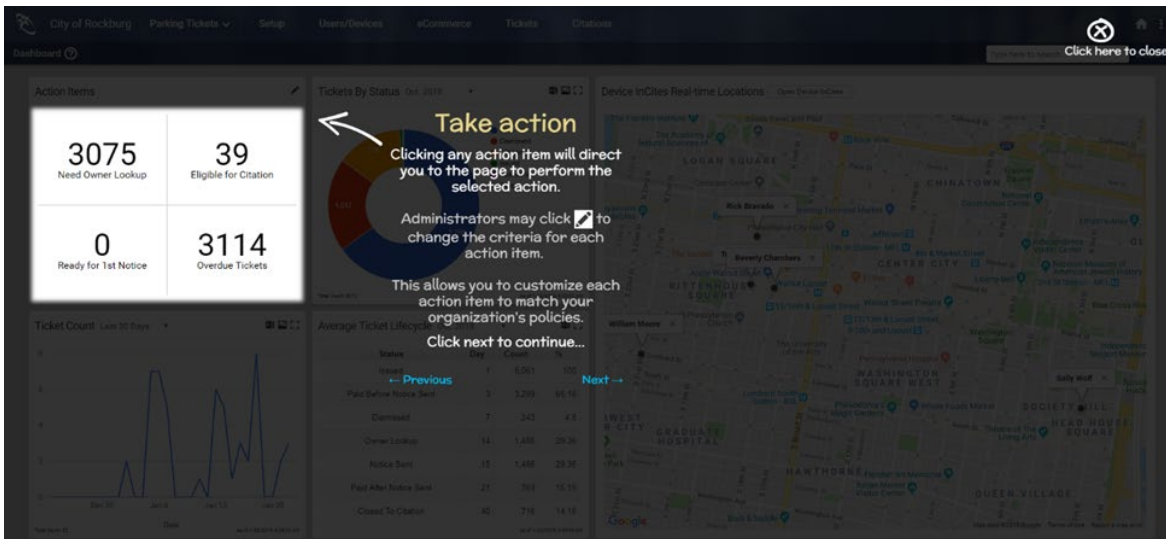


That's why our trainers never read from canned Microsoft PowerPoint presentations, and instead utilize both the Hardware and Web Application, in conjunction with the Resource Center, to ensure users are actually *using* the functionality we are training them on from day one. More information regarding the Online Resource Center is available within the "Product Help Desk and Online Resource Center" description included within our response. UPsafety trainers utilize a mix of classroom and hands-on teaching. Our trainers understand every individual learns differently and will quickly adjust the training session to suit the needs of every individual staff member. Our goal is that every single member of your team completes the training and is confident and comfortable with the solution.

In conjunction with this, UPsafety *traditionally* does not offer printed user manuals for our software standard; our solution is simply upgraded and improved too frequently for printed manuals to stay up to date. Our user documentation is truly dynamic through the Online Resource Center—meaning it is



updated continually based on new features and improvements. The Online Resource Center is accessible and available at any time, 24x7x365 by any user—whether they have access to the mobile handheld to issue citations only or have full Management Platform access. UPSafety is happy, however, to print copies and/or supply PDF copies of the related Online Resource Center sections being covered within trainings as an instructional notebook at the city’s request. In addition to this training, for quick refreshers, each page of the cloud and mobile software contains help buttons, which will provide a visual overlay walk through:



After training is complete, the UPSafety support team and your dedicated Project Manager will be available 24/7/365 for the life of the contract. UPSafety regularly hosts informational webinars to orient users with new, enhanced functionality released in each new software version, and our Online Resource Center is updated prior to each software release. Additional in person or remote refresher training is available to all UPSafety customers at their request as per the pricing supplied in our response.



### 3. References

References: Please provide a list of references for similar projects a. All clients located in Wisconsin. b. Please provide the name of the company or municipality. c. Provide contract start date and annual transactions & revenues. d. Any other comments or descriptions of the project that you may wish to include.

T2 Systems has over 350 clients utilizing our UPSafety parking management and enforcement solution. We have several clients in Wisconsin that utilize various T2 Systems solutions. Below are 5 references: three (3) that utilize the UPSafety solution in the Mid-west and two (2) additional reference that are in Wisconsin and use our other parking management and enforcement solution.



#### City of Lake Geneva, WI

**Beth Gehris-Padro – Parking Manager**

- 262-249-4087
- parkingmanager@cityoflakegeneva.gov

The City of Lake Geneva, WI has been a T2 customer since 2011. They use T2 UPSafety for core parking management, along with the Patron Portal for their customer-facing online portal. They utilize Pay Stations for convenient payment options, and Analytics for data-driven insights.



#### City of Mankato, MN

**Jim Tatge – Manager Facilities**

- 507-387-8504
- jtatge@mankatomn.gov

The City of Mankato, MN has been a T2 customer since 2025. They use T2 UPSafety for core parking management, along with the Patron Portal for their customer-facing online portal. They utilize Pay Stations and T2 MobilePay for convenient payment options, and Analytics for data-driven insights.



#### City of Muskegon, MI

**Debra Matz – Public Safety Administrative Supervisor**

- 231-724-6903
- debra.matz@shorelinecity.com

The City of Muskegon, MI has been a T2 customer since 2025. They use T2 UPSafety for core parking management, along with the Patron Portal for their customer-facing online portal and Analytics for data-driven insights.



### City of La Crosse, WI

#### Joe Pederson – Police Parking Utility Coordinator

- 608-789-4908
- pedersonj@cityoflacrosse.org

The City of La Crosse, WI has been a T2 customer since 2016. They use T2 Flex for core parking management, along with FlexPort for their customer-facing online portal. They utilize Pay Stations for convenient payment options, T2's Citation Services for violation processing, and Analytics for data-driven insights.



### City of Stevens Point, WI

#### Lt. Joe Johnson – Administrations Lieutenant

- 715-341-4103
- jjohnson@stevenspoint.com

The City of Stevens Point, WI has been a T2 customer since 2017. They use T2 Flex for core parking management, along with FlexPort for their customer-facing online portal. They utilize Pay Stations for convenient payment options, and Analytics for data-driven insights.

## 4. Contract

Please see T2 Systems Sample Contract included in the Appendix.



# APPENDIX





# UPsafety Permit and Enforcement Solution

## SOFTWARE BUILT FOR YOUR PARKING OPERATION

UPsafety Parking Enforcement and Permit Management (PE) software by T2 is built to solve the unique challenges smaller municipal and university parking operations face today, providing every required feature that ensures your department becomes more effective and efficient — exactly the way you want.



Whether you have one officer in the field or one thousand, switching to UPsafety means smarter, seamless enforcement, with implementations completed in weeks — not months.

With an intuitive mobile ticketing front end, a robust Cloud-based backend, and a customizable online portal for citation payments and permit purchases all operating in real-time, the UPsafety PE solution allows your operation to always know where your compliance and revenue-generating programs stand. Finally, a powerful and effective modern parking enforcement and permit management solution continually engineered for small to mid-size operations like yours is within reach.

### Features

- Parking Enforcement
- Permit Management
- ID & Barcode Scanning
- Auto-Population of Data
- Kiosk Integration
- Photo Proof on Ticket
- Warning Issuance
- Scofflaw Notifications
- Electronic Tire Chalking
- Automated Owner Lookups
- Collection Services
- Boot & Tow
- ALPR
- Disputes, Hearings, and Adjudication Requests
- Fleet Management
- Cloud-Based Records Management
- Field Alerts
- Robust Reporting
- Import Capabilities
- Data Analytics
- 24/7/365 Support
- Personalized Training

### THE ARCHITECTURE





## MOBILE ENFORCEMENT

### The Mobile Enforcement Platform for the UPSafety PE

Solution by T2 ensures you have every component needed for advancing the efficiency of your ticket issuance operation, from the ground up. The software is loaded with tailored features designed to allow officers to issue tickets accurately in 20 seconds or less. Never before has such a powerful and complete platform been available for smaller and unique operations like yours. The platform runs on any Android device, and seamlessly integrates with the solution's Permit and Enforcement Management Portal in real-time to ensure all data on handhelds are up-to-date and accurate, to the second.

### Features

- Intuitive, easy to read screens
- Streamline multiple enforcement tasks eliminating time-consuming steps
- Auto-populate fields instantly through ALPR, voice, or barcode scanning
- Instant verification of timed parking stays, permit validations and exclusions, and paid parking status through one snapshot.
- Monitor metered parking with your Pay-by-Space, Pay-by-Plate, or Pay-by-Cell integrations
- Track tire valve locations for electronic tire chalking and access chalks recorded by officers on separate devices
- Automatic scofflaw identification and escalation
- Real-time Google Maps integration
- Ticket data is uploaded in real-time to the Management Portal and is immediately available for payment by violators

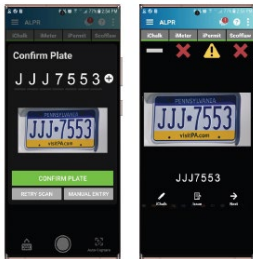


## MOBILE ENFORCEMENT

### Eliminate Time-Consuming Steps

With our Automatic License Plate Recognition (ALPR) integration, a simple photo of a vehicle's license plate number will fill out information for you within our Mobile Enforcement software. ALPR integration will provide you with instant verification of timed parking stays, scofflaw offenses, permit validations and exclusions, and paid parking status—all through a single snapshot.

#### ALPR



Snap the plate and check for chalks, meter violations, permits, scofflaw, and more.

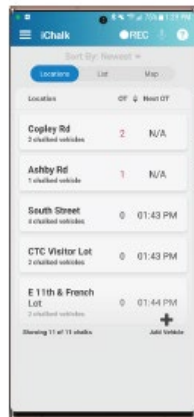
### Time Vehicle Stays in Seconds

Our state-of-the-art electronic tire chalking functionality aids officers in performing the task of timing vehicle stays without the use of notepads, bending, or physically contacting the vehicle. Images provide proof of violation and can assist officers in reconfirming if the same vehicle is over time. Each photo is time stamped and includes GPS information of where the vehicle was chalked.

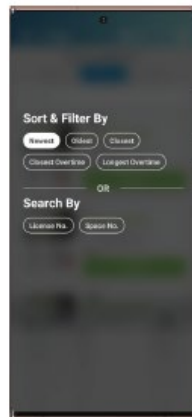
## ELECTRONIC TIRE CHALKING



New Vehicle

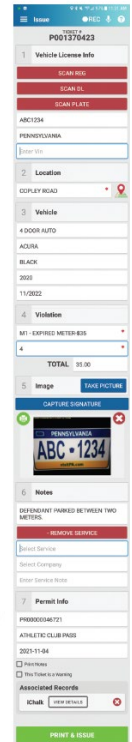


Vehicle List



Sorting Filter

Easy-to-navigate auto-fill screens take officers step-by-step through the ticketing process, effectively completing each enforcement entry required.



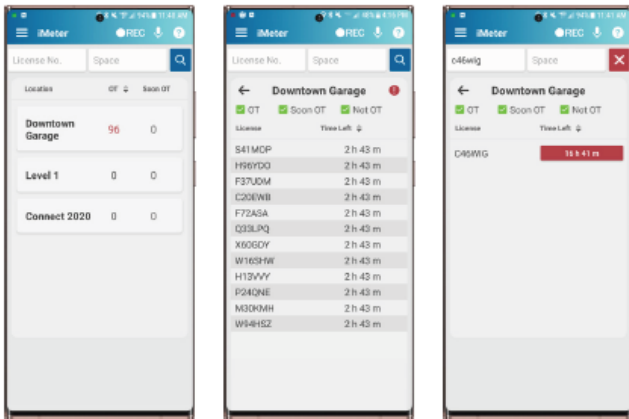
Fields are auto-filled using ALPR  
\* Fields can be customized to your operation



### Real-Time Pay-By-Phone/Space Enforcement

Your Pay-by-Space, Pay-by-Plate, or Pay-by-Cell integrations work with our Mobile Enforcement Platform to inform officers of current parking payment status prior to ticket issuance. Utilizing accurate, realtime data delivered directly into officers' hands, this feature provides an overview of all spaces in an area, with information on which have been paid for, which are soon to expire, and which have already expired. With this solution, officers know what areas to target first, thus increasing efficiency while patrolling. We integrate with a growing list of industry leading kiosk and pay-by phone vendors.

### MONITORED METER PARKING



By Location

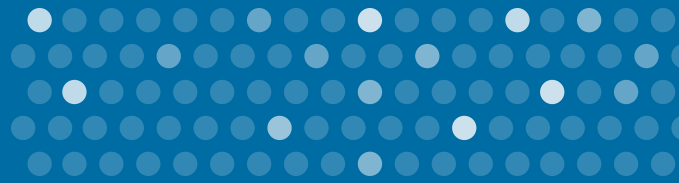
Location Details

Over-Time Vehicles

### KEY INTEGRATION PARTNERS



Please see attached specifications for the XF all-in-one handheld device.



# XF Handheld Hardware

## XF Print and XF Scan

**ALL-IN-ONE HARDWARE SOLUTION FOR MOBILE ENFORCEMENT**

### INTRODUCING THE XF SERIES

Featuring an integrated 3” thermal printer, an optional high performance 2D red laser scanner for licenses and permits, and up to a 200-megapixel camera that empowers operations to improve efficiencies within their enforcement programs.

The XF was built with flexibility in mind. Unlike handheld models of the past, the user interface is completely removable and replaceable, meaning less downtime during repairs. The XF has an impressive battery life and promises an enduring lifespan. Each XF unit – or “pod” – is built to fit the mobile device it encases, while its batteries, integrated printer and scanner are interchangeable with other XF pod models.

A 3-year warranty is available for the XF handheld device.

#### DETAILS

##### Supplemental Hot-Swappable Battery

- Lithium-ion
- -20° - + 60°C Operating Temperature



##### 3-inch Direct Thermal Printer

- Direct thermal
- -2.8-inch Print Width

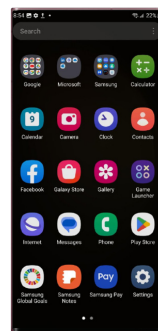


##### 2D Barcode Scanner

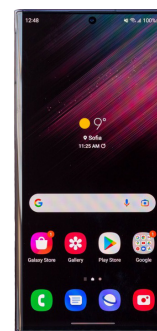
- Honeywell N6600 Series
- High Visibility Red Laser
- White LED Illumination



#### INTEROPERABLE DEVICE OPTIONS



Samsung Galaxy S23 Ultra



Samsung Galaxy S22 Ultra



Samsung Note 20

# XF SMARTPHONE DEVICE COMPARISONS

	SAMSUNG NOTE 20	SAMSUNG S22 ULTRA	SAMSUNG S23 ULTRA
<b>BODY MATERIAL</b>	Plastic Body	Aluminum	Aluminum
<b>SCREEN SIZE</b>	6.7	6.8"	6.8"
<b>RESOLUTION</b>	1080 x 2400	1440 x 3088	1440 x 3088
<b>PIXEL DENSITY</b>	393	501	501
<b>SCREEN REFRESH RATE</b>	60 Hz	Up to 120 Hz	Up to 120 Hz
<b>SCRATCH RESISTANT GLASS</b>	Gorilla Glass 5	Gorilla Victus	Gorilla Glass Victus 2
<b>CHIPSET</b>	2.73 GHz Octa Core	3.0 GHz Octa Core	3.36 GHz Octa Core
<b>MEMORY RAM</b>	8GB	8GB	12GB
<b>STORAGE</b>	128 GB	108 MP	200 MP
<b>NETWORK</b>	4G	5G	5G
<b>BACK CAMERA</b>	12.2 MP	108 MP	200 MP
<b>BATTERY</b>	4300 mAh	5000 mAh	5000 mAh
<b>WEIGHT</b>	6.72 ounces	7.98 ounces	8.19 ounces

## FEATURES

### Samsung Note 20

- 6.7 Inch Display with Corning® Gorilla® Glass 5
- 12/64 megapixel camera
- Android™ 11.0 OS
- GSM/CDMA/HSPA/EVDO/LTE
- WLAN/Bluetooth®/GPS

### Samsung S22 Ultra

- The fastest network speeds and latency where 5G is supported
- Higher clarity of images
- Reduced likelihood of screen or motion blur when interacting with your device
- Greater brightness in outdoor environments
- Improved camera with enhanced focal and digital zoom.
- More built in battery capacity

### Samsung S23 Ultra

- Boosted screen size, battery, and storage
- Peak brightness in direct sunlight
- Rated best phone battery life
- 200MP camera with upgradable RAM

## ABOUT T2 SYSTEMS

T2 Systems, a Verra Mobility company, is the leading provider of parking management solutions in North America. For 30 years, T2 continues to serve more than 2,000 customers and maintains the largest customer community in the industry with nearly 7,000 active members. T2 partners with universities, municipalities, operators, and healthcare campuses to generate revenue and operate efficiently with a comprehensive, unified suite of parking technologies and standalone solutions. We strive to make every trip a smooth journey by streamlining the parking and mobility experience with solutions that help manage resources, achieve goals, and empower consumers with choices.



## Mobile License Plate Recognition Technology

UPsafety's **LPR Enforcement Solution** delivers exceptional value by combining the power of the **UPsafety software platform** with advanced **Genetec LPR technology** to create a cutting-edge enforcement system. This integration unites two systems optimized for their respective functions—real-time license plate recognition and comprehensive enforcement management—resulting in a seamless, high-performance solution.

UPsafety provides permit and scofflaw data while Genetec processes and uploads license plate reads, enabling enforcement officers to **verify parking permissions, identify scofflaws, and issue citations in real time**. Officers can generate both printed and electronic citations instantly through mobile devices. The system leverages **Genetec's standard web services for integration**, ensuring secure, controlled data exchange and allowing UPsafety to continuously incorporate future Genetec enhancements for added customer value.

AutoVu, Genetec's automatic license plate recognition (ALPR) system, automates the identification of vehicle license plates. When the mobile unit enters a facility or drives down a street, the operator manually selects the location or uses the automatically populated location, based on GPS coordinates. As the officer drives by parked vehicles, license plate numbers are compared to applicable permit and scofflaw lists, and/or vehicles are "digitally chalked" for time limit enforcement.

Mobile LPR with the UPsafety software divides enforcement tasks between the enforcement vehicle, which captures plate information using Genetec Patroller, and the enforcement officers, who use UPsafety Mobile to create and issue citations. When the LPR camera detects an infraction, the license plate information and LPR images populate automatically in UPsafety Mobile and are ready to be reviewed and printed. This process speeds up enforcement, keeps traffic moving since the officer can park and return on foot, and improves officer safety.

Using specialized LPR cameras, AutoVu scans surrounding vehicle plates, compares them to a database of scofflaws and/or permits, monitors for time limits, and alerts parking enforcement staff when they need to take action. The AutoVu Sharp LPR cameras are mounted on a dedicated vehicle to provide a mobile solution. The license plate of every parked vehicle is read, and its position is recorded using the AutoVu Navigator, enhanced GPS technology. The SharpZ3 ALPR units capture license plate images that are then processed on-board the patrolling vehicle. The

ALPR data retrieved contains the plate number, a time stamp of the moment of capture, a GPS location of the moment of capture, a color image of the moment of capture, and an infrared image of the license plate itself. All this data is transferred to a portable ruggedized tablet in the vehicle.

**Time-limit Enforcement** – A time-limit rule is a type of entity that defines a parking time limit and the maximum number of violations enforceable within a single day. In Genetec Patroller, a time-limit hit occurs when the time between two plate reads of the same plate is beyond the time limit specified in the time-limit rule. For example, your time-limit rule specifies a two-hour parking limit within a city district. The Genetec Patroller operator does a first pass through the district at 9:00 AM, collecting license plate reads. The operator then does a second pass through the district at 11:05 AM. If a plate was read during the first and second pass, Genetec Patroller will generate a time-limit hit.

**Hotlist Hits** – Upon a hit, an alert sounds and the window displays the license plate read, as well as the hotlist name, category, priority, hotlist color, and any additional vehicle information. The system can be configured to support multiple different hotlists, such as scofflaws, stolen vehicles, and other wanted vehicles.



*Genetec Patroller view of hotlist hit in vehicle*

**Permit Hits** – If a license plate is read that does not have a valid permission for the applicable location and time, an alert will sound and the window displays the license plate read and hit information for review. The process is similar to that of a hotlist hit.



*Genetec Patroller view of permit hit in vehicle*

- **Off-Street Parking Enforcement** – Easily enforce time limits and permits in your off-street lots. You can set up time limits and permit zones for individual structures or down to the individual rows.
- **Transient Parking Enforcement** – Real-time verification of pay-by-plate sessions made through mobile payment platforms or at pay stations makes transient parking enforcement simple.

## Enforcement Efficiency

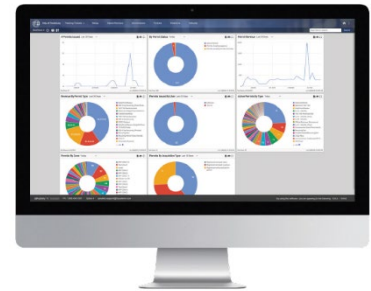
- Check more vehicles with fewer people (hundreds of parked vehicles per minute) with 95+% accuracy
- Real-time permit and scofflaw information
- Keep traffic moving and improve officer safety with UPsafety Mobile, which allows the officer to park and return on foot to issue citations

## Greater Compliance

- Check locations more frequently throughout the day
- Catch more scofflaws by efficiently checking every vehicle
- Write more defensible citations which eventually encourages compliance of parking rules

## PERMIT MANAGEMENT

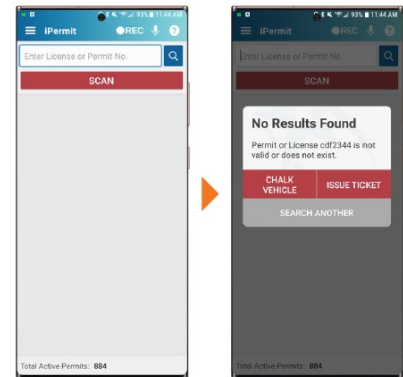
The UPsafety PE Solution is equipped to sell, manage, and allow the enforcement of several unique permit types issued by municipalities, parking authorities, universities, hospitals, and private properties. Permit purchases and renewals are fully automated to save you time and improve your customers' experience, and a Permit Dashboard gives you real-time visualizations of important data such as permit status, issuance detail, and revenue generated, to help keep your permit operation organized and efficient.



The Permit Dashboard on the Management Portal provides you real-time standings of your permit operation.

## Check the Validity of Vehicle Permits in the Field

The integration of permit verification is an integral part of the UPsafety PE Solution and its Mobile Enforcement Platform. With its functionality, you can enter a permit ID number or scan the ID barcode to instantly review details electronically. View the permit ID, vehicle registration number, vehicle registration state, vehicle make, vehicle type, vehicle color, permit holder contact information, and permit holder contact information. If a vehicle does not have a permit ID number visible, you can simply enter the vehicle registration number and state to verify if the vehicle has a valid permit.





## MANAGEMENT PORTAL

The UPSafety PE Solution’s cloud citation management platform takes care of your technology so you can focus on your business, offering every feature required to run a state-of-the-art enforcement operation. All data, photo evidence, and notes from the mobile handhelds are synchronized to the Cloud in real-time, meaning you can allow payments and disputes to be processed the moment a ticket is issued. You can also manage permit and scofflaw data to keep enforcement devices updated to the second, and gain operational insight using a complete suite of powerful data analytics.



The Cloud is highly secure, SOC-2 Type 2-certified system, accessible from any device and browser.

### Features

- View, maintain and process all ticket and permit data
- Create & review real-time officer locations and issuance data
- Create custom reports
- Communicate with and dispatch officers in real-time
- View detailed analytics on each and every aspect of your enforcement program

### Device Insights

Analyze and fine-tune enforcement activities through the UPSafety Solution’s Device Insights tool on the Management Portal. Managers and supervisors have access to real-time data that allows them to:

- Visualize real-time office location
- Visualize paths of officers for any day
- Display total distance traveled per officer as well as total “logged in” time
- Identify key areas that may requires additional or less enforcement
- Generate Heat maps based on enforcement activity

### Comprehensive Reporting

- Create your own reports or use pre-built templates
- Run reports on demand or have emailed on recurring schedule
- All data is reportable, groupable, and filterable
- Set default or custom filters
- Reports generate XLSX files



## PATRON PORTAL

Handle parking citation payments, disputes, and permit sales effortlessly with our highly secure and customizable e-commerce patron portal option, as part of the UPSafety PE Solution. From the portal integrated from your website, your patrons can view photo evidence as well as your department's parking fine and fee schedules, dispute tickets with the ability to upload file attachments securely, and purchase, renew, and track permits – creating a great experience for all who use the platform.

### Features

- Review photo evidence, as well as all ticket data recorded at the time of issuance
- View parking fine schedules, laws, and FAQs
- Purchase, renew, and track permits
- Dispute and inquire as to ticket status via text, including the upload of secure file attachments which can be viewed immediately by organization staff

## MAINTENANCE, UPDATES, AND SUPPORT

### Hardware Maintenance

Comprehensive hardware updates and support are provided as a fully included portion of your subscription. *As a first line of support, any and all hardware issues will be addressed by the same dedicated support staff that handles support for the software, 24/7/365, with hardware issues held to the same one-hour response time SLA as our software.*

If, after support, an issue is confirmed, we will initiate:

5. The immediate shipment of a no-cost Loaner device to replace the affected device
6. A call tag for the affected device for shipment to our offices for repair
7. Shipping for the repaired device back to your offices
8. A call tag for the Loaner device

Software updates for the Android Mobile Enforcement app present on the devices are pushed out as needed.

### Software Maintenance

When you sign on with us, you aren't just paying to license the same static piece of software year-over-year. **You're paying for us to provide the infrastructure expertise, software engineering, consulting and support necessary to keep you at the cutting edge of technology for the entire term of your contract.** Our solution is constantly growing, and as a subscriber, you get everything you're contracted for in addition to everything new our engineering team produces, at no additional cost. In 2019 alone, we have released features such as advanced citation disputes, a fully redesigned user interface, and much, much more. We invite you to talk to any of our long-standing references about the growth of our product over their term with us.



Our UPsafety® PE Solution's Back Office (Management Portal) is a true cloud-based application and is not operating system or server specific. As the Microsoft cloud functionality improves, we continually look for ways to further utilize newly provided tools to improve our solution.

## Product Enhancements

Periodic updates and enhancements are a standard feature of your subscription. Minor updates/upgrades are rolled out periodically as they are completed, and major upgrades are released in a new software version every few months. Continuous refinement of our software is an important aspect of our business model; we strongly encourage suggestions for enhancement/refinement of our software from all clients. Any software-related requests made by clients are placed in our development queue and are completed/released according to the frequency and overall benefit of the request.

## UPsafety® PE Solution Software Architecture and Security

Our software is built with *all* users in mind, entirely developed, maintained, and improved by a dedicated in-house team. That means that we don't have contractors plugging away at requirements tables; we have product owners who are building an experience.

This means that using our software is seamless:

- All pages load within 3 seconds or less.
- Tasks that take longer than 3 seconds, such as very large reports, will either run in the background, or can be emailed.
- Each page retains state, so you don't need to go back and re-specify a filter.
- All pages scale to fit any size screen.
- The latest version of all major web browsers are supported.

In addition, both our Data Collection and Management Portal applications are entirely ADA compliant. This includes providing alternate text where applicable, clear labels indicating expected user input, and full support of keyboard navigation throughout the UI. The handheld software allows officers options for visual, vibration, and/or audio indicators whilst using the device.

Our trainers have successfully trained officers with visual impairments, illiteracy, and various other disabilities. Our trainers understand how to address the needs of each trainee to ensure success.

## Comprehensive Security

Our Violation Management Platform is hosted through the Microsoft Azure Government Cloud, the most secure and well certified Cloud in the marketplace, including FedRAMP, NIST 800.171 (DIB), ITAR, IRS 1075, DoD L4, and CJIS standards.

In addition to this physical security, our software is fully OWASP compliant by design. This includes the utilization of security standards such as:

- SHA256 bit data encryption for both data at rest and in transit



- Comprehensive, entirely customizable user permissions; over 286 permissions are grantable/revocable by users
- Requiring strong passwords containing at least 10 characters, and a minimum of:
  - One uppercase character (A-Z)
  - One lowercase character (A-Z)
  - At least one digit (0-9)
  - At least one special character
- All login attempts fully documented by user, date and time, IP address, and actions
- Vulnerability scans performed weekly and at each major release
- Locking after a user has been idle for more than a set time

### Scalability

Our system is structured using a best practices Multi-Tenant Microservices Architecture, utilizing Azure worker and web roles to ensure that each process is self-contained, meaning that issues in one process have a negligible impact on any and all others. Furthermore, using Azure allows us to dynamically scale the computing resources needed for any process. So, if your administrators are all running reports at once, or your citation counts double, the resources allocated to your cloud will increase commensurately in real-time. Finally, being fully geo-redundant means that if one service were to go down from the main instance, there is always a backup process running to pick up the slack. Full diagrams are proprietary but can be provided upon request. In conclusion, our architecture is extremely scalable; it is just a matter of paying Microsoft more for its servers to do the work! We fully bear this risk in pricing.

### Disaster Mitigation and Recovery | 24/7 Up Time with 99.9% SLA

T2 Systems maintains a comprehensive Disaster Mitigation and Recovery Plan. As a first line of defense, each customer database is backed up in real-time and in triplicate within each datacenter. In the event of a failure, which has never occurred, databases can be rolled back to any time in the prior 35 days.

As a second line of defense, the hosted Azure instance where your application and data are stored is *entirely* geo-redundant. This means that all service architecture and databases are hosted in an entirely different physical location, strategically placed so that world events and weather will not affect both at the same time. In this secondary instance, once more, all databases are backed in triplicate.

If the first instance ever does go down, all systems will automatically fail over in real-time to the secondary instance as the first recovers. This allows us to maintain a 99.9% Service Level Agreement (SLA), **which we have never breached**, as well as maintain 100% data integrity. This means we have never lost a single record.



Each facility is designed to run 24/7 and employs various measures to help protect operations from power failure, physical intrusion, and network outages. These data centers comply with industry standards for physical security and reliability and they are managed, monitored, and administered by Microsoft operations personnel. They are designed for “lights out” operation.

Each datacenter facility has a minimum of two sources of electrical power, including a power generation capability for extended off-grid operation. Environmental controls are self-contained and remain operational if the facility and contained systems remain online. Physical security controls are designed to “fail closed” during power outages or other environmental incidents. In case of fire or situations that could threaten life safety, the facilities are designed to allow egress without remaining exposed.

In the event of a partial third-party feature outage affecting all customers, our support team notifies customers via the News posts seen upon login to the Management Portal. In the event of partial third-party feature outage affecting a single or a few customers, Support notifies the affected customers via email and or phone depending on the severity. In the rare event of a full cloud outage, Support would contact all customers via email. We will make announcements of any planned outages and upgrades a minimal of 2 weeks in advance.

## Data Ownership

With our solution, clients always maintain full ownership of their data. At any time, with no assistance from our staff, any and all data within the system could be exported by validated users through our reporting module. This level of control of **your** data is unprecedented in the industry.

## Data Import and Export Capabilities | Collections Support

Data imports from legacy, or replaced systems are, unfortunately, still a manual process, as cleaning data from one vendor can be an altogether different effort than cleaning data from another. Our standard procedure is to use a .XLSX file as a medium. Once provided, the file is cleaned, validated for correctness using algorithms and then imported by our development team.

Data imports for integrations can either be accomplished by utilizing our existing Application Program Interfaces (APIs) to receive data in real-time, or, for processes that do not require data in real-time.

Data exports are automated, and can be completed using three methods:

- First, the advanced reporting tool is incredibly robust, and is capable of reporting on, filtering by, totaling, and/or grouping ANY field of data entered or collected by the solution. All reports are delivered in MS Excel format. Any batch export required can be constructed in this way, delivering all records, with the required data fields associated to any email address requested.
- Second, customizable data exports are available to extract data or interface to other solutions via a character delimited format file export (CSV). Data exports can be scheduled to automatically run during timeframes of the city’s choosing, generally overnight between the hours of 12:00AM and 4:00AM EST.
- Finally, T2 Systems also offers multiple APIs that utilize open architecture standards to feed data to systems in real-time.



## Data Retention/ Data Purging

T2 Systems offers an optional automated daily purge of tickets issued more than (x) days ago. This task can be customized to only purge closed tickets or both open and closed tickets. As to our data retention policy, data can be retained to your standards.

## Citation Collection Services

T2 Systems is excited to present Village of Shorewood with T2 Citation Collection Services. We are proud to serve as the professional face of your organization, and our team of collections professionals is committed to the highest level of customer service and to growing your citation revenue.

As a licensed collection agency and a full parking citation processing center, T2 Citation Collection Services recognizes 42% of annual gross revenue from parking fine and fee accounts. Customers have trusted T2 Citation Collection Services to provide exceptional parking solutions and customer service for 12 years. Since our first municipal customer in 2007, we now service 70 parking operations, including 20 municipalities across the United States.

We understand that your rules and processes regarding citations are your own. That's why T2 Citation Collection Services offers you the ability to tailor the level of our services to fit your organization's unique needs and with no upfront costs. From letter services to collecting delinquent citations - you decide what's necessary and we deliver a turnkey solution that works for you.

T2's ability to provide excellent software and collection services has allowed our parking customers to achieve the perfect balance of collecting on delinquent citations and fee invoices while maintaining high revenue expectations. Many of our customers see collection rates that are double the industry standard.

## Why T2 is the Right Choice for Village of Shorewood

There are several reasons why T2 is the best partner for you on this project. T2 Citation Collection Services is selective in choosing which RFPs to respond to in order to make sure we are a good match with the buyer. We believe T2 Citation Collection Services would be an excellent choice to partner with the Village of Shorewood. These reasons are core strengths of our team, which differentiate us from the competition and enable us to deliver the most value for the Village of Shorewood:

### CS Highlights

- No upfront or out of pocket costs – we don't get paid until you do
- We protect your brand with our soft collection methods – striking a balance between collections and customer service
- No debt is too small
- Our active approach to collections have a proven record of increasing compliance
- CS is a member of the Association of Credit and Collection Professionals (ACA)
- CS is part of T2's Unified Platform
- Options for delinquent notices and custom letters are mailed daily
- Support to insert handwritten citations
- Options for IVR allowing customers to pay for parking citations via phone
- Access real time scofflaw reports via T2's enforcement app



### **Transform bad debt into positive cash flow.**

- Since 2007, Citation Collection Services has recovered over \$16M in delinquent parking debt throughout the country.
- The industry benchmark for bad debt collections is 24%; with T2's Citation Collection Services, customers realize an average collection rate of 60%.

### **Protect your reputation with professional customer service.**

- Experienced Agents: Our customer service agents understand the parking industry and provide excellent customer service to you and your parkers
- Our Approach: Non-confrontational, professional approach that reflects positively on your organization
- Proven Process: Systematic, consistent, efficient processes allow for a collection rate significantly higher than the industry average
- Trained Staff: Friendly but firm collectors protect your reputation by striking a balance between collection rate and customer service

### **View collection activities with the T2 Collection Services Client Portal.**

- Upload new business and payment files, allowing Citation Services to begin collection activity on new accounts
- View-only access into collections account including dialer activity, payment history, and notes
- Access to invoices and month-end reports, including collection rate, posted payments, and new business

### **Citation Collection Services - Delinquent Collections**

- Third-party, FDCPA (Fair Debt Collection Practices Act) outbound/inbound collection call center services
- FDCPA compliant letter services including storage of the original letter in the collection software
- Skip Tracing
- Dialer System
- Collection debt payment website; increased revenue and improved audit trail
- State licensed
- Member of ACA (Association of Credit & Collections Professionals)
- A systematic approach to parking citation and fee invoice collections



All work is performed from T2's headquarters, in Indianapolis, Indiana. T2 currently employs all our own collection department staff and is accountable for employee background inquiries, training, and customer service skills of every collection staff member.

## Privacy of Debtors (FDCPA, DPPA and FERPA)

T2 Citation Collection Services follows all applicable state and federal laws that govern collection agencies and collection practices. During the transition period for new clients, T2 Citation Collection Services will work to discover any additional laws pertaining to each client. We are hands-on, informed and aware of the importance of privacy surrounding good debt collection practices in our industry. We follow the highest rules and regulations for privacy with many federal regulations that are required of a certified collection agency.

The Fair Debt Collection Practices Act (FDCPA), which is a consumer protection amendment, establishing legal protection from abusive debt collection practices, to the Consumer Credit Protection Act. The statute's stated purposes are to eliminate abusive practices in the collection of consumer debts and promote fair debt collection.

DPPA, in general, we will not knowingly disclose or make available to any person or entity personal information about any individual where information obtained by a state department of motor vehicle records.

The Family Educational Rights and Privacy Act (FERPA) is followed to protect the privacy of student education records.

## Soft Collection Techniques

Once we have made contact with the debtor, we first follow the Fair Debt Collection Practices Act, including when we can and can't call a debtor. We make sure they understand the status of the account and the payment amount due.

Keep in mind with a 'gentler' approach, it should be considered that a debt may take longer to collect and with the investment on the side of T2, we recommend the account be in process for collections for a period not less than one year.

We understand that everything we do represents Village of Shorewood: how we talk, collect money, send out collection notices and handle tough situations. Our experienced staff can be described as friendly, but firm, customer service oriented, descriptive, and informative.

## Parking Collection Notices

T2 Citation Collection Services takes on the responsibility of sending correspondence to customers, thus providing the Village the ability to focus on other important items. T2 Citation Collection Services is responsible for generating, printing and mailing delinquent parking collection notices. This includes postage.

Notices are generated for the Village on a daily basis. A PDF copy will be made available to the Village to reprint and provide to the public if needed. This is not a 'recreation' copy of the notice, but the actual PDF sent to the public as mailed.



## Skip-Tracing

We use a variety of skip tracing databases to locate debtors' current addresses and phone numbers; accurate information improves our ability to contact debtors and increases your collection rates. Any effort to pursue delinquent parking ticket debt is contingent upon identifying the owner of the ticketed vehicle. Through an interface in the Collection Software System we can determine the most up-to-date current address and telephone information for responsible parties.

## Dialer System

T2 Citation Collection Services generates over 11,000 collection calls per month. We have the ability to dial up to 300 phone numbers in an hour, which in turn increases the dollars collected for the Village. Additionally, it allows us to control the pace of the outbound calling, monitor results and record phone calls for compliance.

## Collection Debt Payment Website

Delinquent parkers have the ability to pay online via credit card (Visa, MasterCard, American Express) through T2 Citation Collection Services' secure customer website.

## Collection Software System & Technology

T2 Systems Citation Collection Services utilizes the Windows operating system to provide collectors with secure and reliable computer capabilities. Citation Collection Services uses the Beyond Accounts Receivable Management (ARM) Software by DAKCS. DAKCS maintains a disaster recovery plan over its production systems to manage recovery efforts in the event of several identified possible failure scenarios. The plan is reviewed and tested through the annual backup restore test. Beyond is a fully integrated system that allows users to perform a variety of functions in order to efficiently manage the collection management needs. The collections software gives the ability to perform predictive dialing and allow for e-payment methods.

We provide two different options to allow for the import of data to Citation Collection Services. The first option is to upload a file of delinquent accounts directly to Citation Collection Services via the client portal. The second option would be to provide the file of accounts using a secure file transfer (SFTP) client. While Citation Collection Services does not have direct experience with AutoProcess, we do integrate seamlessly with other parking management software providers.

The receipt of all account referred to the contractor, monthly report detailing all collection payments received, monthly deposit report, monthly payment reversal report and associated fee invoice for services are a few examples of the reports that Citation Collection Services provides monthly.



## Requested Variances to RFP Terms and Conditions

Listed below are the requested variances to the “Sample Contract” section of the RFP

Contract Section	T2 Comment
Assignment or Subcontract	T2 requests to make assignment mutual.
Indemnification and Defence of Suits	T2 requests to revise this section to include a Limits of Liabilities section to cap any and all liability to the amount of money paid by the Village.
	T2 requests to add: “third party” before: “claims, demands, damages, actions or causes of action,”
	T2 requests to add: “reasonable” before: “attorney fees”
	T2 requests to change: “founded upon or grows out of the acts, errors, or omissions” to: “gross negligence and willful misconduct”
Professional Services Contract	T2 requests to change: “this Request for Proposal and all documents attached hereto including any amendments, the firm’s technical and price proposals, and any other written offers/clarifications made by the firm and accepted by the Village,” with: “the Contractors Agreement with product Addendums”
	T2 requests to add: “and the Contractor” at the end of the last sentence in the last paragraph.

**Note: It is T2’s intention to negotiate and execute the attached contract documents which identify the required specific terms for parking and citation management services for the Village.**



## T2 Master Customer Agreement

This Master Customer Agreement ("Agreement") is made by and between T2 Systems, Inc. ("T2C or T2 Systems") each on behalf of itself and for the benefit of its respective Affiliates (as defined below) and \_\_\_\_\_ ("Customer") as of the Effective Date set forth below.

By signing this Agreement, the parties acknowledge to have read, understand and agrees to be bound by the terms and conditions of this Agreement.

1. **BACKGROUND.** The Agreement establishes the overall contractual framework and the applicable terms and conditions. Under the Agreement, Customer may acquire or license Products and procure Services by entering into an Addenda. The following Addenda will be entered into by Customer and T2 Systems or one of its Affiliates and each will be incorporated in this Agreement herein.

**[List of applicable Addenda to be added here]**

In the event of any conflicts in the terms of the applicable Addenda and the Agreement, the terms of the Addenda shall control.

2. **DEFINITIONS.** In this Agreement:
  - (a) **"Addenda"** or **"Addendum"** means each document attached hereto and made part of the Agreement which may include a Quote, Order Form or Statement of Work, between Customer and T2 Systems or one of its Affiliates under this Agreement to place orders for Products and/or Services.
  - (b) **"Affiliate"** means, in respect of an entity, any entity which directly or indirectly controls, is controlled by, or is under common control with such entity. "Control" for purposes of this definition, means direct or indirect ownership or control of more than 50% of the voting interests of an entity.
  - (c) **"Confidential Information"** means and includes any written or orally or visually disclosed information relating to the disclosing party's business identified as "confidential" or "proprietary" or which the receiving party should reasonably know is confidential or not generally known to the public, including, without limitation:
    - (i) all know-how, technology, Documentation and other proprietary information owned, licensed, used or developed by the disclosing party, including proprietary rights protected by trade secret and other intellectual property rights, and;
    - (ii) all information relating to the disclosing party's business, the source code for the Software, the Services, and to all other aspects of the disclosing party's structure, personnel, operations, financial matters, marketing, commercial strategies, customer lists, Customer Data, contractual records, correspondence, products, programs, devices,



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concepts, inventions, designs, methods, data, and items provided to the disclosing party by third parties subject to restrictions on use or disclosure.

- (d) "**Customer Data**" means the data provided to T2 Systems by Customer and Customer's authorized end users who access or use Software as permitted in an Addendum.
- (e) "**Documentation**" means the documentation, help files, user manuals, handbooks and any other written or electronic material relating to the Products and Services provided by T2 Systems to its customers from time to time.
- (f) "**Effective Date**" means the latest of the dates on which this Agreement is executed by Customer and T2 Systems as indicated in the signature block at the end of these terms and conditions.
- (g) "**Hardware**" means the T2 Systems hardware sold and provided by T2 Systems to Customer under an Addendum.
- (h) "**Products**" means the T2 Systems products licensed or sold by T2 Systems to Customer under an Addendum including Software and Hardware.
- (i) "**Quote**" or "**Order Form**" means the quote provided by T2 Systems to Customer related to the ordering of Products and/or Services as set forth in the applicable Addendum. Unless otherwise stated in the Quote, each Quote is incorporated and made part of the applicable Addendum.
- (j) "**Representatives**" means, in respect of a party, the directors, officers, employees, agents and contractors of such party.
- (k) "**Services**" means the T2 Systems services provided by T2 Systems to Customer under an Addendum.
- (l) "**Software**" means the T2 Systems Software access to which is licensed by T2 Systems to Customer under an Addendum.

All other terms defined in this Agreement shall have the meanings ascribed thereto.

**3. TERM.** This Agreement shall commence on the Effective Date and remain in full force and effect until terminated in accordance with its terms.

**4. FEES AND PAYMENT.**

- (a) Customer agrees to pay to T2 Systems the fees plus all applicable taxes as set forth in the applicable Addendum.
- (b) All fees are exclusive of all taxes, duties and levies of any kind, including any sales, use, excise, value-added and other applicable taxes, withholdings, and governmental charges (collectively, "**Taxes**"). Customer shall pay all applicable Taxes, other than taxes on T2 System's income. If T2 Systems pays any such amounts on behalf of Customer, Customer shall reimburse T2 Systems upon presentation of proof of payment.
- (c) If Customer claims an exemption from any such taxes, Customer shall provide to T2 Systems an appropriate exemption certificate. If Customer challenges the applicability of any tax, Customer shall nevertheless pay the same to T2 Systems and Customer may thereafter challenge the tax and seek a refund thereof. Customer agrees to indemnify and hold harmless T2 Systems from any cost, fee, penalty or expense (including counsel fees) in connection with any assertion by any taxing authority that T2 Systems has failed to collect and remit their sales or use tax on transactions hereunder or to pay any property taxes on the copies of the Software in Customer's possession but shall have no such obligation to T2 Systems with respect to any amount paid by Customer to T2 Systems and not remitted to the relevant taxing authority.



- (d) **Material Adverse Change.** In the event of a material adverse change, the Parties agree to renegotiate, in good faith, pricing of the applicable Addendum and/or Quote(s) within thirty (30) days of such material adverse change. For purposes of this Section 3.4, a “material adverse change” shall mean any event, occurrence, change in facts, conditions, or effect that has been or reasonably can be expected to be adverse to the Customer or the T2, and their respective businesses, operations, or financial conditions, including, but not limited to, a change in law that affects the Services or Deliverables. If the Parties cannot reach an agreement regarding renegotiated pricing within thirty (30) days of such material adverse change, T2 shall have the exclusive option to terminate this MSA and/or any Addendum hereunder upon thirty (30) days written notice

**5. OWNERSHIP.**

- (a) Customer agrees that the Software, Documentation and Services are proprietary products and services of T2 Systems and that all right, title and interest in and to the Software, Documentation and Services, including all associated intellectual property and other proprietary rights, are and shall at all times remain with T2 Systems and its third party licensors. The Software contains trade secret and proprietary information owned by T2 Systems or its third party licensors and is protected by copyright laws and international trade provisions and other applicable law. Customer must treat the Software like any other copyrighted material and Customer may not copy or distribute the Software or the Documentation, electronically or otherwise, for any purpose. Any Software provided under an Addendum will be licensed not sold to Customer.
- (b) Customer agrees that any copies made of the Documentation, any other T2 Systems Confidential Information and any other material obtained from T2 Systems shall preserve unaltered patent, trademark, copyright, proprietary or confidentiality notices contained therein.
- (c) Each party recognizes and acknowledges the great value of the goodwill associated with the name and trademarks of the other party, and the identification of the proprietary party’s goods or services therewith. Each party agrees that it obtains no rights, title or interest of any kind in or to any of the trademarks, tradenames, logos, service marks or other markings belonging to the other party or its suppliers.

**6. CONFIDENTIALITY.**

- (a) Each party agrees to hold all Confidential Information of the other party in strictest confidence, not to make use thereof other than for the performance of this Agreement, to disclose such Confidential Information only to its Representatives who are under an obligation of confidentiality with respect thereto and who require such information for the performance of their duties, and not to disclose such Confidential Information to any third parties, except with the disclosing party’s prior written consent; provided, however, that the foregoing restrictions shall not apply to Confidential Information of the other party:
  - (i) that is now or hereafter in the public domain through no action or failure to act on the part of the receiving party or its Representatives;
  - (ii) that was received by or was available to the receiving party from a third party without any obligation of confidentiality to the disclosing party;
  - (iii) that is independently developed by or for the receiving party by persons who have not had access to the Confidential Information of the disclosing party; or
  - (iv) that is disclosed with the written consent of the disclosing party.
- (b) Each party may disclose the other party’s Confidential Information pursuant to the requirement of a governmental agency or is required by operation of law, regulation or court order, provided that,



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whenever possible, prompt notice is given by the receiving party to the disclosing party prior to such disclosure so that the disclosing party may seek a protective order or other remedy.

- (c) Each party agrees to protect and safeguard Confidential Information of the other party from loss, theft, destruction and inadvertent disclosure using the same degree of care as it uses to protect its own Confidential Information, but in no event less than a reasonable standard of care.
- (d) Each party shall hold the other party's Confidential Information in trust for the other party and all right, title and interest in and to such Confidential Information shall remain with the disclosing party.
- (e) Upon termination of the Agreement or an applicable Addendum, or otherwise upon the request of a disclosing party, the receiving party will promptly destroy all full and partial copies of the disclosing party's Confidential Information in its possession or control, or in the event of termination of an Addendum such information provided under the applicable terminated Addendum, and certify such destruction in writing; provided, however, that the receiving party may retain one (1) copy for its internal archival purposes only, which copy shall remain subject to the obligations of confidentiality set out in this Section 6.

## **7. CUSTOMER DATA.**

- (a) Customer shall be solely responsible for, and shall hold T2 Systems, its third party suppliers, and their respective Representatives harmless from any loss, damage or liability arising in connection with Customer's inputs, selection and use of the Services, and all data (including Customer Data), reports, statements and other content transmitted, posted, received or created on the T2 System through Customer's account, even if transmitted, posted, received or created by a third party.
- (b) The Software may create and store databases of personal information of Customer end-users and data relating to Customer on the computer system on which the Software is accessed or installed. Customer agrees to take all steps which it deems are appropriate to provide adequate security for that information.
- (c) The parties acknowledge that at all times Customer will remain the owner of Customer Data. Except as otherwise set forth herein or in the applicable Addenda, T2 Systems shall not at any time use Customer Data or disclose Customer's Data to any third parties, except that T2 Systems may use Customer Data for the purpose of meeting its obligations under an Addendum and providing the Services, and may store, back-up and archive Customer Data. Customer represents and warrants that the Customer Data does not infringe or violate the intellectual property, proprietary or personal rights of any third party and Customer has the right to grant T2 Systems the right to use the Customer Data as set forth herein.
- (d) T2 Systems will comply with all applicable laws governing the collection, access, use, disclosure of Customer Data. All Customer Data which is submitted by Customer to T2 Systems pursuant to this Agreement will be safeguarded by T2 Systems to the same extent that T2 Systems safeguards data relating to its own business; provided, however, if Customer Data is publicly available, is already in T2 System's possession from a source other than Customer or otherwise known to it, or was rightfully obtained by T2 Systems from third parties, T2 Systems shall bear no responsibility for its disclosure, inadvertent or otherwise. T2 Systems has implemented and will maintain administrative, physical and technical safeguards to protect Customer Data from unauthorized access, acquisition or disclosure, destruction, alteration, accidental loss, misuse or damage that are no less rigorous than accepted industry practices. In the event of unauthorized access to Customer Data which has been verified by T2 Systems, T2 Systems shall promptly i) take action to stop the unauthorized access, and ii) notify Customer, provide Customer with relevant details of the unauthorized access and an explanation of steps that T2 Systems took or is taking to stop the unauthorized access.



- (e) T2 Systems maintains Payment Card Industry (PCI) Level One compliance and upon request (no more than once annually), T2 Systems will provide Customer with a copy of its third-party audit certification demonstrating that appropriate information security standards to protect Customer Data are in place.

## 8. INDEMNITY.

- (a) T2 Systems Indemnification. Subject to the limitation of liability set out in Section 11, T2 Systems shall indemnify, defend and hold harmless Customer, its officers, directors or employees (“Indemnitees”) from and against any and all direct losses, damages, costs, expenses (including reasonable attorneys’ fees), (collectively “Losses”), to the extent that such Losses arise directly from any act(s) of gross negligence or willful misconduct by T2 Systems or any of its Representatives, giving rise to an accident or other occurrence resulting in bodily injury or death, to any person(s) arising out of or related to: (i) claims for loss or damage to tangible property, and (ii) claims asserted by third parties for loss or damage to tangible property; except to the extent that such Losses were not caused by T2 Systems .

- (b) Intellectual Property Indemnification. Subject to the limitation of liability set out in Section 11, T2 Systems shall indemnify, defend (at its expense) and hold the Indemnitees harmless in respect of any damages awarded to a third party claimant related to a determination by a court that the operation or use of any Software, or any part thereof, infringes any third party’s copyright, trade mark or trade secret or any Hardware, or any part thereof, infringes any third-party’s copyright, patent, trademark or trade secret.

T2 System’s obligations pursuant to this Section 8(b) shall not apply to any infringement caused by or resulting from Customer modifications or attempted modifications to any relevant system, combination of T2’s Product or Software with hardware or software not provided by T2 Systems, or from Customer’s failure to implement changes or updates furnished by T2 Systems to Customer during the term of this Agreement.

In the event that an injunction or order is obtained against the Customer’s use of any Product or Software or if, in T2 System’s opinion, any Product or Software is likely to become the subject of a claim of infringement or violation of any rights in connection with any rights as noted above, T2 Systems shall, at its expense:

- (i) procure for the Customer the right to continue using the affected Product or Software; or
- (ii) modify or replace the affected Product or Software so that such Product or Software becomes non-infringing.

If neither Section 8(b)(i) nor Section 8(b)(ii) are commercially practicable, remove the affected Product or Software from the Customer and refund to the Customer all amounts paid to T2 Systems by the Customer in respect of such Product, less a reasonable amount for depreciation. The remedies in and the indemnification rights of the Customer stated in this Section 8(b) are the exclusive remedies available to the Customer at law or in equity for indemnifiable claims.

- (c) Customer Indemnification. Customer agrees to indemnify, defend and hold T2 Systems and its Representatives harmless from and against any and all liabilities, obligations, damages, claims, suits, proceedings, costs, fees and expenses, including reasonable attorneys’ fees and costs, arising out of the gross negligence or willful misconduct of Customer or any of its Affiliates, or breach of the Agreement by Customer, or any claim by Customer end user related to use of end user personally identifiable information.

- (d) Defense. If a party is alleged to be obligated to indemnify the other party hereunder, the party alleged to be obligated to provide indemnification shall have the right to appoint counsel of its own choice and in all other respects control any litigation and/or settlement thereof, provided, however,



that any such settlement shall not bind the non-indemnifying party or obligate it to pay any monies without its express prior written consent. The indemnified party shall cooperate in the defense of any indemnified claim. If one party is notified of any potential or actual claim or liability against the other party or named in any suit or proceeding of any kind that could give rise to an indemnification claim under this Agreement or otherwise subject the other party to a suit, proceeding or claim (or threat thereof), the notified party shall immediately inform the other party.

**9. INSURANCE.**

(a) During the Term of this Agreement, T2 Systems shall maintain, at its own expense, insurance which it deems reasonable and necessary for its business and the performance of its obligations hereunder. T2 Systems will, upon reasonable advanced notice, provide Customer with a copy of its certificate(s) of insurance.

(b) T2 Systems will maintain at its own expense the following insurance, with companies authorized to do insurance business in the any states where work is performed or eligible surplus lines insurers having an A.M. Best Rating of A-:VII or better, and in amounts not less than the following limits of coverage:

(i) Workers' Compensation Insurance with statutory limits, and Employer's Liability Insurance with limits of not less than \$1,000,000:

(A)	Employers Liability - Each Accident	\$1,000,000
(B)	Employers Liability - Each Employee	\$1,000,000
(C)	Employers Liability - Policy Limit	\$1,000,000

T2 Systems Workers' Compensation policy will include states appropriate for T2 Systems employees and operations.

(ii) Commercial General Liability Insurance with limits of not less than:

(A)	Each Occurrence Limit	\$1,000,000
(B)	Personal & Advertising Injury	\$1,000,000
(C)	General Aggregate	\$2,000,000
(D)	Products - Completed Operations Aggregate	\$2,000,000

T2 System's Commercial General Liability policy will be issued on a form that, subject to its terms, conditions and exclusions insures T2 System's liability for damages on account of bodily injury (including death), property damage, and personal and advertising injury.

(iii) Business Auto Liability Insurance covering, for liability purposes, all owned, non-owned or hired automobiles, with limits of not less than \$1,000,000 combined single limit of liability per accident for Bodily Injury and Property Damage;

(iv) Customer shall be named as an additional insured under each policy, except for Workers Compensation and hired and non-owned auto liability policies.

(c) The insurance coverage carried by T2 Systems as set forth herein shall not in any way expand T2 Systems liability or modify or affect the limitations of liability set forth in the Agreement or any Addenda.

**10. EXCLUSION OF WARRANTIES.**



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- (a) EXCEPT AS EXPRESSLY PROVIDED IN THE ADDENDUM APPLICABLE TO THE PRODUCTS AND/OR SERVICES OR AS OTHERWISE EXPRESSLY CONFIRMED IN WRITING BY T2 SYSTEMS, THE PRODUCTS AND SERVICES ARE PROVIDED "AS IS" WITHOUT WARRANTY OR REPRESENTATION OF ANY KIND. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, T2 SYSTEMS AND ITS THIRD PARTY SUPPLIERS HEREBY DISCLAIM ALL OTHER REPRESENTATIONS, WARRANTIES AND CONDITIONS, EXPRESS OR IMPLIED, WHETHER ARISING UNDER STATUTE, FROM A COURSE OF DEALING, USAGE, CUSTOM OF THE TRADE OR OTHERWISE, REGARDING THE PRODUCTS OR SERVICES, THE DOCUMENTATION, OR ANY OTHER PRODUCTS OR SERVICES PROVIDED OR FAILED TO BE PROVIDED UNDER THIS AGREEMENT, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, DURABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, ACCESSIBILITY, PRIVACY OF FILES OR SECURITY.
- (b) T2 SYSTEMS DOES NOT WARRANT THAT ANY PRODUCTS OR SERVICES PROVIDED HEREUNDER WILL BE UNAFFECTED BY BUGS, VIRUSES, ERRORS OR OTHER PROGRAM LIMITATIONS, NOR DOES T2 SYSTEMS WARRANT THAT CUSTOMER'S USE THEREOF WILL BE UNINTERRUPTED, ERROR-FREE OR WILL MEET ALL OF THE CUSTOMER'S REQUIREMENTS. FURTHER, T2 SYSTEMS DOES NOT WARRANT THAT ANY SOFTWARE WILL OPERATE ON ANY PARTICULAR CONFIGURATION OF SOFTWARE, OPERATING SYSTEM OR COMPUTER SYSTEM. ANY HARDWARE PURCHASED FROM SOURCES OUTSIDE OF T2 SYSTEMS WILL BE THE SOLE RESPONSIBILITY OF THE CUSTOMER. T2 SYSTEMS WILL NOT BE RESPONSIBLE FOR THE FAILURE OF THE SOFTWARE TO PERFORM TO THE EXTENT THAT SUCH FAILURE TO PERFORM IS DUE TO THE FAILURE OF A THIRD PARTY FUNCTION, SUCH AS INTERNET AVAILABILITY REQUIRED FOR THE CONNECTION BETWEEN THE HARDWARE AND SOFTWARE OR THE WIRELESS NETWORK AVAILABILITY REQUIRED FOR THE T2 SYSTEMS SOFTWARE TO BE ABLE TO SEND AND RECEIVE DATA. IN NO EVENT SHALL T2 SYSTEMS BE LIABLE FOR THE FAILURE OF THE SOFTWARE TO PERFORM IF SUCH FAILURE ARISES DUE TO THE COMBINATION OF THE SOFTWARE WITH THIRD PARTY HARDWARE OR SOFTWARE. T2 SYSTEMS SHALL NOT COVER REPAIR, LABOR OR REPLACEMENT OF PARTS THAT ARE BY NATURE EXPENDABLE. IN ADDITION, IF APPLICABLE, THE WIRELESS DATA SERVICES ARE NOT GUARANTEED AGAINST EAVESDROPPERS, HACKERS, DENIAL OF SERVICE ATTACKS OR INTERCEPTORS AND NEITHER T2 SYSTEMS NOR THE UNDERLYING WIRELESS DATA SERVICES CARRIER CAN GUARANTEE THE PRIVACY OR SECURITY OF WIRELESS TRANSMISSIONS.
- (c) THIS LIMITED WARRANTY GIVES THE CUSTOMER SPECIFIC LEGAL RIGHTS. THE CUSTOMER MAY HAVE OTHER RIGHTS, WHICH VARY FROM LOCATION TO LOCATION, DEPENDING UPON THE APPLICABLE LAW OF SUCH LOCATION.

**11. LIMITATION OF LIABILITY AND DAMAGES.**

- (a) TO THE MAXIMUM EXTENT PERMITTED BY LAW: EXCEPT FOR CLAIMS FOR DEATH OR BODILY INJURY, T2 SYSTEMS , ITS THIRD PARTY SUPPLIERS' AND THEIR RESPECTIVE REPRESENTATIVES' TOTAL AGGREGATE LIABILITY ARISING UNDER OR IN CONNECTION WITH THIS AGREEMENT, AND/OR ANY PRODUCTS OR SERVICES DELIVERED OR FAILED TO BE DELIVERED UNDER THIS AGREEMENT, SHALL BE LIMITED TO THE ACTUAL DIRECT DAMAGES SUFFERED BY CUSTOMER, NOT TO EXCEED THE AMOUNT ACTUALLY PAID BY CUSTOMER FOR THE PRODUCT OR SERVICE GIVING RISE TO THE CLAIM DURING THE SIX (6) MONTHS IMMEDIATELY PRECEDING THE CLAIM.
- (b) IN NO EVENT WILL T2 SYSTEMS OR ITS THIRD PARTY SUPPLIERS BE LIABLE IN ANY WAY FOR ANY INDIRECT, SPECIAL, CONSEQUENTIAL, INCIDENTAL, PUNITIVE, EXEMPLARY OR AGGRAVATED DAMAGES OF ANY KIND WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, DAMAGES FOR LOSS OF USE, DATA, INCOME, BUSINESS, PROFIT, GOODWILL, ANTICIPATED REVENUE, FAILURE TO REALIZE EXPECTED SAVINGS, OR OTHERWISE, HOWEVER CAUSED, WHETHER BASED ON CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, WARRANTY, STATUTORY RIGHTS OR ANY OTHER BASIS



ARISING OUT OF CUSTOMER'S USE OF THE PRODUCTS, OR OTHERWISE ARISING PURSUANT TO THIS AGREEMENT.

- (c) WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, DUE TO THE NATURE OF INTERNET AND WIRELESS TRANSMISSIONS, CUSTOMER AGREES THAT NEITHER T2 SYSTEMS NOR THE UNDERLYING WIRELESS DATA SERVICES CARRIER SHALL BE LIABLE FOR ANY LOSS, COSTS OR DAMAGES OF ANY KIND ARISING OUT OF OR IN CONNECTION WITH: ANY LACK OF PRIVACY OR SECURITY OF WIRELESS TRANSMISSIONS; SERVICES INTEROPERABILITY, ACCESS OR INTERCONNECTIONS WITH THE T2 SYSTEMS SERVICES; SERVICE DEFECTS, SERVICE LEVELS, DELAYS OR INTERRUPTIONS; ANY INTERRUPTION OR ERROR IN ROUTING OR COMPLETING CALLS OR OTHER TRANSMISSIONS; LOST OR ALTERED MESSAGES OR TRANSMISSIONS; OR UNAUTHORIZED ACCESS TO OR THEFT, ALTERATION, LOSS OR DESTRUCTION OF CUSTOMER'S CONTENT, DATA, PROGRAMS CONFIDENTIAL INFORMATION OR SYSTEMS.
- (d) NO ACTION, REGARDLESS OF FORM, ARISING OUT OF THIS AGREEMENT MAY BE BROUGHT BY CUSTOMER MORE THAN TWELVE (12) MONTHS AFTER THE FACTS GIVING RISE TO THE CAUSE OF ACTION HAVE OCCURRED, REGARDLESS OF WHETHER THOSE FACTS BY THAT TIME ARE KNOWN TO, OR OUGHT REASONABLY TO HAVE BEEN DISCOVERED BY, CUSTOMER.
- (e) THE FOREGOING LIMITATIONS SHALL APPLY REGARDLESS OF THE CAUSE OF ACTION, WHETHER ARISING UNDER CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY, OR OTHERWISE, AND REGARDLESS OF WHETHER T2 SYSTEMS, ITS THIRD PARTY SUPPLIERS AND/OR THEIR REPRESENTATIVES KNEW, OR SHOULD HAVE KNOWN ABOUT THE POSSIBILITY OF SUCH DAMAGES.
- (f) CUSTOMER AGREES THAT THE LIMITATIONS OF LIABILITY SET FORTH ABOVE ARE FUNDAMENTAL ELEMENTS OF THIS AGREEMENT, WITHOUT WHICH T2 SYSTEMS WOULD NOT HAVE ENTERED INTO THIS AGREEMENT AND/OR AGREED TO PROVIDE THE PRODUCTS AND/OR SERVICES UNDER THE CURRENT TERMS (INCLUDING FEES).
- (g) THIS SECTION SHALL APPLY TO ANY ACTION OR ARBITRATION HEREUNDER. BECAUSE THE LAWS OF SOME LOCATIONS DO NOT ALLOW THE LIMITATION AND/OR EXCLUSION OF LIABILITY, THE ABOVE LIMITATION OR EXCLUSION MAY NOT APPLY TO ALL CUSTOMERS.

## **12. TERMINATION.**

- (a) Each Addendum may be terminated according to its terms and the terms of this Agreement.
- (b) In the event that there are no Addenda in effect, either party may terminate this Agreement without cause by written notice to the other party, which termination shall be effective as of the last day of the calendar month following the month in which notice of termination is received.
- (c) Either party may terminate this Agreement or any Addendum if the other party breaches any of its representations or warranties, or any other material obligation under this Agreement or the applicable Addendum, and fails to remedy such breach with thirty (30) days of receipt of notice from the non-breaching party. T2 Systems shall also have the right to suspend performance of all or any of the Services under an Addendum, without liability, pending the rectification of any breach by Customer.
- (d) Either party may terminate this Agreement or any Addendum, immediately upon written notice, if the other party makes an assignment for the benefit of its creditors or becomes bankrupt or makes an application for relief under the provisions of any statute now or hereafter in force concerning bankrupt or insolvent debtors, or if a receiving order or receivership order is made against the other party, or any action whatsoever, legislative or otherwise be taken to effect the winding up, dissolution, suspension of operations or liquidation of the other party. Notwithstanding the foregoing, the Customer shall not be entitled to terminate this Agreement under this Section if T2



Systems, or its creditors, or some other party makes suitable provisions for the performance of its obligations hereunder.

- (e) Without limiting any other remedies available under this Agreement, at law or in equity, in the event of the termination of this Agreement or any applicable Addendum for any reason:
  - (i) T2 System's obligation to provide the affected Products and Services will terminate;
  - (ii) All unpaid amounts due in respect of the terminated Services up to and including the effective date of termination shall, at T2 System's option, become immediately due and payable;
  - (iii) Customer is not entitled to a refund for any affected Products and Services that are in process or not completed, including labor and any expenses T2 Systems may have incurred up to the effective date of termination;
  - (iv) Customer must destroy any copies of the Documentation in Customer's possession in any form and on any media, and certify to T2 Systems in writing that it has done so;
  - (v) Sections 4, 5, 6, 7, 8, 9, 10, 11, 12(e), and 13 shall survive the expiration or termination of this Agreement until such time as the parties may agree to the release of the obligations contained therein.
- (f) No Limitation of Remedies. Any termination of the Agreement shall not in any respect limit any of either party's rights or remedies either in law or in equity or relieve either party of any obligation incurred prior to the effective date of such termination.

### **13. DISPUTE RESOLUTION.**

- (a) Dispute Resolution. In the event of any dispute arising out of this Agreement (including all Addenda), the parties shall use commercially reasonable efforts to negotiate a settlement in good faith satisfactory to both parties. If they do not reach a solution within a period of sixty (60) days (or such other longer period as the parties may agree), then either party may, on written notice to the other party, refer the dispute for settlement by arbitration before a single arbitrator in accordance with the rules of the American Arbitration Association. The costs of the arbitrator will be borne equally by the parties, but they will otherwise bear their respective costs incurred in connection with the arbitration. The parties shall select the arbitrator promptly and use commercially reasonable efforts to conduct the arbitration hearing no later than three (3) months after the arbitrator is selected. The arbitrator may not award punitive or exemplary damages against either party or any other relief in excess of the limitations set forth herein. The judgment and award of the arbitrator will be final and binding on each party. Judgment upon the award may be entered in any court having jurisdiction, or application may be made to such court for judicial acceptance of the award and/or an order of enforcement as the case may be.
- (b) Injunctive Relief. Each party acknowledges and agrees that a breach of the obligations under Section 5 ("Ownership") and Section 6 ("Confidentiality") may cause irreparable harm and significant injury to the affected party that would not be adequately compensated by an award of money damages and, in addition to any other remedy available at law or in equity, and notwithstanding the provisions of Section 13(a), the affected party will be entitled to seek temporary and permanent injunctive relief from any court of competent jurisdiction to prevent breaches hereunder, without showing or proving any actual or threatened damage.
- (c) Choice of Law. This Agreement and all Addenda are governed by the laws of the State of Indiana.

### **14. GENERAL PROVISIONS.**



- (a) Assignment. T2 Systems may assign its rights and obligations under this Agreement. Customer may not assign or transfer any of its rights or obligations under this Agreement to any person without the express prior written consent of T2 Systems.
- (b) Entire Agreement. Customer acknowledges that this Agreement including all Addenda, SOW's, Quotes and other attachments referencing this Agreement, comprise the entire understanding and agreement between parties regarding the Products and Services to be provided hereunder and supersedes all prior written and oral agreements, purchase orders, proposals, representations, understandings, promises, descriptions or other communications between the parties regarding the same. If Customer submits an order form with contrary terms or conditions, such order form shall be considered only as confirmation of the order and shall in no way amend, prevail over, supplement, or supersede any of the provisions of this Agreement or any Addenda.
- (c) Piggyback Cooperative Purchasing. It is understood and agreed by Customer that a third party may purchase the goods and services specified herein in accordance with the terms and conditions of this Agreement for the purposes of piggyback purchasing. It is also mutually understood and agreed the third party will issue its own purchasing documents for the goods and services, be invoiced therefrom and make its own payments to T2 Systems in accordance with the terms of the contract established between the third party and T2 Systems. T2 Systems and the third party will agree separately on scope and pricing for the goods and services. Customer shall bear no responsibility or liability to any contractual agreement made between T2 Systems and any other third party.
- (d) Enurement. This Agreement shall be binding upon and enure to the benefit of T2 Systems, Customer and their respective successors and permitted assigns.
- (e) Force Majeure. Neither party shall be liable for delay or failure in performance (other than the making of payments) directly or indirectly resulting from acts beyond the control of such party, including, but not limited to acts of God, acts of war or terrorism, civil commotion, riot, fire, flood, pandemic or other disaster, acts of government, strike, work stoppages, lockout, power failures, inability to secure or delay in securing transportation, inability to obtain or delays in obtaining goods, materials, or qualified labor, or the inability to use or the failure of any third party telecommunications carrier or other services, which events or conditions prevent in whole or in part the performance by such party of its obligations hereunder or which renders the performance of such obligations so difficult or costly as to make performance commercially unreasonable. In such event, the party affected shall be excused from performance on a day-to-day basis to the extent of the delay, and the other party shall likewise be excused from the performance of its obligations on a day-to-day basis to the extent such party's obligations related to the performance are so delayed. Where an Event of Force Majeure occurs, the party who is delayed or fails to perform shall give prompt notice to the other party. In the event such inability to perform shall continue longer than sixty (60) Days, the party which has received or which was entitled to receive notice may terminate the Agreement by notice to the other party without further liability, expense, or cost of any kind. Force Majeure events do not include any failure as a result of political or social pressure, general economic or market factors, and/or fear of or threat of a Force Majeure Event or other circumstance.
- (f) Tariff Surcharge
  - (i) Tariff Surcharge Implementation: If, after the Effective Date of this Agreement, any governmental authority enacts or imposes new or additional tariffs, import/export duties, surcharges, taxes, or similar fees ("Tariff Surcharges") that increases the costs of goods, materials, and/or services provided for under this Agreement or any product specific addendum, T2 shall have the right to pass through such costs to Customer. Tariff Surcharges shall be calculated as either (1) a percentage-based fee applied to the total cost of applicable good or services, or (2) a fixed fee per affected order, shipment, or



service. The Tariff Surcharge shall remain in effect for as long as the applicable tariffs remain in place. If tariffs are reduced or eliminated, T2 will evaluate and adjust or remove the surcharge accordingly.

- (ii) **Adjustment of Tariffs:** The Tariff Surcharge is subject to change in response to government-imposed tariff rate changes, exemptions, or other regulatory modifications. T2 will provide 30 days' written notice of any surcharge adjustments.
- (iii) **Transparency and Customer Acknowledgment:** The Tariff Surcharge shall be separately itemized on Order Forms and shall not be considered part of the base price of goods or services. This surcharge is implemented solely to recover tariff-related costs and does not reflect an increase in profit margins. By entering into this agreement, the Customer acknowledges and agrees to the application of the Tariff Surcharge as outlined in this section and agrees to remit payment accordingly.
- (g) **Independent Contractors.** The parties are independent contractors. Nothing herein shall be construed to create any legal partnership, joint venture, agency or any other relationship between the parties.
- (h) **Notices.** All communications and notices provided for herein shall be in writing and shall be deemed to have been given when delivered personally to the recipient, by email, or by registered or certified mail with return receipt requested, postage prepaid, and addressed to the Customer at the address appearing on the Addenda or Quote(s), as applicable, or at such other address as either party may designate by notice to the other. T2 Systems, from time to time may send general communications and/or notices to all its customers and such notices shall be deemed to have been given when delivered by email.
- (i) **No Waiver.** No delay or failure to take any action or exercise any rights under this Agreement shall constitute a waiver or consent unless expressly waived or consented to in writing. A waiver of any event does not apply to any other or subsequent event, even if in relation to the same subject-matter.
- (j) **Publicity.** Except as expressly agreed in writing, neither party shall issue any press release, or otherwise publicly identify the other as a customer or supplier, in any marketing materials or otherwise, without the express prior authorization of the other party.
- (k) **Severability.** If any provision contained in this Agreement is found by a court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, it shall be deemed severed from this Agreement and the remaining provisions of this Agreement shall not be in any way affected or impaired thereby and shall continue in full force and effect.
- (l) **Amendment.** This Agreement may be modified or amended only if the amendment is made in writing and is signed by both parties.
- (m) **Counterparts.** This Agreement and each Addenda may be executed by the parties in counterparts with the same effect as if they had signed the same document and all counterparts shall be construed together and shall constitute one and the same agreement. This Agreement and any Addenda may be executed by the parties and transmitted by electronic transmission, with the same effect as if the parties had delivered an executed original.
- (n) **International.** The United Nations Convention on Contracts for the International Sale of Goods shall not apply to this Agreement or any Products or Services ordered or provided under this Agreement.
- (o) **Compliance with Laws.** Each party agrees to comply with all applicable federal, state, provincial and local laws, regulations, and orders in fulfilling its obligations under the Agreement, including as applicable laws relating to anticorruption of public officials and anti-bribery laws and regulations and the Federal Fair Debt Collection Practices Act.



- (p) Authorization. Both parties represent and warrant that they have the authority to bind their respective agency, institution, or company, and that they are authorized to sign this Agreement and any Addenda hereto.
- (q) Captions. The captions and section headings included in this Agreement and any Addenda are for convenience only and shall not affect the scope, intent, meaning or function of any provision of this Agreement or the applicable Addenda.

IN WITNESS WHEREOF, the parties have executed this Agreement by a duly authorized representative thereof.

**T2 SYSTEMS, INC.**

**CUSTOMER**

Per: \_\_\_\_\_

Per: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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



## Fixed-Mobile LPR Solution Addendum

THIS FIXED-MOBILE LPR SOLUTION ADDENDUM (“ADDENDUM”) GOVERNS THE PROVISION AND USE OF THE FIXED-MOBILE LICENSE PLATE RECOGNITION (LPR) SOLUTION AND SERVICES PURCHASED BY \_\_\_\_\_ (“CUSTOMER”) FROM T2 SYSTEMS, INC. (“T2 SYSTEMS”).

1. **BACKGROUND.** The parties have entered into a Master Customer Agreement (“Agreement”). This Addendum is incorporated into and subject to the terms of the Agreement and the terms of the Agreement are incorporated herein. To the extent of any conflict between the terms of this Addendum and the Agreement, the terms of the Addendum shall control.
2. **DEFINITIONS.** In this Addendum:
  - (a) **“Addendum Services”** means the provision of access to the Fixed-Mobile LPR solution by T2 Systems and/or any additional services provided under this Addendum.
  - (b) **“Fixed-Mobile LPR”** means the hardware and software fixed-mobile license plate recognition solution provided by T2 System under this Addendum.
  - (c) **“Site”** means as identified in the Scope of Work.

All other terms defined in this Addendum shall have the meanings ascribed thereto. Capitalized terms used in this Addendum that are not otherwise defined in this Addendum have the meaning set forth in the Agreement.

3. **APPENDICES.** The Appendices below are hereby incorporated into and made a part of this Addendum. In interpreting this Addendum and resolving any ambiguities, the main body of this Addendum shall control over the Appendices. Each reference to T2 in the Appendices shall be deemed to mean T2 Systems, Inc.

### Appendix A – Scope of Work

4. **SCOPE OF WORK.** T2 Systems shall be responsible for the installation and maintenance of the Fixed-Mobile LPR solution at the Site as described in the Scope of Work document attached hereto as Appendix A and incorporated herein. T2 Systems will provide the installation services and Products in accordance with the project schedule, performance requirements and specifications set forth in Appendix A. T2 Systems and Customer shall each appoint a Project Manager who shall work together to coordinate, supervise and manage the Scope of Work and the project schedule for the duration of the project.
5. **PURCHASE & ACCEPTANCE.** T2 Systems shall provide to Customer all Products required for the Fixed-Mobile LPR solution and installation services as set out on the Quote. Customer shall inspect or test all Products upon receiving equipment. Customer shall be deemed to have effected final acceptance of the Products at the earliest of: (a) the fifth (5<sup>th</sup>) day after the date of installation unless written notice is received by T2 Systems before such day; or, (b) the date when the Products are used or otherwise placed in commercial operation.
6. **QUOTES & PAYMENTS.** Unless otherwise specified on the Quote, all amounts payable hereunder shall be due to T2 Systems within thirty (30) days of invoice date, and Customer agrees to pay for the Products in accordance with the payment schedule defined in Appendix A. Subscription fees and warranty shall be payable annually in advance upon T2 Systems receiving its invoice from the LPR vendor. All prices shown are net, and in addition to the price of goods, Customer shall pay all expenses including taxes, insurance, freight, and warehousing. All prices quoted are valid for ninety (90) days and are exclusive of taxes. After the initial term, T2 Systems will increase the subscription fees and any additional agreed upon fee not to exceed five percent (5%) percent per year or up to the manufactures price increase, whichever is the greater per year.



- 7. TITLE & RISK OF LOSS.** Title in the goods shall remain with T2 Systems until such goods have been paid for in full. Customer shall ensure that the goods are insured against “all risks” from the time the goods are placed in the possession of the carrier for shipment to Customer, and continuously thereafter until all amounts due to T2 Systems are paid in full.
- 8. SOFTWARE.** Subject to the payment of the subscription fees as set out in the Quote, and provided that the Customer is not in breach of its obligations under this Addendum or the Agreement, T2 Systems hereby grants to the Customer, and the Customer accepts from T2 Systems, a non-exclusive, non-transferable, fully paid, royalty free, license to use of the Fixed-Mobile LPR software (“**Software**”) and related documentation. The Customer will restrict access to the Software to its employees and contractors who require access in connection with the Customer’s use of the Fixed-Mobile LPR solution. Use of the Software shall be solely in accordance with the documentation, this Addendum, the Agreement, and such reasonable instructions as T2 Systems may provide from time to time. The Customer agrees that it will not use the Software in connection with any equipment, system or website not supplied by T2 Systems, or for any illegal purposes, or in any manner that could damage, disable, overburden or impair the T2 Systems’ systems or interfere with the ability of any other party to use T2 Systems’ services.
- 9. WIRELESS DATA SERVICES.** If purchased by Customer, T2 will provide the Wireless Data Services, supplied by T2’s underlying third party wireless data services carrier, to Customer. Customer acknowledges and agrees that (i) Customer has no contractual relationship with the third party wireless data services carrier, (ii) Customer is not a third party beneficiary of any agreement between T2 and the carrier, and (iii) that the wireless data services carrier shall have no liability of any kind whatsoever to Customer, or any party deriving rights through Customer, whether for breach of contract, warranty, negligence, strict liability, tort, or otherwise.

  - (a) Customer shall use the Wireless Data Services only in connection with the Addendum Services identified in the Quote(s).
  - (b) Customer agrees that it will at all times comply with and abide by all terms and conditions established by T2 for the use of and access to the Wireless Data Services, and acknowledges that the Wireless Data Services may be restricted or cancelled by T2 or the underlying data services carrier if there is a reasonable suspicion of abuse or fraudulent use of the services.
  - (c) Customer may not resell the Wireless Data Services to any other person(s).
  - (d) Customer has no property right in any wireless number assigned to it in connection with the Wireless Data Services, and understands that such number can be changed.
  - (e) Customer will provide T2 with prompt notice of any suspected abuse or fraudulent use of the Wireless Data Services of which it becomes aware.
- 10. WARRANTY.** Subject to the disclaimers and limitations in the Agreement, T2 warrants that (a) title to the hardware sold shall be free from any encumbrance, and that the goods will conform to the description contained on T2 Systems’ invoice, (b) the Fixed-Mobile LPR Software will substantially conform to the specification as set out in the Documentation as revised by T2 Systems from time to time, (c) the installation services will be rendered in accordance with the customary professional standards prevailing for the type of work performed by professionally trained T2 Systems personnel or subcontractors. T2 Systems warrants to Customer that for a period of twelve(12) months from the date of delivery, all Deliverables delivered on that date will: (a) be free from any defects in workmanship, material, and design; (b) conform to applicable specifications and other requirements specified by T2 Systems; (c) be fit for their intended purpose and operate as intended; (d) be merchantable; (e) be free and clear of all liens, security interests, or other encumbrances.
- 11. RETURN MATERIALS AUTHORIZATION (RMA) PROCESS.**



In the event that Customer experiences a malfunction with respect to the Hardware, Customer shall call T2 technical support in order to determine the cause of the malfunction. If T2 technical support determines that the Hardware does require service, the technician will instruct Customer as to the proper return procedure. A Return Material Authorization Number (RMA) must be obtained before product is returned. Customer shall return the damaged Hardware, together with a description of the malfunction, to T2 or other service location as directed by the T2 technician. Customer shall remove the Flash ROM or RAM cards prior to shipping the Hardware to the appropriate T2 service center.

Customer is responsible for all freight and insurance charges inbound to the service center. T2 Systems is responsible for all freight and insurance charges outbound from the service center. T2 Systems is not responsible for removal, installation, or any incidental expenses incurred in replacing the defective item.

**12. TERMINATION.**

- (a) Either party may terminate this Addendum without cause by providing prior sixty (60) days written notice to the other party, which termination shall be effective as of the last day of the calendar month following the month in which notice of termination is received. Customer shall be liable for the remainder of the unpaid balance of the current annual Software subscription fee for that year and such fees shall, at T2 System's option, become immediately due and payable;
- (b) Either party may terminate this Addendum if the other party breaches any material obligation under this Addendum, and fails to remedy such breach with thirty (30) days of receipt of notice from the non-breaching party;
- (c) Without limiting the foregoing, either Party may terminate this Addendum on the same basis as set forth in Section 12(d) of the Agreement.



## UPSAFETY SOFTWARE SUBSCRIPTION ADDENDUM

THIS UPSAFETY SOFTWARE SUBSCRIPTION ADDENDUM (“ADDENDUM”) GOVERNS THE PROVISION AND USE OF THE SOFTWARE SOLUTION AND SERVICES PURCHASED BY \_\_\_\_\_ (“CUSTOMER”) FROM T2 SYSTEMS, INC. (“T2 SYSTEMS”).

The parties have entered into a Master Customer Agreement (“Agreement”). This Addendum is incorporated into and subject to the terms of the Agreement and the terms of the Agreement are incorporated herein. To the extent of any conflict between the terms of this Addendum and the Agreement, the terms of the Addendum shall control.

### 1 Definitions

The following terms shall have their meanings defined below.

- a. “Customer Data” means any data, databases, information, trademarks, service marks, logos, files, images, text, files, records or other content that may be provided by or on behalf of Customer or its authorized users for use in conjunction with the Software or Services.
- b. “Documentation” means the T2 Systems user documentation provided to the Customer relating to the Software and Services.
- c. “Professional Services” means any additional technical, development or installation services in association with this Addendum, a description of which shall be set out in a Statement of Work, executed by T2 Systems and the Customer which is incorporated and referenced hereto.
- d. “SaaS Term” means the period during which the Services and access to the Software will be provided by T2 Systems to Customer, including the Initial Term and any Renewal Term(s).
- e. “Services” means the hosting, maintenance, support and other services provided by T2 Systems pursuant to this Addendum.
- f. “Software” means the “Citation Management Program” referring to the internet accessible management portal, Customer facing websites, and “Mobile Software” referring to the Android based data collection software.
- g. “T2 Systems Content” means any information, documentation or other materials provided to Customer by T2 Systems relating to the Software, including, without limitation, the Documentation.
- h. “Web Sites” means the web sites of T2 Systems, including the web sites that provide access to the Software.

All terms defined in this Addendum shall have the meanings ascribed thereto. Capitalized terms used in this Addendum that are not otherwise defined in this Addendum have the meaning set forth in the Agreement.

### 2 Appendices.

The Appendices below are hereby incorporated into and made a part of this Addendum. In interpreting this Addendum and resolving any ambiguities, the main body of this Addendum shall control over the



Appendices. Each reference to T2 in the Appendices shall be deemed to mean T2 Systems, Inc.

- Appendix A – Cost Proposal and Quote
- Appendix B – Merchant Services Addendum for Sub-Merchants
- Appendix C - Scope of Work (If applicable)

### **3 General Terms**

T2 Systems will provide services (the "Services") and license all software, including all web and LPR applications and related Documentation (the "Software"), necessary for Customer to operate a Citation Management Program ("CMP") to allow the Customer's parking enforcement officers to issue parking citations, accept payment for parking citations and perform citation adjudication tasks.

This Addendum (including the Quote and applicable SOW) and the Agreement constitute the entire agreement between the parties hereto with regard to the Software, Services, any technical support and supersedes all prior written and oral agreements, purchase orders, representations, understandings, promises, descriptions or other communications between the parties regarding the Addendum Services.

### **4 Term and Termination**

The ("Term") of the Addendum is effective from the date on which T2 Systems signs this Addendum (the "Effective Date") and will remain in effect for three (3) years ("Initial Term") from the date on which the Customer is trained and the Software is deployed to Customer (the "Training Date"). On the third anniversary of the Training Date, and on each annual anniversary date thereafter, this Addendum will automatically renew for a one (1) year period upon the same terms and conditions ("Renewal Term"). If either the Customer or T2 Systems does not wish to renew this Addendum, or provide notice for early termination, a party must notify the other party in writing of its intention not to renew no later than sixty (60) days prior to the annual anniversary Training Date.

If Equipment and training costs have been paid in full, either party may terminate this Addendum for convenience with sixty (60) days' written notice, or terminate for cause in the event that a party provides written notice to the other party of a material breach and the breaching party fails to cure the breach within fifteen (15) days after receiving written notice of the breach from the non-breaching party.

In the event of a termination, with written notice from the Customer, T2 Systems shall supply a CSV file which contains all the Customers textual ticket and permit data (if applicable) at no cost. Any special requests for a different format will be scoped by T2 Systems with an estimate provided to the Customer on a time and material basis.

Reengagement. When a project does not stay on the agreed upon schedule as defined in a mutually agreed upon project plan because the Customer did not meet its deliverables, or if the Customer requests a new date after a committed date has been scheduled, the Customer will be responsible for the payment of:

- a. All Professional Services Fees completed to date.
- b. All hard costs, including incurred travel and travel expenses.
- c. Any rebooking fees.
- d. A reengagement fee of twenty percent (20%) of the originally quoted Professional Services Fees.

A reengaged project will not begin until the above amounts are paid by the Customer. Any necessary rework (repeat of training, additional data samples, additional project management hours) would be billed at the



reengaged project.

Upon written notice to T2 Systems, if the Customer does not reengage the project, this Addendum shall terminate in accordance with this Section.

## **5 CityCite™ Platform Component Terms**

T2 Systems will provide the Services as specified in Exhibit A: Agreement to Purchase with the following terms:

### **I. Physical Equipment**

T2 Systems will supply Equipment to Customer in the models and quantities set forth in Exhibit A: Agreement to Purchase, and under the T2 Systems limited warranty.

All Equipment provided by T2 Systems will be new and unused of the latest model available. Where any standard part or accessory of such Equipment is not described, it shall be understood that all Equipment and accessories that are provided standard with such Equipment shall be furnished.

Customer acknowledges that the title to the Equipment shall remain with T2 Systems until such Equipment has been paid for in full. Until Equipment has been paid in full, Customer agrees to exercise reasonable care of Equipment while in its possession.

Leased Equipment that becomes lost or stolen will be the sole responsibility of the Customer, and will be billed to the Customer at the then current price. If the exact Equipment is not available, T2 Systems will provide a similar unit that is compatible with solution at the then current price.

### **II. Data Plans**

T2 Systems will provide a data plan for each device requiring one, allowing unlimited data usage for the handheld devices covered by these plans, pursuant to the pricing in Exhibit A: Agreement to Purchase. T2 Systems expressly disclaims all warranties as to the network's reliability, fitness for a particular purpose or uptime.

### **III. Paper and Physical Consumables**

Paper, permits and other physical consumables will be provided in the configurations and quantities identified in Exhibit A: Agreement to Purchase. Additional paper can be purchased for the same terms for up to (1) year from Effective Date, after which paper can be purchased at T2 System's then current price list.

If Customer orders custom printer paper not quoted in Exhibit A: Agreement to Purchase, T2 Systems will provide a separate Agreement to Purchase to Customer detailing those costs.

### **IV. Public Citation Management Portal**

T2 Systems will provide an online payment portal and an interactive voice recognition (IVR) system through which patrons may view, pay and dispute outstanding parking citations, as well as view, purchase and apply for permits.

### **V. Automated Notice Generation, Owner Lookups & Collections**

T2 Systems will prepare all Delinquent Notices and Notice of Violations for outstanding tickets issued to vehicles bearing [ENTER STATE] plates and out-of-State plates (to the extent allowed by each State's DMV and T2 Systems existing integrations) to the last known registered owner(s). State agency approval will also be obtained where applicable with assistance from the Customer. Such notices shall comply



with State rules and regulations in all material respects.

- a. **Collections.** Should the Customer request for a further collections process, Customer and T2 Systems will execute a separate addendum identifying the specific terms for referred collection accounts.

#### **VI. Custom Software Development**

Upon T2 Systems receiving a signed purchase order from Customer, T2 Systems may perform custom software development to customize the CityCite™, CodeCite™ or ForCite™ platforms to meet the Customer's needs. Work will be performed in accordance with an executed Statement of Work ("SOW"), and will be performed in a professional and workmanlike manner in accordance with recognized industry standards and other specifications as outlined in the project specific SOW. All custom software development is owned exclusively by T2 Systems.

#### **VII. Support & Issue Resolution**

T2 Systems will provide online, telephone and email support to Customer during the Term, providing live, direct T2 Systems product support from 8:00 a.m. to 5 p.m. EST, Monday through Friday, excluding nationally observed federal holidays. Additionally, voicemail will be made available 24/7 and a reply will be generated by T2 Systems initiating the support call within one (1) hour.

T2 Systems product support will assist Customers relating to, but not limited to:

- Recommendations for optimal use of CMP
- Problems with or questions pertaining to the operation of CMP
- Problems with interfaces between CMP & other systems
- Error messages from CMP
- Printing issues related to CMP Mobile Software
- Questions about CMP customizable reporting tool

#### **VIII. Shipping Costs**

Customer will be responsible all shipping costs to its facility incurred by T2 Systems for the shipment of paper, Equipment, permits and all other physical components required to operate the CMP.

#### **IX. Acceptance of Equipment**

Customer shall inspect or test Equipment upon receipt. Customer shall be deemed to have affected final acceptance of the Equipment at the earliest of: (a) the fifteenth (15th) day after the date of shipment, unless written notice is received by T2 Systems before such day; or, (b) the date when the Equipment is used or otherwise placed in commercial operation.

#### **X. Out of Scope Services and Change Order Requests**

Additional services or changes may be requested by the Customer must be submitted in writing by the Customer. T2 Systems will prepare a separate statement of work along with a detailed cost estimate to be approved in writing by the Customer prior to the implementation of any changes or additions. This includes, but is not limited to, requests for additional Equipment, installation of additional sessions, Customer requested software modifications and/ or relocation of Equipment.



In performing T2 System's obligations in connection with the maintenance of the Public Citation Management Portal ("PCMP"), T2 Systems will serve as the merchant of record for all PCMP transactions and will supply a payment gateway for all such transactions.

Except for chargeback fees and any other transaction exception fees from T2 System's merchant bank, T2 Systems will be responsible for all merchant processing costs associated with citation payments made online through the payment portal, including, without limitation, settlement fees, payment gateway fees, and interchange reimbursement fees. Chargeback fees from T2 System's merchant bank will be passed through directly to Customer with no markup.

T2 Systems will remit all fees and fines to Customer, less T2 System's per transaction fees, refunded transactions and associated fees, merchant processing fees and chargeback and refund fees as applicable based on the pricing set forth in the Quote.

- a. Payment Processing. Should the Customer request for payment processing, Customer and T2 Systems will execute a separate addendum identifying the specific terms for payment processing.

## **7 Fees**

Customer agrees to the fee schedule outlined in Exhibit A: Agreement to Purchase. Invoices will be submitted on a monthly basis, payable within thirty (30) days upon its transmittal.

Fees may increase after the initial term at every term renewal as set forth in the quote. If not defined in the quote, renewals may increase by an amount not to exceed five percent (5%) per year.

## **8 Payment**

Payment for Software Licensing, Data Plans and CiteGuardPlus™ warranties are invoiced one (1) year in advance. Payment for purchased Equipment and CiteGuard™ warranties are due prior to installation. If Equipment and other upfront costs have been amortized over a three (3) year term, the lump sum payment outlined in Exhibit A: Agreement to Purchase will be invoiced one (1) year in advance.

Payments for any Revenue Share, Owner Lookups, Data Entry, Automated Notices and Call Center Support, as applicable, are invoiced monthly on an as-used basis pursuant to Exhibit A: Agreement to Purchase or other Exhibits.

T2 Systems shall keep accurate records of all Services performed under this Addendum and shall submit such information to the Customer with each invoice.

## **9 Web-Based License**

T2 Systems grants to Customer, and Customer accepts, a nontransferable, nonexclusive license and right to access the Citation Management Program via the Internet, and to the Mobile Software through mobile devices on which T2 Systems has installed its software. Customer agrees to use the Software and the Documentation only as authorized in this Addendum, for its own internal purpose and operations, during the SaaS Term. Customer acknowledges that its access to and use of the back end Citation Management Program Software will be web-based only. The Citation Management Program will be hosted by T2 Systems and accessed and used by Customer through the use of the Internet and Customer's computers, while Mobile Software will be installed on Customer mobile devices exclusively by T2 Systems.



## **10 T2 Systems Limitations**

The maximum number of Customer's employees, contractors, volunteers, and other agents that are simultaneously accessing or using the Software at any given time shall not exceed the number of users specified in Exhibit A: Agreement to Purchase. Customer's use of the Software may not exceed the number of users specified without the express written agreement of T2 Systems.

## **11 Permitted Uses**

Subject to T2 System's database permissions and limitations, users shall be permitted access to the T2 Systems CityCite® products for the following uses (but only such uses) as described below:

By users as permitted and authorized by Customer within the terms and features of this Addendum:

- a. Issuance & Management of Citations, Tickets & Permits
- b. Customization & Management of Settings, Rules, Reporting and User Permissions
- c. Customization & Management of Public Citation Management Portal

The permitted uses described herein shall only be permitted during the SaaS Term. Customer agrees that upon expiration or termination of the SaaS Term, all rights granted to Customer shall immediately terminate. T2 Systems Customer shall certify in writing to T2 Systems that all copies of T2 Systems Content in any form, including partial copies, and shall erase all computer, electronic, or other storage devices have been destroyed.

## **12 Upgrades**

T2 Systems will install upgrades/releases of the Software which are generally made available to its other subscribers, including patches and/or fixes, as they are made available, at no charge during the SaaS Term.

## **13 Customer Responsibilities**

Customer is responsible for administering security within the T2 Systems applications (e.g., the granting of rights to a user for a specific form in the application), including maintaining the secrecy and protection of all usernames and passwords provided to Customer. Customer is responsible for maintaining its user desktops and other devices and providing users network and internet access to the Software. Customer is also responsible for ensuring that its users comply with these terms and conditions with respect to use of the Software and Services. Customer shall provide secure connectivity to the Internet for its location(s) for purposes of providing adequate access to Software hosted at the Customers hosting site.

T2 Systems shall not be responsible for the reliability or continued availability of the communications lines, or the corresponding security configurations, used by Customer in accessing the Software via the Internet. Customer shall provide adequate industry "best practice" standards to ensure reasonable security for integration between applications at the Customer site and Software hosted by T2 Systems. Customer shall provide accurate input information in the manner T2 Systems in connection with the Software and Services. Customer shall advise T2 Systems of any changes to Customer's operations, banking relationships, Primary Contact, or other information that would require a change in the support, operation, or configuration of the hosted Software. Customer shall configure necessary user accounts via the administrator account provided by T2 Systems. Customer shall be responsible for ensuring that any Customer Data is accurate, not corrupt in any way, and does not contain any viruses.



Customer shall be solely responsible for, and shall hold T2 Systems, its third party suppliers, and their respective Representatives harmless from any loss, damage or liability arising in connection with Customer's inputs, selection and use of the Services, and all data (including Customer Data), reports, statements and other content transmitted, posted, received or created on the T2 Systems system through Customer's account, even if transmitted, posted, received or created by a third party

#### **14 Other Restrictions**

Use of the Software and Services is restricted to use by the specific licensing entity only, and only for Customer's internal business purposes. Customer may not use the Software or Services for the benefit of any third parties or provide service bureau or other access or use of the Software or Services to third parties. Customer may not, directly or indirectly, sublicense, assign, transfer, sell, rent, lend, lease or otherwise provide the Software, Services (or any portion thereof, including without limitation any capacity) or the User Documentation, or any portions thereof, to any third party, and shall be deemed a material breach. Customer may not reverse engineer, disassemble, decompile or make any attempt to ascertain, derive or obtain the source code for the Software. Customer shall not use the Software for any commercial purpose beyond the functionality for which the Software is intended. Customer hereby agrees, represents and warrants to T2 Systems that Customer will not access or use the Software or the Web Sites for any purpose that is unlawful or prohibited by these terms and conditions.

Customer will not use the Software, Services or T2 Systems CityCite, CodeCite and ForCite cloud product to take any actions that (i) infringe on any third party's copyright, patent, trademark, trade secret or other proprietary rights or rights of publicity or privacy; (ii) violate any applicable law, statute, ordinance or regulation (including those regarding export control); (iii) are defamatory, trade libelous, threatening, harassing, or obscene; (iv) constitute unauthorized entry to any machine accessible via the network; (v) create or build any derivative works from any information, content, software, products or services obtained from or otherwise connected to T2 System's Software or Web Sites, including appending such information or content to Customer's internal database for distribution to multiple nonprofits as a donor database product or service; or (vi) distribute, transfer or resell the results of Customer's use of the Software, Services or Web Sites.

Customer shall not interfere with or disrupt network users, services or equipment with the intent to cause an excessive or disproportionate load on T2 System's or its suppliers' infrastructure by means of (but not limited to) distribution of unsolicited bulk emails or chain letters, viruses, Trojan horses, worms, or other similar harmful or deleterious programming routines. Customer further agrees to cooperate with T2 Systems in causing any unauthorized use (including but not limited to co-branding, framing or hyper-linking) and to immediately cease.

#### **15 Location, Audio, Image and Video Services**

Customer acknowledges and consents to the automated and manual creation and/or collection of Location-Based, Audio, Image, and/or Video Services information in the Software and/or device through interaction between the devices where the Software is installed, T2 System's servers, and third party applications and systems. T2 Systems will use commercially reasonable efforts to ensure the accuracy of Location-Based, Audio, Image, and/or Video Services; however, T2 Systems assumes no liability or responsibility in the event of inaccuracies in such information. While T2 Systems uses commercially reasonable efforts to safeguard such information, T2 Systems assumes no liability or responsibility for losses resulting from illegal or fraudulent access to Location-Based, Audio, Image, and/or Video Services related information. T2 Systems



also reserves the right to make such information available to auditors, police and other governmental agencies as permitted or required by law.

## 16 Software Modifications

Customer shall not make any modifications to the Software. Any modifications that Customer makes to the Software will void any warranty obligations contained in this Addendum and T2 Systems in its sole discretion, may terminate this Addendum.

## 17 Warranties

**T2 Systems Limited Warranty.** Each party warrants that (i) it has the right and power to enter into these Terms and Conditions, and (ii) it will comply with all applicable laws and regulations. T2 Systems warrants that the Services will be performed in a professional and workmanlike manner in accordance with recognized industry standards and other specifications as outlined in this Addendum.

**Exclusive Remedies.** If, during the warranty period the Software fails to comply with the specifications, T2 System's entire liability and Customer's exclusive remedy will be either to (a) repair or replacement of the Software, or (b) if in T2 System's opinion such repair or replacement is not possible, termination of the SaaS Term and a refund of the Subscription Fees paid for the Software of the current annual Term. This limited warranty is void if failure of the Software has resulted from accident, abuse, misuse or negligence of any kind in the use, handling or operation of the Software, including any use not consistent with the Documentation or T2 Systems training. T2 System's entire liability and Customer's exclusive remedy for any breach of warranty with respect to the Services as described above shall be T2 Systems re-performing the Services performed.

## Shorewood Paid Parking Feasibility Framework

### Paid Parking Assumptions

Note: Changes to highlighted cells will change figures below.

### REVENUES

1) Paid Parking/Metered Revenue	Notes		
Number of Blocks	49	from Walker report	
Est. Spaces per Block	8		
Paid Spaces*	392	only the blockface fronting Oakland & Capitol is metered	
Paid Hours per Day	10	9am-7pm	
Paid Days	300	exclude Sundays and Holidays	
Occupancy	27%	from Walker report (2pm & 7pm)	
Paid Occupancy	50%	estimate	
Hourly Rate	\$ 1.50	estimate	
Credit Card Processing Fees	-30%	for small-dollar transactions, CC fees can be substantial	
Annual Net Meter Revenue	\$ 166,698		

\*if all the blockfaces from the collection area in the Walker Report were metered the number of spaces would be 2,458

2) Meter-Related Citation Revenue	Notes		
Paid Spaces	392	only the blockface fronting Oakland & Capitol is metered	
Paid Hours per Day	10	from above	
Paid Days	300	from above	
Occupancy	27%	from above	
Paid Occupancy	50%	from above	
Violation Rate	50%	inverse of paid occupancy	
Annual Violations	158,760		
Capture Rate	5%	estimate	
Annual Meter Citations	7,938		
Citation Value	\$ 25	estimate	
Collection Rate	80%	based on previous performance	
Annual Citation Revenue	\$ 158,760		

3) Annual Total Paid Parking Program Revenue	Notes		
Net Meter Revenues	\$ 166,698	from above	
Citation Revenue	\$ 158,760	from above	
Total Paid Parking Revenue	\$ 325,458		

### EXPENSES

4) Infrastructure/Eqpt Expenses	Single-space	Dual-space	Multi-space	Notes
Number of Blocks	49	49	49	from above
Est. Spaces per Block	8	8	8	from above
Number of Spaces	392	392	392	from above
Number of Meters	392	196	49	
Cost per Installed Meter	\$ 1,000	\$ 1,200	\$ 7,000	SSM & DSM incl. Pole & Housing
Total Meter Cost	\$ 392,000	\$ 235,200	\$ 343,000	
Spare Parts Supplies & Eqpt	\$ 39,200	\$ 23,520	\$ 34,300	10% of equipment total
Maintenance Vehicle	\$ 35,000	\$ 35,000	\$ 35,000	estimate

Total One-time Eqpt Expenses      \$    466,200    \$    293,720    \$    412,300

Recurring Infrastructure Expenses				Notes
Monthly Management Fee	\$            6	\$            9	\$            55	estimates
Annual Mgmt Fee per Meter	\$            72	\$            108	\$            660	
Annual Recurring Fees	\$    28,224	\$    21,168	\$    32,340	
Five Year TCO for Infrastructure	\$    607,320	\$    399,560	\$    574,000	

5) Staffing Expenses      Notes

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Maintenance Staff (FTE)		1	assume this is a new position
Maintenance Salary	\$    40,000		estimate - Village can update this
Enforcement Staff (FTE)		1.5	60 hrs per week
Enforcement Salary	\$    40,000		estimate - Village can update this
Annual Salary Expenses	\$    100,000		2.5 FTEs
Fringe Benefits		40%	estimate - Village can update this
Annual Total Staffing Expenses	\$    140,000		
Five Year Staffing Costs	\$    700,000		

6) Citation Processing/Collections Expenses      Notes

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Additional Meter Citations		7,938	from above
Proc. & Coll. Cost/Citation	\$            7		including collection costs - Village can update
Annual Citation Expenses	\$    55,566		
Five Year Citation Expenses	\$    277,830		

7) Annualized Pd Parking Expenses      Single-space      Dual-space      Multi-space      Notes

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Infrastructure Expenses	\$    607,320	\$    399,560	\$    574,000	from above
Staffing Expense	\$    700,000	\$    700,000	\$    700,000	from above
Citation Expenses	\$    277,830	\$    277,830	\$    277,830	from above
Total 5 Year Expenses	\$ 1,585,150	\$ 1,377,390	\$ 1,551,830	
Annualized Parking Expenses	\$    317,030	\$    275,478	\$    310,366	

8) Total Net Profit      Single-space      Dual-space      Multi-space      Notes

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Total Annual Revenues	\$    325,458	\$    325,458	\$    325,458	from above
Total Annual Expenses	\$    317,030	\$    275,478	\$    310,366	from above
Total Annual Net Profit	\$        8,428	\$     49,980	\$    15,092	

9) Paid Parking (Expanded Scenario)

Revenues      Notes

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Paid Spaces	2,458	includes adjacent spaces from Walker Report
Effective Occupancy	20%	discounted based on resident vehicles parking for free
Annual Meter Revenue	\$    774,270	based on expanded spaces and reduced occupancy
Annual Citation Revenue	\$    737,400	based on expanded spaces and reduced occupancy
Total Paid Parking Revenues	\$ 1,511,670	

Expenses      Single-space      Dual-space      Multi-space      Notes

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Number of Meters	2,458	1,229	307	
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Total One-time Eqpt Expense	\$ 2,738,800	\$ 1,657,280	\$ 2,400,825	one-time costs spread over 5 yrs
Annual Recurring Fees	\$ 176,976	\$ 132,732	\$ 202,785	
Annual Staffing Expenses	\$ 280,000	\$ 280,000	\$ 280,000	assume doubling of staff size
Annual Citation Expenses	\$ 258,090	\$ 258,090	\$ 258,090	assume 37k more citations
Total Annual Expenses	\$ 1,262,826	\$ 1,002,278	\$ 1,221,040	
Total Annual Net Profit	\$ 248,844	\$ 509,392	\$ 290,630	

#### DIGITAL PARKING

	Digital Parking Adjustments	Notes
10) Original Annual Revenue	\$ 325,458	from above
Meter Revenue Addback	\$ 71,442	remove 30% credit card fee
Updated Annual Revenue	\$ 396,900	
Annualized Infrastructure Costs	\$ 10,000	\$50k one-time costs spread over 5 years
Recurring Infrastructure Costs	\$ 20,000	\$20k management system fee
Staffing Expenses	\$ 84,000	eliminate maintenance staffing
Citation Expenses	\$ 55,566	from above
Updated Annual Expenses	\$ 169,566	
Updated Annual Net Profit	\$ 227,334	



AT THE EDGE OF THE CITY AND  
THE HEART OF EVERYTHING  
**FINANCE DIRECTOR'S MEMO**

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March 11, 2026

**TO:** Village Board/Finance Committee  
**FROM:** Krisztina Dommer, CPA  
David Hickey  
Contracted Finance Director  
**RE:** Fourth Quarter 2026 Financial Report

### **Financial Summary Overview**

#### **Fourth Quarter Financial Update**

The Village's 2025 financial results generally aligned with the adopted budget, with several departments finishing the year below their expenditure budgets and certain revenue categories exceeding expectations.

- General Fund revenues were generally strong, with favorable performance in permit activity, interest earnings, and parking revenue.
- Total departmental expenditures were largely within budget, with some variances driven by staffing changes, benefit adjustments, and operational needs.
- Public Works operations finished close to budget overall, although certain operational accounts experienced higher-than-expected costs.
- Interest income significantly exceeded expectations, reflecting higher investment yields during the year.
- Some one-time or timing-related items affected individual line items but do not indicate structural financial issues.

Overall, the Village closed the year financially stable with no significant adverse trends identified.

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## **Supporting Details and Quarterly Financial Reports**

Attached are the following quarterly financial reports:

1. **Revenues and Expenditures**
    - Overview of notable budgetary items (1)
    - Report Overview (3)
    - General Fund departments (9-27)
  2. **Library Fund** (28-32)
  3. **Senior Services Fund** (33-34)
  4. **Shorewood Today** (35)
  5. **Debt Service Fund Revenues and Expenditures** (36)
  6. **Capital Projects Fund Revenues and Expenditures** (37-38)
  7. **Capital Project Fund – Project Detail Listing** (39)
  8. **TIDs No. 3-5** (40-43)
  9. **Parking Utility** (44-45)
  10. **Water Utility** (46-51)
  11. **Sewer Utility** (51-54)
-

## **Revenue Overview**

General Fund revenues for 2025 generally performed in line with or above budget. Property tax revenue was fully recognized as expected, while interest income slightly exceeded projections due to favorable investment conditions. Permit activity and certain service revenues also outperformed estimates, helping offset minor shortfalls in some state aid and license-related revenues.

## **Key Drivers – General Fund Revenue Variances**

- **\$206,196 favorable, 29% over budget – Department of Public Works (Street Light Fees)** increased following the adoption of a Village ordinance after the 2025 budget was approved, resulting in higher than anticipated revenue.
- **\$143,220 favorable, 8% over budget – General Government (Intergovernmental Revenues)** were higher than budget due to stronger than budgeted state aid distributions.
- **\$51,861 favorable, 15% over budget – Finance Department (Interest Income)** exceeded projections due to higher investment yields during the year.

## Expenditure Update

General Fund expenditures for 2025 were generally in line with the adopted budget, with most departments finishing the year at or below their authorized spending levels. Variances were primarily driven by staffing changes, employee benefit costs, and the timing of certain operational expenses. Some departments experienced higher costs in specific line items, such as overtime or contractual services; however, these were largely offset by savings in other areas. Overall, spending remained controlled and consistent with the Village's Adopted Budget.

### Note:

The largest unfavorable variance in General Fund expenditures is due to health insurance costs. During the 2025 budget process, the projected premium increase was underestimated, resulting in actual costs exceeding the adopted budget. This variance reflects a forecasting assumption rather than a structural spending issue. The impact was largely offset by favorable results in other expenditure categories, including conservative budgeting in certain operational areas and personnel savings resulting from positions that remained vacant during portions of the year.

## General Fund Expenditure Variances

### Village Board

- **\$14,286 unfavorable, 36% over budget** – Total expenditures exceeded budget primarily due to increased event-related costs.
  - **\$14,469 unfavorable, 348% over budget** – Fourth of July festivities costs exceeded budget, largely offset by event donations.
  - **\$896 unfavorable, 56% over budget** – Legal notices and publication costs were higher than anticipated.

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### Municipal Court

- **\$328 favorable, 0.4% under budget** – Department expenditures finished essentially on budget overall.
  - **\$25,259 unfavorable, 27% below budget** – Court fine revenues were lower than projected due to fewer citations and collections.
  - **\$1,415 favorable, 27% under budget** – Copying and operational supply costs were below budget.

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### Village Manager

- **\$71,157 favorable, 13.5% under budget** – Overall expenditures were below budget due primarily to lower personnel-related costs.
  - **\$59,000 favorable, ~12% under budget** – Personnel benefit costs were lower than anticipated.
  - **\$11,122 unfavorable, 126% over budget** – UniverCity consulting costs exceeded the annual budget allocation.

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## Police Department

- **\$283,520 favorable, 6.2% under budget** – Department expenditures finished below budget primarily due to salary savings from vacant positions.
  - **\$365,000 favorable, ~9% under budget** – Salary savings resulted from vacant officer positions during the year.
  - **\$50,522 unfavorable, 11% over budget** – Health insurance costs exceeded budget due to higher premium increases.

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## Planning and Development

- **\$17,057 unfavorable, 3.9% over budget** – Department expenditures slightly exceeded budget.

### Key drivers:

- **\$32,756 unfavorable, 383% over budget** – Health insurance costs were higher than budget due to benefit enrollment changes.
- **\$30,169 favorable, 21% over budget** – Building permit revenues exceeded budget due to strong development activity.

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## Department of Public Works

- **\$53,892 favorable, 1.7% under budget** – Total department expenditures finished very close to the adopted budget.
  - \$50,739 unfavorable, 119% over budget – Net health insurance costs exceeded budget due to underestimated premium increases.
  - \$6,975 unfavorable net variance, approximately 101% of budget – Other Salaries, wages and benefits. While individual salary and benefit accounts show variances throughout the department, these fluctuations are largely related to staffing changes and cost allocations. When considered together, net salary and benefit expenditures are essentially in line with the adopted budget.
  - \$17,657 favorable, 43% under budget – Fuel expenditures were lower than anticipated due to reduced fuel usage and lower fuel pricing during the year.

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## Other Public Safety (OPS)

### Key Drivers

- \$19,646 favorable, 0.6% under budget – Total Other Public Safety expenditures finished very close to the adopted budget.
- \$10,737 unfavorable, 0.4% over budget – Payments to the North Shore Fire Department slightly exceeded budget due to contractual cost adjustments.
- \$8,909 favorable, 1.9% under budget – Dispatch and other public safety service costs finished slightly below budget due to normal operational timing differences.

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## Library

The Library Fund operated generally in line with the adopted 2025 budget, with revenues and expenditures tracking close to expectations. As a result, the fund reported a modest increase in fund balance for the year, reflecting stable operating performance.

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## Senior Resource Center

The Senior Resource Center Fund operated generally in line with the adopted 2025 budget, with revenues and expenditures tracking close to expectations. Overall financial results reflect the normal operating activity of the center.

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## Water Utility Fund

The Water Utility closed fiscal year 2025 with revenues of approximately \$2.41 million compared to a budget of \$3.53 million. The primary driver of the revenue variance was the timing of PSC approval of the Village's water rate increase, along with lower-than-estimated water consumption. Operating expenditures were generally in line with expectations, with the most significant unfavorable variance related to Lead Service Line Program expenditures of approximately \$340,000. As a result, the utility reported a decrease in net position for the year, primarily attributable to the timing of rate implementation and the accounting treatment of Village-funded private-side lead service line replacements.

The table below reconciles budgeted water revenues to actual results and highlights the primary factors driving the variance.

### Water Revenue Variance Reconciliation

Item	Amount
<b>2025 Budgeted Water Revenue</b>	<b>\$3,525,492</b>
<b>Timing / Regulator Factors</b>	
PSC Rate Approval Delay	\$(343,000)
Revenue Realized in FY2026 (not 2025)	\$(229,922)
Budget Assumed Full Year of New Rates	\$(345,000)
<b>Operational Factors</b>	
Water Consumption (Volume) Variance	\$(200,000)
<b>2025 Actual Water Revenue</b>	<b>\$2,407,570</b>

### Key Highlights

- **PSC Rate Approval Delay – \$343K unfavorable**  
The adopted budget assumed earlier implementation of the approved rate increase.

- **Full-Year Rate Assumption – \$345K unfavorable**  
The budget assumed a full year of revenue at the new rate structure.
- **Water Consumption Variance – \$200K unfavorable**  
Actual water consumption was lower than the volume assumptions used in the budget forecast.
- **Revenue Timing Shift – \$229K**  
A portion of revenue assumed in the 2025 budget will instead be recognized in **Fiscal Year 2026** due to the timing of rate implementation.

### **Expenditure Highlights**

The most significant unfavorable expenditure variance relates to the **Lead Service Line Replacement Program**, which exceeded budget by approximately **\$340,000**.

During the year it was determined that Village-funded private-side lead service line replacements cannot be capitalized under generally accepted accounting principles because the assets are not owned by the Village. As a result, these costs were recorded as operating expenses rather than capital assets.

This accounting treatment does not impact the Village's cash flow or borrowing associated with the program, but it does increase operating expenditures in the current year.

### **Net Financial Impact**

The decrease in net position for the Water Utility in 2025 is largely attributable to two factors:

- Timing of PSC rate approval, which delayed revenue recognition in 2025, and
- The accounting treatment of Village-funded private-side lead service line replacements, which required those costs to be recorded as operating expenses rather than capital assets.

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## **Sewer Utility Fund**

The Sewer Utility closed fiscal year 2025 with operating results generally consistent with the adopted budget. Revenues were largely in line with expectations, reflecting stable sewer usage and the established rate structure. Expenses also remained consistent with budgeted levels, with no significant variances requiring explanation.

As a result, the Sewer Utility reported financial performance consistent with overall budget projections, and the change in net position for the year was within the normal operating range for the utility.

Overall, the Sewer Utility continues to maintain stable operating performance and adequate financial reserves to support ongoing system maintenance and future capital needs.

# Village of Shorewood

## Q4 Budget Report

12/31/2025

### General Fund Summary Report

Revenue	12/31/2025	Approved Budget	Actual vs Budget Favorable / (Unfavorable)	% Change vs Budget Favorable / (Unfavorable)
Property Taxes	9,126,494	9,126,494	-	0%
PILOT Revenues	278,336	260,000	18,336.00	7%
Charges For Services	1,231,599	1,006,600	224,998.55	22%
Intergovernmental	2,035,241	1,892,021	143,219.72	8%
Licenses and Permits	1,055,768	1,009,953	45,815.47	5%
Fines	520,356	550,000	(29,644.43)	(5%)
Interest Income	395,861	344,000	51,861.02	15%
Other Revenue	175,159	93,650	81,509.28	87%
Other Financing Source/Use	37,000	140,627	(103,627)	(74%)
<b>Total Revenues</b>	<b>14,855,814</b>	<b>14,423,345</b>	<b>432,469</b>	<b>3%</b>
<b>Expenditures</b>				
Salaries and Wages	4,603,231	4,868,520	265,289.22	5%
Health Insurance Benefit	991,262	915,935	(75,326.57)	(8%)
Program/Operations	1,686,150	1,820,543	134,392.48	7%
Administrative Expenses	59,821	73,023	13,201.67	18%
Contractual	311,361	333,428	22,067.45	7%
Intergovernmental Payments	3,333,485	3,328,806	(4,679.13)	(0%)
Other Benefits	964,284	1,055,162	90,878.47	9%
Professional Fees	514,417	492,930	(21,487.32)	(4%)
Insurance	342,808	321,128	(21,680.13)	(7%)
Software	101,912	119,171	17,259.26	14%
Utilities	298,962	327,845	28,882.46	9%
Exp Charged To Others	(146,961)	(167,145)	(20,183.53)	12%
Other Financing Soures/ Uses	934,000	934,000	-	0%
<b>Total Expenditures</b>	<b>13,994,731</b>	<b>14,423,345</b>	<b>428,614</b>	<b>3%</b>
<b>Net Change in Fund Balance</b>	<b>861,083</b>	<b>(0)</b>		

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Village Board - 1100**

General Fund Summary Report

Account Number	Account Name	2023	2024	YTD	2025	12/31/2025	Notes
		Actual	Actual	12/31/2025	Adopted Budget	YTD % of Budget	
<b>Revenues</b>							
100-1100-41110	Property Taxes	\$ 8,684,249	\$ 8,609,900	\$ 9,126,494	\$ 9,126,494	100.0%	All recognized at beginning of the year
100-1100-41300	PILOT - Water	189,520	207,000	240,000	240,000	100.0%	PILOT calculated at year end
100-1100-41310	PILOT - Parking	20,213	20,938	20,000	20,000	100.0%	PILOT calculated at year end
100-1100-43430	State Aids - EC / PPT / VSP	41,090	41,090	84,536	30,000	281.8%	
100-1100-48550	Donations - 4th of July event	9,600	13,800	11,050	-	0.0%	
Total Village Board Revenues		<u>\$ 8,944,672</u>	<u>\$ 8,892,728</u>	<u>\$ 9,482,080</u>	<u>\$ 9,416,494</u>	<u>100.7%</u>	
<i>Note: Streetlight and Vehicle Registration Fees have been moved to Dept of Public Works Financial Report</i>							
<b>Expenditures</b>							
100-1100-51100	Salaries and Wages	\$ 7,320	\$ 7,339	\$ 7,100	\$ 7,400	96.0%	
100-1100-51310	Social Security and Medicare	560	561	543	599	90.7%	
100-1100-51900	Professional Education *	1,012	3,339	5,221	7,000	74.6%	
100-1100-53100	Office Supplies	54	24	31	250	12.3%	
100-1100-53140	Legal Notices & Publications *	3,694	1,358	2,496	1,600	156.0%	
100-1100-53200	Memberships & Subscriptions *	7,239	8,401	8,864	8,000	110.8%	
100-1100-53900	Miscellaneous Expenses	(60)	-	-	250	0.0%	
100-1100-53990	Contingency / Other activities	-	2,345	11,060	10,400	106.3%	
100-1100-54110	4th of July Festivities	15,530	18,922	18,629	4,160	447.8%	\$11K Offset by 4th of July Donations
Total Village Board Expenditures		<u>\$ 35,349</u>	<u>\$ 42,289</u>	<u>\$ 53,945</u>	<u>\$ 39,659</u>	<u>136.0%</u>	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Municipal Court - 1200**

and Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>							
100-1200-45120	Court Fines - current	\$ 38,989	\$ 31,738	\$ 28,962	\$ 32,000	90.5%	Paid when issued
100-1200-45190	Court Fines - SDC	35,451	58,668	37,779	60,000	63.0%	Collections
100-1200-47390	Charges for services - Brown Deer	-	-	-	-	0.0%	agreement ended
Total Municipal Court Revenues		\$ 74,439	\$ 90,405	\$ 66,741	\$ 92,000	72.5%	
<b>Expenditures</b>							
100-1200-51100	Salaries and Wages	\$ 40,628	\$ 41,756	\$ 43,784	\$ 46,027	95.1%	
100-1200-51300	Health Insurance	2,250	2,250	2,250	3,000	75.0%	opt-out stipends
100-1200-51305	Dental & other benefits	744	744	799	822	97.2%	
100-1200-51310	Social Security and Medicare	3,322	3,408	3,563	3,521	101.2%	
100-1200-51315	Wisconsin Retirement System	2,423	2,535	2,705	2,821	95.9%	
100-1200-51900	Professional Education *	1,787	2,517	2,548	2,650	96.1%	
100-1200-52910	Software Purch/Maint *	8,188	7,833	8,951	8,036	111.4%	TiPSS annual fees pd in Jan
100-1200-52990	Other Service Contracts & Fees *	105	149	231	650	35.5%	2023 - transition consulting
100-1200-53100	Office Supplies	370	688	790	520	151.8%	
100-1200-53130	Postage	801	771	607	900	67.5%	
100-1200-53200	Memberships & Subscriptions *	145	155	215	205	104.9%	
100-1200-55110	Workers Comp	85	92	83	105	78.7%	
100-1200-57450	Police / Baliff services	10,582	16,236	10,205	7,800	130.8%	YE JE
Total Municipal Court Expenditures		\$ 71,430	\$ 79,134	\$ 76,729	\$ 77,057	99.6%	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Village Manager - 1410**  
 General Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
100-1410-43410	State Shared Revenue	\$ 265,167	604,902	\$ 614,657	\$ 584,814	\$29,843	105.1%	Received in November
100-1410-43411	Expenditure Restraint	259,452	206,058	206,058	259,452	(53,394)	79.4%	No Increase as Expected
100-1410-44140	Cable Fees - Time Warner	71,814	66,754	71,764	70,000	1,764	102.5%	Decline in Cable Subscribers
100-1410-44141	Cable Fees - AT&T	22,420	20,208	17,717	25,000	(7,283)	70.9%	Decline in Cable Subscribers
100-1410-48150	Insurance Dividend	19,703	14,131	7,687	15,000	(7,313)	51.2%	League Decrease
100-1410-48900	Miscellaneous Revenue	(7,880)	-	5,575	-	5,575	0.0%	
Total Village Manager Revenues		\$ 630,676	\$ 912,053	\$ 923,457	\$ 954,266	\$ (30,809)	97%	
<b>Expenditures</b>								
100-1410-51100	Salaries and Wages	\$ 263,986	\$ 273,405	\$ 274,818	\$ 299,968	\$ 25,150	91.6%	
100-1410-51140	Auto / Phone allowance	2,700	2,700	2,700	2,781	81	97.1%	
100-1410-51300	Health Insurance	63,306	66,474	38,290	68,713	30,423	55.7%	
100-1410-51305	Dental & other benefits	1,527	1,575	1,471	2,544	1,073	57.8%	
100-1410-51310	Social Security and Medicare	19,570	20,199	20,328	22,948	2,619	88.6%	
100-1410-51315	Wisconsin Retirement System	17,947	18,858	18,786	20,697	1,911	90.8%	
100-1410-51900	Professional Education *	2,866	413	1,398	4,200	2,802	33.3%	
100-1410-52990	Other Service Contracts & Fees *	13,456	1,895	19,955	8,833	(11,122)	225.9%	UniverCity (Year 2 of 3)
100-1410-53100	Office Supplies	703	879	391	515	124	76.0%	
100-1410-53140	Marketing & Communications *	14,704	15,595	13,360	12,975	(385)	103.0%	
100-1410-53200	Memberships & Subscriptions *	1,594	3,008	1,570	3,300	1,730	47.6%	
100-1410-54100	Volunteer Committees	4,771	989	175	2,000	1,825	8.8%	
100-1410-54130	Awards / Recognitions	3,069	4,802	2,930	5,500	2,570	53.3%	
100-1410-55100	Liability & Property Insurance	52,240	53,637	54,309	54,600	291	99.5%	Public Officials insurance
100-1410-55110	Workers Comp	522	588	529	634	106	83.3%	
100-1410-56110	Computers / Printers	19,039	10,257	13,492	13,500	8	99.9%	
100-1410-56130	Equipment / Furniture	1,017	2,020	712	5,000	4,288	14.2%	
100-1410-57900	Expenditure Charged to Others	(840)	(7,375)	(7,664)	-	7,664	0.0%	Reclass to TID
Total Village Manager Expenditures		\$ 482,177	\$ 469,920	\$ 457,552	\$ 528,708	\$ 71,157	86.5%	

**2025 Q4 Budget Report**  
**General Fund Revenues and Expenditures**  
**Clerk Services - 1420**

md Summary Report

Account Number	Account Name	2023	2024	YTD	2025	av/(Unfavorabl	12/31/2025	Notes
		Actual	Actual	12/31/2025	Adopted Budget	12/31/2025 Vs Budget	YTD % of Budget	
<b>Revenues</b>								
100-1420-44110	Liquor Licenses (Class)	\$ 17,790	\$ 14,160	\$ 11,299	\$ 16,500	\$ (5,201)	68.5%	
100-1420-44111	Operators Licenses	2,540	3,480	2,480	3,250	(770)	76.3%	
100-1420-44120	Village Licenses	5,883	4,521	3,942	5,000	(1,058)	78.8%	
100-1420-44130	Weights and Measures	2,438	2,775	2,438	1,600	838	152.3%	2027 Maintain at 1600
100-1420-44200	Pet Licenses	4,751	3,894	3,388	4,500	(1,112)	75.3%	
100-1420-44900	Security Alarm Permits	1,680	1,980	1,980	1,600	380	123.8%	
100-1420-46351	RCA daytime	2,995	3,126	7,687	-	7,687	0.0%	Increase in permit fee
100-1420-46401	Convenience Fee (CC Chg)	-	-	-	-	-		
100-1420-48900	Miscellaneous Revenue	10,526	12,407	11,346	6,000	5,346	189.1%	
Total Clerk Services Revenues		\$ 48,602	\$ 46,343	\$ 44,560	\$ 38,450	\$ 6,110	115.9%	
<b>Expenditures</b>								
100-1420-51100	Salaries and Wages	\$ 160,951	\$ 169,392	\$ 185,775	\$ 176,549	\$ (9,226)	105.2%	
100-1420-51120	Poll Worker Stipends	10,475	32,097	8,471	12,000	3,529	70.6%	
100-1420-51300	Health Insurance	14,132	33,121	45,145	69,689	24,544	64.8%	
100-1420-51305	Dental & other benefits	1,581	1,753	2,394	1,990	(404)	120.3%	
100-1420-51310	Social Security and Medicare	12,192	12,705	13,866	13,506	(360)	102.7%	
100-1420-51315	Wisconsin Retirement System	10,368	11,284	12,885	12,182	(703)	105.8%	
100-1420-51900	Professional Education *	3,671	1,866	5,449	2,650	(2,799)	205.6%	New Staff added
100-1420-52300	Other Intergov'tal pymts	1,600	3,000	3,000	3,120	120	96.2%	
100-1420-52910	Software Purch/Maint *	16,298	13,448	9,688	12,740	3,052	76.0%	
100-1420-52930	Credit Card Fees	5,341	5,157	5,694	3,744	(1,950)	152.1%	
100-1420-53100	Office Supplies	2,591	2,463	2,933	3,120	187	94.0%	
100-1420-53130	Postage/mailings *	7,800	17,986	7,730	12,500	4,770	61.8%	
100-1420-53200	Memberships & Subscriptions *	365	949	1,670	450	(1,220)	371.1%	
100-1420-53300	Voting Equipment Costs *	1,648	1,616	3,020	4,600	1,580	65.7%	
100-1420-53500	Voting Supplies *	3,173	23,528	3,567	3,450	(117)	103.4%	
100-1420-53900	Miscellaneous Expenses	(100)	20	-	260	260	0.0%	
100-1420-54000	Programming (MADAC)	13,623	15,008	14,668	13,000	(1,668)	112.8%	

**2025 Q4 Budget Report**  
**General Fund Revenues and Expenditures**  
**Clerk Services - 1420**

md Summary Report

Account Number	Account Name	2023	2024	YTD	2025	av/(Unfavorabl	12/31/2025	Notes
		Actual	Actual	12/31/2025	Adopted Budget	12/31/2025	YTD % of Budget	
100-1420-55110	Workers Comp	294	331	297	312	15	95.3%	
100-1420-57900	Expenditures Charged to Others	(4,316)	(5,653)	(4,901)	-	4,901	0.0%	
Total Clerk Services Expenditures		\$ 261,686	\$ 340,070	\$ 321,352	\$ 345,861	\$ 24,509	92.9%	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Finance Department - 1510**

\$ 602,483

General Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
100-1510-48100	Interest Income	\$ 823,674	\$ 789,331	\$ 301,241	\$ 300,000	\$ 1,241	100.4%	
100-1510-48101	Market to Market adjustments	83,766	105,380	62,050	-	62,050	0.0%	Unrealized Gains
100-1510-48110	Interest on Loans/Advances	4,052	2,739	1,398	4,000	(2,602)	35.0%	
100-1510-48120	Interest on Taxes	43,296	42,965	31,172	40,000	(8,828)	77.9%	
100-1510-48900	Miscellaneous Revenue	5,102	30,552	6,900	-	6,900	0.0%	
Total Finance Revenues		\$ 959,890	\$ 970,967	\$ 402,761	\$ 344,000	\$ 58,761	117.1%	
<b>Expenditures</b>								
100-1510-51100	Salaries and Wages	\$ 120,969	\$ 54,606	\$ 43,290	\$ 44,168	\$ 878	98.0%	
100-1510-51300	Health Insurance	29,151	25,526	25,315	21,956	(3,359)	115.3%	
100-1510-51305	Dental & other benefits	1,581	996	969	882	(87)	109.9%	
100-1510-51310	Social Security and Medicare	8,977	3,934	3,066	3,379	313	90.7%	
100-1510-51315	Wisconsin Retirement System	8,228	3,681	3,009	3,047	39	98.7%	
100-1510-51900	Professional Education *	3,793	300	195	1,500	1,305	13.0%	
100-1510-52130	Professional Fees Financial *	42,404	185,628	201,533	200,280	(1,253)	100.6%	
100-1510-52910	Software Purch/Maint *	14,499	15,238	15,712	14,600	(1,112)	107.6%	
100-1510-52990	Other Service Contracts & Fees	7,180	4,353	4,471	6,500	2,029	68.8%	
100-1510-53100	Office Supplies *	1,099	2,629	1,858	1,508	(350)	123.2%	
100-1510-53130	Postage/mailings *	7,057	5,397	5,964	6,760	796	88.2%	
100-1510-53200	Memberships & Subscriptions *	50	25	25	375	350	6.7%	
100-1510-53900	Misc Exp/Uncollectible Debt	-	10	-	4,000	4,000	0.0%	
100-1510-55110	Workers Comp	261	294	264	300	36	88.1%	
100-1510-57900	Expenditures Charged to Others	(14,939)	(12,195)	(12,502)	(7,000)	5,502	178.6%	
Total Finance Expenditures		\$ 230,309	\$ 290,422	\$ 293,168	\$ 302,255	\$ 9,086	97.0%	

**2025 Q4 Budget Report**  
**General Fund Revenues and Expenditures**  
**Other General Administration - 1900**

no Summary report

Account Number	Account Name	2023	2024	YTD	2025	12/31/25	12/31/2025	Notes
		Actual	Actual	12/31/25	Adopted Budget	Vs Budget	YTD % of Budget	
<b>Expenditures</b>								
100-1900-52120	Professional Fees - General Legal	\$ 8,801	\$ 85,120	104,246	\$ 85,000	\$ (19,246)	122.6%	2026 Budget to increase for more legal issues
100-1900-52125	Professional Fees - Court Legal	36,260	29,677	38,876	30,000	(8,876)	129.6%	
100-1900-52140	Professional Fees - IT services	85,050	86,132	100,491	113,898	13,406	88.2%	
100-1900-52150	Professional Fees - Assessor	55,120	55,200	55,200	55,200	-	100.0%	
100-1900-52190	Professional Fees - Insurance	26,775	28,988	28,578	33,000	4,422	86.6%	
100-1900-51325	Flex Administrative Fees	3,092	2,759	2,176	3,952	1,776	55.1%	
100-1900-51340	Retiree Health Insurance	-	486	501	-	(501)	0.0%	
100-1900-51355	Employee Assistance Program	1,950	1,950	3,900	2,000	(1,900)	195.0%	
100-1900-52200.55-00	Electric - Village Hall	11,356	11,506	10,836	12,480	1,644	86.8%	
100-1900-52200.77-00	Electric - Village Center	10,724	11,578	10,709	13,000	2,291	82.4%	
100-1900-52210.55-00	Gas - Village Hall	7,065	6,430	7,375	9,880	2,505	74.6%	
100-1900-52210.77-00	Gas - Village Center	3,450	3,057	3,709	5,200	1,491	71.3%	
100-1900-52220.55-00	Water - Village Hall	6,455	8,208	3,638	2,943	(694)	123.6%	
100-1900-52220.77-00	Water - Village Center	879	985	1,063	1,040	(23)	102.2%	
100-1900-52230.55-00	Phone / Internet - Village Hall	10,927	12,226	11,623	12,608	985	92.2%	
100-1900-52230.77-00	Phone / Internet - Village Center	1,785	2,924	2,613	2,870	258	91.0%	
100-1900-52330	Health Dept. - Abatement	2,400	2,400	2,400	2,496	96	96.2%	
100-1900-52240	Streetlight Charges	-	-	12,929	-	(12,929)		New. Village charge itself per legal
100-1900-52900.55-00	Cleaning and Pest Control - VH	15,258	16,053	14,991	14,560	(431)	103.0%	
100-1900-52900.77-00	Cleaning and Pest Control - VC	6,489	10,233	7,321	11,024	3,703	66.4%	
100-1900-52990	Network Service Contract fees *	29,581	32,449	29,614	57,530	27,916	51.5%	
100-1900-53100.55-00	Bldg. maint. / supplies - VH	1,319	1,463	1,091	3,000	1,909	36.4%	
100-1900-53100.77-00	Bldg. maint. / supplies - VC	1,140	1,009	998	2,500	1,502	39.9%	
100-1900-53120	Copier costs - Village Hall	9,214	10,922	8,705	12,118	3,413	71.8%	
100-1900-53130	Postage meter costs - VH	5,202	4,868	5,458	7,800	2,342	70.0%	
100-1900-53150	Job Posting/Testing/Hiring	24,544	1,246	4,649	3,000	(1,649)	155.0%	
100-1900-55100	General liab. & prop. insurance	50,609	28,499	29,029	49,927	20,898	58.1%	Check to see if accrual is needed
100-1900-57900	Expenditure Charged to Others	(8,184)	(8,211)	(8,128)	-	8,128	0.0%	
Total Other Gen Admin Expenditures		\$ 407,263	\$ 448,157	\$ 494,591	\$ 547,027	\$ 52,436	90.4%	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Police Department - 2100**

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Change/ (Unfavorable) Projected Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
100-2100-45200	Parking Fines - current	\$ 502,093	\$ 543,084	\$ 445,997	\$ 450,000	\$ (4,003)	99.1%	
100-2100-45290	Parking Fines - TRIP	(80)	3,086	3,890	4,000	(110)	97.3%	
100-2100-46200	False Alarm Fees	3,752	5,000	3,727	4,000	(273)	93.2%	
100-2100-46336	On-Street Parking	319,311	273,820	361,294	320,000	41,294	112.9%	
100-2100-43550	Enforcement Grants	22,861	26,285	13,327	-	13,327	0.0%	
100-2100-43560	Training Grants	3,680	5,520	6,720	-	6,720	0.0%	
100-2100-43590	Other Grants	-	(3,109)	3,904	-	3,904	0.0%	
100-2100-46900	Community Event Fees	-	-	-	-	-	0.0%	
100-2100-46401	Convenience Fee (CC Chg)	-	-	-	-	-		
100-2100-48900	Miscellaneous Revenue	15,084	7,882	18,029	2,500	15,529	721.2%	
Total Police Revenues		\$ 866,700		\$ 856,889	\$ 780,500	\$ 76,389	109.8%	

<b>Expenditures</b>								
100-2100-51100	Salaries and Wages	\$ 2,184,117	\$ 2,199,285	\$ 2,167,638	\$ 2,435,680	\$ 268,042	89.0%	
100-2100-51110	Civilian Salaries	199,709	210,373	222,732	225,444	2,712	98.8%	
100-2100-51130	Holiday Pay	93,865	75,741	94,175	84,590	(9,585)	111.3%	
	Overtime Wages	105,345	117,049	112,403	102,991	(9,412)	109.1%	OT for SGT & Officer Vacancies
100-2100-51300	Health Insurance	452,856	476,541	505,142	454,620	(50,522)	111.1%	
100-2100-51305	Dental & other benefits	25,160	26,087	26,875	25,541	(1,334)	105.2%	
100-2100-51310	Social Security and Medicare	193,027	197,998	194,647	216,393	21,746	90.0%	
100-2100-51315	Wisconsin Retirement System	323,940	362,674	378,525	387,829	9,304	97.6%	
100-2100-51330	Uniform Expense *	21,501	8,353	21,194	18,625	(2,569)	113.8%	Driven by Turnover / New Hire
100-2100-51335	Union Insurance Trust	2,172	2,244	2,196	2,496	300	88.0%	
100-2100-51340	Retiree Health Contribution	66,937	72,334	76,896	61,600	(15,296)	124.8%	
100-2100-51350	Education Reimb	-	-	-	-	-	0.0%	
100-2100-51355	Other Benefits (retiree's)	-	-	-	-	-	0.0%	
100-2100-51900	Professional Education *	25,968	19,971	18,765	20,000	1,235	93.8%	

2025 Q4 Budget Report

General Fund Revenues and Expenditures

Police Department - 2100

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Variable/ (Unfavorable) Projected Vs Budget	12/31/2025 YTD % of Budget	Notes
100-2100-52200	Electric	26,420	25,414	26,736	29,120	2,384	91.8%	
100-2100-52210	Gas	15,503	10,134	12,439	18,720	6,281	66.4%	
100-2100-52220	Water	2,271	2,908	2,633	2,906	274	90.6%	
100-2100-52230	Phone and Internet *	17,327	17,979	19,433	17,500	(1,933)	111.0%	Rate Increase
100-2100-52300	Other Intergov'tal pymts	3,540	2,748	2,478	8,320	5,842	29.8%	
100-2100-52900	Cleaning and Pest Control *	17,653	17,488	18,420	19,600	1,180	94.0%	
100-2100-52910	Software Purch/Maint *	50,651	58,539	60,851	68,795	7,944	88.5%	
100-2100-52930	Credit Card Fees	30,021	37,278	43,446	37,948	(5,498)	114.5%	2026 Charges Starting In March
100-2100-52990	Other service contracts / fees *	49,170	49,239	56,382	54,500	(1,882)	103.5%	Psychological Services
100-2100-53100	Bldg. / Office Supplies	6,990	4,469	4,749	12,480	7,731	38.0%	
100-2100-53120	Copy & Print Costs	4,756	4,131	3,785	5,200	1,415	72.8%	
100-2100-53130	Postage Costs	3,253	3,853	3,147	4,680	1,533	67.2%	
100-2100-53200	Memberships & Subscriptions *	1,885	1,265	1,855	1,895	40	97.9%	
100-2100-53300	Repairs and Maintenance	-	-	-	2,080	2,080	0.0%	
100-2100-53400	Vehicle Maintenance	31,109	18,246	21,148	22,793	1,644	92.8%	
100-2100-53410	Fuel *	33,149	25,601	23,593	41,250	17,657	57.2%	
100-2100-53420	Radio Expense *	10,123	10,100	11,033	13,550	2,517	81.4%	
100-2100-53500	Dept/Program Supplies *	23,310	20,012	24,836	24,900	64	99.7%	
100-2100-55100	Liability & Property Insurance	52,145	58,250	59,277	53,560	(5,717)	110.7%	
100-2100-55110	Workers Comp	72,534	81,814	73,531	88,000	14,469	83.6%	
100-2100-56130	Furniture / Office equipment	2,189	2,417	3,313	2,600	(713)	127.4%	Lockers
100-2100-56140	Officer Equipment / repair *	20,146	9,494	7,042	9,600	2,558	73.4%	
100-2100-57900	Expenditures Charged to Others	(24,271)	(16,236)	(10,205)	-	10,205	0.0%	
Total Police Department Expenditures		\$ 4,144,471	\$ 4,213,793	\$ 4,291,110	\$ 4,575,806	\$ 284,696	93.8%	

2025 Q4 Budget Report

General Fund Revenues and Expenditures  
 Planning and Development Department - 2400  
 General Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
100-2400-44310	Building Permits	\$ 163,939	\$ 153,243	\$ 195,169	\$ 161,600	\$ 30,169	120.8%	
100-2400-44320	Electrical Permits	43,580	37,384	45,062	45,450	2,562	99.1%	
100-2400-44330	Plumbing Permits	32,350	23,155	39,584	35,350	(416)	112.0%	
100-2400-44340	HVAC Permits	26,625	21,545	25,760	27,775	760	92.7%	
100-2400-44350	Other various permits	38,805	45,182	35,660	40,400	(4,740)	88.3%	
100-2400-44370	Reinspection Fees	2,240	1,460	2,160	2,525	160	85.5%	
100-2400-44400	Code Enforcement - PE	18,714	25,524	32,257	15,150	12,257	212.9%	Dave to Check Ledger
100-2400-46401	Convenience Fee (CC Charges)	-	-	-	-	-		
100-2400-46435	Delq Prop (grass/weeds)	629	250	1,895	253	1,395	750.5%	
100-2400-48900	Miscellaneous Revenue	15,145	19,819	13,539	15,150	(5,611)	89.4%	
Total Planning and Development Revenues		\$ 342,027	\$ 327,563	\$ 391,087	\$ 343,653	\$ 36,537	113.8%	
<b>Expenditures</b>								
100-2400-51100	Salaries and Wages	\$ 274,267	\$ 286,405	\$ 319,513	\$ 320,739	\$ 1,225	99.6%	
100-2400-51120	Contracted Inspectors	2,530	3,540	2,495	5,252	2,757	47.5%	
100-2400-51300	Health Insurance	51,930	59,088	52,035	25,612	(26,423)	203.2%	1 Staff added to Health Ins in 2025
100-2400-51305	Dental & other benefits	3,541	3,347	3,502	3,579	77	97.9%	
100-2400-51310	Social Security and Medicare	20,925	21,639	24,454	24,536	82	99.7%	
100-2400-51315	Wisconsin Retirement System	18,697	19,808	22,250	22,131	(119)	100.5%	
100-2400-51900	Professional Education *	3,237	2,057	2,035	3,500	1,465	58.2%	
100-2400-52230	Phone and Internet *	1,342	1,560	726	1,600	874	45.4%	Justin and Tim's Phone Cancelled
100-2400-52910	Software Purch/Maint *	3,903	9,987	4,410	10,000	5,590	44.1%	Expect to return in 2026
100-2400-52930	Credit Card Fees	4,433	4,425	5,468	4,368	(1,100)	125.2%	More Transactions?
100-2400-52990	Other service contract fees	1,073	150	2,128	520	(1,608)	409.1%	Zoning Review - Charged back to applicant
100-2400-53100	Office Supplies	528	592	500	1,144	644	43.7%	
100-2400-53120	Copy & Print Costs	48	28	-	520	520	0.0%	
100-2400-53130	Postage / Mailing Costs	2,310	2,715	2,327	2,890	563	80.5%	
100-2400-53200	Memberships & Subscriptions *	1,346	1,044	1,009	1,400	391	72.1%	Expect to return in 2026
100-2400-53400	Vehicle Maintenance	1,799	88	3,690	1,248	(2,442)	295.6%	Offset by Ins Proceeds
100-2400-53410	Fuel *	621	519	416	750	334	55.4%	
100-2400-55110	Workers Comp	8,041	9,078	8,158	7,280	(878)	112.1%	
100-2400-57900	Expenditures Charged to Others	(2,550)	(3,400)	(990)	-	990	0.0%	
Total Planning and Dev. Expenditures		\$ 398,020	\$ 422,669	\$ 454,125	\$ 437,068	\$ (17,057)	103.9%	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Department of Public Works - 3000's**

General Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) YTD 12/31/2025 Vs Budget	12/31/25 YTD to Budget	Notes
<b>Revenues</b>								
100-3100-43530	State Transportation Aids	\$ 869,698	\$ 863,541	\$ 877,060	\$ 873,000	\$ 4,060	100.5%	
100-3100-43540	Recycling Grant	52,785	52,862	52,826	-	52,826	0.0%	
100-3100-46430	Special Collection Fees	18,121	18,628	19,437	16,000	3,437	121.5%	
100-3100-46431	Disposal Fee	17,698	20,079	20,441	17,500	2,941	116.8%	
100-3100-46433	Kart / Recycling Bin Sales	911	1,771	817	1,100	(283)	74.3%	
100-3100-46434	Snow Removal Charges	347	133	524	-	524	100.0%	
100-3100-46436	Damages To Property	55,579	63,496	57,699	-	57,699	0.0%	Revenue Offset By Property Damage
100-3100-47300	Charges for Service - School fuel	22,140	23,322	24,521	22,000	2,521	111.5%	
100-3100-47310	Charges for Service - Whitefish Bay	250,838	250,526	252,499	250,000	2,499	101.0%	
100-3100-48200	Rental Income	46,769	46,769	50,000	45,000	5,000	111.1%	
100-3100-44800	Vehicle Registration Fees	-	-	208,232	234,000	(25,768)	89.0%	
100-3430-44700	Streetlight Charge	-	-	906,196	700,000	206,196	129.5%	Fee Structure Chang Per VB
100-3100-48900	Miscellaneous Revenue	34,059	9,777	4,384	10,000	(5,616)	43.8%	
Total Public Works Revenues		\$ 1,368,945	\$ 1,350,905	\$ 2,474,634	\$ 2,168,600	\$ 306,034	114.1%	

**Expenditures**

*Administration*

100-3100-51100	Salaries and Wages	\$ 132,603	\$ 132,935	\$ 152,926	\$ 134,433	\$ (18,493)	113.8%	
100-3100-51140	Auto Allowance	1,800	1,800	1,800	1,800	-	100.0%	
100-3100-51300	Health Insurance	26,300	35,258	41,315	8,559	(32,756)	482.7%	
100-3100-51305	Dental & other benefits	1,879	1,650	1,488	1,338	(151)	111.3%	
100-3100-51310	Social Security and Medicare	10,445	10,179	11,549	10,284	(1,265)	112.3%	
100-3100-51315	Wisconsin Retirement System	9,118	9,289	10,755	9,276	(1,479)	115.9%	
100-3100-51330	Uniform Expense *	5,092	5,614	6,606	5,775	(831)	114.4%	
100-3100-51340	Retiree Health Contribution	15,671	7,528	501	36,600	36,099	1.4%	
100-3100-51900	Professional Education *	1,390	1,884	2,658	1,700	(958)	156.3%	
100-3100-52110	Professional Fees - Eng. Misc.	5,369	3,165	11,895	15,600	3,705	76.3%	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Department of Public Works - 3000's**

General Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) YTD 12/31/2025 Vs Budget	12/31/25 YTD to Budget	Notes
100-3100-52230	Phone and Internet *	9,843	10,479	9,642	7,192	(2,450)	134.1%	
100-3100-52910	Software Purch/Maint	2,053	10,834	2,300	5,000	2,700	46.0%	Projected Seems High - GIS Costs
100-3100-53100	Office / Bldg Supplies	2,097	1,675	2,563	3,120	557	82.1%	
100-3100-53120	Copy & Print Costs	1,032	704	762	1,040	278	73.3%	
100-3100-53130	Postage / Mailing Costs	385	380	831	1,040	209	79.9%	
100-3100-53200	Memberships & Subscriptions *	924	988	440	630	191	69.8%	
100-3100-54150	Safety Expenses *	6,770	5,214	7,062	6,000	(1,062)	117.7%	
100-3100-54450	Property Damages - reimbursable	33,360	63,288	67,384	-	(67,384)	0.0%	Revenue Offset By Property Damage
100-3100-55100	Liability & Property Insurance	38,936	31,703	32,336	42,640	10,304	75.8%	
100-3100-55110	Workers Comp / Unemployment	51,602	63,585	56,417	12,888	(43,529)	437.8%	Unfavorable for Workers Comp is
100-3100-56130	Tools / equipment	2,098	7,053	2,113	15,600	13,487	13.5%	
Total Administration Expenditures		\$ 358,767	\$ 405,205	\$ 423,341	\$ 320,514	\$ (102,827)	132.1%	
<i>Building Maintenance</i>								
100-3230-51100	Salaries and Wages	\$ 111,578	\$ 132,679	\$ 122,051	\$ 155,774	33,723	78.4%	
100-3230-51200	Overtime Wages	5,083	4,754	3,634	7,789	4,155	46.7%	
100-3230-51300	Health Insurance	36,397	42,057	43,593	41,534	(2,059)	105.0%	
100-3230-51305	Dental & other benefits	1,001	1,197	1,121	1,227	106	91.3%	
100-3230-51310	Social Security and Medicare	8,287	9,804	8,877	12,512	3,635	70.9%	
100-3230-51315	Wisconsin Retirement System	7,926	9,477	8,735	11,286	2,551	77.4%	
100-3230-53350	Outsourced repairs/services	83,812	62,562	55,649	74,880	19,231	74.3%	
100-3230-53500	Dept/Program Supplies *	26,281	41,777	39,512	51,000	11,488	77.5%	
100-3230-54160	Hubbard Lodge/ River Club *	2,457	5,986	4,937	3,500	(1,437)	141.0%	
100-3230-57900	Expenditures Charged to Others *	(17,381)	(17,676)	(18,007)	(16,500)	1,507	109.1%	
Total Building Maintenance Expenditures		\$ 265,441	\$ 292,616	\$ 270,100	\$ 343,002	\$ 72,901	78.7%	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Department of Public Works - 3000's**

General Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) YTD 12/31/2025 Vs Budget	12/31/25 YTD to Budget	Notes
<i>Municipal Garage</i>								
100-3300-51100	Salaries and Wages	\$ 102,246	\$ 113,020	\$ 142,039	\$ 99,671	\$ (42,367)	142.5%	
100-3300-51170	Tool Allowance	900	525	750	900	150	83.3%	
100-3300-51200	Overtime Wages	-	-	-	644	644	0.0%	
100-3300-51300	Health Insurance	25,193	24,739	24,009	37,233	13,223	64.5%	
100-3300-51305	Dental & other benefits	1,011	1,243	1,287	1,138	(149)	113.1%	
100-3300-51310	Social Security and Medicare	7,563	8,365	10,613	7,674	(2,939)	138.3%	
100-3300-51315	Wisconsin Retirement System	6,956	7,633	9,859	6,851	(3,008)	143.9%	
100-3300-52200	Electric	25,815	24,108	25,113	26,780	1,667	93.8%	
100-3300-52210	Gas	9,179	8,890	13,646	13,390	(256)	101.9%	
100-3300-52220	Water	2,445	3,329	2,753	3,090	337	89.1%	
100-3300-53350	Outsourced repairs	82,683	65,760	84,606	60,320	(24,286)	140.3%	Bucket lines
100-3300-53400	Vehicle Maintenance parts *	82,574	99,255	75,154	90,000	14,846	83.5%	
100-3300-53410	Fuel and Oil *	135,056	121,898	111,803	160,640	48,837	69.6%	
100-3300-57900	Exp. Charged To Others - Fuel *	(50,280)	(43,662)	(35,920)	(63,000)	(27,080)	-57.0%	
100-3300-57910	Exp. Charged To Others - Parts *	(46,849)	(31,897)	(27,693)	(51,000)	(23,307)	-54.3%	
100-3300-57920	Exp. Charged To Others - Utilities *	(9,360)	(9,360)	(10,378)	(20,000)	(9,622)	-51.9%	
Total Municipal Garage Expenditures		375,132	393,848	427,642	374,331	(53,311)	114.2%	
<i>Street &amp; Alley</i>								
100-3410-51100	Salaries and Wages	\$ 50,701	\$ 37,761	\$ 34,560	\$ 57,965	\$ 23,404	59.6%	
100-3410-51120	Community Event Wages	6,760	11,165	7,270	-	(7,270)	0.0%	
100-3410-51200	Overtime Wages	166	206	283	2,043	1,760	13.9%	
100-3410-51300	Health Insurance	18,371	18,697	16,649	16,620	(29)	100.2%	
100-3410-51305	Dental & other benefits	644	603	686	727	42	94.3%	
100-3410-51310	Social Security and Medicare	4,226	3,562	3,165	4,591	1,426	68.9%	
100-3410-51315	Wisconsin Retirement System	3,844	3,240	3,062	3,917	855	78.2%	
100-3410-53500	Supplies - Street / Alley *	5,775	6,381	5,490	10,000	4,510	54.9%	
100-3410-53510	Supplies - Signage *	4,101	4,874	3,284	5,500	2,216	59.7%	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Department of Public Works - 3000's**

General Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) YTD 12/31/2025 Vs Budget	12/31/25 YTD to Budget	Notes
100-3410-53540	Contracted Street Maintenance	18,225	50,568	30,256	50,000	19,744	60.5%	
100-3410-53550	Contracted Street Marking	51,123	24,237	19,786	25,750	5,964	76.8%	
Total Street & Alley Expenditures		\$ 163,935	\$ 161,294	\$ 124,491	\$ 177,112	\$ 52,621	70.3%	

*Street Lighting / Traffic Devices*

100-3430-51100	Salaries and Wages	\$ 55,144	\$ 76,825	\$ 83,604	\$ 65,636	\$ (17,968)	127.4%	
100-3430-51120	Contracted Electrician Services	-	-	-	-	-	0.0%	
100-3430-51200	Overtime Wages	171	262	657	2,313	1,656	28.4%	
100-3430-51300	Health Insurance	8,842	12,931	15,983	18,819	2,836	84.9%	
100-3430-51305	Dental & other benefits	461	625	749	824	75	90.9%	
100-3430-51310	Social Security and Medicare	4,077	5,698	6,265	5,198	(1,066)	120.5%	
100-3430-51315	Wisconsin Retirement System	3,763	5,321	5,856	4,435	(1,421)	132.0%	
100-3430-52200.01-01	Electric -street lighting (01-00)	97,948	85,554	74,438	95,680	21,242	77.8%	
100-3430-52200.02-01	Electric - traffic devices (02-00)	16,255	14,402	9,933	17,160	7,227	57.9%	
100-3430-53500	Supplies - street lighting *	28,363	24,195	29,127	25,245	(3,882)	115.4%	\$2K Wire, \$4.5K Street Light Polls
100-3430-53510	Supplies - traffic devices *	13,116	4,132	5,255	6,000	745	87.6%	
Total Street Lighting Expenditures		\$ 228,139	\$ 229,945	\$ 231,866	\$ 241,310	\$ 9,443	96.1%	

*Winter Maintenance*

100-3460-51100	Salaries and Wages	\$ 43,980	\$ 43,820	\$ 45,179	\$ 47,727	\$ 2,548	94.7%	
100-3460-51200	Overtime Wages	8,720	7,312	17,126	1,682	(15,444)	1018.2%	
100-3460-51300	Health Insurance	14,334	14,768	20,124	13,684	(6,440)	147.1%	
100-3460-51305	Dental & other benefits	550	530	689	599	(91)	115.1%	
100-3460-51310	Social Security and Medicare	3,876	3,668	4,524	3,780	(744)	119.7%	
100-3460-51315	Wisconsin Retirement System	3,581	3,529	4,301	3,225	(1,075)	133.3%	
100-3460-52990	Other Service contracts / fees *	-	-	-	-	-	100.0%	
100-3460-53500	Dept/Program Supplies *	4,169	10,807	12,306	7,000	(5,306)	175.8%	
100-3460-53520	Salt Contract *	25,372	31,459	20,751	34,810	14,059	59.6%	
100-3460-57900	Expenditures Charged To Others *	(5,182)	(5,230)	(6,249)	(7,500)	(1,251)	83.3%	
Total Winter Maintenance Expenditures		\$ 99,400	\$ 110,663	\$ 118,750	\$ 105,007	\$ (13,743)	113.1%	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Department of Public Works - 3000's**

General Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) YTD 12/31/2025 Vs Budget	12/31/25 YTD to Budget	Notes
<i>Refuse / Recycling Disposal</i>								
100-3510-51100	Salaries and Wages	\$ 134,044	\$ 154,736	\$ 170,429	\$ 147,186	\$ (23,243)	115.8%	
100-3510-51120	Special Collections & Sat Recycle	16,904	12,942	3,089	-	(3,089)	0.0%	
100-3510-51200	Overtime Wages	1,706	608	4,051	5,187	1,136	78.1%	
100-3510-51300	Health Insurance	62,324	75,449	68,719	42,202	(26,518)	162.8%	
100-3510-51305	Dental & other benefits	2,364	2,569	2,512	1,847	(665)	136.0%	
100-3510-51310	Social Security and Medicare	10,716	11,795	13,037	11,657	(1,380)	111.8%	
100-3510-51315	Wisconsin Retirement System	10,268	11,397	12,347	9,946	(2,401)	124.1%	
100-3510-52950.03-00	Disposal Contracts - refuse (03-00) *	348,974	380,785	385,474	400,055	14,581	96.4%	
100-3510-52950.04-00	Disposal Contracts - recycling (04-00) *	181,205	214,296	215,477	214,276	(1,201)	100.6%	
100-3510-53500	Supplies - Refuse *	43,367	10,124	20,152	9,500	(10,652)	212.1%	Compactor Repairs
100-3510-53510	Supplies - Recycling *	3,447	4,899	3,589	5,000	1,411	71.8%	
100-3510-57900	Expenditures Charged To Others *	-	(19,864)	(5,400)	-	5,400	0.0%	
Total Refuse / Recycling Disposal Expenditures		\$ 815,320	\$ 859,738	\$ 893,476	\$ 846,854	\$ (46,622)	105.5%	
<i>Yard Waste</i>								
100-3530-51100	Salaries and Wages	\$ 55,812	\$ 56,997	\$ 58,433	\$ 76,672	\$ 18,239	76.2%	
100-3530-51120	Contracted Labor (leaf)	-	-	-	-	-	0.0%	
100-3530-51200	Overtime Wages	47	50	22	2,702	2,680	0.8%	
100-3530-51300	Health Insurance	22,597	24,746	21,501	21,984	482	97.8%	
100-3530-51305	Dental & other benefits	838	852	798	962	164	83.0%	
100-3530-51310	Social Security and Medicare	3,866	3,987	4,162	6,072	1,910	68.5%	
100-3530-51315	Wisconsin Retirement System	3,689	3,858	3,926	5,181	1,255	75.8%	
100-3530-52950.05-00	Disposal Contracts - Yard Waste (05-00)	42,320	38,910	43,258	52,094	8,836	83.0%	
100-3530-53500	Dept/Program Supplies	2,929	3,607	1,397	4,950	3,553	28.2%	
100-3530-57900	Expenditures Charged To Others *	-	(7,742)	(9,129)	(9,945)	(816)	91.8%	
Total Yard Waste/Leaf Collection Expenditures		\$ 132,098	\$ 125,266	\$ 124,370	\$ 160,672	\$ 36,302	77.4%	

*Forestry*

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Department of Public Works - 3000's**

General Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) YTD 12/31/2025 Vs Budget	12/31/25 YTD to Budget	Notes
100-3610-51100	Salaries and Wages	\$ 155,238	\$ 184,175	\$ 179,430	\$ 182,686	\$ 3,256	98.2%	
100-3610-51200	Overtime Wages	180	1,811	929	6,438	5,509	14.4%	
100-3610-51300	Health Insurance	50,320	81,053	64,685	52,380	(12,305)	123.5%	
100-3610-51305	Dental & other benefits	1,727	2,407	2,144	2,292	148	93.5%	
100-3610-51310	Social Security and Medicare	11,202	13,207	13,119	14,468	1,349	90.7%	
100-3610-51315	Wisconsin Retirement System	9,770	12,310	11,706	12,345	639	94.8%	
100-3610-52940	Landscaping Contracts (Medians)	20,865	24,048	25,039	24,720	(319)	101.3%	
100-3610-53500	Dept/Program Supplies *	9,387	15,989	8,016	14,000	5,984	57.3%	
100-3610-53510	EAB Treatment Supplies	11,731	12,693	11,852	15,000	3,148	79.0%	
100-3610-53515	Forestry Plantings (Trees) *	14,213	12,430	10,352	15,000	4,648	69.0%	
Total Forestry Expenditures		\$ 284,633	\$ 360,124	\$ 327,273	\$ 339,330	\$ 12,057	96.4%	
<i>Parks &amp; Beautification</i>								
100-3620-51100	Salaries and Wages	\$ 90,496	\$ 100,884	\$ 89,816	\$ 103,308	\$ 13,491	86.9%	
100-3620-51200	Overtime Wages	1,169	112	256	2,376	2,120	10.8%	
100-3620-51300	Health Insurance	7,121	7,696	6,506	19,331	12,825	33.7%	
100-3620-51305	Dental & other benefits	352	368	310	846	536	36.6%	
100-3620-51310	Social Security and Medicare	6,902	7,601	6,786	8,085	1,298	83.9%	
100-3620-51315	Wisconsin Retirement System	3,535	3,747	3,401	4,556	1,155	74.7%	
100-3620-52200	Electric	7,897	7,987	8,061	9,360	1,299	86.1%	
100-3620-52210	Gas	211	171	677	364	(313)	185.9%	
100-3620-52220	Water	29,267	28,380	28,236	24,960	(3,276)	113.1%	
100-3620-52940	Landscaping Contracts (Turf)	31,929	32,968	20,022	63,700	43,678	31.4%	
100-3620-53300	Repairs and Maintenance	849	258	773	800	27	96.6%	
100-3620-53500	Dept/Program Supplies *	10,738	10,670	17,215	19,600	2,385	87.8%	
100-3620-53510	Landscaping / Plantings *	16,687	13,669	6,655	18,500	11,845	36.0%	
Total Parks & Beautification Expenditures		\$ 207,153	\$ 214,512	\$ 188,715	\$ 275,786	\$ 87,070	68.4%	
Total Public Works Expenditures		\$ 2,930,019	\$ 3,153,210	\$ 3,130,025	\$ 3,183,917	\$ 53,892	98.3%	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Other Public Safety - 2900**

YTD Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) 46022 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
100-2900-43420	Fire Insurance	\$ 83,393	\$ 92,348	\$ 100,451	\$ 75,000	\$ 25,451	133.9%	pass-through payment
100-2900-47300	School - Crossing Guards	49,717	61,837	64,653	69,755	(5,103)	92.7%	
100-2900-48200	Facilities charges - NSHD	17,085	11,617	-	-	-	0.0%	HD moved out of Village Center
Total Other Public Safety Revenues		\$ 150,195		\$ 165,103	\$ 144,755	\$ 20,348	114.1%	
<b>Expenditures</b>								
100-2900-51355	Other Benefits (retiree's)	\$ 21,024	\$ 21,024	\$ 3,504	\$ 21,024	\$ 17,520	16.7%	
100-2900-52300	Dispatch Services *	450,361	455,394	469,056	469,055	(1)	100.0%	
100-2900-52310	North Shore Fire *	2,607,334	2,666,684	2,745,072	2,734,335	(10,737)	100.4%	
100-2900-52330	Health Department *	121,283	108,212	111,480	111,480	0	100.0%	
100-2900-52990	Crossing Guards*	99,433	123,672	129,306	139,511	10,205	92.7%	
100-2900-52995	Atwater Beach Lifeguards	23,719	26,546	28,543	31,200	2,657	91.5%	
Total Other Public Safety Expenditures		\$ 3,323,154	\$ 3,401,532	\$ 3,486,960	\$ 3,506,605	\$ 19,646	99.4%	

**2025 Q4 Budget Report**

**General Fund Revenues and Expenditures**

**Other Financing Sources and Uses - 9000**

1d Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Other Financing Sources</b>								
100-9000-49200	Transfers from Special Rev.	\$ 69,502	\$ 170,000	\$ 37,000	\$ -	\$ 37,000	0.0%	
100-9000-49600	Transfers from Parking Utility	-	-	-	140,627	(140,627)	0.0%	No Transfer Necessary
100-9000-49800	Proceeds of Long-Term Debt	-	-	-	-	-	0.0%	
100-9000-49900	Surplus Applied	-	-	-	-	-	0.0%	Budget only
Total Other Financing Sources		\$ 69,502		\$ 37,000	\$ 140,627	\$ (103,627)	26.3%	
<b>Other Financing Uses</b>								
100-9000-59300	Transfers to Debt Service	\$ 197,117	\$ 396,130	\$ 700,000	\$ 700,000	\$ -	100.0%	
100-9000-59400	Transfers to Capital Projects	-	-	234,000	234,000	-	100.0%	
100-9000-59500	Transfers to Utilities	-	-	-	-	-	-	
Total Other Financing Uses Expenditures		\$ 197,117	\$ 396,130	\$ 934,000	\$ 934,000		100.0%	

**2025 Q4 Budget Report**  
**Library Fund - 200**

Dept/Account No.	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	12/31/2025 Vs 2025 Budget	12/31/2025 YTD % of Budget	Notes
<b>General Operations</b>								
<b>Revenues</b>								
200-5110-41110	Property Taxes	\$ 947,455	\$ 963,366	\$ 983,845	\$ 983,845	-	100.0%	
200-5110-43720	Local Library Aids	73,611	89,329	98,693	98,305	388	100.4%	
200-5110-46710	Library Fines	26,237	12,775	38,158	28,000	10,158	136.3%	
200-5110-46720	Printing Fees	11,135	13,552	16,189	11,300	4,889	143.3%	
200-9000-49900	Surplus Applied	-	-	-	-	-	0.0%	
Total Operating Revenue		1,058,438	1,079,022	1,136,884	1,121,450	15,434	101.4%	
<b>Expenditures</b>								
200-5110-51100	Salaries and Wages	\$ 592,994	\$ 537,630	\$ 634,666	\$ 665,450	30,784	95.4%	
200-5110-51300	Health Insurance	85,618	54,125	81,129	98,000	16,871	82.8%	
200-5110-51305	Dental and Other Benefits	4,974	3,809	5,402	6,500	1,098	83.1%	
200-5110-51310	Social Security and Medicare	44,581	41,028	48,351	31,000	(17,351)	156.0%	
200-5110-51315	Wisconsin Retirement System	29,028	28,996	35,440	29,000	(6,440)	122.2%	
200-5110-51340	Retiree Health Contribution	10,577	10,542	501	13,500	12,999	3.7%	
200-5110-51900	Professional Education *	2,784	3,715	3,622	3,750	128	96.6%	
200-5110-52100	Legal Fees	84,432	4,211	19	-	(19)	0.0%	
200-5110-52200	Electric	32,173	34,734	32,128	35,900	3,772	89.5%	
200-5110-52210	Gas	10,351	9,170	11,127	14,600	3,473	76.2%	
200-5110-52220	Water	2,638	2,955	3,188	3,300	112	96.6%	
200-5110-52230	Phone	4,436	5,389	6,103	2,600	(3,503)	234.7%	
200-5110-52300	Intergovernmental Payments *	30,338	24,013	12,370	24,200	11,830	51.1%	
200-5110-52900	Cleaning and Pest Control *	25,160	24,293	26,538	25,500	(1,038)	104.1%	
200-5110-52910	Software and Technology*	10,426	16,989	11,942	20,900	8,958	57.1%	

**2025 Q4 Budget Report**  
**Library Fund - 200**

Dept/Account No.	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	12/31/2025 Vs 2025 Budget	12/31/2025 YTD % of Budget	Notes
200-5110-52930	Credit Card Fees	997	834	1,183	1,000	(183)	118.3%	
200-5110-52990	Other Service Contracts & Fees *	5,445	4,023	-	-	-	0.0%	
200-5110-53100	Office Supplies	3,018	3,221	2,964	3,100	136	95.6%	
200-5110-53101	Building Supplies	3,570	3,028	3,412	3,100	(312)	110.1%	
200-5110-53120	Copy and Print Costs *	671	648	6,593	4,600	(1,993)	143.3%	
200-5110-53130	Postage and Mailings	501	359	324	200	(124)	162.2%	
200-5110-53200	Memberships and Subscriptions *	931	2,155	1,526	3,000	1,474	50.9%	
200-5110-53300	Repairs and Maintenance	-	3,990	-	-	-	0.0%	
200-5110-53500	Processing Supplies *	5,284	6,700	6,715	6,000	(715)	111.9%	
200-5110-53710	Reference Continuations	643	64	-	-	-	0.0%	
200-5110-53720	Periodicals *	8,457	7,998	10,323	8,400	(1,923)	122.9%	
200-5110-53760	Ebooks and Digital Materials *	13,022	7,366	7,463	7,500	37	99.5%	
200-5110-54000	Programming *	2,792	4,772	5,200	4,500	(700)	115.6%	
200-5110-55100	Liability and Property Insurance	15,376	5,820	5,928	15,600	9,672	38.0%	
200-5110-55110	Workers Comp/Unemployment	1,235	1,397	1,255	1,500	245	83.7%	
<b>Adult Materials</b>						-		
200-5111-53730	Materials	26,879	23,682	44,863	45,500	637	98.6%	
200-5111-53740	DVDs	6,213	7,052	4,884	7,500	2,616	65.1%	
200-5111-53750	Audiobooks	1,934	1,291	1,363	2,000	637	68.1%	
200-5111-53770	Music	3,515	2,550	4,327	4,000	(327)	108.2%	
<b>Children's Materials</b>						-		
200-5112-53730	Materials	19,657	17,578	19,303	22,500	3,197	85.8%	
200-5112-53740	DVDs	1,750	1,073	971	1,000	29	97.1%	
200-5112-53750	Audiobooks and Music	1,018	56	-	250	250	0.0%	
200-5112-53780	Early Learning Center	-	-	-	-	-	0.0%	

**2025 Q4 Budget Report**  
**Library Fund - 200**

Dept/Account No.	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	12/31/2025 Vs 2025 Budget	12/31/2025 YTD % of Budget	Notes
<b>Teen Materials</b>								
200-5113-53730	Materials	5,773	5,492	6,159	6,000	(159)	102.6%	
	Total Operating Expenditures	1,099,189	912,747	1,047,284	1,121,450	74,166	93.4%	
	Non-Operating Expenditures							
<b>Non-Operating Expenditures</b>								
200-9000-59100	Transfers to General Fund	69,502	170,000	37,000	-	(37,000)	0.0%	
	Total Non-Operating Expenditures	69,502	170,000	37,000	-	(37,000)	0.0%	
	<b>Total General Operations Expenditures</b>	<b>1,168,691</b>	<b>1,082,747</b>	<b>1,084,284</b>	<b>1,121,450</b>	<b>37,166</b>	<b>96.7%</b>	
	<b>Net Change in General Operations</b>	<b>(110,253)</b>	<b>(3,725)</b>	<b>52,601</b>	<b>-</b>	<b>52,601</b>	<b>0.00%</b>	

***Enhanced Operations/Capital***

**Revenues**

200-5120-48250	Lange Bequest (GMF) Funding	\$ -	\$ -	\$ 81,939	\$ 135,900	(53,961)	60.3%	
200-5120-48510	Friends Donations	24,200	26,251	43,085	33,850	9,235	127.3%	
200-5120-48515	Miscellaneous Donations	5,978	917	2,765	-	2,765	0.0%	
200-9000-49900	Surplus Applied	-	-	-	-	-	0.0%	
200-5120-48610	Book Sales	101	(110)	(25)	-	(25)	0.0%	
	<b>Total Enhanced Revenues</b>	<b>30,279</b>	<b>27,058</b>	<b>127,764</b>	<b>169,750</b>	<b>(41,986)</b>	<b>75.3%</b>	

**Expenditures**

Greater Milwaukee Foundation

200-5121-52180	Professional Education	1,580	-	7,187	10,250	3,063	70.1%	
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**2025 Q4 Budget Report**  
**Library Fund - 200**

Dept/Account No.	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	12/31/2025 Vs 2025 Budget	12/31/2025 YTD % of Budget	Notes
200-5121-53700	Collection Enhancements	32,735	40,747	48,241	51,000	2,759	94.6%	
200-5121-54010	Program Enhancements	3,194	4,589	7,702	11,500	3,798	67.0%	
200-5121-56120	Technology Enhancements	8,281	8,948	2,714	32,700	29,986	8.3%	
200-5121-56130	Furniture	-	356	-	-	-	0.0%	
200-5121-56140	Miscellaneous	-	-	1,489	2,450	961	60.8%	
200-5121-56200	Building Improvements (VC)	-	-	-	-	-	0.0%	
200-5121-56900	Library Facility Improvements	-	-	-	-	-	0.0%	
200-5121-54015	Patron Access Enhancements	-	-	28,000	-	(28,000)		
<b>Friends of Shorewood Library</b>								
200-5122-53700	Collection Enhancements	6,547	5,587	10,938	12,000	1,062	91.2%	
200-5122-53760	Lucky Day	4,292	5,435	5,466	5,000	(466)		
200-5122-53780	Special Initiatives	2,611	2,137	12,019	8,650	(3,369)		
200-5122-54010	Program Enhancements	4,525	5,992	11,711	8,200	(3,511)		
<b>Other Donations Activities</b>								
200-5123-53700	Collection Enhancements	13,144	15,038	-	-	-	0.0%	
200-5123-54010	Program Enhancements	4,920	62	933	-	(933)	0.0%	
200-5123-54120	Other items	859	509	195	-	-	0.0%	
<b>Total Enhanced Expenditures</b>		<b>82,689</b>	<b>89,400</b>	<b>136,594</b>	<b>141,750</b>	<b>5,351</b>	<b>96.4%</b>	
<b>Net Change in Enhanced Operations</b>		<b>(52,410)</b>	<b>(62,342)</b>	<b>(8,831)</b>	<b>28,000</b>	<b>(36,636)</b>		
<b>Total Revenue</b>		<b>1,088,717</b>	<b>1,106,080</b>	<b>1,264,648</b>	<b>1,291,200</b>	<b>(26,552)</b>	<b>97.9%</b>	
<b>Total Expenditures</b>		<b>1,251,380</b>	<b>1,172,148</b>	<b>1,220,878</b>	<b>1,263,200</b>	<b>42,517</b>	<b>96.6%</b>	
<b>Net Change in Fund Balance</b>		<b>(162,663)</b>	<b>(66,068)</b>	<b>43,770</b>	<b>28,000</b>			
Beginning Fund Balance		303,799	141,137	75,069	75,069			

**2025 Q4 Budget Report**  
**Library Fund - 200**

Dept/Account No.	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	12/31/2025 Vs 2025 Budget	12/31/2025 YTD % of Budget	Notes
Less: Budgeted Surplus Applied		-	-	-	-			
<b>Ending Fund Balance</b>		<b>\$ 141,137</b>	<b>\$ 75,069</b>	<b>\$ 118,839</b>	<b>\$ 103,069</b>			
Fund Balance Consists of:								
RESTRICTED - Enhanced Operations		162,644	100,302	91,471	128,302			
UNRESTRICTED - General Library		(21,508)	(25,233)	27,368	(25,233)			
Total Fund Balance		<u>\$ 141,137</u>	<u>\$ 75,069</u>	<u>\$ 118,839</u>	<u>\$ 103,069</u>			

2025 Q4 Budget Report

Senior Services Fund - 210

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Administration Activities</b>								
<b>Revenues</b>								
210-4600-41110	Property Taxes	\$ 119,235	\$ 121,584	\$ 128,879	\$ 128,879	\$ 0	100.0%	
210-4600-48515	Programming Grants	500	1,425	160	1,100	(940)	14.5%	
210-9000-49900	Benjamin Fund Grant	-	39,075	20,462	19,114	1,348		
Total Administration Revenues		119,735	162,084	149,501	149,093	408	100%	
<b>Expenditures</b>								
210-4600-51100	Salaries and Wages	84,363	82,228	87,013	92,532	5,519	94.0%	
210-4600-51300	Health Insurance	30,566	30,669	31,049	37,691	6,642	82.4%	
210-4600-51305	Dental & other benefits	1,524	1,677	1,514	1,245	(269)	121.6%	
210-4600-51310	Social Security and Medicare	5,709	5,705	5,977	7,079	1,102	84.4%	
210-4600-51315	Wisconsin Retirement System	5,739	5,675	6,060	4,192	(1,868)	144.6%	
210-4600-54140	Shorewood Connects *	6,122	5,705	5,775	5,775	-	100.0%	
210-4600-54900	Other Programming	457	1,648	700	1,025	325	68.3%	
210-4600-55100	Liability & Property Insurance	2,996	973	991	2,600	1,609	38.1%	
210-4600-55110	Workers Comp / Unemp.	180	202	182	210	29	86.4%	
Total Administration Expenditures		137,657	134,482	139,261	152,349	13,089	91%	
Net Change Administration		(17,922)	27,602	10,240	(3,256)	13,497		

Account Number	Account Name	2023 Projected	2024 Actual	YTD 12/31/25	2025 Adopted Budget	12/31/2025 YTD % of Budget	Notes
<b>Programming Activities</b>							
<b>Revenues</b>							
210-4650-46600	Senior Programming Fees	9,250	16,771	15,088	13,500	1,588	111.8%

2025 Q4 Budget Report

Senior Services Fund - 210

210-4650-48500	Participant Donations	606	250	1,584	500	1,084	316.9%	
210-4650-48520	Benjamin Fund Contributions	54,479	12,864	46,047	60,520	(14,473)	76.1%	Projected at 10K Short
Total Programming Revenues		64,335	29,885	62,719	74,520	(11,801)	84.2%	
<b>Expenditures</b>								
210-4650-51900	Professional Education *	504	981	233	2,000	1,767	11.6%	
210-4650-52100	Professional Fees *	11,888	14,285	17,805	22,280	4,475	79.9%	Still Expecting Favorability
210-4650-52180	Consultants *	8,122	6,755	7,375	10,775	3,400	68.4%	Only at 35% through Q3
210-4650-52990	Food & Beverages	16,363	19,649	21,760	18,000	(3,760)	120.9%	
210-4650-53100	Office Supplies	209	568	192	420	228	45.7%	
210-4650-53120	Printing Costs *	919	1,281	1,540	2,180	640	70.6%	
210-4650-53130	Postage Costs	735	801	776	1,000	224	77.6%	
210-4650-53200	Memberships & Subscriptions *	435	420	490	805	315	60.9%	
210-4650-53500	Dept/Program Supplies *	3,186	4,627	4,614	4,760	146	96.9%	
210-4650-54000	SRC Programming *	3,143	4,648	2,742	5,800	3,058	47.3%	
210-4650-54010	Programming Support *	2,500	5,000	5,000	5,000	-	100.0%	
210-4650-56130	Equipment / Furniture *	296	-	203	1,500	1,297	13.5%	
Total Programming Expenditures		48,300	59,015	62,729	74,520	11,791	84.2%	
Net Change Programming		16,036	(29,130)	(10)	-	(10)	(0)	
Total Revenue		184,070	191,969	212,220	223,613	(11,393)	94.9%	
Total Expenditures		185,957	193,497	201,990	226,869	24,880	89.0%	
Net Change in Fund Balance		(1,886)	(1,529)	10,231	(3,256)	13,487		
Beginning Fund Balance		54,494	52,608	51,079	51,079			
Less: Surplus Applied		-	-	-	-			
<b>Ending Fund Balance</b>		\$ 52,608	\$ 51,079	\$ 61,310	\$ 47,823			

**2025 Q4 Budget Report**

**Shorewood Today Fund - 230**

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
230-1910-46120	Advertising Fees	62,400	77,975	70,310	79,040	(8,730)	89.0%	
230-1910-47300	Charges for Service - School	5,000	5,690	6,006	5,000	1,006	120.1%	
230-1910-47320	Charges for Service - BID	5,000	5,690	6,006	5,000	1,006	120.1%	
230-1910-47340	Charges for Service - SHWD Foundation	5,000	5,690	6,006	5,000	1,006	120.1%	
230-1910-47350	Charges for Service - CDA	5,000	5,690	6,006	5,000	1,006	120.1%	
230-1910-47360	Charges for Service - Village	5,000	5,500	6,006	5,000	1,006	120.1%	cost in VM - marketing & comm
Total Revenue		87,400	106,235	100,340	104,040	(3,700)	96.4%	
<b>Expenditures</b>								
230-1910-52100	Professional Fees	56,500	56,500	58,105	58,000	(105)	100.2%	
230-1910-53120	Copy & Print Costs	32,074	33,275	33,357	36,000	2,643	92.7%	
230-1910-53130	Postage/Mailings	11,943	11,978	12,060	14,000	1,940	86.1%	
Total Expenditures		100,517	101,753	103,523	108,000	4,477	95.9%	
Net Change in Fund Balance		(13,117)	4,482	(3,183)	(3,960)	(777)		
Beginning Fund Balance		16,922	3,805	8,287	5,104			
Less: Surplus Applied		-	-	-	-			
<b>Ending Fund Balance</b>		<b>\$ 3,805</b>	<b>\$ 8,287</b>	<b>\$ 5,104</b>	<b>\$ 1,144</b>			

**2025 Q4 Budget Report**

**Debt Service Fund - 300**

General Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
300-8000-41110	Property Taxes	\$ 2,069,525	\$ 2,276,478	\$ 2,547,845	\$ 2,547,845	\$ -	100.0%	All taxes recorded in Jan
300-9000-49401	Transfers from TID No. 1	-	-	-	-	\$ -	0.0%	
300-9000-49403	Transfers from TID No. 3	343,946	45,478	-	-	\$ -	0.0%	
300-9000-49404	Transfers from TID No. 4	543,338	543,713	553,838	553,838	\$ (1)	100.0%	
300-9000-49405	Transfers from TID No. 5	444,145	442,125	459,425	459,425	\$ -	100.0%	
300-9000-49100	General Fund Transfers	197,117	396,130	700,000	700,000	\$ -	100.0%	
	<b>Total Revenue</b>	<b>3,598,071</b>	<b>3,703,924</b>	<b>4,261,108</b>	<b>4,261,108</b>	<b>(1)</b>	<b>100.0%</b>	
<b>Expenditures</b>								
300-8000-58100	Principal	2,704,067	2,661,223	2,780,250	2,874,965	94,715	96.7%	Budgeted 2025 Bond Issue included Principal Pmnt
300-8000-58200	Interest	927,078	1,111,623	1,145,399	1,326,143	180,744	86.4%	Budgeted 2025 Bond Issue calcd at high rate
300-8000-58900	Other Finance Charges	1,950	1,950	27,950	60,000	32,050	46.6%	Issue expense lower than budgeted
	<b>Total Expenditures</b>	<b>3,633,095</b>	<b>3,774,796</b>	<b>3,953,599</b>	<b>4,261,108</b>	<b>307,509</b>	<b>92.8%</b>	
	Net Change in Fund Balance	(35,024)	(70,872)	307,508	-	307,508		
	Beginning Fund Balance	35,024	(0)	(70,872)	(70,872)			
	Additional Transfer of Resources for Deficit	-	-	-	-			
	<b>Ending Fund Balance</b>	<b>(0)</b>	<b>(70,872)</b>	<b>236,636</b>	<b>\$ (70,872)</b>			

Village of Shorewood

Q4 Budget Report

General Capital Projects Fund - 400

General Fund Summary Report

Dept	Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Favorable/ (Unfavorable) 46022 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>									
Capital Related	400-5700-41110	Property Taxes	530,500	\$ 627,000	\$ 664,620	\$ 664,620	\$ -	100%	
Capital Related	400-5700-42000	Special Assmts	-	-	-	-	-	0%	
Capital Related	400-5700-43530	State Transportation Aids	-	-	-	-	-	0%	
Capital Related	400-5700-43590	Other Grants / Contributions	359,314	126,840	99,260	-	99,260	0%	APS System offset/Traffic Calming/ARPA
Capital Related	400-5700-43730	Local Sanitation Aids	92,267	190,897	-	-	-	0%	
Capital Related	400-5700-43735	Lead Services Grant	54,900	-	-	-	-	0%	
Capital Related	400-5700-48900	Misc. / One-Time Revenues	163,339	2,095	-	-	-	0%	
Other Financing Sourc	400-9000-49700	Property Sales	46,202	58,585	16,307	-	16,307	0%	Sale of Vehicle
Other Financing Sourc	400-9000-49800	Proceeds of Long-Term Debt	1,915,000	3,005,000	4,940,531	6,535,000	(1,594,469)	76%	Less Borrowed due estimates/bids
Other Financing Sourc	400-9000-49810	Premiums on Long-Term Debt	56,980	153,353	375,824	-	375,824	0%	
Other Financing Sourc	400-9000-49100	Trans from GF (Vehicle Registration Fee)	-	-	234,000	234,000	-	100%	
Other Financing Sourc	400-9000-49401	Transfers from TIF #5	-	-	-	-	-	0%	
Other Financing Sourc	400-9000-49900	Surplus Applied	-	-	-	-	-	0%	
<b>Total Revenue</b>			<b>3,218,502</b>	<b>4,163,769</b>	<b>6,330,541</b>	<b>7,433,620</b>	<b>(1,103,079)</b>	<b>85%</b>	
<b>Expenditures</b>									
<b>General Government</b>									
Board	400-1100-56360	Village Wide Initiatives	\$ 33,677	\$ 23,981	\$ 55,186	\$ 35,000	\$ (20,186)	158%	Offset By Grant from State
Manager	400-1410-56120	Technology / IT systems	41,560	17,525	-	13,500	13,500	0%	Delay on Receiving Inv.
Manager	400-1410-56130	VH Equipment / Furniture	-	-	-	-	-	0%	
<b>Total General Government</b>			<b>75,237</b>	<b>41,505</b>	<b>55,186</b>	<b>48,500</b>		<b>114%</b>	
<b>Public Safety</b>									
Police	400-2100-56130	Police Equipment / Furniture	\$ 18,709	\$ -	\$ 9,799	\$ 9,800	\$ 1	100%	
Police	400-2100-56200	Building Improvements	-	-	-	-	-	0%	
Police	400-2100-56400	Vehicles	11,057	171,581	-	-	-	0%	
Other Public Safety	400-2900-52300	Other Intergov'tal pymts	-	-	-	-	-	0%	
Other Public Safety	400-2900-52310	North Shore Fire	-	-	-	-	-	0%	
<b>Total Public Safety</b>			<b>29,766</b>	<b>171,581</b>	<b>9,799</b>	<b>9,800</b>	<b>1</b>	<b>100%</b>	

**Q4 Budget Report**

**General Capital Projects Fund - 400**  
 General Fund Summary Report

Dept	Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Favorable/ (Unfavorable) 46022 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Public Works</b>									
	Public Works Admin 400-3100-56130	DPW Equipment / Furniture	51,200	-	-	-	-	0%	
	Public Works Admin 400-3100-56400	Vehicles	426,908	414,428	-	-	-	0%	
	Bldg Maint - Village I 400-3210-56200	Building Improvements	29,168	-	-	-	-	0%	
	Bldg Maint - Police 400-3220-56200	Building Improvements	16,515	5,044	-	-	-	0%	
	Bldg Maint - Public \ 400-3230-56200	Building Improvements	33,365	-	-	-	-	0%	
	Bldg Maint - Village I 400-3240-56200	Building Improvements	-	-	298,284	-	(298,284)	0%	Village Center AC
	Street and Alley 400-3410-56310	Regular Maintenance	28,350	-	-	92,300	92,300	0%	
	DPW 400-3100-56320.25-07	DPW BUILDING			57,495	2,000,000	1,942,505	3%	
	<b>Street and Alley Subtotal</b>	<b>Large Construction Projects</b>	<b>1,978,038</b>	<b>2,995,747</b>	<b>3,135,994</b>	<b>6,495,000</b>	<b>3,359,006</b>	<b>48%</b>	
	Sidewalks 400-3470-56310	Regular Maintenance	-	-	-	-	-	0%	
	Parks / Forestry 400-3620-56500	Land Improvements / EAB/ Sidwalks	190,120	74,764	40,950	40,000	(950)	102%	EAB actual 40K = to Budget
	Parks / Forestry 400-3620-56320.26-01	Atwater Bluff Vegetation Restoration	-	-	39,386	-	(39,386)	0%	
	Parks / Forestry 400-3620-56140	Equipment	-	-	-	-	-		
	<b>Total Public Works</b>		<b>2,753,664</b>	<b>3,489,983</b>	<b>3,572,109</b>	<b>6,627,300</b>	<b>3,055,191</b>	<b>54%</b>	
	Other Capital Related 400-3650-56370	Other - ARPA funding	359,314	126,839	97,238	-	(97,238)	0%	Offset by recognition of Def Revenue
	Other Capital Related 400-5700-56900	Other - Affordable Housing	-	-	80	-	(80)	0%	
	Debt Service 400-8000-58300	Debt Issuance Costs	63,053	55,452	87,777	-	(87,777)	0%	
	CONTINGENCY/RESEI 400-1510-56900	Capital project savings and emergency	-	-	-	100,000	100,000	0%	
	<b>Total Other Capital Expenditures</b>		<b>422,366</b>	<b>182,291</b>	<b>185,095</b>	<b>100,000</b>	<b>(85,095)</b>	<b>185%</b>	
	<b>Total Expenditures</b>		<b>3,281,033</b>	<b>3,885,359</b>	<b>3,822,189</b>	<b>6,785,600</b>		<b>56%</b>	
	Net Change in Fund Balance		(62,531)	278,410	2,508,352	648,020			
	<b>Beginning Fund Balance</b>		<b>3,497,863</b>	<b>5,656,116</b>	<b>5,195,924</b>	<b>5,934,526</b>			
	Surplus Applied		-	-	-	-			
	<b>Ending Fund Balance</b>		<b>\$ 3,435,332</b>	<b>\$ 5,934,526</b>	<b>\$ 7,704,276</b>	<b>\$ 6,582,546</b>			

**2025 Budget**

**General Capital Projects Fund - 400  
2025 Project Listing and Funding Summary**

Dept	Account Number	Priority Rating	Account Name / Project Name	Tax Levy	State Aids	Assessments Grants and Other	Bond Proceeds / Reserves	Capital Project Reserves	Funding Source Summary	2025 Total Budget Request	2025 Approved Budget
<p><b>Priority Ratings: 1 = Strong priority need, 2 = Needed but could be deferred, 3 = Identified improvements, R = Required, B = Bonded</b></p>											
Board	400-1100-56360		<b>Village Wide Initiatives</b>								
		1	10 - HPE Aruba AP-515 w/ mounts and warranties (V	10,000	-	-	-	-	Tax Levy	10,000	10,000
		1	Juniper EX2300-48P w/ support	3,500					Tax Levy	3,500	3,500
			<b>TOTAL Technology / IT</b>	<b>13,500</b>						<b>13,500</b>	<b>13,500</b>
Manager	400-1410-56120		<b>Village Manager/ Other Technology</b>								
		1	Library Fire Alarm System Control Panel	35,000					Tax Levy	35,000	35,000
Police	400-2100-56130		<b>Police Equipment/Furniture</b>								
		1	Verkada Security System (Cameras)	9,800	-	-	-	-	Tax Levy	9,800	9,800
			<b>Total Equipment/furniture</b>	<b>286,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>295,800</b>	<b>9,800</b>
Street and	400-3410-56310		<b>Regular Maintenance</b>								
		1	APS Signals (Capitol Drive) - Grant Match	7,300	65,700	-	-	-	Tax Levy	7,300	7,300
		1	Maryland mill and overlay	85,000.00	-	-	-	-	Tax Levy	85,000	85,000
		1	Sidewalk Program				40,000		Bonds	40,000	40,000
			<b>Total Maintenance</b>	<b>92,300</b>	<b>65,700</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>132,300</b>	<b>132,300</b>
Street and	400-3410-56320		<b>Large Construction projects</b>								
		1	Lake Drive Road				1,262,000	-	Bonds	1,262,000	1,262,000
		1	Street Lighting Improvements (Not Lake Dr)				3,233,000		Bonds	3,233,000	3,233,000
		1	Future Facilities - DPW	-	-	-	2,000,000	-	Bonds	2,000,000	2,000,000
			<b>Total large construction projects</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,495,000</b>	<b>-</b>		<b>6,495,000</b>	<b>6,495,000</b>
Parks / For	400-3620-56500		<b>Land Improvements</b>								
		1	EAB Ash removal	40,000	-	-	-	-	Tax Levy	40,000	40,000
			<b>Total Land Improvements</b>	<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>40,000</b>	<b>40,000</b>
			<b>Total</b>	<b>\$ 816,300</b>	<b>\$ 65,700</b>	<b>\$ -</b>	<b>\$ 6,495,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,409,600</b>	<b>\$ 6,725,600</b>

**2025 Q4 Budget Report**

**TID No. 3 Fund - 430**

**und Summary Report**

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
430-6600-41120	TID Increment	\$ 751,539	\$ 1,176,492	\$ 1,182,780	\$ 650,000	\$ 532,780	182.0%	
430-6600-41125	Shortfall Payments	-	-	-	-	-	0.0%	
430-6600-43430	Exempt Computer / PPT Aid	2,943	2,943	34,565	2,000	32,565	1728.3%	
430-6600-46900	Other Charges for Service	21,200	21,600	22,000	21,000	1,000	104.8%	
430-6600-48100	Interest Income	54,136	81,953	92,102	20,000	72,102	460.5%	
Total Revenue		829,818	1,282,987	1,331,447	693,000	638,447	192.1%	
<b>Expenditures</b>								
<b><u>TID Administration</u></b>								
430-6600-52130	Professional Fees Financial	1,200	1,158	1,200	1,300	100	92.3%	
430-6600-53900	Admin. / Misc.	4,785	3,671	5,557	3,000	(2,557)	185.2%	
<b><u>TID General Activities</u></b>								
430-6600-52100	Professional Fees	-	-	-	-	-	0.0%	
430-6600-52920	Surveys/Studies & Plans	-	-	-	-	-	0.0%	
<b><u>TID Projects</u></b>								
430-6650-52120	Professional Fees Legal	-	-	-	-	-	0.0%	
430-6650-52160	Professional Fees (HRA / Sherman)	-	-	-	-	-	0.0%	
430-6650-54610	Developer Subsidies	311,960	639,209	578,127	677,562	99,435	85.3%	Sherman Paygo
430-6650-56360	Streetscape (Lights, Signs, Benches)	-	-	-	-	-	0.0%	
430-6650-56500	Land Improvements	10,100	12,751	9,984	10,000	16	99.8%	Bluff
<b><u>Other Financing Sources/Uses</u></b>								
430-8000-58300	Debt Issuance Costs	-	-	-	-	-	0.0%	
430-8000-58900	Other Finance Charges	-	-	-	-	-	0.0%	
430-9000-59300	Transfers to Debt Service	343,946	45,478	-	-	-	0.0%	
Total Expenditures		671,991	702,267	594,868	691,862	96,994	86.0%	
Net Change in Fund Balance		157,826	580,720	736,580	1,138			

**2025 Q4 Budget Report**

**TID No. 3 Fund - 430**

und Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
Beginning Fund Balance		1,077,854	1,235,680	1,816,400	1,816,400			
<b>Ending Fund Balance</b>		<b>\$ 1,235,680</b>	<b>\$ 1,816,400</b>	<b>\$ 2,552,980</b>	<b>\$ 1,817,539</b>			

**2025 Q4 Budget Report**

**TID No. 4 Fund - 440**

**1d Summary Report**

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
440-6600-41120	TID Increment	\$ 474,717	\$ 473,613	\$ 484,479	\$ 465,000	\$ 19,479	104%	
440-6600-43430	Exempt Computer / PPT Aid	198	198	5,736	200	5,536	2868%	Confirm this is not a misclass
440-6600-48100	Interest Income	63,371	94,885	102,692	10,000	92,692	1027%	
440-6600-48110	Interest on Loans/Advances	85,188	82,188	79,188	86,000	(6,813)	92%	
440-6600-48120	Loan Principle Payment	105,000	105,000	-	-	-		
Total Revenue		728,473	650,884	672,094	561,200	110,894	120%	
<b>Expenditures</b>								
<b>TID Administration</b>								
440-6600-52130	Professional Fees Financial	1,200	1,158	1,200	1,200	-	100%	
440-6600-53900	Admin. / Misc.	2,506	3,062	2,820	1,500	(1,320)	188%	
440-6600-52920	Surveys/Studies & Plans					-	0%	
440-6600-53140	Communications/Publications	-	-	-	-	-	0%	
<b>TID Projects</b>								
440-6650-52120	Professional Fees Legal	-	-	-	-	-	0%	
440-6650-52160	Professional Fees Specific Dev.	-	-	-	-	-	0%	
440-6650-54610	Developer Subsidies	-	-	-	-	-	0%	
440-9000-59300	Transfers to Debt Service	543,338	543,713	553,838	553,838	1	100%	
Total Expenditures		547,043	547,933	557,858	556,538	(1,320)	100%	
Net Change in Fund Balance		181,430	102,951	114,236	4,662			
Beginning Fund Balance		1,422,386	1,603,816	1,603,816	1,718,053			
<b>Ending Fund Balance</b>		<b>\$ 1,603,816</b>	<b>\$ 1,706,767</b>	<b>\$ 1,718,053</b>	<b>\$ 1,722,715</b>			

**2025 Q4 Budget Report**

**TID No. 5 Fund - 450**

eral Fund Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
450-6600-41120	TID Increment	\$ 1,492,644	\$ 1,563,317	\$ 1,241,462	\$ 1,475,000	\$ (233,538)	84.2%	
450-6600-43430	Exempt Computer / PPT Aid	1,893	1,893	68,741	-	68,741	0.0%	Misclass?
450-6600-48100	Interest Income	224,622	361,281	436,723	30,000	406,723	1455.7%	
450-6600-48900	Miscellaneous Revenue	-	-	-	-	-	0.0%	
Total Revenue		1,719,159	1,926,491	1,746,926	1,505,000	241,926	116.1%	
<b>Expenditures</b>								
TID Administration								
450-6600-52130	Professional Fees Financial	1,200	1,158	1,200	1,100	(100)	109.1%	
450-6600-53900	Admin. / Misc.	4,785	7,971	6,911	1,500	(5,411)	460.7%	
450-6600-52920	Surveys/Studies & Plans	-	-	-	5,000	5,000	0.0%	
450-6600-53140	Communications/Publications	-	-	-	-	-	0.0%	
TID Projects								
450-6650-52110	Professional Fees - Engineering	66,290	8,332	27,264	15,000	(12,264)	181.8%	
450-6650-52120	Professional Fees Legal	-	-	-	10,000	10,000	0.0%	
450-6650-56360	Streetscape (Lights,Signs,Benches)	-	-	-	25,000	25,000	0.0%	
Other Financing Sources/Uses								
450-9000-59300	Transfers to Debt Service	444,145	442,125	459,425	459,425	-	100.0%	
Total Expenditures		516,420	459,586	494,800	517,025	22,225	95.7%	
Net Change in Fund Balance		1,202,739	1,466,905	1,252,126	987,975			
Beginning Fund Balance		5,216,431	6,419,170	5,216,431	5,216,431			
<b>Ending Fund Balance</b>		<b>\$ 6,419,170</b>	<b>\$ 7,886,075</b>	<b>\$ 6,468,557</b>	<b>\$ 6,204,406</b>			

## 2025 Q4 Budget Report

### Parking Utility - 600

#### TD Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
600-3900-46300	Village Hall Lot	\$ 19,617	\$ 18,503	\$ 16,034	\$ 18,540	\$ (2,506)	86.5%	
600-3900-46301	Oakland - North Lot (24hr)	29,407	28,276	27,007	27,501	(494)	98.2%	
600-3900-46302	River Park Lot (24hr)	13,827	17,085	18,933	14,420	4,513	131.3%	
600-3900-46303	Menlo Blvd Lot (24hr)	11,932	11,003	7,809	10,300	(2,491)	75.8%	
600-3900-46304	Hubbard Park Lot	2,179	1,739	1,728	2,060	(332)	83.9%	
600-3900-46321	Metro Market Lot	616	840	1,360	1,030	330	132.0%	
600-3900-46339	Lighthouse Lot (24hr)	7,534	7,273	6,941	7,004	(63)	99.1%	
600-3900-48100	Interest Income	16,177	22,574	26,310	3,605	22,705	729.8%	
600-3900-48110	Loan Interest Income	2,026	1,370	690	2,060	(1,370)	33.5%	
600-3900-48900	Miscellaneous Revenue	57	76	52	515	(463)	10.1%	
600-3900-46401	Convenience Fee (CC Charges)	-	-	-	-	-		
600-3900-49900	Surplus Applied	-	-	-	-	-	0.0%	
Total Revenue		103,373	108,737	106,864	87,035	19,829	122.8%	
<b>Expenditures</b>								
600-3900-51100	Salaries and Wages	\$ 10,209	\$ 4,995	\$ 4,532	\$ 10,999	\$ 6,467	41.2%	
600-3900-51300	Health Insurance	1,023	456	1,120	4,312	3,192	26.0%	
600-3900-51305	Dental & Other benefits	110	33	51	104	53	48.8%	
600-3900-51310	Social Security and Medicare	741	365	334	842	508	39.7%	
600-3900-51315	Wisconsin Retirement System	623	295	315	759	444	41.5%	
600-3900-52130	Professional Fees Financial	-	-	-	-	-	0.0%	
600-3900-52140	Professional Fees Technology	-	-	-	-	-	0.0%	
600-3900-52930	Credit Card Fees	3,000	3,797	4,462	3,000	(1,462)	148.7%	
600-3900-52990	Other Service Contract Fees	4,775	4,775	4,775	5,040	265	94.7%	
600-3900-54321	Metro Market Lot	252	444	612	500	(112)	122.4%	
600-3900-54339	Lighthouse Lot	3,900	3,825	3,875	3,600	(275)	107.6%	
600-3900-54700	Payments In Lieu Of Taxes	20,213	20,938	19,000	19,000	-	100.0%	
600-3900-54710	Depreciation	5,500	5,500	-	5,500	5,500	0.0%	
600-3900-55100	Liability & Property Insurance	201	495	504	370	(134)	136.3%	

**2025 Q4 Budget Report**

**Parking Utility - 600**

to Summary Report

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Favorable/ (Unfavorable) 12/31/2025 Vs Budget	12/31/2025 YTD % of Budget	Notes
600-3900-55110	Workers Comp	19	18	17	60	43	27.5%	
600-3900-56310	Parking Lot maint / repairs	-	-	-	30,000	30,000	0.0%	
600-3900-57410	Administrative Charges	4,204	4,880	5,151	3,900	(1,251)	132.1%	
600-3900-57440	Plowing/Salting	5,182	5,230	6,249	7,480	1,231	83.5%	
600-3900-57450	Police Administration	10,582	-	-	14,000	14,000	0.0%	
600-8000-58200	Interest	1,693	610	-	2,300	2,300	0.0%	
600-9000-59100	Transfers to General Fund	-	-	-	140,627	140,627	0.0%	
<b>Total Expenses</b>		<b>72,226</b>	<b>56,656</b>	<b>50,995</b>	<b>252,393</b>	<b>201,398</b>	<b>20.2%</b>	
Net Change in Equity		31,147	52,081	55,868	(165,358)			
Beginning Net Position		696,499	727,646	779,727	727,646			
Less: Surplus Applied		-	-	-	-			
<b>Ending Net Position</b>		<b>\$ 727,646</b>	<b>\$ 779,727</b>	<b>\$ 835,595</b>	<b>\$ 562,288</b>			

2025 Q4 Budget Report

Water Utility - 610

Dept/Account No	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
610-3710-46450	Charges - Residential	\$ 1,171,684	\$ 1,160,424	\$ 1,124,150	\$ 1,955,208	\$ (831,058)	57%	me/ Budget Applied Total Rate Inc
610-3710-46451	Charges - Commercial	120,629	131,976	123,947	205,787	(81,840)	60%	
610-3710-46452	Charges - Public Authority	52,763	47,680	43,836	78,556	(34,720)	56%	
610-3710-46453	Charges - Multi Family	463,584	454,730	432,909	751,710	(318,801)	58%	
610-3710-46456	Public Fire Protection	424,755	425,139	425,362	429,003	(3,641)	99%	
610-3710-46457	Private Fire Protection	40,493	40,493	40,493	40,898	(405)	99%	
610-3710-47425	Joint Meter Charges to Sewer	33,000	99,330	-	33,330	(33,330)	0%	
610-3710-48100	Interest Income	69,186	158,918	193,721	10,000	183,721	1937%	
610-3710-48300	Late Payment Penalty	21,336	25,349	21,612	20,000	1,612	108%	
610-3710-48900	Miscellaneous Revenue	33,618	1,365	1,540	1,000	540	154%	
Total Revenue		\$ 2,431,046	\$ 2,545,404	\$ 2,407,570	\$ 3,525,492	\$ (1,117,922)	68%	

**Expenditures**

Water Administration

610-3710-51100	Salaries and Wages	95,841	\$ 122,780	\$ 158,969	\$ 125,754	\$ (33,216)	126%	
610-3710-51200	Overtime Wages	768	674	882	-	(882)		
610-3710-51300	Health Insurance	23,020	32,310	36,288	20,860	(15,428)	174%	
610-3710-51305	Dental & Other benefits	946	1,193	1,402	1,256	(146)	112%	
610-3710-51310	Social Security and Medicare	8,085	8,876	11,875	9,622	(2,253)	123%	
610-3710-51315	Wisconsin Retirement System	33,499	(179)	9,817	8,585	(1,233)	114%	
610-3710-51330	Uniform Expense	1,232	1,275	989	1,339	350	74%	
610-3710-51340	Retiree Health Contribution	23,517	10,675	10,355	124,917	114,561	8%	
610-3710-51355	Other Benefits	(5,494)	(9,321)	(343)	1,149	1,493	-30%	
610-3710-51900	Professional Education	2,928	2,834	3,196	3,500	304	91%	
610-3710-52100	Professional Fees	4,965	28,616	29,930	-	(29,930)	0%	City Water, Strand, Arcadis
610-3710-52130	Professional Fees Financial	4,738	2,089	1,510	2,889	1,379	52%	
610-3710-52140	Professional Fees Technology	9,975	10,101	5,580	5,529	(51)	101%	
610-3710-52230	Phone and Internet	3,808	4,562	4,379	4,776	397	92%	

2025 Q4 Budget Report

Water Utility - 610

Dept/Account No	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Vs Budget	12/31/2025 YTD % of Budget	Notes	
610-3710-52300	Other Intergov'tal pymts	586,873	563,685	638,256	707,500	69,244	90%		
610-3710-52910	Software Purch/Maint	3,647	19,902	14,233	14,406	174	99%		
610-3710-52930	Credit Card Fees	23,073	25,795	29,543	22,897	(6,645)	129%		
610-3710-53100	Office Supplies	1,407	1,056	1,447	1,546	100	94%		
610-3710-53120	Copy / Printing Costs	1,032	704	762	3,120	2,358	24%		
610-3710-53200	Memberships & Subscriptions	1,033	1,045	1,100	1,300	200	85%		
610-3710-54150	Safety Expenses	4,134	4,048	5,331	3,750	(1,581)	142%		
610-3710-54700	Payments In Lieu Of Taxes	178,640	195,000	240,336	240,336	-	100%		
610-3710-54710	Depreciation	219,433	305,057	342,000	278,000	(64,000)	123%		
610-3710-54711	PSC Depreciation on CIAC	12,474	12,474	12,474	12,500	26	100%		
610-3710-54720	PSC assessment	1,940	2,979	24,294	3,000	(21,294)	810%		
610-3710-54721	PSC regulatory costs	24	-	-	600	600	0%		
610-3710-55100	Liability & Property Insurance	10,249	15,009	15,282	22,456	7,174	68%		
610-3710-55110	Workers Comp / Unemp.	15,649	17,660	15,873	18,367	2,494	86%		
610-3710-57410	Administrative Charges	6,337	7,150	6,603	6,864	261	96%		
610-3710-57430	Building Usage	13,370	13,518	14,192	14,040	(152)	101%		
Total Administration Expenditures		\$ 1,287,143	\$ 1,401,564	\$ 1,636,553	\$ 1,660,856	\$ 24,303	99%		
Maint Mains								0%	
610-3730-51100	Salaries and Wages	\$ 93,831	\$ 107,565	\$ 156,318	\$ 114,408	\$ (41,910)	137%		
610-3730-51200	Overtime Wages	3,980	8,195	14,552	4,032	(10,520)	361%		
610-3730-51300	Health Insurance	24,503	37,895	56,154	32,803	(23,351)	171%		
610-3730-51305	Dental & Other benefits	1,797	2,255	2,540	1,435	(1,105)	177%		
610-3730-51310	Social Security and Medicare	7,187	9,734	12,581	9,061	(3,520)	139%		
610-3730-51315	Wisconsin Retirement System	6,401	8,934	11,875	14,802	2,927	80%		
610-3730-53500	Dept/Program Supplies	16,348	18,909	100,035	57,200	(42,835)	175%	Water Main Breaks - Contracted	
610-3730-57420	Equipment Usage	-	-	-	4,368	4,368	0%		
Total Maintenance Mains Expenditures		\$ 154,047	\$ 193,486	\$ 354,055	\$ 238,109	\$ (115,946)	149%		

**2025 Q4 Budget Report**

**Water Utility - 610**

Dept/Account No	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Maint Services</b>								
610-3740-51100	Salaries and Wages	15,639	39,486	34,261	45,511	11,250	75%	
610-3740-51200	Overtime Wages	435	1,549	2,683	1,604	(1,079)	167%	
610-3740-51300	Health Insurance	3,605	11,713	11,690	13,049	1,359	90%	
610-3740-51305	Dental & Other benefits	143	465	444	571	127	78%	
610-3740-51310	Social Security and Medicare	993	3,672	2,642	3,604	962	73%	
610-3740-51315	Wisconsin Retirement System	934	3,447	2,568	4,802	2,234	53%	
610-3740-53500	Dept/Program Supplies	2,124	(10)	42,474	74,953	32,479	57%	
610-3740-57420	Equipment Usage	-	-	-	2,600	2,600	0%	
	<b>Total Maintenance Services Expenditures</b>	<b>\$ 23,874</b>	<b>\$ -</b>	<b>\$ 96,762</b>	<b>\$ 146,695</b>	<b>\$ 49,933</b>	<b>66%</b>	
<b>Maint Meters</b>								
610-3750-51100	Salaries and Wages	8,913	14,574	13,417	41,136	27,719	33%	
610-3750-51200	Overtime Wages	76	-	87	1,450	1,363	6%	
610-3750-51300	Health Insurance	2,115	5,824	4,007	11,795	7,788	34%	
610-3750-51305	Dental & Other benefits	97	234	164	516	352	32%	
610-3750-51310	Social Security and Medicare	662	1,276	984	3,258	2,274	30%	
610-3750-51315	Wisconsin Retirement System	611	1,213	939	2,485	1,547	38%	
610-3750-52910	Software Purch/Maint	8,778	8,778	17,611	29,120	11,509	60%	Aclara
610-3750-53500	Dept/Program Supplies	1,019	1,598	6,423	5,304	(1,119)	121%	
	<b>Total Maintenance Meters Expenditures</b>	<b>\$ 22,270</b>	<b>\$ 33,497</b>	<b>\$ 43,631</b>	<b>\$ 95,063</b>	<b>\$ 51,433</b>	<b>46%</b>	
<b>Maint Hydrants</b>								
610-3760-51100	Salaries and Wages	4,500	4,764	7,763	5,816	(1,947)	133%	
610-3760-51200	Overtime Wages	-	-	53	205	152	26%	
610-3760-51300	Health Insurance	1,050	1,247	1,451	1,668	216	87%	
610-3760-51305	Dental & Other benefits	46	57	59	73	14	81%	
610-3760-51310	Social Security and Medicare	331	402	573	461	(113)	124%	
610-3760-51315	Wisconsin Retirement System	306	381	543	565	22	96%	

2025 Q4 Budget Report

Water Utility - 610

Dept/Account No	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Vs Budget	12/31/2025 YTD % of Budget	Notes
610-3760-53500	Dept/Program Supplies	696	5,112	(3,623)	11,752	15,375	-31%	
	Total Maintenance of Hydrants	\$ 6,927	\$ 11,963	\$ 6,819	\$ 20,539	\$ 13,720	33%	
Maint Misc Plant								
610-3770-51100	Salaries and Wages	6,660	4,014	5,226	6,256	1,029	84%	
610-3770-51200	Overtime Wages	28	-	-	220	220	0%	
610-3770-51300	Health Insurance	1,014	1,534	785	1,794	1,009	44%	
610-3770-51305	Dental & Other benefits	50	54	38	78	41	48%	
610-3770-51310	Social Security and Medicare	490	284	383	495	112	77%	
610-3770-51315	Wisconsin Retirement System	455	277	363	565	202	64%	
610-3770-53400	Vehicle Maintenance	3,168	8,831	3,612	15,090	11,477	24%	
610-3770-53410	Fuel	4,245	3,847	3,323	5,200	1,877	64%	
610-3770-53500	Dept/Program Supplies	1,442	3,175	7,068	10,400	3,332	68%	
610-3775-48900	Private LTL Loan Proceeds	-	-	126,302	-	(126,302)		Dave to Look at
	Total Maintenance Misc Plant Expenditures	\$ 17,553	\$ 22,017	\$ 147,101	\$ 40,099	\$ (107,002)	367%	
Customer Accounts								
610-3780-51100	Salaries and Wages	10,250	7,819	7,677	23,295	15,618	33%	
610-3780-51200	Overtime Wages	-	-	-	433	433	0%	
610-3780-51300	Health Insurance	3,038	2,979	3,387	8,420	5,033	40%	
610-3780-51305	Dental & Other benefits	172	136	147	316	170	46%	
610-3780-51310	Social Security and Medicare	736	560	550	1,815	1,265	30%	
610-3780-51315	Wisconsin Retirement System	661	514	534	1,410	876	38%	
610-3780-53130	Postage/Mailings	3,201	7,569	11,163	10,400	(763)	107%	
	Total Customer Accounts Expenditures	\$ 18,058	\$ 19,577	\$ 23,458	\$ 46,089	\$ 22,631	51%	
Lead Service Line Replacement								
610-3775-52110.25-61	Private LSLR Engineering Lake D	-	-	-	-	-		

2025 Q4 Budget Report

Water Utility - 610

Dept/Account No	Account Name	2023 Actual	2024 Actual	YTD 12/31/2025	2025 Adopted Budget	Vs Budget	12/31/2025 YTD % of Budget	Notes
610-3775-54750	Private Lateral Grant Expense	165,252	60,623	28,010	-	(28,010)		Budget had this Capitalized
610-3775-54750.25-60	Downer Private Lateral Grant	-	-	322,025	-	(322,025)		Budget had this Capitalized
610-3775-54750.25-62	SW Area Private Lateral Grant	-	-	28,426	-	(28,426)		Budget had this Capitalized
610-3775-54755	Homeowner Account	-	60,623	(38,963)	-	38,963		
	Lead Service Line Replacement Expenditures	\$ 175,252	\$ 121,246	\$ 339,498	\$ -	\$ (339,498)		
Other Water								
610-3790-52920	Surveys/Studies & Plans	-	-	-	15,600	15,600	0%	Budget had this Capitalized
610-3790-54740	Water Testing	8,357	9,599	9,698	20,800	11,102	47%	Budget had this Capitalized
610-3790-56120	Lead testing / supplies	-	-	-	-	-		Budget had this Capitalized
610-3790-56130	Vehicles/Equipment	4,659	-	8,667	95,500	86,833	9%	Budget had this Capitalized
610-3790-56600	Utility Infrastructure	-	-	2,101,266	1,054,500	(1,046,766)	199%	Budget had this Capitalized
610-3790-56699	Capitalized Expenditures	-	-	(2,101,266)	(1,150,000)	951,266	183%	Budget had this Capitalized
610-8000-58200	Interest	134,487	241,157	317,776	370,000	52,224	86%	Budget had this Capitalized
610-8000-58300	Debt Issuance Costs	18,966	46,394	49,226	70,000	20,774	70%	Budget had this Capitalized
610-8000-58900	Other Finance Charges	-	-	-	-	-	0%	Budget had this Capitalized
	Total Other Water Expenditures	\$ 166,470	\$ 297,982	\$ 420,524	\$ 476,400	\$ 55,876	88%	
	Total Expenditures	\$ 1,871,595	\$ 2,101,332	\$ 3,068,401	\$ 2,723,851	\$ (344,550)	112.6%	
	Net Change in Equity	\$ 559,452	\$ 444,072	\$ (660,831)	\$ 801,641	\$ (773,372)		
	Beginning Net Position	\$ 3,864,630	\$ 4,424,082	\$ 4,868,153	\$ 4,868,153			
	Less: Surplus Applied	-	-	-	-			
	<b>Ending Net Position</b>	\$ 4,424,082	\$ 4,868,153	\$ 4,207,322	\$ 5,669,795			
	Debt service Principal payments				\$ 363,340			

2025 Q4 Budget Report

Sewer Utility - 620

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Revenues</b>								
620-3810-46450	Charges - Residential	\$ 1,508,825	\$ 2,097,116	\$ 2,050,074	\$ 2,565,555	\$ (515,481)	80%	
620-3810-46451	Charges - Commercial	185,075	295,698	277,742	310,905	(33,164)	89%	
620-3810-46452	Charges - Public Authority	53,435	68,938	45,751	87,016	(41,266)	53%	schools / village
620-3810-46453	Charges - Multi-Family	734,014	1,021,647	973,696	949,890	23,806	103%	
620-3810-48100	Interest Income	55,116	61,608	35,537	10,000	25,537	355%	
620-3810-48300	Late Payment Penalty	29,129	36,114	20,125	20,000	125	101%	
620-3810-48900	Miscellaneous Revenue	18,693	3,512	3,950	-	3,950	0%	
Total Revenue		\$ 2,584,287	\$ 3,584,633	\$ 3,406,874	\$ 3,943,367	\$ (536,493)	86%	

**Expenditures**

Sewer Administration

620-3810-51100	Salaries and Wages	\$ 107,484	\$ 95,492	\$ 97,849	\$ 165,463	\$ 67,614	59%	
620-3810-51200	Overtime Wages	284	287	36	-	(36)	0%	
620-3810-51300	Health Insurance	20,940	26,345	25,869	31,867	5,998	81%	
620-3810-51305	Dental & Other benefits	1,667	976	924	1,738	814	53%	
620-3810-51310	Social Security and Medicare	8,338	7,230	7,273	12,662	5,389	57%	
620-3810-51315	Wisconsin Retirement System	7,309	(1,656)	6,807	11,179	4,371	61%	
620-3810-51330	Uniform Expense	1,245	1,275	1,209	1,000	(209)	121%	
620-3810-51340	Retiree Health Contribution	33,869	4,904	-	-	-	0%	
620-3810-51355	Other Benefits	(5,494)	(8,977)	-	15,808	15,808	0%	YE audit entry
620-3810-51900	Professional Education	100	567	999	1,000	1	100%	
620-3810-52100	Professional Fees Engineering	104,501	20,024	12,339	41,600	29,261	30%	Misc engineering / consulting
620-3810-52130	Professional Fees Financial	4,738	2,089	1,510	2,652	1,142	57%	Audit
620-3810-52140	Professional Fees Technology	9,975	10,101	5,580	5,512	(68)	101%	IT services
620-3810-52230	Phone and Internet	3,532	4,163	4,314	3,640	(674)	119%	
620-3810-52300	Other Intergov'tal pymts	19,479	18,014	19,344	43,200	23,856	45%	MMSD Hazardous waste surcharge
620-3810-52320	MMSD Sewer	917,226	978,170	1,006,871	1,008,949	2,078	100%	
620-3810-52910	Software Purch/Maint	4,592	17,180	5,060	5,720	660	88%	BS&A / GIS
620-3810-52930	Credit Card Fees	23,073	25,795	29,543	20,800	(8,743)	142%	
620-3810-53100	Office Supplies	1,783	1,149	1,192	2,446	1,255	49%	
620-3810-53120	Copy / Printing Costs	1,032	704	762	1,069	307	71%	

2025 Q4 Budget Report

Sewer Utility - 620

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Vs Budget	12/31/2025 YTD % of Budget	Notes
620-3810-53200	Memberships & Subscriptions	244	428	440	493	53	89%	Project s/ YTE
620-3810-54150	Safety Expenses	4,025	3,437	4,692	4,000	(692)	117%	
620-3810-54700	Payments In Lieu Of Taxes	10,880	12,000	5,200	5,200	-	100%	JE at YE*
620-3810-54710	Depreciation	447,723	510,042	537,000	473,200	(63,800)	113%	JE at YE*
620-3810-55100	Liability & Property Insurance	33,730	39,467	40,158	44,252	4,094	91%	
620-3810-55110	Workers Comp / Unemp.	12,843	14,481	13,015	12,480	(535)	104%	
620-3810-57410	Administrative Charges	6,337	7,150	6,603	7,280	677	91%	Gen. Gov / Village hall
620-3810-57430	Building Usage	13,370	13,518	14,192	14,560	368	97%	DPW facilities
Total Sewer Administration Expenditures		\$ 1,794,824	\$ 1,804,351	\$ 1,848,781	\$ 1,937,769	\$ 88,988	95%	

Sewer Maintenance

620-3820-51100	Salaries and Wages	\$ 120,572	\$ 91,672	\$ 77,439	\$ 103,576	26,138	75%	
620-3820-51200	Overtime Wages	1,025	81	158	3,650	3,492	4%	
620-3820-51300	Health Insurance	24,832	27,714	23,792	29,698	5,905	80%	
620-3820-51305	Dental & Other benefits	880	1,006	1,108	1,300	191	85%	
620-3820-51310	Social Security and Medicare	8,938	6,767	5,804	8,203	2,399	71%	
620-3820-51315	Wisconsin Retirement System	8,165	6,374	5,117	6,999	1,882	73%	
620-3820-52990	Other Service contracts/fees	-	2,438	46,760	60,000	13,240	78%	
620-3820-53400	Vehicle Maintenance	15,974	38,378	25,481	18,720	(6,761)	136%	Vac Truck Maint/ Camera Truck Oct/No
620-3820-53410	Fuel	12,308	13,695	8,618	15,604	6,986	55%	
620-3820-53500	Dept/Program Supplies	84,518	21,118	43,661	33,280	(10,381)	131%	
620-3820-57420	Equipment Usage	55,136	99,330	-	63,440	63,440	0%	
Total Sewer Maintenance Expenditures		\$ 332,349	\$ 308,573	\$ 237,938	\$ 344,470	\$ 106,532	69%	

**2025 Q4 Budget Report**

**Sewer Utility - 620**

Account Number	Account Name	2023 Actual	2024 Actual	YTD 12/31/25	2025 Adopted Budget	Vs Budget	12/31/2025 YTD % of Budget	Notes
<b>Storm Maintenance</b>								
620-3830-51100	Salaries and Wages	\$ 74,489	\$ 65,212	\$ 43,083	\$ 57,999	\$ 14,916	74%	
620-3830-51200	Overtime Wages	1,126	2,304	1,637	2,044	407	80%	
620-3830-51300	Health Insurance	18,067	18,078	10,391	16,630	6,238	62%	
620-3830-51305	Dental & Other benefits	661	619	356	728	372	49%	
620-3830-51310	Social Security and Medicare	5,557	4,999	3,288	4,593	1,306	72%	
620-3830-51315	Wisconsin Retirement System	5,122	4,645	3,099	3,919	820	79%	
620-3830-53500	Dept/Program Supplies	39,488	37,528	22,739	48,880	26,141	47%	
620-3830-57420	Equipment Usage	-	-	-	2,600	2,600	0%	
620-3830-57460	Waste Disposal Charges	-	27,606	14,529	12,392	(2,137)	117%	
<b>Total Storm Maintenance Expenditures</b>		<b>\$ 144,509</b>	<b>\$ 160,991</b>	<b>\$ 99,123</b>	<b>\$ 149,785</b>	<b>\$ 50,662</b>	<b>66%</b>	
<b>Customer Accounts</b>								
620-3880-51100	Salaries and Wages	\$ 10,250	\$ 7,819	\$ 7,677	\$ 11,021	\$ 3,343	70%	
620-3880-51200	Overtime Wages	-	-	-	-	-	0%	
620-3880-51300	Health Insurance	3,038	2,979	3,387	4,900	1,514	69%	
620-3880-51305	Dental & Other benefits	172	136	147	162	16	90%	
620-3880-51310	Social Security and Medicare	736	560	550	843	293	65%	
620-3880-51315	Wisconsin Retirement System	26,784	515	534	760	227	70%	
620-3880-53130	Postage/Mailing	3,201	3,071	3,120	5,304	2,184	59%	
<b>Total Customer Accounts Expenditures</b>		<b>\$ 44,181</b>	<b>\$ 15,081</b>	<b>\$ 15,415</b>	<b>\$ 22,991</b>	<b>\$ 7,576</b>	<b>67%</b>	

**2025 Q4 Budget Report**

**Sewer Utility - 620**

Account Number	Account Name	2023	2024	YTD	2025		12/31/2025	Notes
		Actual	Actual	12/31/25	Adopted	Vs Budget	YTD % of Budget	
Other Sewer								
620-3890-52920	Surveys/Studies & Plans	\$ 2,249	\$ 3,250	-	\$ 20,000	\$ 20,000	0%	
620-3890-56130	Equipment	6,509	-	5,391	10,400	5,009	52%	
620-3890-56600	Utility Infrastructure (Budget)	-	6,899,152	929,915	1,973,000	1,043,085	47%	
620-3890-56699	Capitalized Expenditures	(399,568)	(6,899,152)	(929,915)	(1,973,000)	(1,043,085)	47%	
620-8000-58200	Interest	284,775	504,223	575,029	513,574	(61,455)	112%	
620-8000-58300	Debt Issuance Costs	69,583	73,935	19,462	114,400	94,938	17%	
620-8000-58900	Other Finance Charges					-	0%	
620-9000-59500	Transfer To Utilities					-	0%	
Total Other Sewer Expenditures		<u>\$ (36,453)</u>	<u>\$ 581,409</u>	<u>\$ 599,882</u>	<u>\$ 658,374</u>	<u>\$ 58,492</u>	<u>91%</u>	
Total Expenditures		<u>\$ 2,279,410</u>	<u>\$ 2,870,404</u>	<u>\$ 2,801,139</u>	<u>\$ 3,113,389</u>	<u>\$ 312,249</u>		
Net Change in Equity		\$ 304,878	\$ 714,229	\$ 605,734	\$ 829,978			
Beginning Net Position		\$ 11,159,426	\$ 11,464,304	\$ 12,178,533	\$ 12,178,533			
Less: Surplus Applied		-	-	-	-			
<b>Ending Net Position</b>		<u>\$ 11,464,304</u>	<u>\$ 12,178,533</u>	<u>\$ 12,784,267</u>	<u>\$ 13,008,511</u>			

# Milwaukee County Future State \*Draft\* Recommendations

## Project Background

Milwaukee County’s vision is “by achieving racial equity, Milwaukee is the healthiest County in Wisconsin.” To achieve this bold vision, Milwaukee County created a strategic plan which includes the goal “determine what, where, and how we deliver services based on the resolution of health disparities.” In 2024, Milwaukee hired BerryDunn and Kairo Communications to develop a future state model to reimagine Milwaukee County’s services and organizational structure toward advancing this goal in the most efficient, effective way possible.

After 18 months of community engagement and research, BerryDunn and Kairo Communications delivered the draft recommendations below. Recommendations for some topic areas are still under development and are listed as “placeholders” on the last page.

Throughout Spring 2026, the draft recommendations will be shared with community members across Milwaukee County to gather input before the recommendations are finalized in June. At that point, BerryDunn and Kairo Communications will present the final recommendations to Milwaukee County leaders for their consideration.

## Recommendations Summary

**DRAFT Recommendation 1:** The County leads a unified, equity-driven public health model guided by a chief health strategist in its Office of Equity that coordinates strategy, data, and shared services across all municipalities.

**Why?** Right now, public health in Milwaukee County is split up. There are 10 local health departments serving 19 communities. Each one has its own staff, money, and programs. Because they work separately, it can be hard to share information, work as a team, and make sure everyone gets the same level of care. This system comes from past decisions and unfair patterns that affected how communities were built and funded. While local control can be helpful, it also causes problems when trying to work together and provide fair services for everyone.

**Anticipated Impact:** With this new plan, Milwaukee County would have a stronger and more connected public health system. Health services would be more equal across all communities, no matter how much money or staff a local department has. Sharing leadership, data, and services would help workers do their jobs better and focus more on helping people. In the end, this would lead to better health and support for all residents.

**DRAFT Recommendation 2:** The No Wrong Door (NWD) approach is fully integrated into service delivery countywide.

**Why?** Milwaukee County’s Department of Health and Human Services (DHHS) uses a No Wrong Door (NWD) model, which means anyone can get help no matter where they start. People do not have to know which office to go to: they can just ask for help, and someone will guide them. This makes it easier for everyone to get the support they need. Community groups and County leaders believe NWD makes the whole system better. Expanding this will improve customer service and information sharing. The NWD approach makes it easier to help people find services and improves teamwork between County departments. Many see NWD as a foundation for transforming the County’s way of working with people.

**Anticipated Impact:** A countywide universal customer service framework means that everyone in Milwaukee County can get help easily, no matter which office they go to. All departments will be able to talk to anyone to start solving problems right away instead of being sent somewhere else. This includes shared processes for referrals and scripts for communication.

This makes getting help faster and less confusing for residents, business owners, and community members. Every resident receives seamless, person-centered support and is connected efficiently to the services that they need.

**DRAFT Recommendation 3:** Integrated case management is in place with an option to expand to a Customer Relationship Management (CRM) system.

**Why?** Milwaukee County uses many different systems to manage the cases of people who receive health and human services in the community. Because there are so many systems, important information is not always shared or understood by everyone who needs it. This makes it hard for case managers to work together. The main problems are that information is not shared well, and staff do not always know what services people are getting. This can lead to issues for clients and providers. It can lead to mistakes and makes it harder to solve problems for people who need help and make data-driven decisions.

**Anticipated Impact:** In the future, there is one system for case management across Milwaukee County. Milwaukee County will own and operate a single system accessible to service providers for sharing data and information. A new system will help everyone work together and share information about who needs help and what services they are getting. This will make it easier for providers to do their jobs and for people to get the support they need. The new system will let providers see a full picture of each person and communicate better with other case managers or providers. With better teamwork, providers can share ideas, help each other, and make good decisions. This means people will have a smoother experience when they ask for help. In the end, this system will make getting help faster, easier, and better focused on what each person needs.

**DRAFT Recommendation 4:** Mobile service delivery, community-based hubs, and community navigators operate countywide.

**Why?** Milwaukee County’s current service delivery model is fragmented, with many essential human services spread across multiple locations. Residents struggle to access services, especially those facing poverty, unstable housing, disabilities, or limited transportation.

Milwaukee County’s 2026 budget shows there are ongoing problems with money and fewer services, which makes it tougher for people who need help the most. These financial pressures reduce available services and largely impact vulnerable populations. This limits the County’s ability to meet people where they are

**Anticipated Impact:** In the future state, Milwaukee County expands mobile service delivery, community-based hubs, and community navigators. There will be office locations, County staff-based hubs, and community navigators. There will be office locations as well as staff in the community doing the work and connecting with residents.

Milwaukee County has mobile service vans or pop-up enrollment stations that travel to neighborhoods with the highest levels of unmet need, including transit deserts and community gathering spaces. A future mobile housing unit could expand Milwaukee County’s current housing initiatives into a truly field-based, neighborhood-level support system. There is increased access for residents experiencing poverty, disabilities, transportation barriers, and people experiencing homelessness. This directly supports the County’s goals to place services in areas with the greatest need and focus more on prevention, so crisis intervention is less needed.

This approach works to ensure resources are distributed efficiently and equitably, improving access for people who are most at risk and most in need.

**DRAFT Recommendation 5:** The County’s Birth-to-Three program is adequately funded and resourced.

**Why?** The Birth-to-Three program is a service that every county must provide, because it is required by the federal government. The time from when a child is born until they turn three is universally recognized as an important window, when there is fast brain development and more sensitivity to conditions that affect health, functioning, and quality-of-life outcomes. (Known as social determinants of health or SDOH) As children’s brains grow fast during this time, things like family, health, and where they live can make a big difference in how they develop. Funding pressures have decreased providers in Milwaukee County who serve this age group. The costs continue to rise, but enrollment has grown. Increased reliable funding is needed to continue this program.

**Anticipated Impact:** More investment in children in the earliest stages of life improves their health and well-being outcomes. It also reduces the number and cost of services that would need to be provided to children and adults at later stages. If the program gets enough money, more families can use it. Sharing data and information about the program often and clearly helps people trust it and makes sure it keeps getting resources.

**DRAFT Recommendation 6:** Milwaukee County is the regional leader of a unified, integrated prevention-focused housing system that results in equitable access to stable, affordable homes.

**Why?** Milwaukee County has good housing programs, but there are not enough affordable homes. Families, young people, seniors, people with health needs, and people returning from jail all struggle to find housing. Rent has gone up, but many people’s incomes have not. Because of this, there are more people who need housing than homes available. It is also hard for people to figure out where to go for help. Housing services are spread out, and there is no single place to start. This makes it confusing for residents, especially those in crisis, and makes it harder for agencies to work together and share resources. Because of this, people at risk of losing their housing are not always helped early enough to keep them in their homes.

**Anticipated Impact:** Milwaukee County knows that working together on housing can make a big difference. When housing programs are coordinated, people get help faster, emergencies are reduced, and lives are improved. To meet today’s needs, the housing system must work as one connected system with enough funding.

In the future, the County would help bring together housing programs, homelessness services, health care partners, and supports for everyone with housing needs. This would replace a broken system with a focus on prevention and long-term stability. By working closely with cities, housing groups, health systems, and community partners, Milwaukee County can help make sure more people stay safely housed and get the support they need.

**DRAFT Recommendation 7:** Youth in Milwaukee County are served by a Housing First system that provides rapid, equitable access to safe, developmentally appropriate housing and supports.

**Why?** Many young people in Milwaukee County do not have a safe place to live. There are not enough affordable homes, and it can be hard to get mental health care and other support. Different systems do not always work well together, which makes getting help confusing.

Even though the County has helped many adults through Housing First, young people are still one of the groups most in need. Many youth face extra challenges because of unfair housing policies from the past, lack of investment in neighborhoods, and barriers to school, jobs, transportation, and health care. These problems make it easier for young people to lose housing, especially youth who need extra support.

**Anticipated Impact:** In the future, Milwaukee County would use one system to help young people find housing and stay safe. Every young person would have a place to live, no matter who they are or where they come from.

Housing would come first, not last. Once young people are housed, they can focus on school, work, and their health. Services would be designed to fit their age, culture, and life experiences. Different groups—like the County, schools, health providers, and youth-serving organizations—would work together and share information. With everyone working as a team, fewer young people would become homeless, and when it does happen, it would be short and rare.

**DRAFT Recommendation 8:** The aging, housing, and health systems in the County are aligned with shared accountability for early, preventive supports that keep older adults safely and affordably housed as they age.

**Why?** Milwaukee County already does many good things to help older adults. The County runs aging services through the Department of Health and Human Services. Programs, like the Division on Aging and the Aging and Disability Resource Center (ADRC), help people age 60 and older and people with disabilities find services and support. However, the needs of older adults are changing. More people are getting older, and soon there may be more older adults than children. Many seniors struggle with high housing costs, homes that need repairs, or homes that are hard to move around in. These problems are connected to health, housing, and money, but the systems that help do not always work well together.

**Anticipated Impact:** In the future, services for older adults would be better connected and easier to use. Housing would be a main focus, and help would start earlier before problems become emergencies. By working together, aging, housing, health, and mental health services could better support seniors. Older adults would get help faster and have an easier time finding what they need. More people would be able to stay safely in their homes and communities. This approach would also help the whole community. Preventing emergencies saves money over time and helps older adults live healthier, more stable lives.

**DRAFT Recommendation 9:** The County continues to enhance community engagement and awareness of County services.

**Why?** Milwaukee County has given people more chances to share their ideas and concerns in meetings, like listening sessions, budget hearings, and town halls. Many residents took part in the 2026 budget talks. People shared their main worries: they want things to be fair, they want to know how their feedback makes a difference, and they want to know about the changes the County is making. Because some programs have less money, and departments have fewer resources, it is even more important to spend money on what the community thinks is most important and to show people exactly what is

**Anticipated Impact:** Milwaukee County will work to give residents more power in making important decisions about budgets, rules, and programs. The County will use easy-to-understand language and offer information in many languages, so everyone can share their ideas and know how their feedback makes a difference. A resident will be able to share their thoughts, help design programs, and see the results. The County will hold more town hall meetings and listening sessions throughout the year — both in person and online — so people can join easily. Community members will understand projects and be able to contribute, so people can share their opinions before plans are finished and see how their

**DRAFT Recommendation 10: Milwaukee County residents have increased access to legal resources for civil cases.**

**Why?** Many people in Milwaukee County go to civil court without a lawyer. This can make it hard for them to understand the process and protect their rights. These cases often involve important issues, like housing, money, child support, and access to Social Security benefits. While the County and its partners offer some legal help, there is not enough support to meet the needs of everyone who needs it. Many legal problems that affect people’s health and safety—such as utility shutoffs, unsafe housing, domestic violence, child custody, or being denied benefits—are handled in civil court.

**Anticipated Impact:** Research shows that legal problems are closely connected to health and wellbeing. By setting aside dedicated tax funding for legal services, Milwaukee County can better support residents as they go through the civil court system. With more access to legal help, fewer people will have to go to court without a lawyer. This investment creates opportunities for the County to work more closely with community organizations and health centers. It also can lead to better health outcomes and more stable lives for families.

**DRAFT Recommendation 11: A regional transit authority serves the transit needs of Milwaukee County municipalities and residents.**

**Why?** In the past, rules separated people by race, and this led to many people of color living in neighborhoods with higher poverty rates. In central Milwaukee, not enough money was spent to help these areas, and many jobs moved out to the suburbs. The suburbs do not have enough buses or trains, so it is hard for people to get to jobs, schools, health care providers, and other places that they need or want to go. As funding is being cut, people are dealing with higher bus fares, longer trips, fewer buses at certain times, and not enough routes to get places.

**Anticipated Impact:** A Regional Transit Authority (RTA) can extend transit benefits throughout southeastern Wisconsin, improving access for all residents and areas of the county. Connecting buses and trains helps workers get to their jobs and other places. Funding can bring more jobs and attract talented people to Milwaukee County. Regional sponsorship usually strengthens funding opportunities, including access to federal and state money to fund buses, signals, and safety projects.

**DRAFT Recommendation 12:** A special purpose Parks District oversees and manages County Parks and the Zoo.

**Why?** Milwaukee County Parks and the Milwaukee County Zoo are important places for the community. They support health, fun, learning, and caring for the environment. Over many years, there has not been enough money to take care of these spaces. This has caused buildings and equipment to wear down, and some parks do not have the same level of access and amenities as others. There are also fewer staff than before. Right now, parks must compete with other County services for limited funding, which makes it hard to keep them in good shape. To keep parks open, staff have worked with cities and nonprofit groups.

**Anticipated Impact:** In the future, Milwaukee County could work with the State to create a new Parks and Zoo District. This district would have its own tax levy funding to pay for daily operations, repairs, and improvements. The district could also borrow money to fix long-standing maintenance problems more quickly. With this new funding, parks and the Zoo could continue to serve the community and stay well maintained. The County would still look for partnerships and smart ways to manage park spaces based on community needs. Creating this district could also help the County balance its budget and allow more funding to support programs that improve health and fairness across the community.

**DRAFT Recommendation 13:** Milwaukee County, the City of Milwaukee, and other local jurisdictions operate in a shared services model for internal operations and 911 dispatch.

**Why?** Milwaukee County and the City of Milwaukee have faced money challenges for many years. These challenges have grown over time and have led to budget cuts and fewer resources for public services. Because of this, both internal services and services for residents have been affected. The County also has limits on how much money it can raise through property taxes, which makes it hard to pay for services as costs increase. The City and other local governments in the County face similar problems. These shared challenges create an opportunity for governments to work together and share services to save money and use resources more wisely.

**Anticipated Impact:** In the future, the County and the cities and villages within it can build on past work to share more services. By sharing services, like human resources, benefits (e.g. health care) purchasing, building management, vehicle fleets, and 911 dispatch, governments can lower costs. Sharing services can also help improve equity, service quality, and long-term financial stability. Over time, this approach can lead to better use of public dollars and stronger services for the community.

**DRAFT Recommendation 14: Criminal Justice Placeholder -- A recommendation addressing criminal justice/public safety is being developed**

**Why?** TBD

**Anticipated Impact:** TBD

**DRAFT Recommendation 15: County Governance Placeholder -- A recommendation addressing County governance structure is being developed**

**Why?** TBD

**Anticipated Impact:** TBD

**DRAFT Recommendation 16: Economic Development/Stability Placeholder -- A recommendation addressing revenue, taxation, and growth is being developed**

**Why?** TBD

**Anticipated Impact:** TBD

DRAFT

Share your thoughts on the recommendations. Take a brief survey.



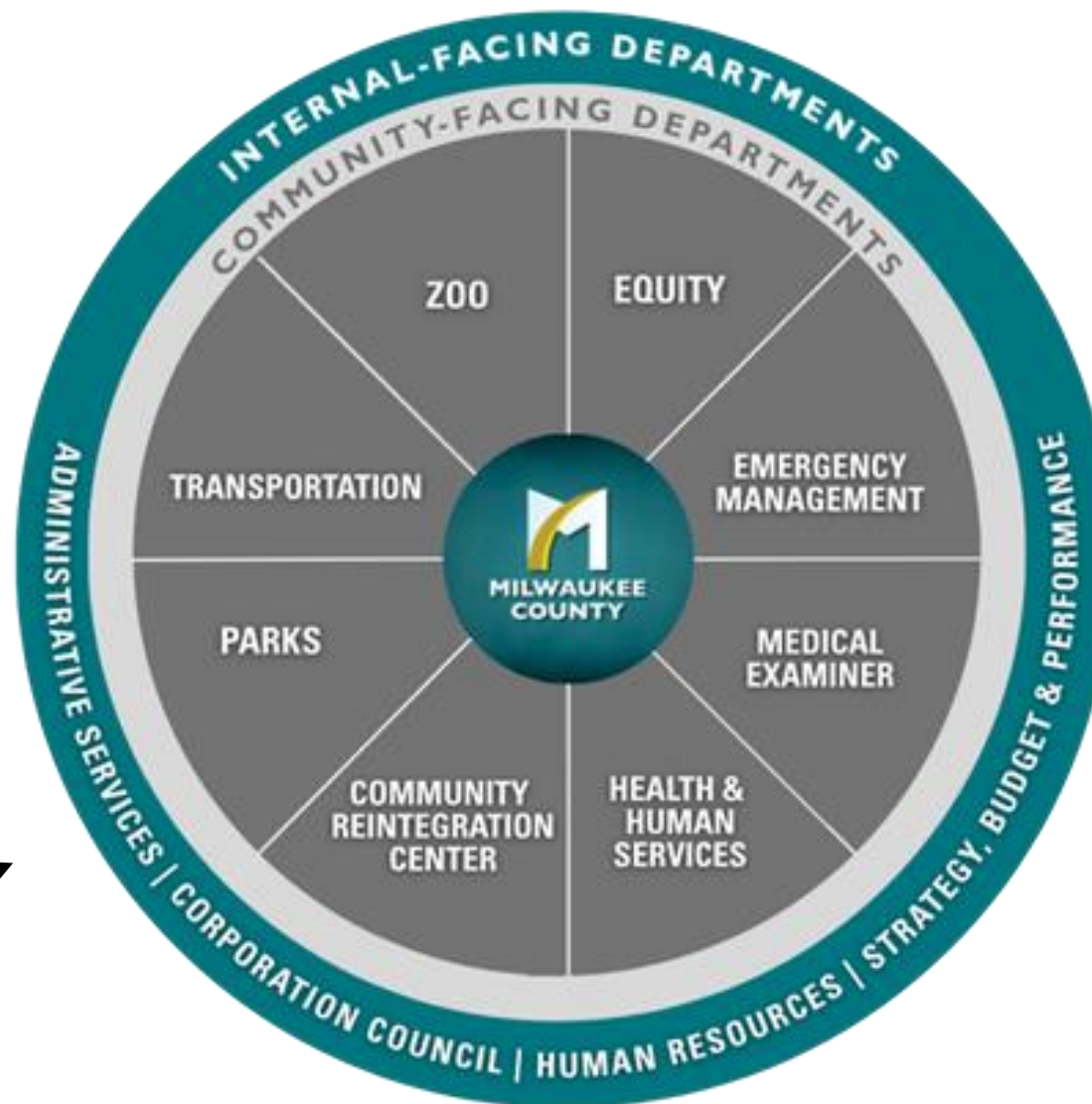
# Future State Model Draft Recommendations

March 2026



# What is Milwaukee County?

- 18 County Supervisors
- 8 elected offices:
  - Clerk of Circuit Court
  - Comptroller
  - County Clerk
  - District Attorney
  - Register of Deeds
  - Sheriff
  - Treasurer
  - County Executive
- Hundreds of services



# Project Background



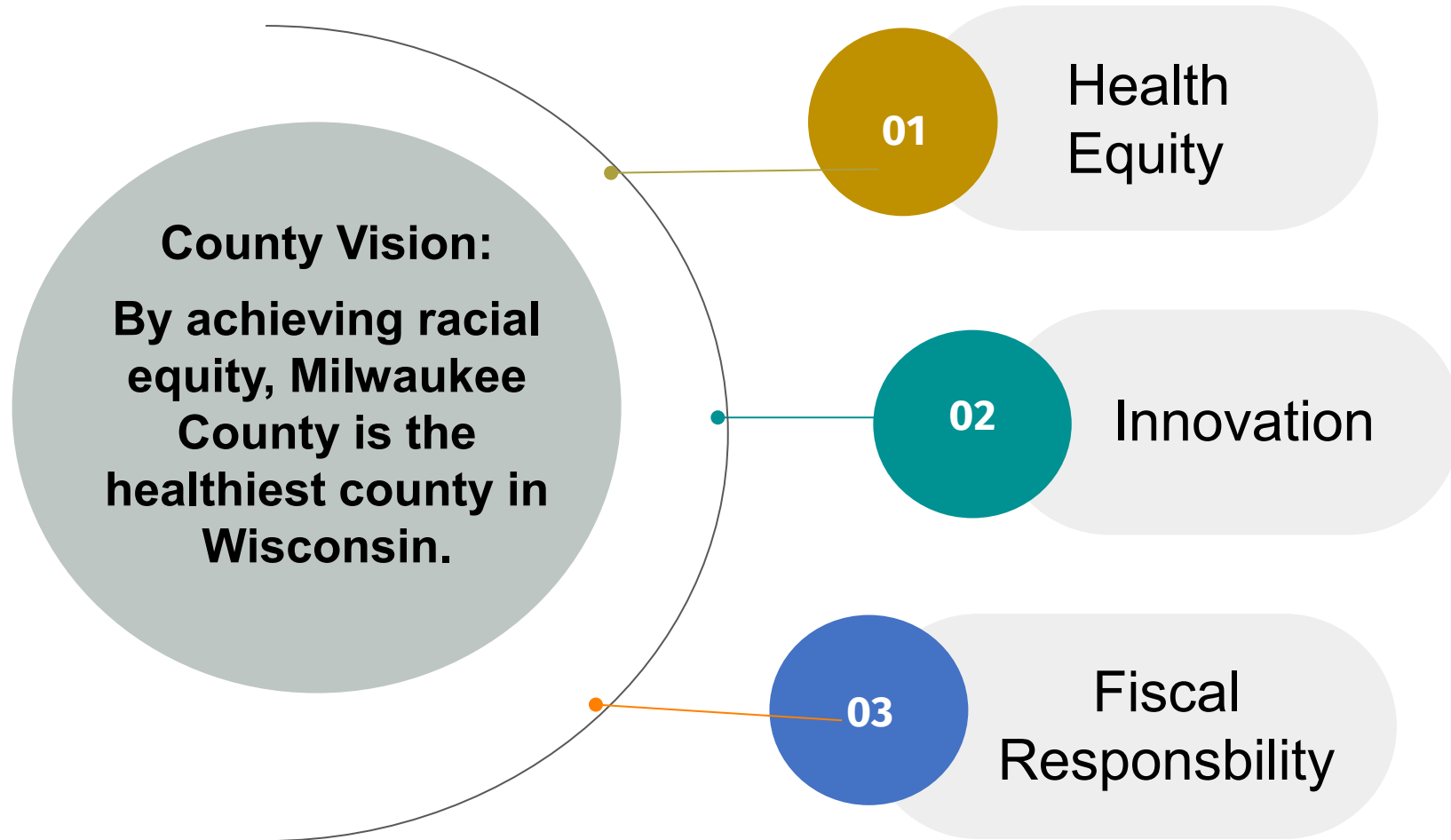
# Project Purpose

The Future State project grew out of the County's vision:  
**to become the healthiest county in Wisconsin by  
achieving racial equity.**

The Milwaukee County Future State Project will enable us to  
**reimagine** how we best serve Milwaukee County residents.



# Project Goals



# Why Equity Matters

Milwaukee County is working to ensure that **access, opportunity, and prosperity are available to all**, which can enhance County assets and strengthen the whole community.

We focus on equity to ensure we are **uplifting more people – not less**. We do that by ensuring we meet the needs of **people who live across our County, including:**

- Older adults
- Veterans
- Youth
- People with disabilities
- Other dimensions of identity like race, gender, religion, income, and geography



# Draft Future State Recommendations



# Draft Public Health and Social Services Recommendations

Recommendation	Benefits to People and the Community
1. Unified, Equity-Driven Public Health System	Equal access to health services across Milwaukee County and improved health and health outcomes for county residents.
2. No Wrong Door	Everyone in Milwaukee County can get help easily, no matter what office they visit.
3. Integrated Case Management	Provides a full picture of each person receiving services so the County and its partner service providers can tailor programs and services to better meet individual needs.
4. Mobile Service Delivery and Community Navigators	Mobile vans and pop-up stations travel to neighborhoods with the highest level of unmet needs, increasing access for residents who need the most help.
5. More Funding for the Birth to Three Program	Children at the earliest stage of life get the support they need to learn, grow and thrive.



# Draft Housing Recommendations

Recommendation	Benefits to People and the Community
6. Unified, Integrated Prevention-Focused Housing System	Brings together all services and programs in the region to help make sure residents have homes and can stay safely housed.
7. Rapid Access to Safe and Appropriate Housing for Youth	Groups serving youth work together in one connected system to make sure housing comes first, not last.
8. Housing Stability for Older Adults	Housing becomes a main focus so people can stay in their homes and easy to solve problems do not become emergencies.



# Draft Community Engagement Recommendation

Recommendation	Benefits to People and the Community
9. Enhanced Community Engagement and Understanding of County Services	Residents understand what the County does and have more power in shaping important decisions about budgets, rules, programs and services.



# Draft Criminal Justice/Legal Services Recommendations

Recommendation	Benefits to People and the Community
10. Increased Access to Legal Resources	Better legal support for residents going through the civil court system and more stable lives for families.
14. Criminal Justice/Public Safety Recommendation - Placeholder	



# Draft Transit Recommendation

Recommendation	Benefits to People and the Community
11. Regional Transit Authority	Extends transit services regionwide, improving access for all residents of the county, particularly those with less money and special needs.



# Draft Parks and Zoo Recommendation

Recommendation	Benefits to People and the Community
12. A Special Purpose District for Parks and Zoo	Provides dedicated tax levy funding to pay for daily operations and long-needed repairs and improvements, protecting a highly valued resource for county residents.



# Draft County Operations/Governance Recommendations

Recommendation	Benefits to People and the Community
13. Shared Services	The County, City of Milwaukee and other local governments consolidate services to lower costs, share resources, and make better use of public dollars.
15. County Governance/Board Structure Recommendation – Placeholder	
16. Revenue/Taxation/Growth Recommendation - Placeholder	



# Questions?

[county.milwaukee.gov/FutureStateProject](https://county.milwaukee.gov/FutureStateProject)  
[SHFutureStateProject@milwaukeecountywi.gov](mailto:SHFutureStateProject@milwaukeecountywi.gov)



*QR Code for  
Online Survey*



# Discussion Questions

- What are your initial thoughts about this recommendation / proposed change?
- In what ways do you think this proposed recommendation will help you, your family, or the community?
- What concerns, if any, would you have if Milwaukee County moved forward with this change?
- What, if anything, would you change about this recommendation to make it more effective/helpful?

*QR Code for  
Online Survey*





# MILWAUKEE COUNTY



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

**Agenda Item:** Consider approval of 2026 Comprehensive Outdoor Recreation Plan

**Date:** March 16, 2026

**Presenter:** Heather Moran Mansfield, Parks & Public Spaces Committee Chair  
Leeann Butschlick, Public Works Director

**History** – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (including page number) to reference information. If there is no relevant history, N/A should be entered in this space.

11/16/2020	Village Board creates the Parks and Public Spaces Committee and charges it with the presentation of an updated Comprehensive Outdoor Recreation Plan (CORP) and Bicycle Safety Master Plan.
3/3/2025	Pedestrian & Bicycle Master Plan adopted

The Village’s most recent CORP was adopted in 2015. While the Committee was initially charged with completing an update to the plan, the DNR accepts updates within a five-year period following adoption. As such, this exercise was considered to be a plan re-write. This document satisfies the requirements of the DNR and qualifies the Village to submit a grant application for State funding programs through 2031.

**Agenda Item Discussion** – Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.

Please find the CORP document attached. Parks & Public Spaces Committee Chairperson Heather Moran Mansfield will provide a very brief presentation of the planning process and the Committee’s priorities for the coming years.

**Fiscal Note** - if applicable, please address the financial impact of the item.

Recommendations will be prioritized and implemented through the Village Board’s Policy 49 Workplans, Initiatives and Task Assignments process with approved items incorporated into the Village’s LRP.

**Community and Business Outreach** – If applicable, did you notify the community groups and business that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.

Yes                       No

If yes, identify and what community groups and businesses were notified.

**Action Required / Recommended** – Please include the recommended motion of possible actions for this agenda item.

*Suggested motion: I move approval of the Village of Shorewood 2026 Comprehensive Outdoor Recreation Plan.*

---

**Attachments** – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include agreements/contracts, presentation materials, letters, service proposals, etc.*

2026 Comprehensive Outdoor Recreation Plan  
presentation slides

# VILLAGE OF SHOREWOOD COMPREHENSIVE OUTDOOR RECREATION PLAN

March 2026



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## ACKNOWLEDGEMENTS

### Parks and Public Spaces Committee

Heather Moran Mansfield, Chairperson  
Paige Hammond, Vice Chair  
Natalie Avallone  
Ian Berry  
Gary Brunk  
Kristin Greenman  
Mary Jorgensen  
Andrew Kaczmarek  
Donald Lodge  
Roger Mason  
Alexander “Sandie” Pendelton  
Raynie Pero  
Ruth Williams

### Village Board of Trustees

Ann McKaig, Village President  
Jim Arndorfer  
Eric Couto  
Arthur Ircink  
Matthew McGovern  
Kathy Stokebrand, Parks and Public Spaces Liaison  
Wesley Warren

### Village Shorewood Administration

Bart Griepentrog, Director of Planning and Development  
Leeann Butschlick, Director of Public Works  
Nicole Berzin, Assistant Village Manager

### ***The presentation of this Comprehensive Outdoor Recreation Plan addresses key directives assigned to the Parks and Public Spaces Committee upon its establishment:***

- *provide general review and recommendations on the physical improvement, maintenance and use of all Village Parks, park facilities, and other Village-owned public spaces;*
- *present updated Comprehensive Outdoor Recreation Plans to the Village Board;*
- *collaborate with the Shorewood Recreation Department, School District, Milwaukee County Parks, other Village committees, Village department, and other community groups on initiatives to improve the Village’s parks, park facilities and other public spaces; and*
- *create civic engagement opportunities for community members to provide feedback on park uses, pedestrian and bicycle safety.*

***Shorewood residents love their parks.*** Whether a beach clean-up with a Friends group, a morning workout on the Atwater stairs, a summer concert at Hubbard or an afternoon of America’s pastime at Spector Field, Shorewood’s parks are the center of the community.

Recreation opportunities and public open spaces represent an important measure of community livability, help maintain neighborhood value, and promote a high quality of life. Nowhere is that truer than Shorewood.

A plan for long-term management of parks and recreation spaces is important for all communities. In a small and densely populated community such as Shorewood, this type of roadmap is a critical guide to the allocation of limited resources and also positions the Village to respond to limited opportunities that may arise. Unlike communities

that experience a trend of growth and expansion, the population base and municipal boundaries of Shorewood are effectively stable. Good planning and a thoughtful, collaborative approach are of particular importance here.

This Comprehensive Outdoor Recreation Plan is a strategic document intended to guide park and recreation facility management in Shorewood. It considers both immediate needs and future concerns relevant to parks, trails, and open spaces. The plan strives to guide preservation and protection of natural and cultural resource features, and support recreation facility improvements among various recreation management entities. It will serve as an implementation tool that will continue to guide the realization of a high-quality system of recreational spaces of all types.



The Village of Shorewood is bounded on the east by the steep bluffs and sandy shore of Lake Michigan including Atwater Park and Beach. The western boundary is the Milwaukee River, Hubbard, River and Estabrook Parks. On the north, Shorewood borders the larger, residential Village of Whitefish Bay. The southern boundary, East Edgewood Avenue, adjoins Milwaukee's east side including the 90-acre campus of the University of Wisconsin-Milwaukee. Shorewood's municipal boundaries encompass approximately 1.5 square miles.

Shorewood is located within Milwaukee County's North Shore communities. Styled in the European tradition, it is a built-out, first-ring urban suburb that is among the most densely populated municipalities in the State of Wisconsin.

Its geographic boundaries remain unchanged since its incorporation as the Village of East Milwaukee in 1900. Though the community adopted the Shorewood name in 1920, few significant changes to its community structure have occurred and the Village remains served by an infrastructure that dates, in many cases, to the early 1900's.

The Village is an engaged, walkable and bikeable community served by a complete network of sidewalks and public transit. Designated as a bronze-level community by the national non-profit Walk Friendly Communities, Shorewood is one the most walkable communities in Wisconsin.



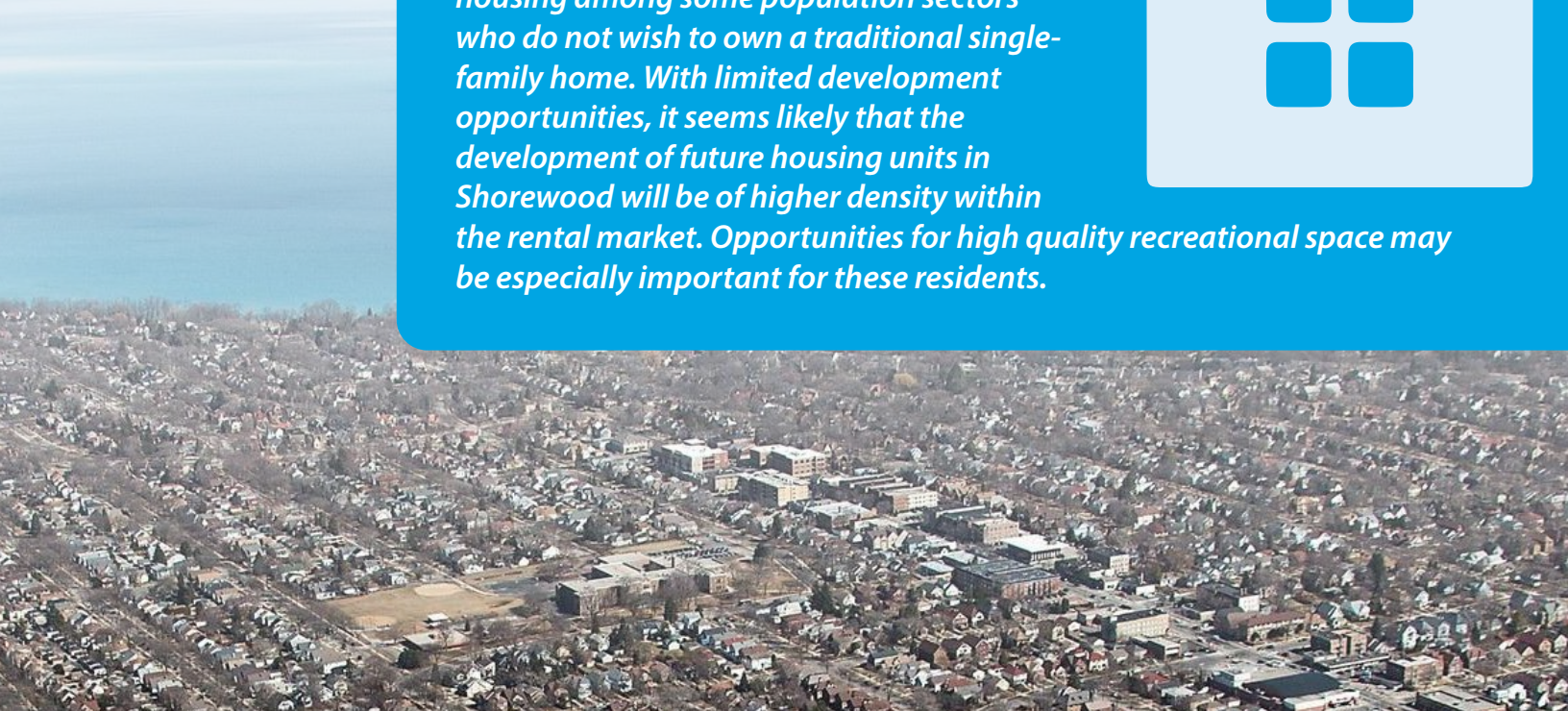
*Two feet from everything. Beautiful homes. Thriving business district. Award-winning schools. Stunning parks and natural areas. World class services. A unique and pedestrian-friendly urban community styled in the urban tradition, Shorewood delivers small-town charms with all the offerings of a major metropolitan area just next door.*

The US Census Bureau estimated Shorewood's 2023 population at 13,682 people. Since 1980, the Village's population has fluctuated by approximately 3.6% or about 500 persons. This stability is likely to continue.

*The age distribution of a community is perhaps the most-referenced population characteristic relevant to future park and recreation demand needs. Over the last 15 years, Shorewood has seen its largest population increase in the under-five, 30-39 and 70-79 age groups. These groups typically seek very different amenities from the park and natural areas; it will be important for Shorewood's park system to continue to offer a variety of passive and active recreation opportunities.*

*The total number of occupied Shorewood housing units was reported as 6,635 in the 2020 Census. Historically, the diversity of housing in the Village of Shorewood has been characterized by a high concentration of rental housing (52.3% in 2020).*

*There is a growing demand for multifamily housing among some population sectors who do not wish to own a traditional single-family home. With limited development opportunities, it seems likely that the development of future housing units in Shorewood will be of higher density within the rental market. Opportunities for high quality recreational space may be especially important for these residents.*



Shorewood – by its very name – is defined by its natural characteristics. Abundant shorelines and wooded scenes – whether treasured natural areas or the graceful street trees that comprise our vibrant urban forest – provide a wonderful counterpart to daily urban life.

Our water resources are perhaps our most defining natural characteristic. Before European settlers came to this area, Native Americans used these waterways as “highways”. The waters were an abundant food source for these peoples and a home for many fish species, waterfowl, and other wildlife. As immigrants came to this area 150 years ago, these waters became a powerful resource for the fishing, meatpacking, beer brewing, manufacturing, and shipping industries.

Today’s Shorewood looks very different than earlier versions. Flora and fauna have been adversely affected by the placement of fill for residential and commercial developments, roadways, trails and even park and recreation spaces. However, small pockets of high-quality intact plant communities do exist within the Village’s natural shoreline areas. Recent emphasis on sustainable design and the benefits of native landscaping have highlighted the importance of the natural environment. Resident groups such as the Shorewood Conservation Committee and educational programs including the Shorewood Waters Project have worked to provide engaging programs and resources which emphasize the protection of our natural environment.

Its location along Lake Michigan results in several distinct ecosystems within the community – including coastal, upland and urban environments. The predominant soil type is clay loam, with well-drained to somewhat poorly drained soils which have a subsoil of clay and silty clay. Shorewood’s position along the lakeshore also places it directly upon a migratory bird route.

Within the Village of Shorewood, the publicly and privately owned shoreline of Lake Michigan, the Milwaukee River shoreline and portions of Milwaukee County’s Estabrook Park have been designated as Primary Environmental Corridors - concentrations of significant natural resources at least 100 acres in area, at least two miles in length, and at least 200 feet in width.



To the credit of the Village, Milwaukee County, and philanthropic and citizen support, a significant percentage of the public park and open space areas in the community have been established through creative reclamation, conversion, and acquisition efforts. As a result, the Village and partnering interests have successfully assembled a small but varied park system that provides for a mix of active and passive recreational needs.

## Park Development History

<b>Atwater Park</b>	<b>Former Use:</b> Lakeshore bluff environment that historically functioned as a “dumping ground” prior to being dedicated for recreational uses	<b>Primary Recreational Uses:</b> Scenic viewing / Leisure Resting/Public Art Walking, Children’s play, Picnicking, Swimming
<b>Hubbard Park</b>	<b>Former Use:</b> River bluff environment adjacent to the Milwaukee River utilized for private leisure recreation since the late 1800s, and later converted to public use	<b>Primary Recreational Uses:</b> Scenic viewing / Leisure resting Walking, Picnicking, Beer Garden, Fishing, Canoe/Kayak, Community Events
<b>Humble Park</b>	<b>Former Use:</b> Former service station (1960s) parcel	<b>Primary Recreational Uses:</b> Leisure resting
<b>Nature Preserve</b>	<b>Former Use:</b> Lakeshore bluff environment that represents an assembly of private residential parcels (1979)	<b>Primary Recreational Uses:</b> Walking, Nature Viewing, Education (Amphitheatre and nature programs)
<b>River Park</b>	<b>Former Use:</b> Acreage that once housed the Oakland Avenue Railyard (Milwaukee Electric Railway & Light Company)	<b>Primary Recreational Uses:</b> Baseball, Soccer, Picnicking, Biking, Walking, Leisure Resting
<b>Triangle Park</b>	<b>Former Use:</b> Residual residential parcel in the Kensington Heights neighborhood	<b>Primary Recreational Uses:</b> Leisure resting, Unstructured play
<b>Riparian Park</b>	<b>Former Use:</b> Private property	<b>Primary Recreational Uses:</b> Walking, nature viewing
<b>Estabrook County Park (MKE)</b>	<b>Former Use:</b> River bluff environment bisected by a railroad spur, and located between a (former) railroad corridor and the Milwaukee River; established in 1936 by the County of Milwaukee, and designed by County Landscape Architect Alfred Boerner	<b>Primary Recreational Uses:</b> Baseball/Softball, Soccer, Volleyball (sand), Disc golf, Unstructured field-play, Cross-country skiing, Fishing, Walking/Running, Cycling, Picnicking, Nature Viewing, Dog park
<b>Oak Leaf Trail (MKE)</b>	<b>Former Use:</b> A converted rail corridor(1990s) for recreational use (included in Pedestrian and Bicycle Plan)	<b>Primary Recreational Uses:</b> Bicycling, Walking/Running, Inline Skating

# PARK AND OPEN SPACE INVENTORY

Approximately 136 acres of public outdoor recreation space lies within the municipal boundaries of Shorewood; the Village, the Shorewood School District, and Milwaukee County respectively own and manage this publicly accessible recreation acreage located throughout the community.

MANAGEMENT AUTHORITY	ACRES	CLASSIFICATION	% TOTAL RECREATIONAL SPACE
<b>Village of Shorewood</b>			
Atwater Park	6.8	Neighborhood Park	
Hubbard Park	6.1	Neighborhood Park	
Humble Park	0.2	Mini Park	
Nature Preserve	8.3	Natural Area	
Riparian Trail	0.5 miles	Trail Corridor	
River Park	5.4	Special Use Park	
Triangle Park	0.3	Mini Park	
<b>TOTAL</b>	<b>27.1</b>		<b>24.6%</b>
<b>Shorewood School District</b>			
Atwater Elementary	3.6	School Grounds	
Lake Bluff Elementary	5.9	School Grounds	
High School/Intermediate	6.6	School Grounds	
<b>TOTAL</b>	<b>16.1</b>		<b>7.0%</b>
<b>Milwaukee County</b>			
Estabrook	74.2	Community Park	
Oak Leaf Trail	19.4	Trail Corridor	
<b>TOTAL</b>	<b>93.6</b>		<b>68.4%</b>



## Village of Shorewood Park Facilities

Though land under its control represents only 24.6% of the total outdoor public space, the Village is traditionally considered the primary provider of recreational venues in Shorewood. Maintenance and improvements to parks are provided directly by the Department of Public Works or its staff who plan for and administer capital improvements. The municipal operating budget includes annual funding for park maintenance; infrastructure improvements are planned through the Village's Long Range Financial Plan which identifies funding based upon Village Board direction. Please see Appendix A for Condition Inventory.

## Shorewood School District Facilities

The Shorewood School District (SSD), which holds seven percent of outdoor public space, affords opportunities for the community to utilize school grounds and recreational facilities during after-school hours, weekends and summer months. SSD facilities include playgrounds, soccer fields, baseball and softball diamonds, paved play areas, and tennis courts. Athletic fields are generally programmed by the District's Recreation and Community Services Department and are used heavily by local youth sports organizations.

This plan recognizes the critical importance of the recreation options the SSD facilities provide to the residents of Shorewood. The long-term planning for and maintenance of these areas is controlled by the District and while this plan makes no recommendations regarding their use or improvement, it serves to document its many community amenities and acknowledges the importance of continued collaborative efforts to enhance these community assets.

## Milwaukee County Park and Trail Facilities

Milwaukee County maintains jurisdiction over 93 acres of public parks and natural areas within Shorewood's municipal boundaries (68% of the total park and natural space in Shorewood). Estabrook Park and a 1.6-mile off-road section of the regional Oak Leaf Trail provide significant recreational opportunities for Shorewood and other regional Milwaukee residents.

As with the Shorewood District recreation facilities, this plan makes no recommendations for the Milwaukee County Parks use or improvement but serves to document their amenities and acknowledges the importance of continued collaborative efforts to enhance these community assets.



## Park and Recreation Standards

The National Recreation and Park Association (NRPA) have traditionally recommended standards to assess demand for park land in urban areas. Historically, NRPA standards recommended a range of 6 to 10.5 acres of developed park land per every 1,000 residents. An analysis of park, open space and school ground acreage reveals that the recreational space within the Village equates to approximately 9.3 acres per 1,000 population. The overwhelming majority of acreage occurs within one park facility (Estabrook County Park).

NRPA standards serve as a benchmark to analyze the deficiencies of a local park system. However, in Shorewood's case, a more representative measure of park quality considers the individual character of site, location, access, maintenance levels, diversity of offerings, and the range of amenities. These characteristics significantly influence the intensity of recreational use, perhaps to a greater degree than even the amount of available acreage. It must, however, be acknowledged that rising recreational demands for organized team sports will require the continued use of non-municipal providers for recreational – particularly field and court – space.



The Village of Shorewood most recently completed a Community Outdoor Recreation Plan in 2007. The plan was a product of a collaborative effort by Village residents and stakeholders, the Village's Park and Recreation Plan Steering Committee and private consultant PDI. A 2015 update was completed by Village staff based upon input from the Village Parks Commission and various stakeholders.

## Additional Planning Efforts

Since the adoption of the 2015 Park Plan Update, several park and open space-related planning efforts have occurred. These efforts are summarized below:

### River District Riparian and Land Management Plan (2019)

A land management plan was completed in 2019 to address restoration of the bluff along the Milwaukee River extending from Hubbard Park north to E. Capitol Drive. The document provides directions for the management of invasive species and the restoration of the various native habitat areas.

[Click here to view the full report online.](#)

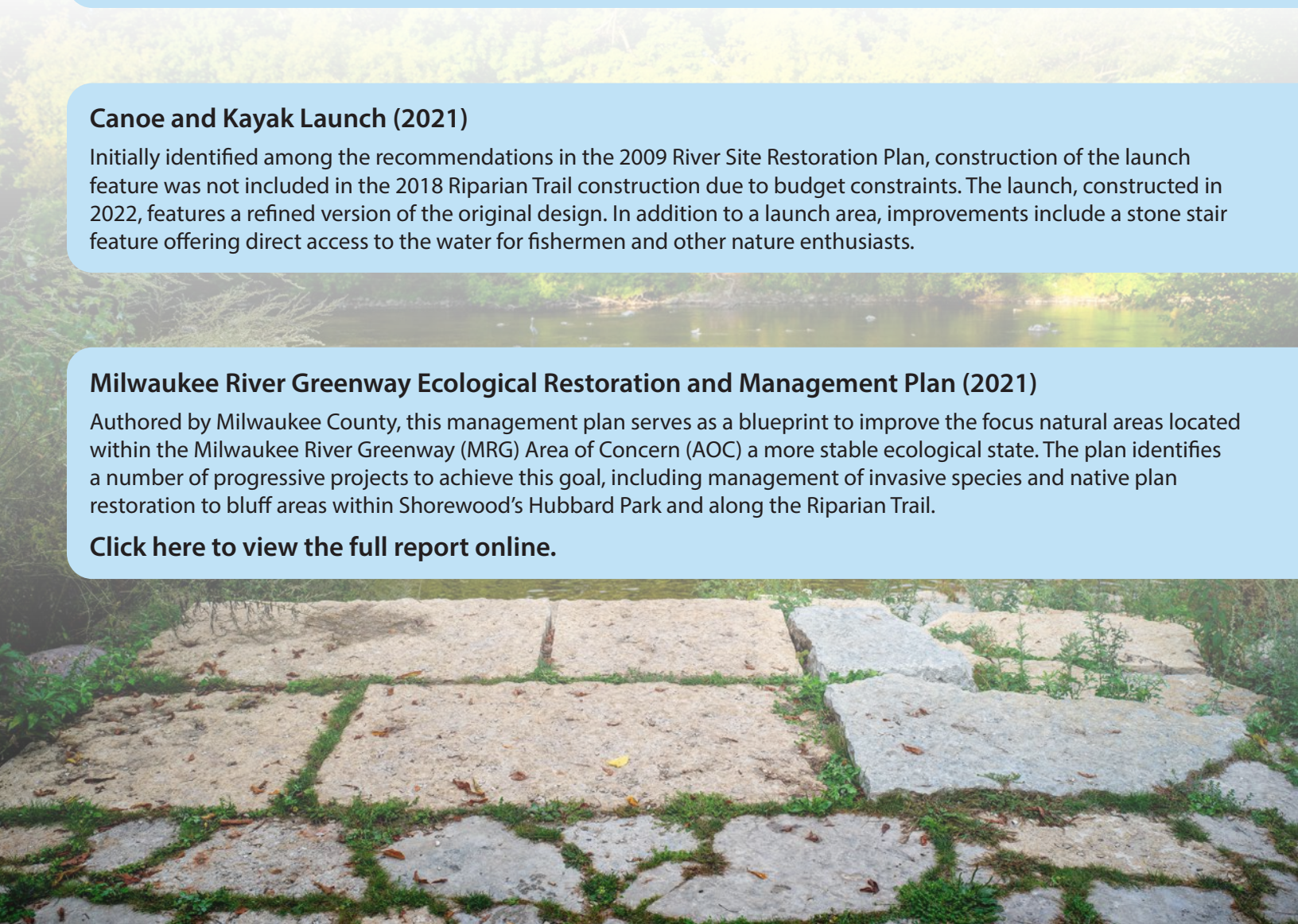
### Canoe and Kayak Launch (2021)

Initially identified among the recommendations in the 2009 River Site Restoration Plan, construction of the launch feature was not included in the 2018 Riparian Trail construction due to budget constraints. The launch, constructed in 2022, features a refined version of the original design. In addition to a launch area, improvements include a stone stair feature offering direct access to the water for fishermen and other nature enthusiasts.

### Milwaukee River Greenway Ecological Restoration and Management Plan (2021)

Authored by Milwaukee County, this management plan serves as a blueprint to improve the focus natural areas located within the Milwaukee River Greenway (MRG) Area of Concern (AOC) a more stable ecological state. The plan identifies a number of progressive projects to achieve this goal, including management of invasive species and native plan restoration to bluff areas within Shorewood's Hubbard Park and along the Riparian Trail.

[Click here to view the full report online.](#)



## **Additional Planning Efforts** *continued*

### **Triangle Park Improvements (2022)**

Through a collaborative effort by the Parks Commission and the Department of Public Works design concepts were developed for this small, but heavily used neighborhood park. The center flagpole was removed to open usable lawn area, a concrete walkway with bench pads was added for access and additional trees and shrubs were planted.

### **Nature Preserve Land Management Plan (2023)**

The volunteer Friends of the Shorewood Nature Preserve was founded in 2022 to revitalize and preserve the Nature Preserve. The group successfully raised funds to underwrite the 2023 Nature Preserve Land Management Plan.

The Nature Preserve Land Management Plan assesses the vegetation community, identifies areas of concern and areas in need of improvement, includes a trail system design and additional amenities for the preserve and advises the Friends of the Shorewood Nature Preserve on land management activities.

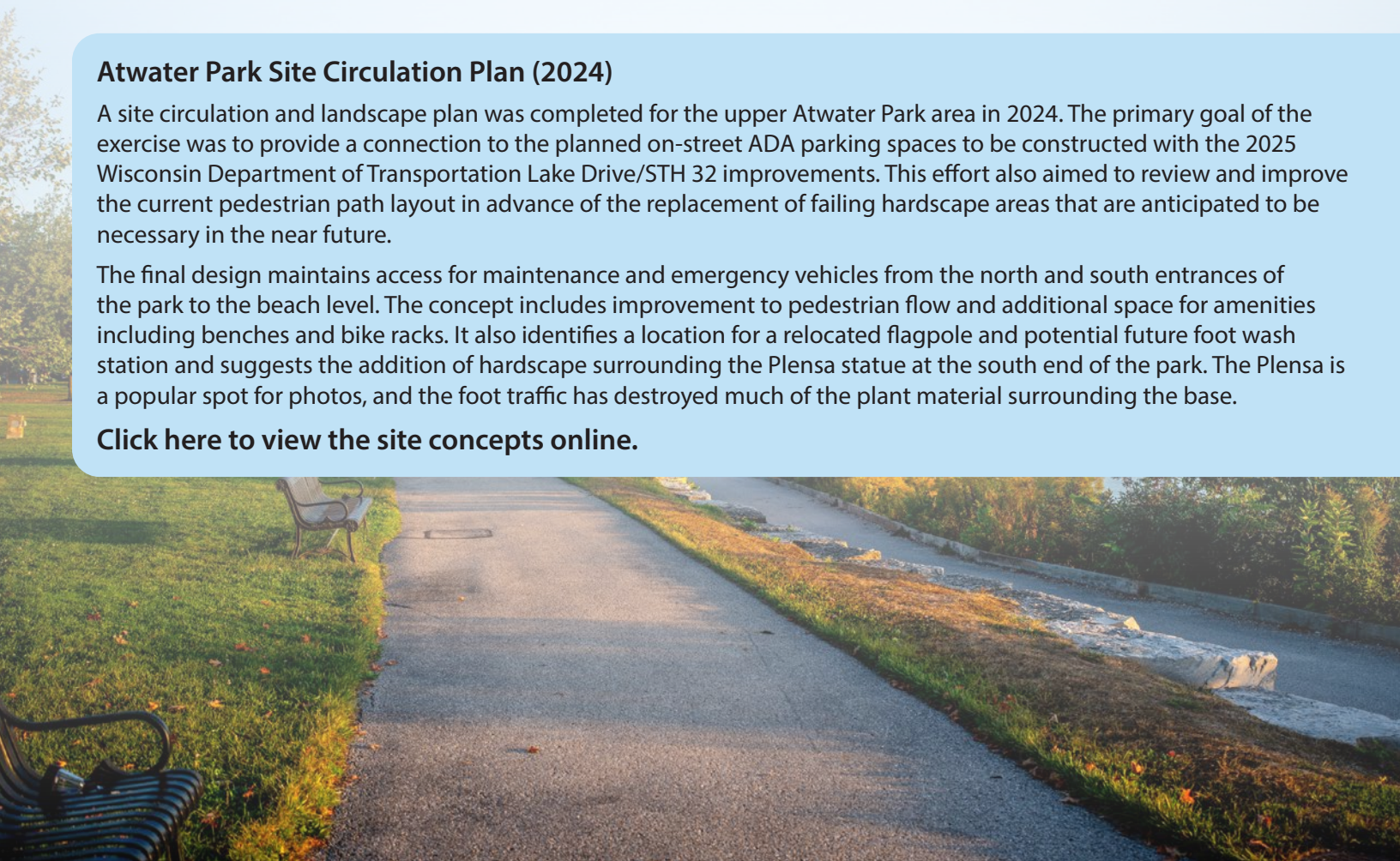
**[Click here to view the full report online.](#)**

### **Atwater Park Site Circulation Plan (2024)**

A site circulation and landscape plan was completed for the upper Atwater Park area in 2024. The primary goal of the exercise was to provide a connection to the planned on-street ADA parking spaces to be constructed with the 2025 Wisconsin Department of Transportation Lake Drive/STH 32 improvements. This effort also aimed to review and improve the current pedestrian path layout in advance of the replacement of failing hardscape areas that are anticipated to be necessary in the near future.

The final design maintains access for maintenance and emergency vehicles from the north and south entrances of the park to the beach level. The concept includes improvement to pedestrian flow and additional space for amenities including benches and bike racks. It also identifies a location for a relocated flagpole and potential future foot wash station and suggests the addition of hardscape surrounding the Plensa statue at the south end of the park. The Plensa is a popular spot for photos, and the foot traffic has destroyed much of the plant material surrounding the base.

**[Click here to view the site concepts online.](#)**



## Community Needs Assessment

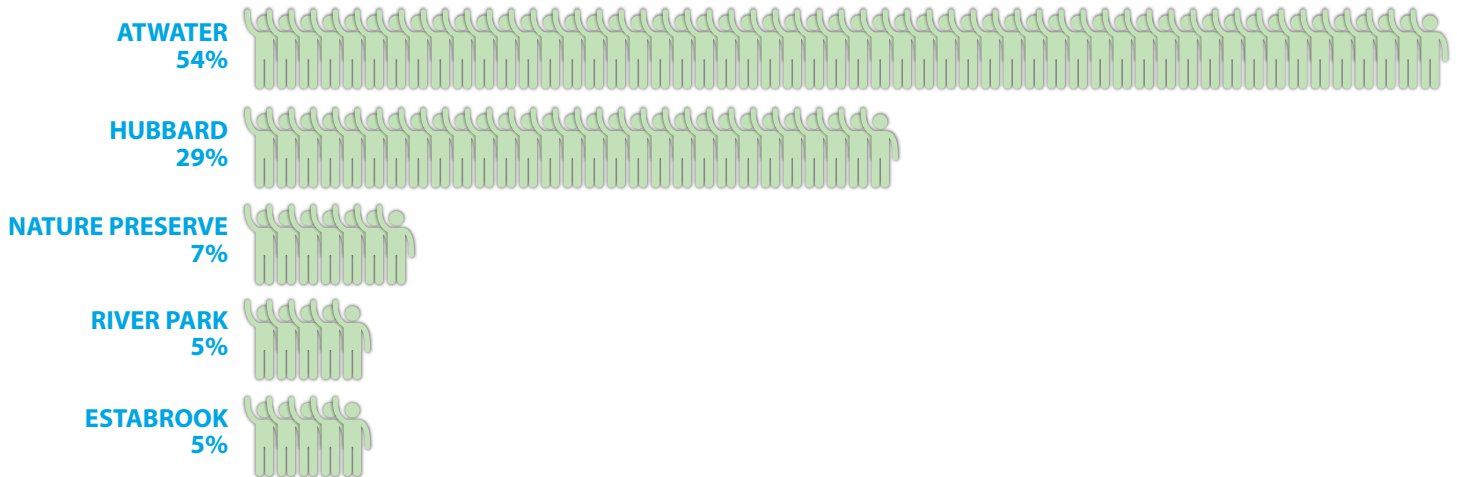
Work on the current plan was begun by the Parks Subcommittee of the Village’s Parks and Public Spaces Committee in 2021 with a review of park features and an inventory update. In 2022 through 2024, the Parks Subcommittee led community input sessions and online surveys to gather feedback related to parks and public spaces. These comments were used to develop many of the recommendations identified in this plan. Information regarding the community listening sessions, survey and data gathering is detailed in the Community Input Sessions Survey Report found in Appendix B.



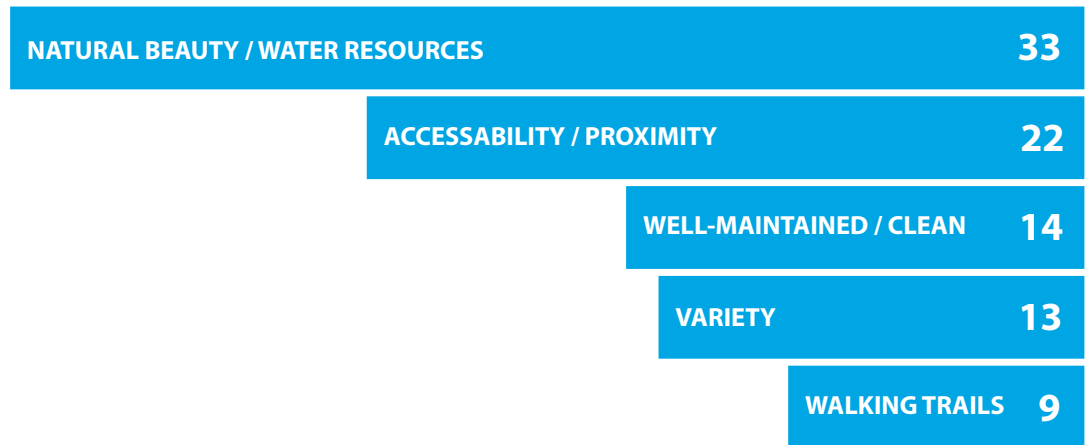
## Community Needs Assessment *continued*

**SURVEY SAMPLE SIZE = 82; PARTICIPANTS MAY SELECT MORE THAN ONE RESPONSE.**

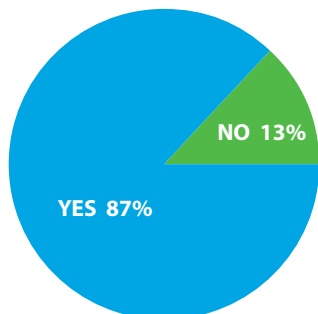
### FAVORITE SHOREWOOD PARKS



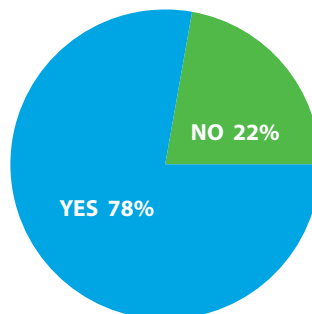
### WHAT DO YOU LIKE BEST ABOUT SHOREWOOD PARKS?



### DOES SHOREWOOD HAVE ENOUGH PUBLIC "ACTIVE RECREATION" AMENITIES?

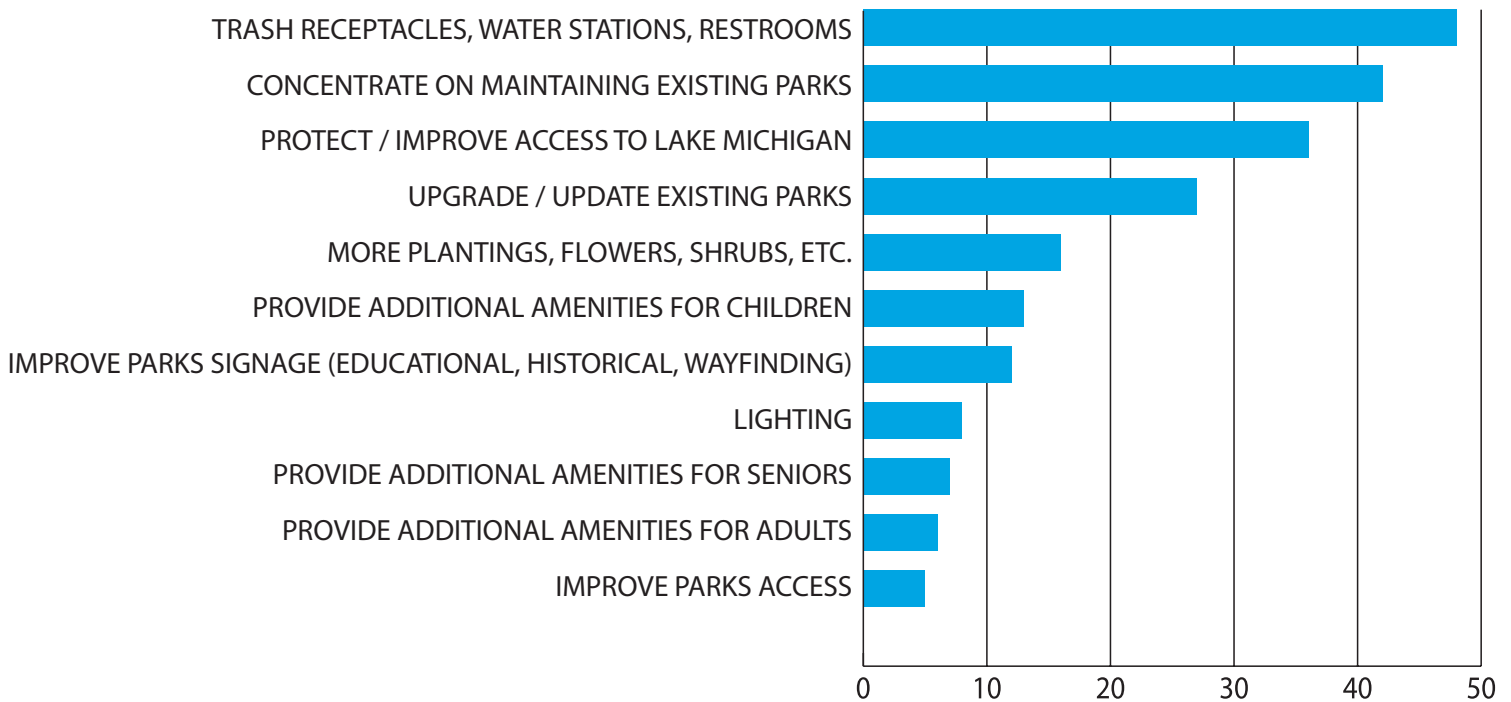


### DOES SHOREWOOD HAVE ENOUGH PUBLIC "PASSIVE RECREATION" AMENITIES?

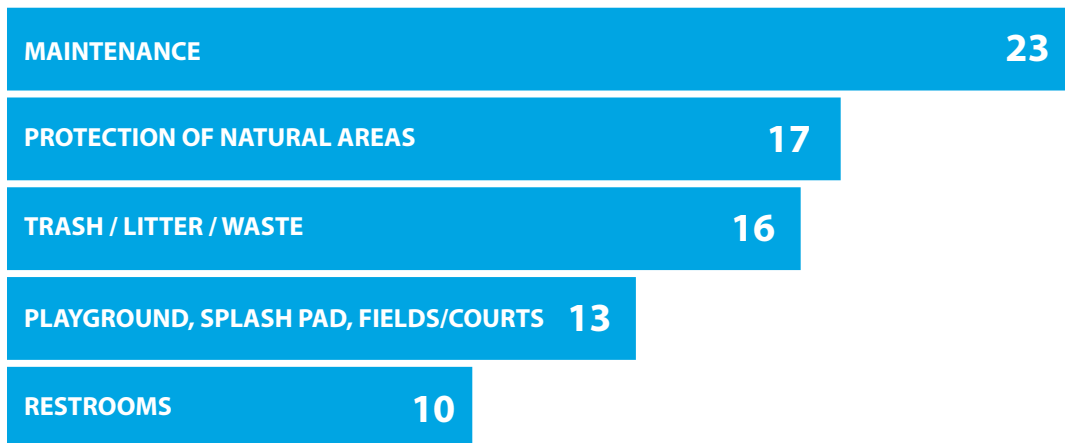


## Community Needs Assessment *continued*

### WHAT PARK INITIATIVES ARE MOST NEEDED TO BETTER SERVE SHOREWOOD AND ITS RESIDENTS?



### WHAT PARK IMPROVEMENTS ARE MOST IMPORTANT TO YOU?



## **Parks and Natural Spaces Mission Statement:**

Shorewood's Parks and Natural Spaces Mission Statement is an aspiration inclusive of seven general goals that define the philosophy of its park and recreation program. This statement is supported by general recommendations (objectives) for the program, as well as specific recommendations for individual parks and natural spaces.

***The Village of Shorewood will provide its residents and visitors with parks and natural spaces that are aligned with desired uses; diverse in their offerings for various types of recreation for all users; well-designed with functional accessibility and high-quality infrastructure; sustainable to the environment and future generations; properly maintained through responsive oversight and funding; financially supported; and cared for and programed through active, beneficial partnerships.***



## Goal 1: Park Utilization

Parks and natural spaces are well utilized by a broad spectrum of the community.

Recommendation 1.1: Design, build, program and maintain parks and natural spaces in line with the community's expectations to promote their use.

Recommendation 1.2: Develop a public awareness campaign to encourage safe use of the Village's park and natural spaces, and their diverse offerings, so that they are well utilized and recognized as a source of pride.

## Goal 2: Park Diversity

Parks and natural spaces that are diverse in their offerings for various types of recreation for all users.

Recommendation 2.1: Ensure that a variety of active recreational elements and passive spaces are included when assessing, designing or making improvements within parks and natural spaces to accommodate the existing and shifting needs and desires of different age groups, accessibility, and skill levels, utilizing universal design features as feasible.

Recommendation 2.2: Incorporate landscaping in parks and natural spaces that contributes to aesthetic appeal and provides greater interest to users.

Recommendation 2.3: Maintain, enhance and restore native vegetation to support a diversity of wildlife.

Recommendation 2.4: Protect and enhance existing environmental features, such as bluff lands, wetlands, woodlands, and shorelands.

## Goal 3: Park Design

Parks and natural spaces that are well-designed with functional accessibility and high-quality infrastructure.

Recommendation 3.1: Maintain a detailed site plan for each park or natural space which includes current features and potential future improvements.

Recommendation 3.2: Implement opportunities for enhanced connectivity and continued trail development, wayfinding signage, and path amenities, including up to the water's edge of the Village's water bodies.

Recommendation 3.3: Promote a unified design theme within parks and natural spaces that is consistent and committed to high quality, durable and natural materials that remain timeless in their appeal.

Recommendation 3.4: Explore opportunities for additional recreation amenities within parks, including field development, to meet local demands for use.

Recommendation 3.5: Construct high quality facilities to promote safety and maximize seasonal use.

Recommendation 3.6: Protect areas of parks and natural spaces that are of high ecological value from future recreational use and facility development.

Recommendation 3.7: Consider night lighting within parks to prolong the use of recreational spaces and connections.

## **Goal 4: Environmental and Cultural Sustainability**

Parks and natural spaces that are sustainable to the environment and future generations.

Recommendation 4.1: Protect and restore the ecological integrity of park and natural spaces.

Recommendation 4.2: Encourage the public awareness of natural spaces, such as the Nature Preserve and the Milwaukee River Greenway trails, for passive recreational uses and natural resource stewardship.

Recommendation 4.3: Continue use of water-wise landscape practices including use of native plantings and natural turf maintenance practices.

Recommendation 4.4: Ensure stormwater is proactively addressed and appropriately managed to promote protection of local water resources and improve water quality.

Recommendation 4.5: Recognize, protect, and rehabilitate unique historic and cultural resources in parks that contribute to the historic character of Shorewood.

## **Goal 5: Park Maintenance**

Parks and natural spaces that are properly maintained through responsive oversight.

Recommendation 5.1: Ensure that the Village maintains adequate staff capacity to pro-actively maintain parks and natural spaces and respond to request for service and improvements.

Recommendation 5.2: Replace deteriorating or outdated recreation equipment and furnishings with items that provide longevity and safe use.

Recommendation 5.3: Actively monitor and fund removal of non-native and invasive flora in park and natural areas, and facilitate the restoration of native species that contribute to aesthetic quality and benefit wildlife.

## **Goal 6: Financial Support**

Parks and natural spaces that are financially supported.

Recommendation 6.1: Ensure that the Village allocates sufficient funding in its annual budget and long-term financial plans for the physical maintenance and future development of park and natural space amenities.

Recommendation 6.2: Consider the cost of long-term maintenance, including water usage, in park and natural space designs.

Recommendation 6.3: Support and promote the Village's donation program to provide opportunities for interested individuals or groups to fund additional or improved park or natural space amenities.

Recommendation 6.4: Seek and consider options for shared funding and management of parks and natural spaces with partners and volunteers.

Recommendation 6.5: Monitor and pursue grant or matching funding sources for park and natural space improvements through local, state and federal means.

Recommendation 6.6: Consider private and not-for-profit sponsorship opportunities for developing specific features within parks and natural spaces.

## Goal 7: Park Partnerships

Parks and natural spaces that are cared for and programmed through active, beneficial partnerships.

Recommendation 7.1: Recognize the Parks Subcommittee of the Parks and Public Spaces Committee as the primary advocates for implementation of this plan.

Recommendation 7.2: Seek new partnerships for responsible programming in parks that maintains their purpose and encourages their use.

Recommendation 7.3: Foster continued partnerships with community groups and organizations to support community recreation, facilitate the provision of existing and new recreation facilities, plan, upgrade and maintain park and natural space amenities, and to maximize the value of capital expenses.

Recommendation 7.4: Work with local sports organizations to define mutually compatible facility needs and mechanisms for the development, construction, operation and maintenance of these facilities.

Recommendation 7.5: Work with partners and community groups and stakeholders, to promote culturally and naturally significant park areas and elements.

## Future Park Acquisition

The Parks and Public Spaces Committee has prioritized the identification of opportune spaces to be activated for outdoor recreation throughout the village. The Shorewood Business Improvement District has also expressed interest in activating space for recreational use within its district.

Recommendation FPA 1: Evaluate opportunities for activation and/or possible acquisition of land to expand park and natural spaces in the village.



In addition to these general recommendations related to the goal of well-designed and functionally accessible parks and natural spaces with high-quality infrastructure, the following pages list site-specific recommendations that have been developed based on site assessments and targeted public engagement.

## **Atwater Park**

- Implement the recommendations identified in the Atwater Park Site Circulation plan designed to improve pedestrian access and connections between Lake Drive, the public sidewalk and the on-street accessible parking constructed in 2025.
- Evaluate options for shade structures at the upper park, path and beach levels.
- Continue enhancement and restoration of the native bluff vegetation critical to wildlife habitat and the long-term stability of the bluff.
- Support evaluation and condition analysis of the Atwater Beach groins.

## **Hubbard Park**

Retain a consultant to develop a masterplan for the park, comprehensively evaluating current and potential uses and considering:

- Site circulation improvements, including current and potential connections to the Oak Leaf Trail.
- Identification of appropriate locations for site furniture, including benches, bike racks and other amenity items.
- Review of the park lighting needs.
- Wayfinding, Milwaukee River Greenway, and entrance signage improvements. Identification of additional historical and cultural educational signage opportunities.
- Landscape enhancements including entrance improvements.

## **Humble Park**

Utilizing DPW horticultural staff, develop an updated landscape plan for the park considering:

- Landscape enhancements which feature the use of native plantings.
- Condition evaluation of site furniture including benches, bike racks and other amenity items.
- Opportunities for educational or interpretive signage.

## Nature Preserve

Implement the recommendations identified in the 2023 Nature Preserve Land Management plan

## Riparian Trail

- Review improvements recommended in the River District Riparian Land Management Plan and incorporate projects as appropriate into the Village's Long Range financial plan.
- Support implementation of the recommendations identified in the Milwaukee River Greenway Ecological Restoration and Management Plan.

## River Park

Retain a consultant to develop a masterplan for the park, comprehensively evaluating current and potential uses and considering:

- Site circulation improvements including connections to Oakland Avenue, the Oak Leaf Trail and Hubbard Park.
- Identification of appropriate locations for site furniture including benches, bike racks and other amenity items.
- An evaluation of athletic field and playscape space needs and uses, including potential layouts and siting of playground equipment.
- Review of the park lighting needs.
- Wayfinding and entrance signage improvements.
- Landscape enhancements.

## Triangle Park

Complete the drainage improvements identified in the 2022 Parks Commission/DPW design effort.



## **Knowles-Nelson Stewardship Local Assistance Grant Programs WDNR**

DESCRIPTION: Support for nature-based outdoor recreation activities

ELIGIBLE PROJECTS: Urban Green Space and Urban Rivers grant

## **Land and Water Conservation Fund WDNR**

DESCRIPTION: Development of high-quality outdoor recreation activities for the public

ELIGIBLE PROJECTS: Active outdoor recreation facilities

## **Recreational Trails Program WDNR**

DESCRIPTION: Reimbursement for the development, rehabilitation, and maintenance of recreational trails and trail-related activities.

ELIGIBLE PROJECTS: Recreational trails and trail-related facilities for both motorized and non-motorized recreational trail uses.

## **Federal Transportation Alternatives Program (TAP) WisDOT**

DESCRIPTION: Provides funding for on or off-road facilities.

ELIGIBLE PROJECTS: Trails, paths, and trail/path networks; bicycle and pedestrian facilities and planning.

## **Milwaukee Metropolitan Sewerage District (MMSD) Green Solutions Program**

DESCRIPTION: Financial assistance to help achieve TMDL compliance and progress toward MMSD's goals.

ELIGIBLE PROJECTS: Bioretention, native landscaping, rain gardens, green roofs, stormwater trees, greenways.

## **Milwaukee Metropolitan Sewerage District (MMSD) Reforestation and Wetland Restoration**

DESCRIPTION: Provides cost-share funding for watershed management and restoration activities.

ELIGIBLE PROJECTS: Large scale tree planting and wetland restoration on land adjacent to ecological corridors.

## **Fund for Lake Michigan Grant Program**

DESCRIPTION: Support for projects that protect critical natural habitats, reduce pollution runoff, and generally make water resources more swimmable, fishable and drinkable.

ELIGIBLE PROJECTS: Green infrastructure, beach restoration, stormwater management, and erosion control.

## ATWATER PARK AND BEACH

Recreation Features & Amenities	Present/Quantity	Condition			Comments
		Good	Fair	Poor	
<b>Special Site Features</b>					
Public Art	x	x			Private donation of Spilloever II by Jaume Plensa, 2010
Seating Wall	x	x			Limestone wall along southern upper path
Veterans Memorial (overlook railing)	x			x	Railing along inside deck wall of overlook structure
Decorative pavement at flagpole	x			x	Requires replacement
Restrooms	x		x		Permanent facilities open only during lifeguard on duty; portable restrooms available in season.
<b>Play Aparatus</b>					
Upper	x	x			Installed 2015
Lower	x	x			Installed 2013
<b>Site Furniture</b>					
Benches	16	x	x		Two styles
Bike racks	2	x			
Trash/recycling containers	10	x			
Drinking fountain	x	x			
<b>Lighting</b>					
Pathway	6		x		
Sculpture	x		x		
<b>Walks</b>					
Public sidewalks		x			
Interior walks		x			
Switchback path (bluff)	x				
Stairs	x				reconstructed in 2018
Boardwalk	x				north section constructed 2011, south 2016
<b>Landscape</b>					
Trees in mowed turf	x	x			
landscape beds	x		x		
natural areas	x		x		management plan implementation in progress
irrigation system	x		x		
<b>Signage</b>					
park signage	x		x		
interpretive signage	2		x		

## HUBBARD PARK

Recreation Features & Amenities	Present/Quantity	Condition			Comments
		Good	Fair	Poor	
<b>Special Site Features</b>					
Boat house	x	x			
Youth Pavillion	x		x		
Hubbard Park Lodge	x	x			leased space
River Club	x	x			leased space
Parking lot	x	x			reconstructed in 2022
Electrical facility structure	x			x	requires rehabilitation
Canoe launch	x	x			constructed in 2021
Stairs	x	x			
Flagpole	x		x		
<b>Site Furniture</b>					
Bench	25		x		
Trash/recycling containers	11		x		varied styles
<b>Lighting</b>					
Pathway	5		x		
Parking lot	4	x			
<b>Walks</b>					
Public sidewalks	x				
Interior walks		x			
<b>Landscape</b>					
Trees in mowed turf	x				
landscape beds	x	x			
natural areas	x	x			
retaining walls	x	x	x	x	varied materials
fencing	x			x	chain link fence; County Parks-owned
<b>Signage</b>					
entrance	x		x		
interpretive	x	x			

## RIVER PARK

Recreation Features & Amenities	Present/Quantity	Condition			Comments
		Good	Fair	Poor	
<b>Fields and Courts</b>					
baseball	1	x			
batting cage	1	x			
soccer	x	x			
<b>Special Site Features</b>					
bleachers	2	x			
restrooms	x	x			open during scheduled events
shelter building	x		x		posts warping; footings heaving
pavillion	x	x		x	decorative pavers adjacent require replacement - settled/heaving
parking lot	x	x			reconstructed 2024
fencing					
<b>Site Furniture</b>					
picnic tables	7	x			
ping pong table	1		x		
benches	5	x			
trash/recycling containers	4		x		
drinking fountain	2	x			
<b>Lighting</b>					
parking lot	x		x		
<b>Walks</b>					
public sidewalk	x	x			
interior walks	x	x			
<b>Landscape</b>					
trees in mowed turf					
natural area					
landscaped beds					
irrigation					
<b>Signage</b>					
entrance					

## TRIANGLE PARK

Recreation Features & Amenities	Present/Quantity	Condition			Comments
		Good	Fair	Poor	
<b>Special Site Features</b>					
flagpole	1	x			
<b>Site Furniture</b>					
bench	1	x			
<b>Walks</b>					
public sidewalk	x	x			
interior walks	x	x			

## HUMBLE PARK

Recreation Features & Amenities	Present/Quantity	Condition			Comments
		Good	Fair	Poor	
<b>Site Furniture</b>					
benches	5		x		
trash/recycling container	1		x		
<b>Walks</b>					
public sidewalk	x	x			
interior walks	x	x			
<b>Landscape</b>					
trees in mowed turf	x	x			
landscaped beds	x	x			
irrigation	x	x			

## NATURE PRESERVE

Recreation Features & Amenities	Present/Quantity	Condition			Comments
		Good	Fair	Poor	
<b>Site Furniture</b>					
benches	1		x		
bike rack	1		x		
<b>Walks</b>					
public sidewalk	x	x			
interior paths	x		x	x	

## Parks and Public Spaces Committee Community Input Sessions Survey Report

**Introduction:** The Parks subcommittee of the Parks and Public Spaces Committee Survey recently performed an inventory of all Shorewood parks to provide a comparison of the current state to what is currently listed in the [Comprehensive Parks Plan](#) (created in 2015). The subcommittee was interested in hearing from the community about additional features they'd like to see in our parks system. To do this, the volunteer subcommittee mobilized and hosted informational sessions covering the existing inventory and asked the community about what else they'd like to see. The "listening sessions" were planned at the following dates and times to accommodate each parks space while being mindful of the volunteer subcommittees' personal/professional calendars and commitments:


### Input Sessions calendar

Park	Location for input session	Date	Time
Atwater	Atwater Park, <i>near letter sculpture</i>	Wed., June 29, 2022	6:30 – 7:30 pm
Nature Preserve	Shorewood Village Center	Wed., July 13, 2022	6:30 – 7:30 pm
River Park & Humble Park	River Park - <i>pavilion</i>	Wed., August 3, 2022	6:30 – 7:30 pm
Hubbard Park	Hubbard Park - <i>near concert area stage</i>	Wed., August 17, 2022	6:30 – 7:30 pm

**Method:** Figure 1 is the announcement shared in the Village Manager's Memo, which was included from July 7 to August 17, 2022 to promote this initiative. Attendance was strong in the Nature Preserve input session, with 7 attendees. The only other session to have attendees was the Atwater Park input session.

### Community Input Opportunity: Shorewood Parks

Are you a frequent visitor to Parks spaces in Shorewood? Do you have ideas about how they can be improved based on features you've seen in other parks? If so, we invite you to attend our community input sessions focusing on Shorewood Parks.



The sessions will be hosted by a volunteer group made up of members of our Parks and Public Spaces (Parks Subcommittee) at the following dates, times and locations:

**Atwater** - Atwater Park (near Plensa sculpture), Wednesday, June 29 at 6:30 - 7:30 pm  
**Nature Preserve** - Village Hall Court Room\*, Wednesday, July 13 at 6:30 - 7:30 pm  
**River Park & Humble Park** - River Park Pavilion, Wednesday, August 3 at 6:30 - 7:30 pm  
**Hubbard Park** - Hubbard Park concert area, Wednesday, August 17 at 6:30 - 7:30 pm

\*The Nature Preserve terrain is not reliable/safe for a group meeting, so this will be held inside a Village facility.

At these sessions, the team will also share a bit of history from the Comprehensive Parks Plan update in 2015 that identified what features/amenities should be in each park. At the end of the sessions, the attendees will have the opportunity to fill out a survey for that specific park to let the Village of Shorewood know what is most important to them!

Figure 1

In addition, a web form was created to facilitate additional feedback. The intended rationale was to provide the survey at the end of each informational session so responses collected were from those that had attended and received the information from subcommittee members on the analysis performed. However, feedback from the community through a Village Trustee informed the

subcommittee members and Village staff alike to open the survey to anyone who'd like to comment. Additionally, as events occurred, they were deleted from the announcement to avoid confusion. An additional enhancement to the data collection after the survey was released was posting a QR code in each of the parks so users could be made aware of this opportunity. An example of the announcement and locations of their placement are below in Figure 2 and Table 1.

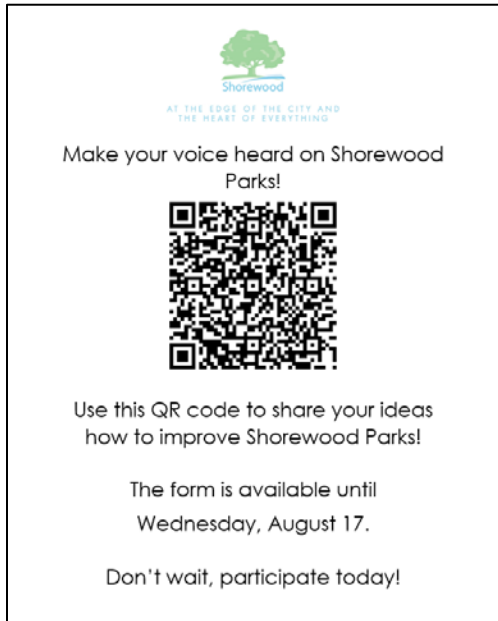


Figure 2

Park	Location(s)	Quantity
Nature Preserve	By the sign	1
Atwater Park	Playground and Beach gate entrance	2
Humble Park	On the post next to bench	1
Triangle Park	Street sign post at the point of triangle	1
Hubbard Park	Near the Beer Garden	1
River Park	Near concession/bathrooms	1
Spector Park	Bulletin board	1

Table 1

## Input sessions results

### Atwater Beach:

The only two sessions to have attendance were the Atwater Park and Nature Preserve input sessions. Attendees in the Atwater Park input session were primarily concerned with the bathrooms and safety of the beach. The bathrooms are often out of commission during the summer because beach goers use the facilities to wash off their feet, and the sand clogs the drains. Attendees felt that adding a footwash station closer to the beach would alleviate this issue.

Attendees also felt that the jetties that protect the beach and shoreline are in great disrepair. There are sharp metal poles that stick out under water which could injure swimmers. Additionally, people often try to climb on to the jetties which are unstable.

Other notes from the attendees: there is a gap where the ramp to the beach is, which may make it hard for people with limited mobility to access the boardwalk, there is rust on the newly installed water fountain, benches are different colors, neighbors on either side of the beach have concerns about trespassing—perhaps better signage would be appreciated, and more umbrellas for lifeguards would improve their ability to monitor the beach.

Other desires: potable water by the beach to avoid dehydration, surf cams, and enhance signage about dogs on the beach.

### Nature Preserve:

The Nature Preserve input session had many suggestions and improvements requested. The attendees felt it was important to maintain the “wild” character of the nature preserve. To do this, more formal trails may help people avoid trampling native plant species. Additionally, more work needs to be done to remove invasive species and to avoid bluff erosion.

Access to the lakeshore is limited, and people create dangerous solutions to access it. A more formal way to access the beach may avoid injury and enhance the experience for visitors. Additionally, installation of a bench by the water may enhance the experience.

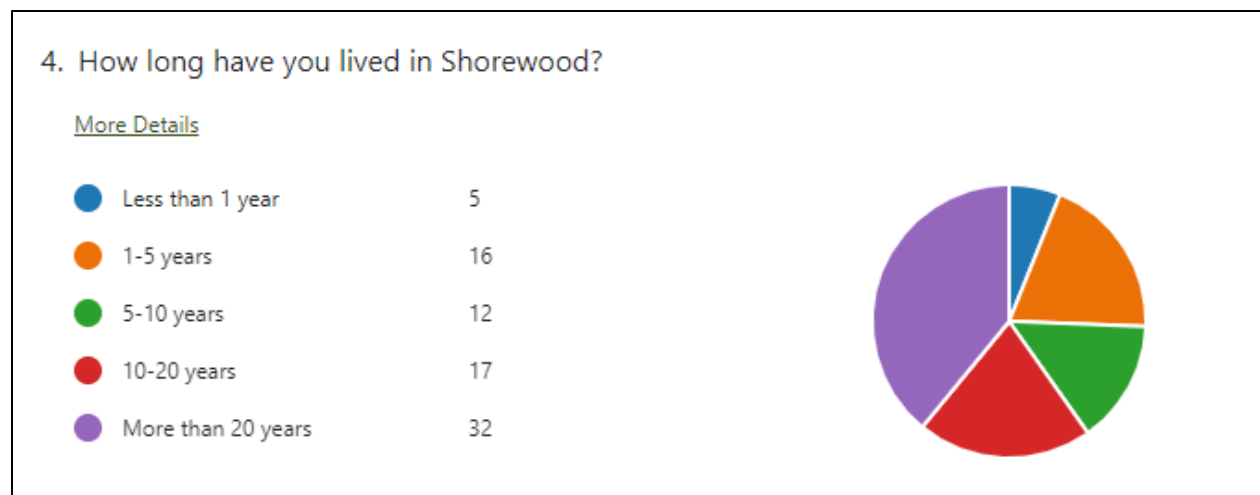
An inventory of trees and the creation of a nature plan would help maintain the bluff as well as remove invasive species encroaching in the preserve. Additionally, the placement of woodchips down the slope has helped maintain the integrity of the trail, and placement of those annually is required.

Attendees also felt that repair of the existing amphitheater and encouraging the use of it by students and other groups would help encourage residents and other visitors to be aware of nature and enjoy Shorewood.

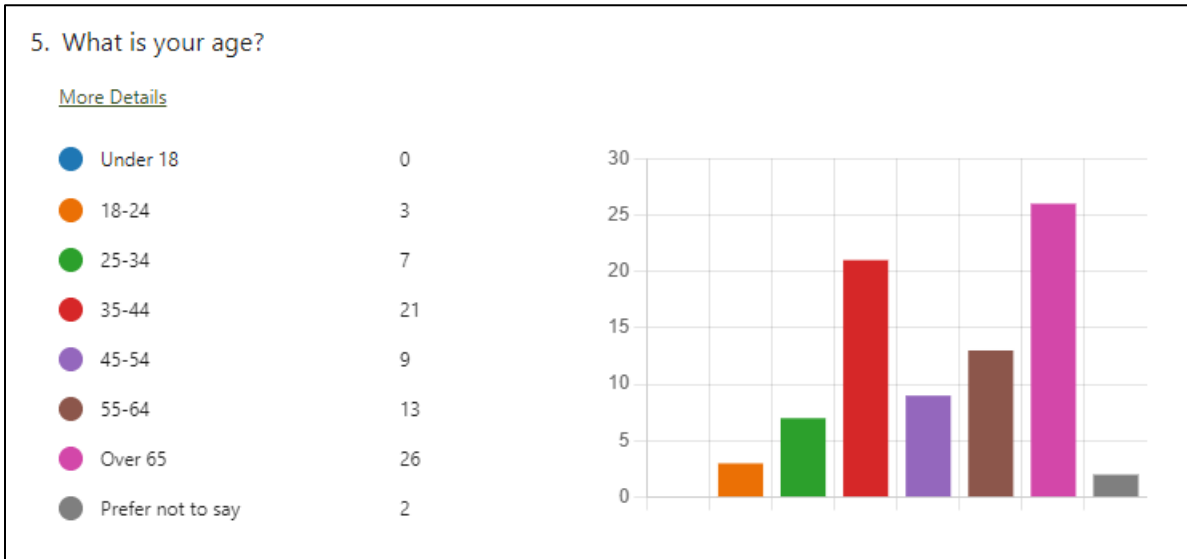
### Form collection (June - August 2022):

Over 80 responses were collected via a Microsoft Form (similar to Survey Monkey) to allow easy accessibility for the community and low administrative burden to Village staff compiling the results. To guide the Village’s future polling/survey methods, simple demographics were collected.

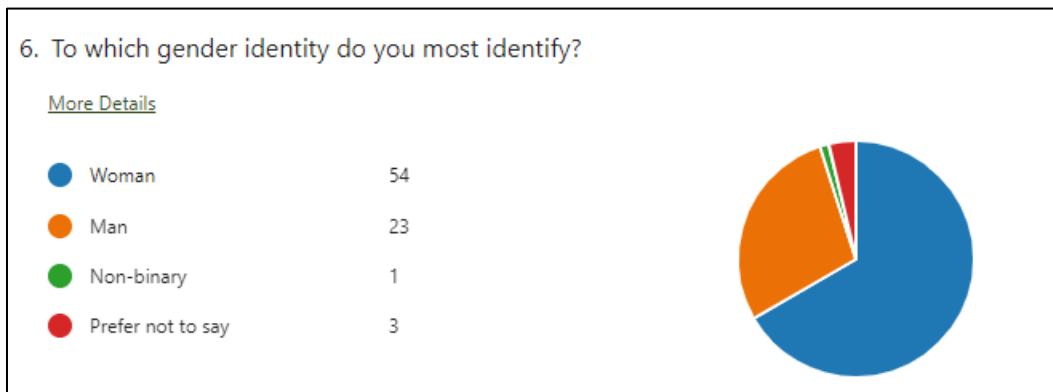
The majority of respondents have lived in Shorewood at least 10 years (60%), with 15% living here between 5 and 10 years, 20% one to five years, and 5% less than one year.



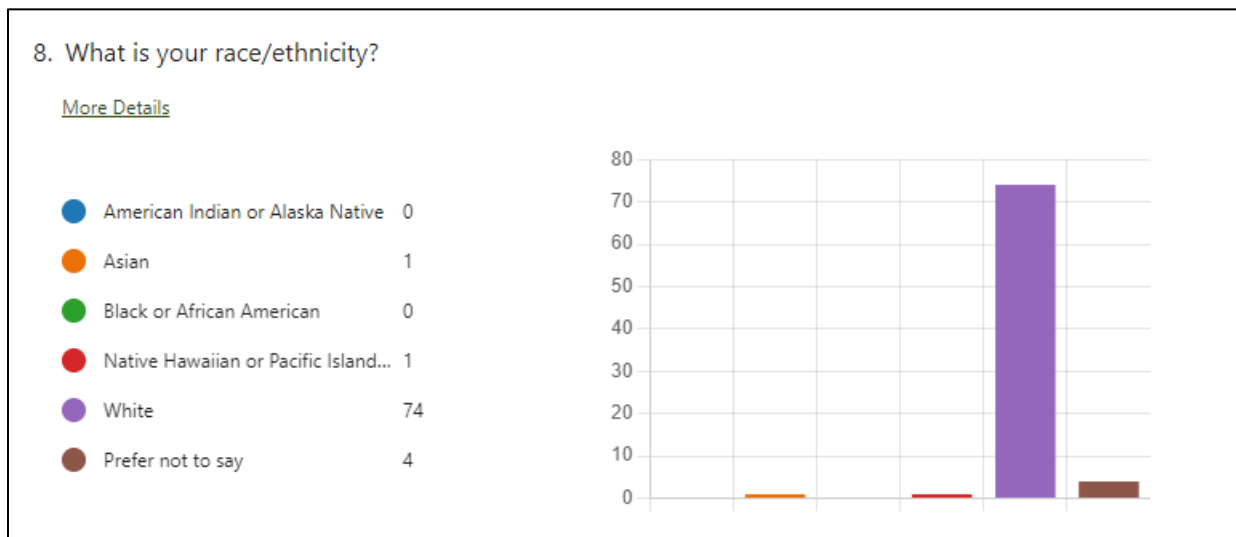
Nearly 33% of respondents were over 65 years old, 27% were between 35 and 44, 16% were 55 to 64 years old, 11% are between 45 and 54, and 13% were younger than 35.



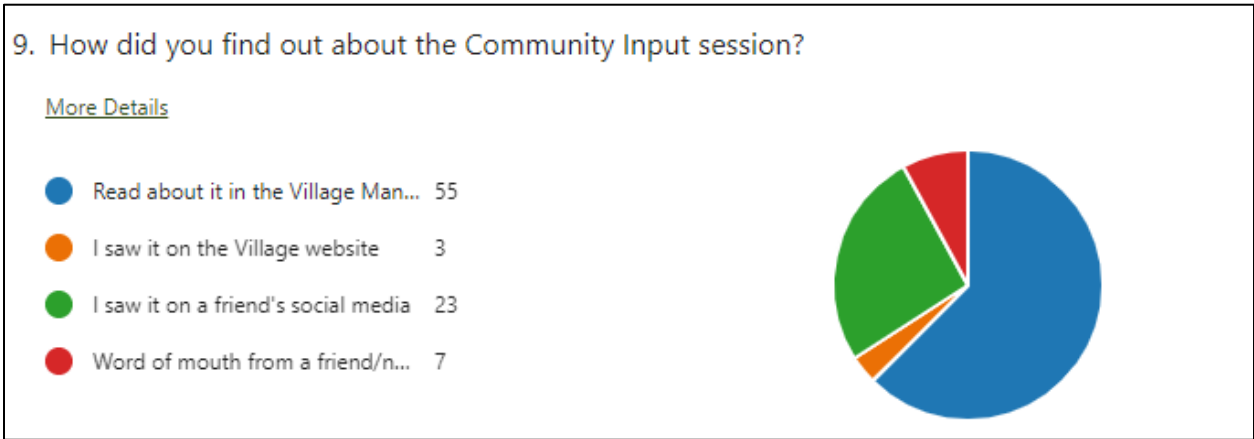
Sixty-seven percent of the respondents identified as woman/female, 28% identified as man/male, 1% were non-binary, and 4% preferred not to respond to this question.



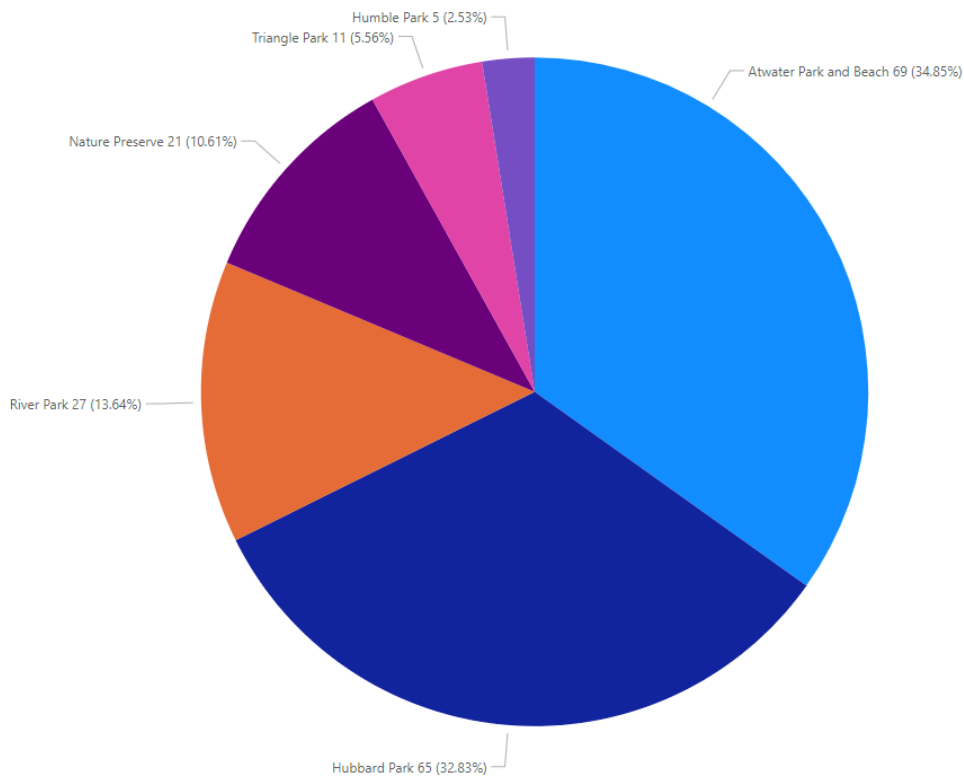
Ninety-three percent of respondents identified as White, 1% identified as Asian, 1% identified as Native Hawaiian or Pacific Islander, and 5% preferred not to respond to the question.



The Village Manager’s Memo was a critical engagement tactic as 63% of respondents indicated this as the

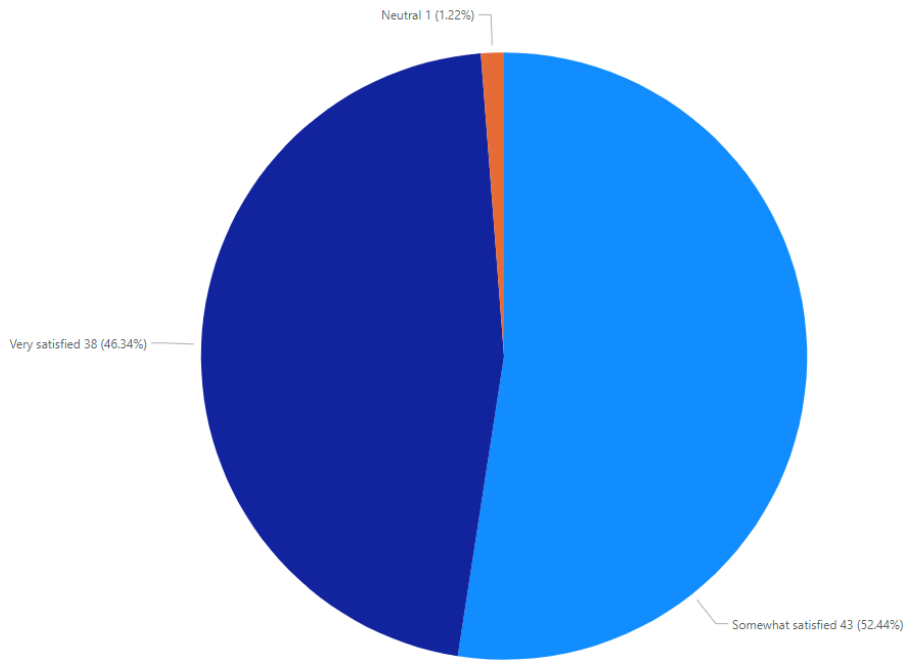


Survey takers also described the parks they visit the most:



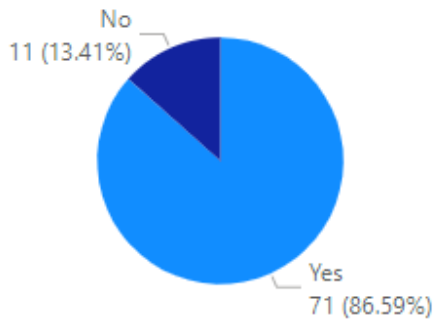
A summary of the results can be found below:

Generally, survey respondents were happy with Shorewood parks: no one was dissatisfied 46% were very satisfied and 52% were somewhat satisfied

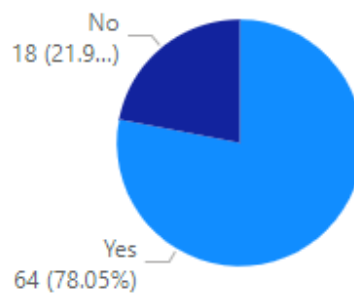


A majority also felt that Shorewood had enough active and passive recreation opportunities:

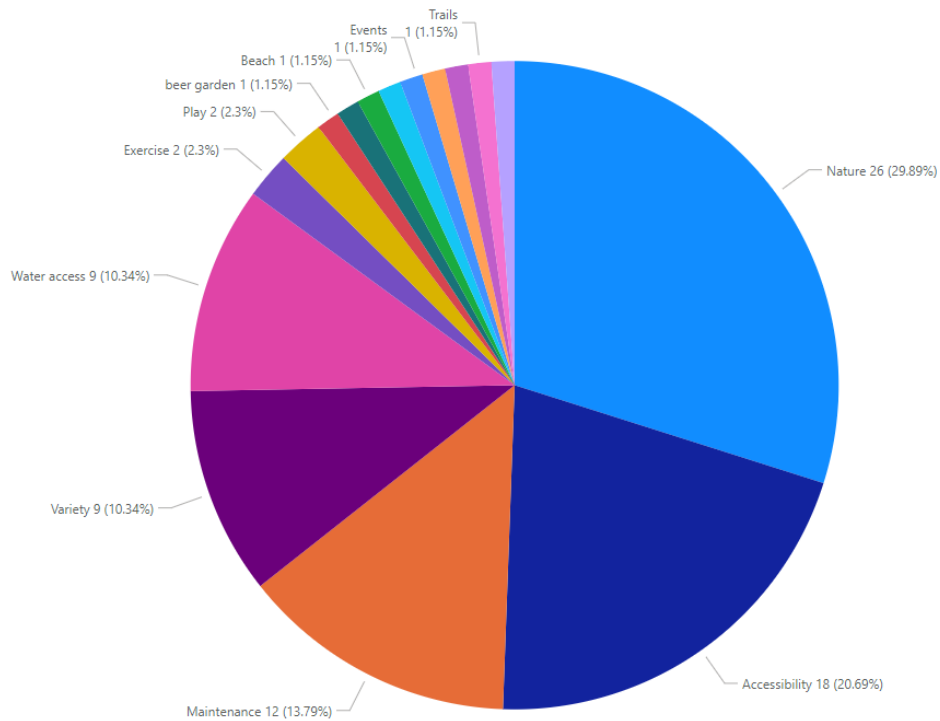
Do you think Shorewood has enough public "active recreation" amenities?



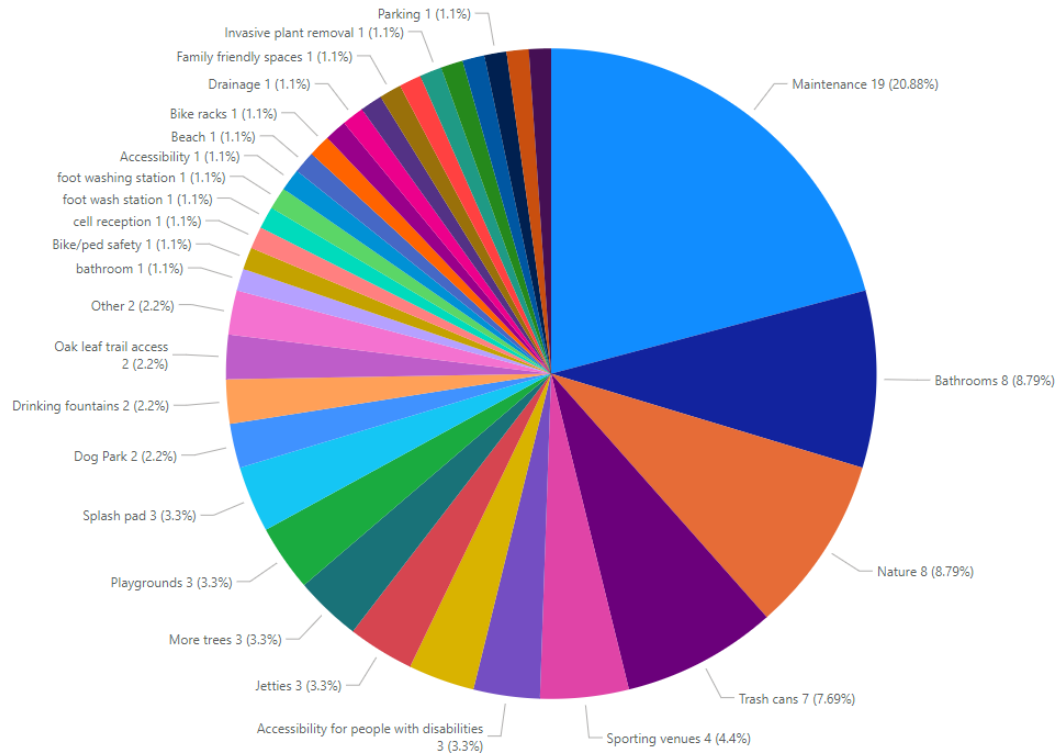
Do you think Shorewood has enough public "passive recreation" amenities?



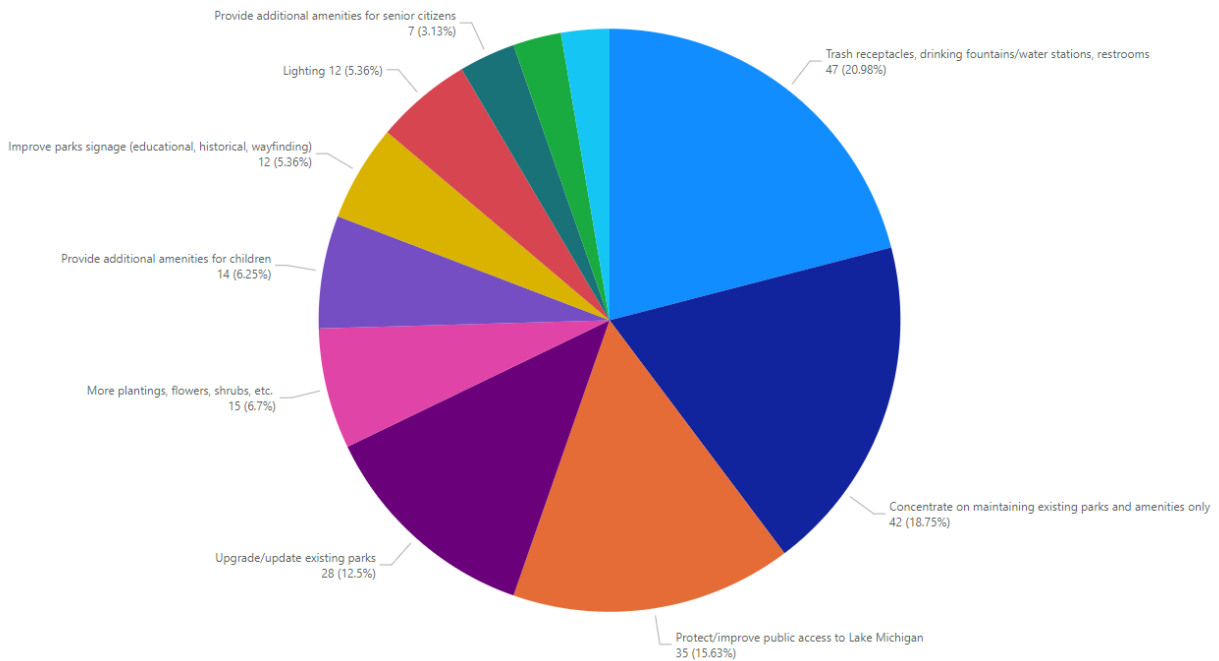
The following charts were responses that people could type in freely. Those responses were summarized into categories to more easily digest the information. The respondents listed what they liked best about Shorewood, which is summarized below:



Respondents had a variety of opinions on what can be improved; with a plurality of responses saying that maintenance can be improved, bathroom facilities added or improved, maintaining the integrity of the tree canopy and removing invasive species (i.e. nature) and adding/improving trash cans and trash removal.



The form also asked people what they think is most needed within parks. The plurality felt that trash and enhanced maintenance, and improving/protecting access to Lake Michigan was the most important.



**Community Engagement Sessions:**

Three community engagement sessions were also held by the Parks and Public Spaces Committee to engage residents and collectively gather community comments related to Shorewood parks and to the development of a Pedestrian and Bicycle Master Plan. Participants were invited via mailed notification for events held on April 4, 2024, June 6, 2024, and December 12, 2024.



VILLAGE OF SHOREWOOD  

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**PARKS & PUBLIC**  
**SPACES COMMITTEE**

March 16, 2026

The presentation of this **Comprehensive Outdoor Recreation Plan** addresses key directives assigned to the **Parks and Public Spaces Committee**:



- provide **general review and recommendations** on the physical improvement, maintenance and use of all Village Parks, park facilities, and other Village-owned public spaces;
- present **updated Comprehensive Outdoor Recreation Plans [CORP]** to the Village Board;
- **collaborate** with the Shorewood Recreation Department, School District, Milwaukee County Parks, other Village committees, Village department, and other community groups on initiatives **to improve the Village's parks, park facilities and other public spaces; and**
- **create civic engagement opportunities** for community members to provide feedback on park uses.

# Community Needs Assessment

- 2021 review of park features and inventory update
- Park-specific input sessions
  - June 29, 2022 Atwater Park & Beach
  - July 13, 2022 Nature Preserve
  - August 3, 2022 River Park
  - August 17, 2022 Hubbard Park
- 2022 Online survey
- Community Listening Sessions
  - April 4, 2024
  - June 6, 2024
  - December 12, 2024



# CORP Mission Statement:

The Village of Shorewood will provide its residents and visitors with parks and natural spaces that are aligned with desired uses; diverse in their offerings for various types of recreation for all users; well-designed with functional accessibility and high-quality infrastructure; sustainable to the environment and future generations; properly maintained through responsive oversight and funding; financially supported; and cared for and programed through active, beneficial partnerships.



# CORP Goals:

- Goal 1 – Parks and natural spaces are well utilized by a broad spectrum of the community.
- Goal 2 – Parks and natural spaces that are diverse in their offerings for various types of recreation for all users.
- Goal 3 – Parks and natural spaces that are well-designed with functional accessibility and high-quality infrastructure.
- Goal 4 – Parks and natural spaces that are sustainable to the environment and future generations.
- Goal 5 – Parks and natural spaces that are properly maintained through responsive oversight.
- Goal 6 – Parks and natural spaces that are financially supported.
- Goal 7 – Parks and natural spaces that are cared for and programmed through active, beneficial partnerships.



# CORP Recommendations:

The plan includes multiple and specific recommendations for each goal.

Recommendations will be prioritized and implemented through the Village Board's Policy 49 Workplans, Initiatives and Task Assignments process.

- **2027 Initiatives** prioritize River Park master planning, Atwater Park improvements, and Hubbard Park master planning.





# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item: Voucher Report**

**Presenter: Paul Eilbes**

**Department: Finance**

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**Overview** – Consistent with the Village’s Policy #21, Purchasing and Accounts Payable, the attached reports have been prepared by the Finance Department for presentation to the Village Board.

In addition to providing the information required for the Village Board to maintain the general oversight of expenditures, these reports also serve to enhance the transparency of the Village’s expenditures of public funds by making these reports part of the public record.

Please feel free to contact me if there are any questions on specific items.

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**Vision 2025 Plan** – Financial Responsibility

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**Sustainability** – N/A

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**Recommended motion** – Move to accept the attached presentation of accounts reports.

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**Fiscal Note / Budget Impact** – To the best of our knowledge, these items have been processed in accordance with the Village’s purchasing policies as administered by the applicable department heads.

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**Attachments:** - Accounts Payable and Payroll Vouchers Summary  
Detailed Presentation of Accounts

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 0000							
100-0000-23000	BCR25-0006 - P25-1727	Subterranean	BD Bond Refund	BCR25-0006	03/11/26	1,000.00	58738
100-0000-24000	Due to Other Gov'ts	MILW CNTY TREASURER	LOTTERY CREDIT AUDIT SPECIAL CHARGE	2024 LC AUDIT	03/11/26	247.50	58717
Total For Dept 0000						1,247.50	
Dept 1100 Board							
100-1100-53140	Communications/Publicati	GANNETT WISCONSIN LOCA	PUBLIC NOTICES FEBRUARY 2026	0007561314	03/11/26	137.20	58694
Total For Dept 1100 Board						137.20	
Dept 1200 Court							
100-1200-45120	RESTITUTION RECEIVED 1/7	HOKE, LAUREN	RESTITUTION RECEIVED	8N8114K156-9	03/11/26	42.07	58701
100-1200-45120	Court Fines - Current	MILW CNTY TREASURER	COURT FINES&FEES-COUNTY-FEBRUARY	02282026	03/11/26	477.40	58718
100-1200-45120	Court Fines - Current	STATE OF WISCONSIN	COURT FINES&FEES-STATE-FEBRUARY	02282026	03/11/26	1,500.03	58737
100-1200-45120	BALANCE OF RESTITUTION DUE	THIEL, JOHN	RESTITUTION RECEIVED	8N8114K154-6	03/11/26	321.07	58742
100-1200-45190	Court Fines - Aging	MILW CNTY TREASURER	COURT FINES&FEES-COUNTY-FEBRUARY	02282026	03/11/26	779.00	58718
100-1200-45190	Court Fines - Aging	STATE OF WISCONSIN	COURT FINES&FEES-STATE-FEBRUARY	02282026	03/11/26	2,449.00	58737
100-1200-45190	Court Fines - Aging	WI DEPT OF REVENUE - C	COLLECTIONS REDIRECT REQUEST	02052026	03/11/26	300.00	58747
100-1200-52910	Software Purch/Maint	LEXISNEXIS RISK DATA M	COURT ACCT BILLING ID 1753457 - FEB	1753457-11002703	03/11/26	200.00	58711
100-1200-52990	Other Service Contracts &	LANGUAGE LINE SERVICES	INTERPRETED PHONE CALL - COURT	11864806	03/11/26	180.54	58709
Total For Dept 1200 Court						6,249.11	
Dept 1410 Manager							
100-1410-51900	Professional Education	EWALD, REBECCA	MEAL REIMBURSEMENT WCMA CONF	02262026	03/11/26	48.75	58688
Total For Dept 1410 Manager						48.75	
Dept 1420 Clerk / Customer Service							
100-1420-53100	Office Supplies	WI DEPT OF JUSTICE	BACKGROUND CHECKS 02/01-02/28/26	02282026	03/11/26	7.00	58746
100-1420-53200	Memberships & Subscriber	METRO MUNICIPAL CLERK'	2026 MEMBER DUES - COOK	2026-1	03/11/26	30.00	58714
100-1420-53200	Memberships & Subscriber	METRO MUNICIPAL CLERK'	2026 MEMBER DUES - CHANG	2026-2	03/11/26	30.00	58714
Total For Dept 1420 Clerk / Customer Service						67.00	
Dept 1510 Finance							
100-1510-48900	Miscellaneous Revenue	UGENT, JUSTIN & LYNN	REFUND INT & PENALTY PAYMENT	2760098000-2025	03/11/26	206.67	58744
100-1510-52130	Professional Fees Financi	LAUTERBACH & AMEN, LLP	FINANCE SERVICES - FEBRUARY 2026	115456	03/11/26	13,800.00	58710
Total For Dept 1510 Finance						14,006.67	
Dept 1900 Other General Admin							
100-1900-52120	Professional Fees Legal	CRIVELLO, NICHOLS & HA	GENERAL LEGAL SERVICES - JANUARY	1302-232855	03/11/26	5,461.00	58774
100-1900-52125	Professional Fees Legal -	CRIVELLO, NICHOLS & HA	MUNICIPAL COURT - JANUARY	1302-232853	03/11/26	3,544.50	58774
100-1900-52140	Professional Fees - IT Cor	BAYSIDE, VILLAGE OF	IT SERVICES - MARCH	2600002653	03/11/26	4,627.46	58765
100-1900-52150	Professional Fees Assessme	ACCURATE APPRAISAL LLC	2026 ASSESSMENT - MARCH	6049	03/11/26	4,300.00	58752
100-1900-52200.55-00	Electric - Village Hall	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	1,105.31	3398
100-1900-52200.77-00	Electric - Village Center	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	752.33	3398
100-1900-52210.55-00	Gas - Village Hall	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	1,816.00	3398
100-1900-52210.77-00	Gas - Village Center	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	795.08	3398
100-1900-52230.55-00	Phone / Internet - Village	RINGCENTRAL INC.	PHONE SERVICES 02/27-03/27/26	CD_001365319	03/11/26	510.36	58728
100-1900-52230.77-00	Phone / Internet - Village	RINGCENTRAL INC.	PHONE SERVICES 02/27-03/27/26	CD_001365319	03/11/26	66.53	58728
100-1900-52330	Health Department - Abate	AMERICAN ANIMAL CONTRO	ABATEMENT SERVICES - FEBRUARY	63958	03/11/26	200.00	58759
100-1900-52900.55-00	Cleaning and Pest Control	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - MARCH	20166	03/11/26	1,142.08	58696
100-1900-52900.77-00	Cleaning and Pest Control	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - MARCH	20166	03/11/26	527.72	58696
100-1900-52900.77-00	Cleaning and Pest Control	BATZNER PEST CONTROL	VILLAGE CENTER EXTERMINATING	91622526	03/11/26	126.82	58764
100-1900-53100.55-00	Building Supplies - Villaç	GIBB BUILDING MAINTENA	SUPPLIES - FEBRUARY	20173	03/11/26	180.50	58696
100-1900-53100.77-00	Building Supplies - Villaç	GIBB BUILDING MAINTENA	SUPPLIES - FEBRUARY	20173	03/11/26	80.75	58696
Total For Dept 1900 Other General Admin						25,236.44	

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	GALLS	ORMSBY PANT AND BELT	034017083	03/11/26	230.17	58693
100-2100-51330	Uniform Expense	GALLS	CAPTAIN SHIRT EMBROIDERY	034138807	03/11/26	41.92	58693
100-2100-51900	Professional Education	GARDNER, NICHOLAS	GARDNER WTSOA MILEAGE REIMBURSED	WTSOA2026	03/11/26	134.86	58695
100-2100-51900	Professional Education	KERR, MICHAEL	KERR PEER SUPPORT CONF REIMBURSEMEN	PEERSUPPORT2026	03/11/26	321.78	58706
100-2100-52200	WILSON DRIVE	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	2,733.30	3398
100-2100-52210	WILSON DR - GAS	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	5,493.15	3398
100-2100-52230	Phone and Internet	RINGCENTRAL INC.	PHONE SERVICES 02/27-03/27/26	CD 001365319	03/11/26	570.81	58728
100-2100-52900	Cleaning and Pest Control	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - MARCH	20166	03/11/26	1,148.73	58696
100-2100-52910	Software Purch/Maint	AXON ENTERPRISE, INC.	AXON FLEET CAMERAS Q-462272	INUS429062	03/11/26	20,954.16	58763
100-2100-52910	Software Purch/Maint	AXON ENTERPRISE, INC.	AXON BODY CAMERAS	INUS427625	03/11/26	17,222.96	58763
100-2100-52990	AIMS Contracts & Fees	FIRST RESPONDERS PSYCH	OFFICER WELLNESS	0226SPD	03/11/26	500.00	58690
100-2100-53100	Office Supplies	GIBB BUILDING MAINTENA	SUPPLIES - FEBRUARY	20173	03/11/26	145.00	58696
100-2100-53500	Dept/Program Supplies	GALLS	KUDRUYSKY BADGE	034071351	03/11/26	208.69	58693
Total For Dept 2100 Police						49,705.53	
Dept 2400 Planning and Development							
100-2400-53200	Memberships & Subscriber	BIASEW	2026 MEMBERSHIP BURRIS/KOEPF	01012026	03/11/26	110.00	58767
Total For Dept 2400 Planning and Development						110.00	
Dept 2900 Other Public Safety							
100-2900-52990	Crossing Guards	ALL CITY MANAGEMENT SE	2/8-2/21 CROSSING GUARDS	PS-INV104214	03/11/26	7,793.64	58757
Total For Dept 2900 Other Public Safety						7,793.64	
Dept 3100 Public Works Admin.							
100-3100-46430	Special Collection Fees	XIAOBEI DONG	REFUND OF SPEICAL PICKUP PAYMENT	02242026	03/11/26	50.00	58749
100-3100-51330	Uniform Expense	DAN OPPERMANN	REIMBURSEMENT FOR UNIFORM	OPPERMANN_FEB26	03/11/26	354.71	58775
100-3100-52230	Phone and Internet	RINGCENTRAL INC.	PHONE SERVICES 02/27-03/27/26	CD_001365319	03/11/26	180.80	58728
100-3100-52230	Phone and Internet	US CELLULAR	CELL SERVICE 2/12 TO 3/11 AND PLAN	0789101667	03/11/26	6.45	58745
100-3100-53120	Copy & Print Costs	GREATAMERICA FINANCIAL	PRINTER 1/28 TO 2/27	41421427	03/11/26	103.72	58700
100-3100-54150	Safety Expenses	CINTAS	AED MAINTENANCE	9361713194	03/11/26	51.34	58771
100-3100-54150	Safety Expenses	DASH MEDICAL GLOVES IN	NITRILE GLOVES	INV1347154	03/11/26	121.00	58776
100-3100-54150	Safety Expenses	DASH MEDICAL GLOVES IN	BLACK MAXX GLOVES	INV1347155	03/11/26	26.34	58776
100-3100-54450	Property Damage - reimburs	GRAYBAR ELECTRIC CO.,	OAKLAND KNOCKDOWN BY WM	9352014138	03/11/26	3,530.84	58699
100-3100-55110	Workers Comp / Unemploymer	WI DEPT OF WORKFORCE D	UNEMPLOYMENT INS CLAIM FEB 2026	000014328523	03/11/26	2,889.00	58748
Total For Dept 3100 Public Works Admin.						7,314.20	
Dept 3230 Bldg Maint - Public Works							
100-3230-53350	Outsourced Repairs	FIRE DETECTION GROUP	HUBBARD LODGE FIRE ALARM INSPECTION	157311	03/11/26	380.00	58689
100-3230-53350	Outsourced Repairs	GIBB BUILDING MAINTENA	DPW JANITORIAL SERVICE - MARCH	20167	03/11/26	373.74	58696
100-3230-53350	Outsourced Repairs	TOTAL MECHANICAL, INC.	PD WATER HEATER REPLACEMENT	2602097A	03/11/26	3,220.00	58743
100-3230-53350	Outsourced Repairs	ACCURATE RECHARGE & FI	DPW - CODE COMPLIANCE FIRE EXTINGUI	94658	03/11/26	2,178.85	58753
100-3230-53350	Outsourced Repairs	ACCURATE RECHARGE & FI	LIBRARY - ANNUAL CODE COMPLIANCE FI	94562	03/11/26	835.90	58753
100-3230-53350	Outsourced Repairs	ACCURATE RECHARGE & FI	VH - ANNUAL CODE COMPLIANCE FIRE EX	94560	03/11/26	230.05	58753
100-3230-53500	Dept/Program Supplies	ALSCO, INC.	SHOP TOWELS	IMIL2195861	03/11/26	87.47	58758
100-3230-53500	Dept/Program Supplies	BLIFFERT LUMBER	MOUNTING TAPE	2602-678222	03/11/26	33.18	58768
100-3230-54160	Hubbard Lodge/ River Club	ORKIN COMMERCIAL SERVI	BANQUET HALL EXTERMINATING	293653878	03/11/26	102.60	58723
100-3230-54160	Hubbard Lodge/ River Club	ORKIN COMMERCIAL SERVI	HUBBARD LODGE EXTERMINATING	293652231	03/11/26	149.87	58723
Total For Dept 3230 Bldg Maint - Public Works						7,591.66	
Dept 3300 Municipal Garage							
100-3300-52200	DPW GARGAGE	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	275.36	3398
100-3300-52200	COMPACTOR	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	2,245.91	3398
100-3300-52210	DPW GAS	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	3,656.56	3398

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 3300 Municipal Garage							
100-3300-53350	Outsourced Repairs	GORDIE BOUCHER FORD OF SQUAD 20		556117	03/11/26	201.79	58697
100-3300-53350	Outsourced Repairs	SILVER SPRING AUTOMOTI SQUAD 1 FR END ALIGNMENT		14678	03/11/26	95.35	58735
100-3300-53350	Outsourced Repairs	SILVER SPRING AUTOMOTI SQUAD 11 FR END ALIGNMENT		15559	03/11/26	102.77	58735
100-3300-53400	Vehicle Maintenance	GORDIE BOUCHER FORD OF CREDIT VEHICLE 32 (CORE RETURN)		CM842368A	03/11/26	(500.00)	58697
100-3300-53400	Vehicle Maintenance	GORDIE BOUCHER FORD OF VEHICLE 32		842368	03/11/26	3,368.68	58697
100-3300-53400	Vehicle Maintenance	GORDIE BOUCHER FORD OF CREDIT VEHICLE 32 (PART RETURN)		CM842368	03/11/26	(24.86)	58697
100-3300-53400	Vehicle Maintenance	GORDIE BOUCHER FORD OF SHOP STOCK		841817	03/11/26	25.26	58697
100-3300-53400	Vehicle Maintenance	GORDIE BOUCHER FORD OF VEHICLE 38		841816	03/11/26	42.55	58697
100-3300-53400	Vehicle Maintenance	GRAINGER W W INC SHOP STOCK		9810352451	03/11/26	352.14	58698
100-3300-53400	Vehicle Maintenance	GRAINGER W W INC SHOP STOCK		9810105834	03/11/26	339.26	58698
100-3300-53400	Vehicle Maintenance	GRAINGER W W INC SHOP STOCK		9803262634	03/11/26	47.49	58698
100-3300-53400	Vehicle Maintenance	GRAINGER W W INC TIRE MOUNTING SUPPLIES		9803927228	03/11/26	232.92	58698
100-3300-53400	Vehicle Maintenance	GRAINGER W W INC SHOP STOCK		9803379859	03/11/26	8.42	58698
100-3300-53400	Vehicle Maintenance	GRAINGER W W INC WHEEL WEIGHTS		9803537019	03/11/26	43.29	58698
100-3300-53400	Vehicle Maintenance	JUNIORS TOOLS LLC SHOP STOCK		76556	03/11/26	333.85	58704
100-3300-53400	Vehicle Maintenance	MOTION & CONTROL ENTER CRIMP HOUSE		G24427-001	03/11/26	171.44	58722
100-3300-53400	Vehicle Maintenance	MOTION & CONTROL ENTER CRIMP HOSE		G23943-001	03/11/26	234.24	58722
100-3300-53400	Vehicle Maintenance	ROAD EQUIPMENT PARTS C VEHICLES 71 AND 72		2600966820	03/11/26	548.10	58729
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS VEHICLE 22		891980	03/11/26	29.82	58755
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS SHOP STOCK		891262	03/11/26	396.25	58755
100-3300-53400	Vehicle Maintenance	AIRGAS USA, LLC CYLINDER RENTAL 1/1 TO 1/31		5522123412	03/11/26	374.70	58756
100-3300-53400	Vehicle Maintenance	ALSCO, INC. SHOP TOWELS		IMIL2199572	03/11/26	87.47	58758
100-3300-53410	Fuel and Oil	ROTE OIL - CEDARBURG UNLEADED FUEL		22283	03/11/26	1,541.80	58730
100-3300-53410	Fuel and Oil	ROTE OIL - CEDARBURG DIESEL FUEL		22284	03/11/26	2,013.84	58730
Total For Dept 3300 Municipal Garage						16,244.40	
Dept 3430 Street Lights							
100-3430-52200.01-00	Electric - Street Lightinç	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	5,722.76	3398
100-3430-52200.02-00	Electric - Traffic Devices	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	978.88	3398
100-3430-53500	Supplies - Street Lightinç	GRAYBAR ELECTRIC CO.,	STREET LIGHTS STOCK	9352031756	03/11/26	311.22	58699
100-3430-53500	Supplies - Street Lightinç	RCM	SLURRY AND CLEAN FILL	260191	03/11/26	165.00	58727
100-3430-53500	Supplies - Street Lightinç	RCM	CLEAN FILL	260157	03/11/26	80.00	58727
100-3430-53510	Supplies - Traffic Devices	TAPCO	ANNUAL TRAFFIC PREVENTIVE MAINTENAN	I819761	03/11/26	2,727.00	58740
100-3430-53510	Supplies - Traffic Devices	TAPCO	CAPITOL AND LAKE PUSH BUTTON REPAIR	I819930	03/11/26	290.00	58740
100-3430-53510	Supplies - Traffic Devices	TAPCO	CAPITOL AND OAKLAND TRAFFIC SIGNAL	I819928	03/11/26	217.50	58740
100-3430-53510	Supplies - Traffic Devices	TAPCO	SIGNAL PARTS	I819514	03/11/26	989.31	58740
Total For Dept 3430 Street Lights						11,481.67	
Dept 3460 Winter							
100-3460-53500	Dept/Program Supplies	GRAINGER W W INC	TRUCK 50 BRINE FILTER	9819563835	03/11/26	87.27	58698
Total For Dept 3460 Winter						87.27	
Dept 3610 Forestry							
100-3610-53500	Dept/Program Supplies	CARLIN SALES CORP.	FORESTRY PLANTING SUPPLIES	3085368-00	03/11/26	157.62	58770
Total For Dept 3610 Forestry						157.62	
Dept 3620 Parks and Beautification							
100-3620-52200	GHOST TRAIN	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	31.34	3398
100-3620-52200	HUBBARD PARK	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	206.78	3398
100-3620-52200	HUMBLE PARK	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	29.13	3398
100-3620-52200	ATWATER BEACH	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	359.10	3398
100-3620-53300	Repairs and Maintenance	SITEONE LANDSCAPE SUPP	GLOBE VALVE PLASTIC	162775070-001	03/11/26	157.32	58736
Total For Dept 3620 Parks and Beautification						783.67	

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Fund 100 General Fund							
Total For Fund 100 General Fund						148,262.33	
Fund 200 Library							
Dept 5110 Library							
200-5110-52200	ELECTRIC-LIBRARY	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	2,256.98	3398
200-5110-52210	LIBRARY GAS	WE ENERGIES - CONSOLID	GAS/ELECTRIC USAGE - JANUARY	5819542291	03/06/26	2,385.25	3398
200-5110-52230	Phone and Internet (villag	RINGCENTRAL INC.	PHONE SERVICES 02/27-03/27/26	CD_001365319	03/11/26	429.57	58728
200-5110-52230	Phone and Internet (villag	AT&T WISCONSIN	LIBRARY ALARM LINES 02/22-03/21/26	41496724050226	03/11/26	168.74	58762
200-5110-52900	Cleaning and Pest Control	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - MARCH	20166	03/11/26	280.00	58696
200-5110-52900	1/22 BIOHAZARD CLEANUP-LI	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - MARCH	20166	03/11/26	175.00	58696
200-5110-52900	Cleaning and Pest Control	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - MARCH	20166	03/11/26	1,583.15	58696
200-5110-53100	Office Supplies	QUILL CORPORATION	CLOROX WIPES	47285896	03/11/26	31.90	58726
200-5110-53100	Office Supplies	QUILL CORPORATION	ODOR ELIMINATORS	47296119	03/11/26	34.19	58726
200-5110-53100	Office Supplies	QUILL CORPORATION	TISSUES, LANGE LABELS	47397480	03/11/26	75.23	58726
200-5110-53100	Office Supplies	QUILL CORPORATION	PAPER, DISH SOAP, PENCILS	47933388	03/11/26	26.11	58726
200-5110-53101	Building supplies	GIBB BUILDING MAINTENA	SUPPLIES - FEBRUARY	20173	03/11/26	242.25	58696
200-5110-53120	Copy & Print Costs	FORWARD TS, LTD.	COPIER CONTRACT	AR276369	03/11/26	225.48	58692
200-5110-53120	Copy & Print Costs	GREATAMERICA FINANCIAL	COPIERS LEASE	41421428	03/11/26	326.69	58700
200-5110-53120	Copy & Print Costs	QUILL CORPORATION	PAPER, DISH SOAP, PENCILS	47933388	03/11/26	119.97	58726
200-5110-53500	Processing Supplies	DEMCO	BOOK JACKETS, COVERS, CD CASES	7768391	03/11/26	346.95	58686
200-5110-53500	Processing Supplies	DEMCO	EASY COVER, BK JACKETS, GLUE BOTTLE	7769007	03/11/26	367.57	58686
200-5110-53500	Processing Supplies	QUILL CORPORATION	RULER FOR PROCESSING	47272916	03/11/26	13.29	58726
200-5110-53500	Processing Supplies	QUILL CORPORATION	RULER FOR PROCESSING	47284287	03/11/26	13.49	58726
200-5110-54000	Programming	FLORENTINE OPERA COMPA	APRIL 2026 OPERA PERFORMANCE	LIB OPERA_APR26	03/11/26	200.00	58691
200-5110-54000	Programming	KARRI L FRTIZ-KLAUS	ART LECTURE - CARAVAGGIO	CARAVAG AP1326	03/11/26	305.00	58705
200-5110-54000	Programming	SAMIRA ALVAREZ GRETZIN	MARCH 20 BILINGUAL STORYTIME	BILING_STORYTIME	03/11/26	200.00	58731
Total For Dept 5110 Library						9,806.81	
Dept 5111 Adult Materials							
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94022963	03/11/26	224.47	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE LARGE PRINT BKS	94022966	03/11/26	96.82	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94022972	03/11/26	10.94	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94022975	03/11/26	107.16	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94022978	03/11/26	10.37	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - SCIFI	94022979	03/11/26	18.41	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94022980	03/11/26	15.09	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE LARGE PRINT BKS	94022981	03/11/26	19.44	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94022986	03/11/26	26.92	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94022987	03/11/26	14.89	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - SCIFI	94022989	03/11/26	36.21	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94022993	03/11/26	11.43	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94056382	03/11/26	33.06	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94200069	03/11/26	14.98	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94290457	03/11/26	16.21	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94290459	03/11/26	60.50	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - SCIFI	94290460	03/11/26	34.66	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94290462	03/11/26	25.98	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94290471	03/11/26	18.22	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94056400	03/11/26	34.89	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94200068	03/11/26	37.96	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94056383	03/11/26	16.24	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94056390	03/11/26	25.38	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94056392	03/11/26	31.88	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE LARGE PRINT BKS	94056393	03/11/26	19.43	58702

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Fund 200 Library							
Dept 5111 Adult Materials							
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94056397	03/11/26	11.56	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94056399	03/11/26	22.50	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94200070	03/11/26	20.22	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94290456	03/11/26	29.71	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - SCI FI	94539265	03/11/26	11.49	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94574720	03/11/26	67.23	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - SCI FI	94716853	03/11/26	16.06	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94716854	03/11/26	16.09	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94716856	03/11/26	23.67	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE LARGE PRINT	94716857	03/11/26	18.68	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94716858	03/11/26	18.32	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94716860	03/11/26	48.98	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94716864	03/11/26	36.31	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94716868	03/11/26	29.68	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94716871	03/11/26	21.14	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94602122	03/11/26	29.16	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94602127	03/11/26	11.46	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94632900	03/11/26	18.19	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94632902	03/11/26	9.68	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94632909	03/11/26	81.21	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION -SCIFI	94632910	03/11/26	11.47	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94632911	03/11/26	16.58	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94632914	03/11/26	116.10	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT NON FICTION	94632920	03/11/26	49.13	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION - ROMANCE	94632922	03/11/26	35.52	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94674262	03/11/26	17.58	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE LARGE PRINT	94674263	03/11/26	19.55	58702
200-5111-53730	Materials	INGRAM LIBRARY	SERVICE ADULT FICTION	94674265	03/11/26	18.94	58702
200-5111-53740	DVD's	INGRAM LIBRARY	SERVICE MOVIE DVDS	94038746	03/11/26	32.32	58702
200-5111-53740	DVD's	MIDWEST TAPE LLC	ADULT MOVIE DVDS	508457995	03/11/26	53.97	58716
200-5111-53740	DVD's	MIDWEST TAPE LLC	ADULT DVDS	508481162	03/11/26	75.72	58716
200-5111-53740	DVD's	MIDWEST TAPE LLC	ADULT MOVIE DVDS	508519253	03/11/26	37.48	58716
200-5111-53750	Audiobooks	INGRAM LIBRARY	SERVICE AUDIOBOOK ON CD	94022965	03/11/26	22.01	58702
200-5111-53750	Audiobooks	INGRAM LIBRARY	SERVICE AUDIOBOOK ON CD	94022988	03/11/26	22.03	58702
200-5111-53770	Music	MIDWEST TAPE LLC	MUSIC CD	508519251	03/11/26	13.59	58716
Total For Dept 5111 Adult Materials						2,044.87	
Dept 5112 Childrens Materials							
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94022974	03/11/26	10.53	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94022990	03/11/26	24.06	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94056385	03/11/26	14.61	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94056386	03/11/26	40.99	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	940456387	03/11/26	43.24	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94056391	03/11/26	10.66	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94056396	03/11/26	11.26	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94056398	03/11/26	9.50	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94539263	03/11/26	8.89	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94539267	03/11/26	38.01	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94539269	03/11/26	10.58	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94539270	03/11/26	9.52	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV NON FICTION	94539272	03/11/26	10.59	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94539275	03/11/26	8.88	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94556386	03/11/26	16.71	58702

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Fund 200 Library							
Dept 5112 Childrens Materials							
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94574722	03/11/26	10.03	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94574724	03/11/26	31.18	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94574730	03/11/26	12.22	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94716861	03/11/26	11.10	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV-NF	94716862	03/11/26	16.66	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94716865	03/11/26	32.77	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94716867	03/11/26	11.67	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94716869	03/11/26	12.74	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94751490	03/11/26	13.44	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV NON FICTION	94602126	03/11/26	12.73	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94602128	03/11/26	19.92	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94602130	03/11/26	43.80	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV NON FICTION	94602133	03/11/26	10.58	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94632901	03/11/26	11.51	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94632903	03/11/26	22.23	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94632904	03/11/26	13.93	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94632905	03/11/26	11.49	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94632906	03/11/26	19.29	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94632912	03/11/26	14.47	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94632913	03/11/26	40.32	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94632915	03/11/26	30.40	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV NON FICTION	94632918	03/11/26	20.42	58702
200-5112-53730	Materials	INGRAM LIBRARY	SERVICE JUV	94674264	03/11/26	11.94	58702
200-5112-53730	Materials	PENWORTHY	KIDS BOOKS	0615393	03/11/26	157.70	58724
200-5112-53730	Materials	PLAYAWAY PRODUCTS LLC	JUV MP3 PLAYERS	526816	03/11/26	397.53	58725
200-5112-53730	Materials	PLAYAWAY PRODUCTS LLC	WONDERBOOKS	527053	03/11/26	553.91	58725
200-5112-53740	DVD's	MIDWEST TAPE LLC	KIDS MOVIE DVDS	508457993	03/11/26	34.47	58716
200-5112-53740	DVD's	MIDWEST TAPE LLC	CHILDREN'S DVD	508481161	03/11/26	15.74	58716
200-5112-53740	DVD's	MIDWEST TAPE LLC	JUV MOVIE DVDS	508519254	03/11/26	73.47	58716
Total For Dept 5112 Childrens Materials						1,935.69	
Dept 5113 Young Adult Materials							
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94022976	03/11/26	46.56	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94022977	03/11/26	64.05	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94290458	03/11/26	23.06	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94290477	03/11/26	76.45	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94290478	03/11/26	35.79	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94056394	03/11/26	11.23	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94056395	03/11/26	19.16	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94056384	03/11/26	20.41	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94539273	03/11/26	11.15	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94574725	03/11/26	9.88	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94716855	03/11/26	48.32	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94602131	03/11/26	11.08	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94632907	03/11/26	12.17	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94632908	03/11/26	33.97	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94632916	03/11/26	11.61	58702
200-5113-53730	Materials	INGRAM LIBRARY	SERVICE YOUNG ADULT	94632917	03/11/26	13.04	58702
Total For Dept 5113 Young Adult Materials						447.93	
Dept 5121 GMF - enhanced							
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - ADULT FICTION MYS	94022992	03/11/26	356.38	58702
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - MYSTERY	94056401	03/11/26	17.61	58702

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Fund 200 Library							
Dept 5121 GMF - enhanced							
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE JUV	94539274	03/11/26	36.40	58702
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - MYSTERY	94716866	03/11/26	31.02	58702
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - MYSTERY	94716870	03/11/26	18.39	58702
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - MYSTERY	94602134	03/11/26	16.59	58702
200-5121-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE LANGE - MYSTERY	94632921	03/11/26	42.40	58702
200-5121-53700	Collection Enhancements	JEWISH MUSEUM MILWAUKE	JEWISH MUSEUM MEMBERSHIP 2026	JMM 2026	03/11/26	75.00	58703
200-5121-53700	Collection Enhancements	T-MOBILE, INC. USA	HOT SPOT SERVICE	022026-972157758	03/11/26	1,158.37	58739
200-5121-54010	Program Enhancements	MEGAN LOHRENZ	SW READS EMPL OUT OF POCKET REIMB	ML REIMB FEB 17	03/11/26	60.84	58713
200-5121-54010	Program Enhancements	SHOREWOOD PRESS	SW READS 150 BROCHURES 200 BOOKMAR	12075	03/11/26	175.00	58734
Total For Dept 5121 GMF - enhanced						1,988.00	
Dept 5122 Friends - enhanced							
200-5122-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE FRIENDS - JUB REPLACEMENTS	94200067	03/11/26	36.43	58702
200-5122-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE FRIENDS - WORLD LANG	94006314	03/11/26	20.60	58702
200-5122-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE FRIENDS - TRAVEL BKS	94006315	03/11/26	36.58	58702
200-5122-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE FRIENDS-JUV REPLACEMENTS	94022983	03/11/26	11.04	58702
200-5122-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE FRIENDS - WORLD LANG	94022985	03/11/26	52.41	58702
200-5122-53700	Collection Enhancements	INGRAM LIBRARY	SERVICE FRIENDS TRAVEL	94716863	03/11/26	13.26	58702
200-5122-53700	Collection Enhancements	MIDWEST TAPE LLC	FRIENDS TV DVDS	508457996	03/11/26	114.72	58716
200-5122-53760	Lucky Day	INGRAM LIBRARY	SERVICE FRIENDS LUCKY DAY	94022964	03/11/26	416.08	58702
200-5122-53760	Lucky Day	INGRAM LIBRARY	SERVICE FRIENDS LUCKY DAY	94539271	03/11/26	16.10	58702
200-5122-53760	Lucky Day	INGRAM LIBRARY	SERVICE FRIENDS LUCKY DAY	94632919	03/11/26	99.37	58702
200-5122-54010	Program Enhancements	MILW CNTY TREASURER	LIBRARY SUMMER PROGRAM 6/30/26	OUTREACH 88	03/11/26	150.00	58719
200-5122-54010	Program Enhancements	42ND ARTIST ENTERTAINM	DWNPAY 7/ 7 SUMMER PROGRAM - BUBBLE	2026_BUBBLE PROG	03/11/26	275.00	58751
200-5122-54010	Program Enhancements	ANDREW DRESSEL	BIRDS OF ESTABROOK PROGRAM (FRIENDS	BIRDS APR3026	03/11/26	150.00	58760
Total For Dept 5122 Friends - enhanced						1,391.59	
Total For Fund 200 Library						17,614.89	
Fund 210 Senior Services							
Dept 4600 Senior Services							
210-4600-54140	Shorewood Connects	LOZIER, VASHTI MCCOLLU	SHOREWOOD CONNECTS FACILITATION	FEB2026	03/11/26	500.00	58712
Total For Dept 4600 Senior Services						500.00	
Dept 4650 SRC Benjamin Services							
210-4650-52100	Professional Fees	SCHAFER, KARINA	FEB 2026 TECH TUTOR	10056	03/11/26	480.00	58732
210-4650-52180	Consultant Services	LOZIER, VASHTI MCCOLLU	SHOREWOOD CONNECTS FACILITATION	FEB2026	03/11/26	500.00	58712
Total For Dept 4650 SRC Benjamin Services						980.00	
Total For Fund 210 Senior Services						1,480.00	
Fund 230 Shorewood Today							
Dept 1910 Shorewood Today							
230-1910-52100	Professional Fees	BOEHM, MICHELLE	SPRING 2026 SHOREWOOD TODAY	02202026	03/11/26	14,875.00	58769
230-1910-53120	Copy & Print Costs	THE FOX COMPANY INC	SHOREWOOD TODAY - SPRING 2026	39455	03/11/26	8,265.00	58741
230-1910-53120	SHOREWOOD TODAY COPY & PR	BOEHM, MICHELLE	SPRING 2026 SHOREWOOD TODAY	02202026	03/11/26	42.36	58769
230-1910-53130	Postage/Mailings	THE FOX COMPANY INC	SHOREWOOD TODAY - SPRING 2026	39455	03/11/26	820.00	58741
Total For Dept 1910 Shorewood Today						24,002.36	
Total For Fund 230 Shorewood Today						24,002.36	
Fund 400 General Capital Projects							
Dept 1410 Manager							
400-1410-56120	Other Technology	ACP CREATIVIT, LLC	PALO ALTO FIREWALL RENEWAL	INV368498	03/11/26	22,744.00	58754

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Fund 400 General Capital Projects							
Dept 1410 Manager							
Total For Dept 1410 Manager						22,744.00	
Dept 5700 Capital Related							
400-5700-56900	Anticipated Bonded Project	CRIVELLO, NICHOLS & HA	LEGAL SVCS-AFFORDABLE HOUSING PROJE	1302-232854	03/11/26	451.50	58774
Total For Dept 5700 Capital Related						451.50	
Total For Fund 400 General Capital Projects						23,195.50	
Fund 450 TID No. 5 Capital							
Dept 6650 TID Projects							
450-6650-52110	Professional Fees Engineer	ZIGNEGO COMPANY, INC.	OAKLAND AVE RECONSTRUCTION 2/1 TO 3	OAKLAND 1	03/11/26	353,812.17	58750
450-6650-52110	Professional Fees Engineer	BENESCH	OAKLAND AVE RECONSTRUCTION 1/26 TO	354121	03/11/26	49,560.37	58766
450-6650-52110	Professional Fees Engineer	CLARK DIETZ INC	OAKLAND AVE 1/1 TO 1/30	447835	03/11/26	500.00	58773
Total For Dept 6650 TID Projects						403,872.54	
Total For Fund 450 TID No. 5 Capital						403,872.54	
Fund 610 Water Utility							
Dept 3710 Water Administration							
610-3710-52100	Professional Fees	ARCADIS U.S., INC.	LSLR PROJECT PLANNING THROUGH 2/22/	36110094	03/11/26	13,737.80	58761
610-3710-52140	Bayside IT Only	BAYSIDE, VILLAGE OF	IT SERVICES - MARCH	2600002653	03/11/26	257.00	58765
610-3710-52230	Phone and Internet	RINGCENTRAL INC.	PHONE SERVICES 02/27-03/27/26	CD_001365319	03/11/26	90.40	58728
610-3710-52230	Phone and Internet	US CELLULAR	CELL SERVICE 2/12 TO 3/11 AND PLAN	0789101667	03/11/26	6.44	58745
610-3710-52300	WATER SERVICE CHARGE	MILW WATER WORKS	WATER 41,134 CCF-FEBRUARY 2026	02282026	03/11/26	43,680.24	58721
610-3710-52300	WATER USAGE CHARGE CCF	MILW WATER WORKS	WATER 41,134 CCF-FEBRUARY 2026	02282026	03/11/26	731.04	58721
610-3710-53120	Copy & Print Costs	GREATAMERICA FINANCIAL	PRINTER 1/28 TO 2/27	41421427	03/11/26	103.72	58700
610-3710-54150	Safety Expenses	CINTAS	AED MAINTENANCE	9361713194	03/11/26	51.33	58771
610-3710-54150	Safety Expenses	DASH MEDICAL GLOVES IN	NITRILE GLOVES	INV1347154	03/11/26	121.00	58776
610-3710-54150	Safety Expenses	DASH MEDICAL GLOVES IN	BLACK MAXX GLOVES	INV1347155	03/11/26	26.33	58776
Total For Dept 3710 Water Administration						58,805.30	
Dept 3730 Maint Mains							
610-3730-53500	Dept/Program Supplies	KOHLER PIT INC	RECYCLED CONCRETE	198373	03/11/26	80.00	58707
610-3730-53500	Dept/Program Supplies	KOHLER PIT INC	RECYCLED CONCRETE	198358	03/11/26	80.00	58707
610-3730-53500	Dept/Program Supplies	RCM	SLURRY AND CLEAN FILL	260024	03/11/26	245.00	58727
610-3730-53500	Dept/Program Supplies	RCM	CLEAN FILL AND SLURRY	260052	03/11/26	245.00	58727
610-3730-53500	Dept/Program Supplies	SHERWIN INDUSTRIES INC	SHER PATCH	SC055155	03/11/26	1,567.40	58733
610-3730-53500	Dept/Program Supplies	SHERWIN INDUSTRIES INC	SHER PATCH	SC055091	03/11/26	1,186.60	58733
Total For Dept 3730 Maint Mains						3,404.00	
Dept 3750 Maint Meters							
610-3750-53500	Dept/Program Supplies	L-R METER TESTING & RE	TEST, CHECK, AND/OR REPAIR 51 METER	5356	03/11/26	5,683.87	58708
610-3750-53500	Dept/Program Supplies	MIDWEST METER, INC.	NEW WATER METERS	0186151-IN	03/11/26	4,720.00	58715
Total For Dept 3750 Maint Meters						10,403.87	
Dept 3780 Customer Accounts							
610-3780-53130	Postage/Mailings	SHOREWOOD PRESS	FEB UTILITY BILL MAILING	12111	03/11/26	165.00	58734
Total For Dept 3780 Customer Accounts						165.00	
Dept 3790 Other Water							
610-3790-56600.25-04	Oakland Ave(South) Meter \	CITY WATER LLC	OAKLAND AVE METER PIT	1331	03/11/26	3,627.00	58772
Total For Dept 3790 Other Water						3,627.00	

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Fund 610 Water Utility							
Total For Fund 610 Water Utility						76,405.17	
Fund 620 Sewer Utility							
Dept 3810 Sewer Administration							
620-3810-52140	Bayside IT only	BAYSIDE, VILLAGE OF	IT SERVICES - MARCH	2600002653	03/11/26	257.00	58765
620-3810-52230	Phone and Internet	RINGCENTRAL INC.	PHONE SERVICES 02/27-03/27/26	CD_001365319	03/11/26	90.40	58728
620-3810-52230	Phone and Internet	US CELLULAR	CELL SERVICE 2/12 TO 3/11 AND PLAN	0789101667	03/11/26	6.44	58745
620-3810-52300	Other Intergov'tal pymts	MILW METRO SEWERAGE DI	2025 HOUSEHOLD HAZARDOUS WASTE BILL	1002222	03/11/26	25,340.00	58720
620-3810-52320	MMSD Sewer	MILW METRO SEWERAGE DI	USAGE CHARGE 12/01/2025-12/31/2025	326-25	03/11/26	81,946.19	58720
620-3810-52320	MMSD Sewer	MILW METRO SEWERAGE DI	USAGE CHARGE 01/01/2026-02/28/2026	023-26	03/11/26	168,755.27	58720
620-3810-53120	Copy & Print Costs	GREATAMERICA FINANCIAL	PRINTER 1/28 TO 2/27	41421427	03/11/26	103.72	58700
620-3810-54150	Safety Expenses	CINTAS	AED MAINTENANCE	9361713194	03/11/26	51.33	58771
620-3810-54150	Safety Expenses	DASH MEDICAL GLOVES IN	NITRILE GLOVES	INV1347154	03/11/26	121.00	58776
620-3810-54150	Safety Expenses	DASH MEDICAL GLOVES IN	BLACK MAXX GLOVES	INV1347155	03/11/26	26.33	58776
Total For Dept 3810 Sewer Administration						276,697.68	
Dept 3820 Sewer Maintenance							
620-3820-53500	Dept/Program Supplies	DONLEVY, KAE M	SWP 1/1 TO 2/28	SWP 3 9 2026	03/11/26	3,193.52	58687
Total For Dept 3820 Sewer Maintenance						3,193.52	
Dept 3880 Customer Accounts							
620-3880-53130	Postage/Mailings	SHOREWOOD PRESS	FEB UTILITY BILL MAILING	12111	03/11/26	165.00	58734
Total For Dept 3880 Customer Accounts						165.00	
Total For Fund 620 Sewer Utility						280,056.20	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #	
Fund Totals:								
			Fund 100 General Fund			148,262.33		
			Fund 200 Library			17,614.89		
			Fund 210 Senior Services			1,480.00		
			Fund 230 Shorewood Today			24,002.36		
			Fund 400 General Capital Projects			23,195.50		
			Fund 450 TID No. 5 Capital			403,872.54		
			Fund 610 Water Utility			76,405.17		
			Fund 620 Sewer Utility			280,056.20		
Total For All Funds:							974,888.99	
--- TOTALS BY GL DISTRIBUTION ---								
	100-0000-23000		BCR25-0006 - P25-1727			1,000.00		
	100-0000-24000		Due to Other Gov'ts			247.50		
	100-1100-53140		Communications/Publications			137.20		
	100-1200-45120		RESTITUTION RECEIVED 1/7 AND 2/5/26			2,340.57		
	100-1200-45190		Court Fines - Aging			3,528.00		
	100-1200-52910		Software Purch/Maint			200.00		
	100-1200-52990		Other Service Contracts & Fees			180.54		
	100-1410-51900		Professional Education			48.75		
	100-1420-53100		Office Supplies			7.00		
	100-1420-53200		Memberships & Subscriptions			60.00		
	100-1510-48900		Miscellaneous Revenue			206.67		
	100-1510-52130		Professional Fees Financial			13,800.00		
	100-1900-52120		Professional Fees Legal			5,461.00		
	100-1900-52125		Professional Fees Legal - Court			3,544.50		
	100-1900-52140		Professional Fees - IT Contract			4,627.46		
	100-1900-52150		Professional Fees Assessment			4,300.00		
	100-1900-52200.55-00		Electric - Village Hall			1,105.31		
	100-1900-52200.77-00		Electric - Village Center			752.33		
	100-1900-52210.55-00		Gas - Village Hall			1,816.00		
	100-1900-52210.77-00		Gas - Village Center			795.08		
	100-1900-52230.55-00		Phone / Internet - Village Hall			510.36		
	100-1900-52230.77-00		Phone / Internet - Village Center			66.53		
	100-1900-52330		Health Department - Abatement			200.00		
	100-1900-52900.55-00		Cleaning and Pest Control - VH			1,142.08		
	100-1900-52900.77-00		Cleaning and Pest Control - VC			654.54		
	100-1900-53100.55-00		Building Supplies - Village Hall			180.50		
	100-1900-53100.77-00		Building Supplies - Village Center			80.75		
	100-2100-51330		Uniform Expense			272.09		
	100-2100-51900		Professional Education			456.64		
	100-2100-52200		WILSON DRIVE			2,733.30		
	100-2100-52210		WILSON DR - GAS			5,493.15		
	100-2100-52230		Phone and Internet			570.81		
	100-2100-52900		Cleaning and Pest Control			1,148.73		
	100-2100-52910		Software Purch/Maint			38,177.12		
	100-2100-52990		AIMS Contracts & Fees			500.00		
	100-2100-53100		Office Supplies			145.00		
	100-2100-53500		Dept/Program Supplies			208.69		
	100-2400-53200		Memberships & Subscriptions			110.00		
	100-2900-52990		Crossing Guards			7,793.64		
	100-3100-46430		Special Collection Fees			50.00		
	100-3100-51330		Uniform Expense			354.71		
	100-3100-52230		Phone and Internet			187.25		
	100-3100-53120		Copy & Print Costs			103.72		
	100-3100-54150		Safety Expenses			198.68		
	100-3100-54450		Property Damage - reimbursable			3,530.84		
	100-3100-55110		Workers Comp / Unemployment			2,889.00		

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		100-3230-53350	Outsourced Repairs			7,218.54	
		100-3230-53500	Dept/Program Supplies			120.65	
		100-3230-54160	Hubbard Lodge/ River Club			252.47	
		100-3300-52200	DPW GARGAGE			2,521.27	
		100-3300-52210	DPW GAS			3,656.56	
		100-3300-53350	Outsourced Repairs			399.91	
		100-3300-53400	Vehicle Maintenance			6,111.02	
		100-3300-53410	Fuel and Oil			3,555.64	
		100-3430-52200.01-00	Electric - Street Lighting			5,722.76	
		100-3430-52200.02-00	Electric - Traffic Devices			978.88	
		100-3430-53500	Supplies - Street Lighting			556.22	
		100-3430-53510	Supplies - Traffic Devices			4,223.81	
		100-3460-53500	Dept/Program Supplies			87.27	
		100-3610-53500	Dept/Program Supplies			157.62	
		100-3620-52200	GHOST TRAIN			626.35	
		100-3620-53300	Repairs and Maintenance			157.32	
		200-5110-52200	ELECTRIC-LIBRARY			2,256.98	
		200-5110-52210	LIBRARY GAS			2,385.25	
		200-5110-52230	Phone and Internet (village)			598.31	
		200-5110-52900	Cleaning and Pest Control			2,038.15	
		200-5110-53100	Office Supplies			167.43	
		200-5110-53101	Building supplies			242.25	
		200-5110-53120	Copy & Print Costs			672.14	
		200-5110-53500	Processing Supplies			741.30	
		200-5110-54000	Programming			705.00	
		200-5111-53730	Materials			1,787.75	
		200-5111-53740	DVD's			199.49	
		200-5111-53750	Audiobooks			44.04	
		200-5111-53770	Music			13.59	
		200-5112-53730	Materials			1,812.01	
		200-5112-53740	DVD's			123.68	
		200-5113-53730	Materials			447.93	
		200-5121-53700	Collection Enhancements			1,752.16	
		200-5121-54010	Program Enhancements			235.84	
		200-5122-53700	Collection Enhancements			285.04	
		200-5122-53760	Lucky Day			531.55	
		200-5122-54010	Program Enhancements			575.00	
		210-4600-54140	Shorewood Connects			500.00	
		210-4650-52100	Professional Fees			480.00	
		210-4650-52180	Consultant Services			500.00	
		230-1910-52100	Professional Fees			14,875.00	
		230-1910-53120	SHOREWOOD TODAY COPY & PRINT			8,307.36	
		230-1910-53130	Postage/Mailings			820.00	
		400-1410-56120	Other Technology			22,744.00	
		400-5700-56900	Anticipated Bonded Projects			451.50	
		450-6650-52110	Professional Fees Engineering			403,872.54	
		610-3710-52100	Professional Fees			13,737.80	
		610-3710-52140	Bayside IT Only			257.00	
		610-3710-52230	Phone and Internet			96.84	
		610-3710-52300	WATER SERVICE CHARGE			44,411.28	
		610-3710-53120	Copy & Print Costs			103.72	
		610-3710-54150	Safety Expenses			198.66	
		610-3730-53500	Dept/Program Supplies			3,404.00	
		610-3750-53500	Dept/Program Supplies			10,403.87	
		610-3780-53130	Postage/Mailings			165.00	
		610-3790-56600.25-04	Oakland Ave(South) Meter Vault(Design			3,627.00	
		620-3810-52140	Bayside IT only			257.00	
		620-3810-52230	Phone and Internet			96.84	
		620-3810-52300	Other Intergov'tal pymts			25,340.00	

03/11/2026 09:56 AM  
User: PEILBES  
DB: Village Of Shore

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF SHOREWOOD  
INVOICE DUE DATES 03/01/2026 - 03/15/2026  
JOURNALIZED  
PAID

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		620-3810-52320	MMSD Sewer			250,701.46	
		620-3810-53120	Copy & Print Costs			103.72	
		620-3810-54150	Safety Expenses			198.66	
		620-3820-53500	Dept/Program Supplies			3,193.52	
		620-3880-53130	Postage/Mailings			165.00	

**VILLAGE OF SHOREWOOD, WISCONSIN  
FINANCE OFFICE  
MEMO**

**DATE:** March 16, 2026  
**TO:** Budget and Finance Committee  
**FROM:** Finance Office  
**COPY TO:** Village Board  
**RE:** Accounts Payable and Payroll Vouchers for Presentation and Approval

Presented for your approval are the following accounts payable vouchers: 03/01/2026 - 03/15/2026

100 - General Fund		148,262.33
200 - Library		17,614.89
210 - Senior Services		1,480.00
230 - Shorewood Today Magazine		24,002.36
300 - Debt Service Fund		-
400 - Capital Projects Fund		23,195.50
430 - TIF #3		-
440 - TIF #4		-
450 - TIF #5		403,872.54
600 - Parking Utility Fund		-
610 - Water Utility Fund		76,405.17
620 - Sewer Utility Fund		280,056.20
700 - CDA		-
800 - Property Tax Fund		-
900 - Cash Fund		-
	<b>Subtotal:</b>	<u>\$ 974,888.99</u>
<b>PLUS:</b> Payroll vouchers per payroll register dated: 3/6/2026		237,982.69
		-
	<b>Grand Total</b>	<b><u>\$ 1,212,871.68</u></b>
	<b>Begin Ck #</b>	<b>End Chk #</b>
Accounts Payable Checks - North Shore Bank:	39955	39955
Accounts Payable Checks - Town Bank:	58660	58776
Accounts Payable Electronic Checks:	3398	3398
Payroll Checks:	2819	2819
Payroll Direct Deposits:	DD34728	DD34823
Payroll Electronic Check Remittances:	EFT2565	EFT2570

**Village of Shorewood  
Meeting Minutes  
March 2, 2026  
DRAFT**

**1. Call to Order**

Trustee Arndorfer called the meeting to order at 7:34pm.

**2. Roll Call**

All members were present aside from President McKaig and Trustee Couto (both excused).

**3. Statement of Public Notice**

Clerk Harrell stated the meeting was properly noticed and posted according to law.

**4. Special Order of Business**

**a. Critical utility infrastructure evaluation presentation - Strand. (7:38 pm)**

No action taken.

**5. Consent Agenda Items (8:20 pm)**

Trustee Warren moved to approve the consent agenda, and it was seconded by Trustee Stokebrand. No items were removed. Motion carried unanimously 5-0.

**6. Items Removed from the Consent Agenda**

**7. Public Hearing**

**8. Citizens to be Heard**

**9. New Business**

**a. Consider Ordinance 3079: Recycling updates (8:21 pm)**

Trustee Ircink moved approval of Ordinance 3079, an ordinance repealing and replacing Article II, "Recycling Regulations," of Chapter 455, "Solid Waste," of the Village of Shorewood Municipal Code, and amending Section 455-2, "Refuse Collection Service," in order to conform to DNR Revisions to the state administrative code governing recycling. It was seconded by Trustee Warren. Motion carried by a roll call vote of 5-0.

**b. Update on Policy 44 Lead Service Replacement Program financial assistance and disconnection process. (8:23 pm)** No action was taken.

**c. Resolution 2026-01 Proclaiming World Migratory Bird Day. (8:34 pm)**

Trustee Ircink moved to adopt Resolution 2026-01 proclaiming May 16, 2026, as World Migratory Bird Day in the Village of Shorewood, and it was seconded by Trustee McGovern. Motion carried by a roll call vote of 5-0.

**10. Report of Village Officials (8:39 pm)**

**a. Village President**

**b. Village Trustees**

Trustee Ircink read the proclamation declaring World Migratory Bird Day. Trustee Ircink then announced that the Shorewood Farmers Market has been extended to the end of March! 😊 New vendors will be making their debut appearance to promote sales during the summer months.

c. **Village Manager**

**11. Future items of Consideration**

**12. Adjournment**

It was properly moved by Trustee Warren and seconded by Trustee Ircink. The meeting was adjourned at 8:40pm

Respectfully submitted,



Toya Harrell, MMC, WCPC  
Village Clerk

DRAFT



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item: Consider Temporary Class “B” License and Park and Beach Permit for Shorewood Junior Greyhounds Baseball Club - May 22-24, 2026.**

**Date: March 16, 2026**

**Presenter: Toya Harrell, MMC, WCPC**

**Department: Clerk**

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**History** – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

The Shorewood Junior Greyhounds Baseball Club hosts an annual youth baseball tournament at Spector field. f

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**Agenda Item Discussion** – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Staff recommends approval.

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**Community and Business Outreach** – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes                       No

If Yes, identify how and what community groups and businesses were notified.

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**Action Required / Recommended** – *Please include the recommended motion or possible actions for this agenda item.*

Recommended motion: “I move to approve the temporary Class “B” license as well as the Park and Beach Permit for Shorewood Junior Greyhounds Baseball Club - May 22-24, 2024.”

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**Attachments** – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Application from the Shorewood Junior Greyhounds Baseball Club

**APPLICATION FOR PARK AND BEACH PERMIT**

**\$50 Application Fee + \$50 Per Day Fee + Any Billable Hourly Rate(s) for Village personnel requested/needed for day(s) of permit usage**

Village of Shorewood  
 3930 N Murray Ave.  
 Shorewood WI 53211  
 Telephone (414) 847-2700

Please answer the following questions fully and completely:

Date of Event (if multiple days, see instructions): 5/22/2026, 5/23/2026, 5/24/2026, 5/25/2026		Start time of event: 5 AM - 5/22/26 8 AM - 5/23, 5/24 & 5/25	End time of event: 8 PM 5/22, 5/23, 5/24, 5/25
Applicant First Name: BEVAN		Applicant Last Name: DOBBERSHILL	Applicant Middle Initial: J
Business Name: SHOREWOOD JUNIOR HANDS BASEBALL CLUBS, LLC		Business Address: [REDACTED], SHOREWOOD, WI 53211	
Business Telephone Number: [REDACTED]		Business E-mail Address: juniorhandsbaseball@gmail.com	
Do you have current CPR certification? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Do you have current First Aid certification? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Describe program/activity, including any costs to the participants: YOUTH BASEBALL TOURNAMENT FOR AGES U9, U10, U11, U12 WITH GAMES PLAYED AT SPECTOR FIELD. TEAM ENTRY FEE OF \$400/TEAM WITH PROCEEDS TO COVER EVENT COSTS WITH ANY EXCESS REVENUE TO BE RETAINED BY THE CLUB TO OFFSET OTHER ACTIVITIES OF SBLCB NON-PROFIT YOUTH SPORTS CLUB.			
Describe in detail how the park land, park equipment, and/or park improvements will be used: GAMES WILL BE PLAYED AT SPECTOR FIELD AT RIVER PARK. SPECTATORS WILL USE BLEACHERS AND PLAYERS WILL USE DUGOUTS. CONCESSIONS WILL BE SOLD AT THE CONCESSION STAND.			
Anticipated Attendance/Usage (if multiple days, provide anticipated daily average): DURING GAMES, AVERAGE ATTENDANCE WILL BE 40-50 PEOPLE INCLUDING VOLUNTEERS. PLAYERS AND FAMILIES WILL COME AND GO WITH ALL TEAMS COMING FROM NEARBY COMMUNITIES.			
Will you be erecting a temporary structure/tent? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		If yes, please describe:	
Will you be serving beer, wine, and food? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		If yes, please describe: FOOD + DRINK INCLUDING BEER WILL BE SOLD AT CONCESSIONS. THIS INCLUDES HOT DOGS, POPCORN, AND SNACKS. ALL BEVERAGES WILL BE PRE-PACKAGED.	
Will you need amplified sound or electricity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		If yes, please describe: THE CLUB HAS APPLIED FOR A TEMPORARY CLASS "B" LICENSE.	
Have you ever been convicted of any felony or of violating any Federal Law, State Law, or Local Ordinance? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		If yes, provide the date and the nature of the offense:	

**Incomplete applications will not be accepted. It is required to submit 60 days prior to the event. The following items must be submitted at time of application (see page 2 for more information):**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> \$50 Application Fee + \$50 Per Day Fee | <input checked="" type="checkbox"/> Multiple employees only – Listing of each employee who will utilize permit, including full name(s) and address(s) |
| <input checked="" type="checkbox"/> Site Plan/Map                           | <input checked="" type="checkbox"/> Multiple dates only - Listing of each date requested, including start time and end time                           |
| <input checked="" type="checkbox"/> Certificate of Insurance                |   |
| <input checked="" type="checkbox"/> Other Licenses or Permit Applications   |   |

APPLICATION FOR ADMISSION TO THE BAR

2/24/20

For information, call 210 512 2222 or visit [www.texasbar.com](http://www.texasbar.com)

Please answer the following questions to the best of your ability.

1. Name (Last, First, Middle Initial)	2. Date of Birth	3. Sex	4. Marital Status
5. Current Address	6. Previous Addresses	7. Education	8. Degree(s)
9. Law School	10. Degree(s)	11. Bar Admission	12. State(s)
13. Current Employer	14. Previous Employers	15. Current Position	16. Previous Positions
17. Current License	18. Previous Licenses	19. Current Status	20. Previous Status
21. Current Residence	22. Previous Residences	23. Current City	24. Previous Cities
25. Current State	26. Previous States	27. Current Country	28. Previous Countries
29. Current Occupation	30. Previous Occupations	31. Current Title	32. Previous Titles
33. Current Firm	34. Previous Firms	35. Current Location	36. Previous Locations
37. Current Office	38. Previous Offices	39. Current City	40. Previous Cities
41. Current State	42. Previous States	43. Current Country	44. Previous Countries
45. Current Address	46. Previous Addresses	47. Current City	48. Previous Cities
49. Current State	50. Previous States	51. Current Country	52. Previous Countries
53. Current Occupation	54. Previous Occupations	55. Current Title	56. Previous Titles
57. Current Firm	58. Previous Firms	59. Current Location	60. Previous Locations
61. Current Office	62. Previous Offices	63. Current City	64. Previous Cities
65. Current State	66. Previous States	67. Current Country	68. Previous Countries

Application Received 2/24/20

Application fee: \$100.00. Payment should be made by check or money order payable to the State Bar of Texas. The fee is non-refundable.

Application will be reviewed by the Board of Law Examiners. Successful candidates will be notified by mail. The Board of Law Examiners reserves the right to require additional information or to deny an application for any reason.

## APPLICATION FOR PARK AND BEACH PERMIT, PAGE 2

To the Village of Shorewood, Wisconsin: I hereby make application for a Park and Beach Permit in the Village of Shorewood, Wisconsin, subject to the provisions and limitations of Section 400-2 of the Village of Shorewood Municipal Code, and hereby agree to comply with all laws, resolutions, ordinances and regulations, affecting said activity, if a license be granted me. I hereby release, discharge, hold harmless and agree to defend the Village of Shorewood, its officers, agents, and employees from and against any and all loss that may arise out of or result from, in any way, in whole or in part, the scheduled activity and the conduct or actions of any individual participating in or attending the scheduled activity.

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, I certify that the aforementioned information is correct to the best of my knowledge and I agree to operate this business according to law and that the rights and responsibilities conferred by the permit, if granted, will not be assigned to another.

Applicant's Signature

Date

### Instructions, Requirements, and Regulations

**Site Plan Requirement:** All applicants are required to submit a detailed Site Plan/Map. Site plans/maps must identify location of sales, tents, classes, etc. Specify if any Village personnel or services are being requested. Time for Village personnel to be onsite for Police, Public Works, or any services will be billed at the personnel's hourly rate.

**Certificate of Insurance:** All applicants are required to submit a Certificate of Insurance naming the Village of Shorewood as an additional insured party.

**Other Licenses:** If the applicant is applying for other licenses such as a Short-Term Cabaret License for amplified sound.

**Requests for Multiple Days:** If request is for more than one day, applicants are required to submit a detailed listing of each date, indicating start time and end time.

**Applicants with Multiple Employees:** If there will be multiple employees utilizing the permit, applicants are required to submit a detailed listing of each employee, indicating names and addresses.

**Sales of Food/Drink Prohibited:** The sale of food and/or beverages is prohibited under this permit unless applicant received Temporary Class "B" license or food establishment license obtained from the North Shore Health Department (both shall be included in application). Temporary Class "B" license may be issued only to "bona fide clubs and chambers of commerce, to county or local fair associations or agricultural societies, to churches, lodges or societies that have been in existence for at least six months and to veterans' organizations.

**Temporary Setup:** All structures, equipment, materials, etc. required to perform the activity requested must be temporary and removed on each day of the activity.

**Non-Exclusive Use:** A permit, if one should be granted, does not provide exclusive use of any park or beach space.

**Proof of Permit:** Permit holders are required to have with them the permit when conducting the permitted activity within Atwater Park. The Village of Shorewood and any designated staff member by the Village Manager retains the right to request proof of permit of any permit holder.

**CPR & First Aid Certification Encouraged:** The Village of Shorewood encourages all applicants to have current CPR & First Aid Certification.

**Compliance with Federal, State, and Local Regulations:** All applicants and participants must at all times comply with all Federal, State, and Local regulations, including but not limited to Chapter 400 "Parks and Recreation" and Chapter 383 "Noise" of the Shorewood Village Code.

**Cancellations/Refunds:** The Application Fee is non-refundable. Upon written request and written notification of cancellation at least one week prior to the event, the Per Day Fee may be reimbursed to the applicant. Permit can be transferable to another day or time within 60 days of the originally scheduled event if unable to use permit due to weather.

# Temporary Alcohol Beverage License

Municipality
--------------

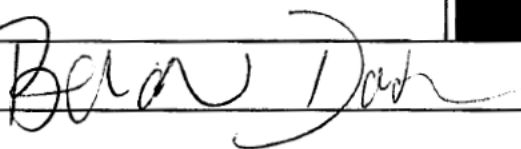
License(s) Requested	Fees	
	<input type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
<b>Total Fees</b>		<b>\$</b>

Part A: Organization Information			
1. Organization Name <b>Shorewood Junior Greyhounds Baseball Club, LLC</b>			
2. Organization Permanent Address <b>4630 N Oakland Ave</b>			
3. City <b>Shorewood</b>		4. State <b>WI</b>	5. Zip Code <b>53211</b>
6. Mailing Address (if different from permanent address)			
7. FEIN	8. Date of Organization/Incorporation <b>01/16/20</b>		9. State of Organization/Incorporation <b>Wisconsin</b>
10. Phone [REDACTED]	11. Email [REDACTED]@gmail.com		
12. Organization type (check one)			
<input checked="" type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.			
13. Is this organization required to hold a Wisconsin Seller's permit? ..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
14. Wisconsin Seller's Permit Number (if applicable)			

Part B: Individual Information			
List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.			
Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).			
Last Name	First Name	Title	Phone
Douros	Demetri	President	[REDACTED]
Heinemann	Ryan	Secretary	
Kowalski	Jonathan	Treasurer	
Dobberpuhl	Bevan	Officer	

Continued →

<b>Part C: Event Information</b>			
1. Name of Event (if applicable) <b>2026 Shorewood Jr Hounds Memorial Day Baseball Showdown Tournament</b>			
2. Dates of Operation <b>May 22-25, 2026</b>		3. Hours of Operation <b>8AM - 8PM</b>	
4. Premises Address <b>Spector Field - 3511 N Oakland Ave</b>			
5. City <b>Shorewood</b>		6. State <b>WI</b>	7. Zip Code <b>53211</b>
8. County <b>Milwaukee</b>	9. Governing Municipality <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of <b>Shorewood</b>		10. Aldermanic District
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event <b>[REDACTED]@gmail.com</b>	
13. Organizer Website <b>www.shorewoodhoundsbaseball.com</b>		14. Event Website	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.  <b>The license will cover the storage and selling of beer from the concessions stands at Spector Field at River Park for attendees of a youth baseball tournament between the hours of 8AM - 8PM Memorial Day Weekend.</b>			

<b>Part D: Attestation</b>			
Who must sign this application? • one officer or director of the nonprofit organization			
<b>READ CAREFULLY BEFORE SIGNING:</b> Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.			
Last Name <b>Dobberpuhl</b>	First Name <b>Bevan</b>	M.I. <b>J</b>	
Title <b>Officer</b>	Email <b>[REDACTED]@gmail.com</b>	Phone <b>[REDACTED]</b>	
Signature 		Date <b>02/20/20</b>	

<b>Part E: For Clerk Use Only</b>	
Date Application Was Filed With Clerk	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

**List of Each Employee**

<b>Demetri Douros</b>		Shorewood, WI 53211
<b>Brian Cothroll</b>		Shorewood, WI 53211
<b>Jonathan Kowalski</b>		Shorewood, WI 53211
<b>Tommy Vollman</b>		Shorewood, WI 53211
<b>Tim Birkel</b>		Shorewood, WI 53211
<b>Bevan Dobberpuhl</b>		Shorewood, WI 53211
<b>Ryan Heinemann</b>		Shorewood, WI 53211
<b>Tom Naleid</b>		Shorewood, WI 53211
<b>Anthony Lopresti</b>		Shorewood, WI 53211
<b>Dave Larson</b>		Shorewood, WI 53211
<b>Jennifer Hawkins</b>		Shorewood, WI 53211

**\*Individuals are volunteers and do not receive any compensation**

**Multiple Day Event**

**Friday May 22, 2026**

5:00pm - Set up event, Ready Field and Concession Stand

6:00pm - Skills Challenge & Home Run Derby

8:00pm - End of Skills Challenge & Home Run Derby

**Saturday May 23, 2026**

8:00am - Field preparation for start of games on Spector Field

8:30am - 8:00pm - Games played on Spector Field. Playing time will be approximately 90 minutes per game. Award presentation after the final game.

**Sunday May 24, 2026**

8:00am - Field preparation for start of games on Spector Field

8:30am - 8:00pm - Games played on Spector Field. Playing time will be approximately 90 minutes per game. Award presentation after the final game.



SHORJUN-01

CBLASINGAME

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/12/2025

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 have ADDITIONAL INSURED provisions or 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).

<b>PRODUCER</b> Robertson Ryan - Milwaukee 330 East Kilbourn Avenue, Suite 850 Milwaukee, WI 53202	<b>CONTACT NAME:</b> Christine Blasingame	
	<b>PHONE (A/C, No, Ext):</b> (414) 221-0387 1387	<b>FAX (A/C, No):</b> (414) 271-0196
<b>E-MAIL ADDRESS:</b> cblasingame@robertsonryan.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A :</b> WEST BEND INSURANCE COMPANY		<b>15350</b>
<b>INSURER B :</b>		
<b>INSURER C :</b>		
<b>INSURER D :</b>		
<b>INSURER E :</b>		
<b>INSURER F :</b>		

**INSURED**


Shorewood Junior Greyhounds Baseball Club Inc dba Jr Hounds  
 4230 North Oakland Avenue #112  
 Shorewood, WI 53211

**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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			B061356	4/12/2025	4/12/2026	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE	\$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						AGGREGATE	\$
								\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N <input type="checkbox"/>	N/A			PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
A	D & O - Non Profit			B063116	4/12/2025	4/12/2026	Per Claim	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  Baseball365 Inc PO Box 5614 Madison, WI 53705	<b>CANCELLATION</b>  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 
--	---

### List of Each Employee

<b>Demetri Douros</b>		Shorewood, WI 53211
<b>Brian Cothroll</b>		Shorewood, WI 53211
<b>Jonathan Kowalski</b>		Shorewood, WI 53211
<b>Tommy Vollman</b>		Shorewood, WI 53211
<b>Tim Birkel</b>		Shorewood, WI 53211
<b>Bevan Dobberpuhl</b>		Shorewood, WI 53211
<b>Ryan Heinemann</b>		Shorewood, WI 53211
<b>Tom Naleid</b>		Shorewood, WI 53211
<b>Anthony Lopresti</b>		Shorewood, WI 53211
<b>Dave Larson</b>		Shorewood, WI 53211
<b>Jennifer Hawkins</b>		Shorewood, WI 53211

**\*Individuals are volunteers and do not receive any compensation**

### Multiple Day Event

#### **Friday May 22, 2026**

5:00pm - Set up event, Ready Field and Concession Stand

6:00pm - Skills Challenge & Home Run Derby

8:00pm - End of Skills Challenge & Home Run Derby

#### **Saturday May 23, 2026**

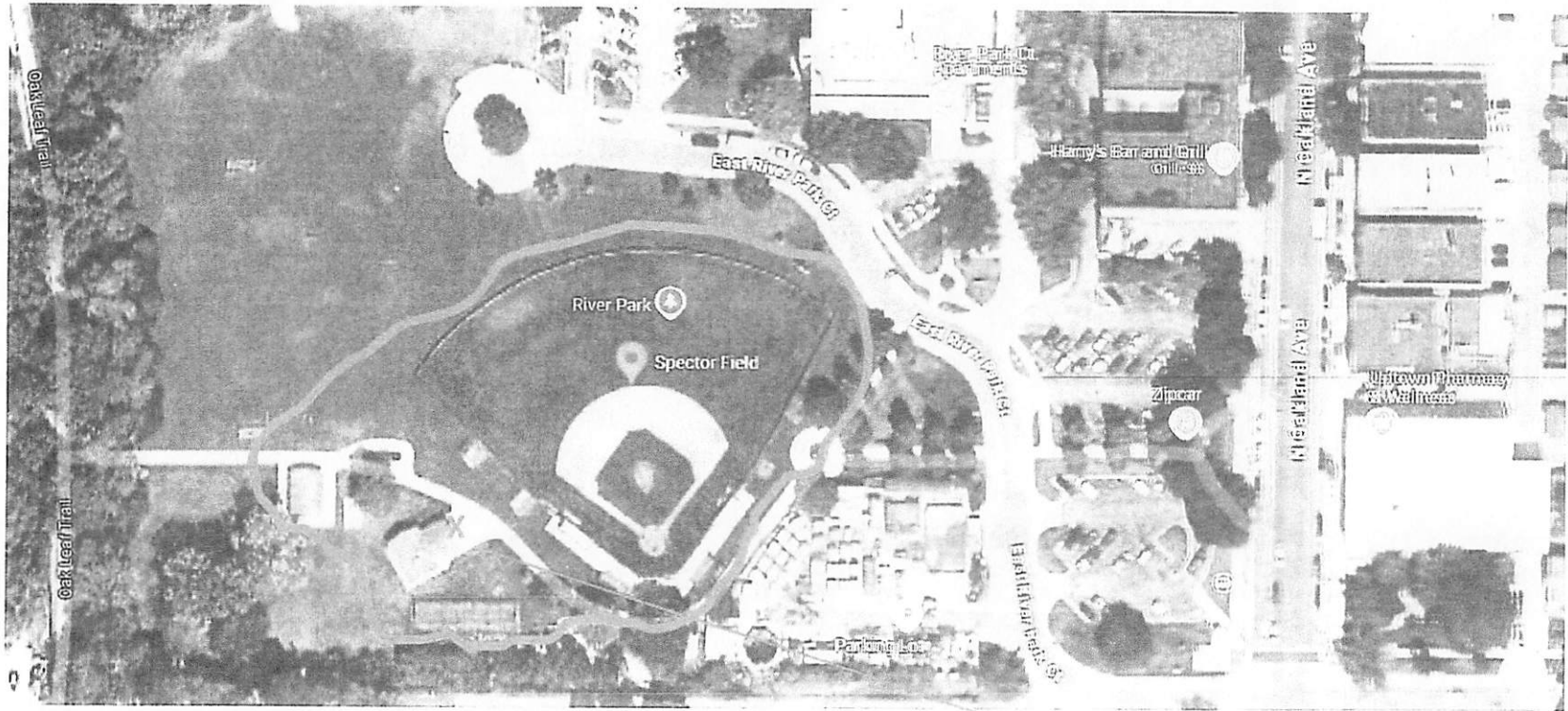
8:00am - Field preparation for start of games on Spector Field

8:30am - 8:00pm - Games played on Spector Field. Playing time will be approximately 90 minutes per game. Award presentation after the final game.

#### **Sunday May 24, 2026**

8:00am - Field preparation for start of games on Spector Field

8:30am - 8:00pm - Games played on Spector Field. Playing time will be approximately 90 minutes per game. Award presentation after the final game.



The tournament will utilize Spector Field at River Park. The red 'X' marks the concessions stand. Guests will be able to purchase food and drinks from the stand.



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item:** Consider award of contract for 2026 crack seal contract

**Date:** March 26, 2025

**Presenter:** Leeann Butschlick, Public Works Director

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**History** – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (including page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

The Village budgets annually for crack seal maintenance on asphalt streets. This prevents water and debris from entering cracks, which can lead to further deterioration. Within the available budget, road segments are identified and prioritized for crack sealing based upon the PASER (Pavement Surface Evaluation and Rating) scores which are submitted as required to WisDOT biennially.

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**Agenda Item Discussion** – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Six contractors responded to the Village request for quotes for the work (please note this is a maintenance activity and not public construction; as such it is not subject to the State’s public construction bid requirements). Please see below for a summary of the submissions:

Contractor	Price
Denler	32,184.60
Thunder Road	37,695.00
Fahrner	63,960.00
American	68,343.29
PLM	114,400.00
Payne & Dolan	148,401.44

The Village has not worked with Denler, based out of Joliet, Illinois, previously. Reference checks were satisfactory.

---

**Fiscal Note** - *if applicable, please address the financial impact of the item.*

Funding for this item is included in the contracted street maintenance operating budget line 100-3410-53540. The 2026 budget allocation is \$50,000.00. This account also funds street and alley large area patching.

---

**Community and Business Outreach** – *If applicable, did you notify the community groups and business that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes                       No

*If yes, identify and what community groups and businesses were notified. NA*

---

**Action Required / Recommended** – *Please include the recommended motion of possible actions for this agenda item.*

*Suggested motion: I move that a contract for the 2026 crack seal maintenance be awarded to Denler in the amount of thirty-two thousand one hundred and eighty-four dollars and sixty cents (\$32,184.60).*

---

**Attachments** – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include agreements/contracts, presentation materials, letters, service proposals, etc.*

*none*



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO THE VILLAGE BOARD

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**Agenda Item:** Ordinance 3080: An ordinance to amend the regulations pertaining to location restrictions of office uses within the MX districts, as detailed in 535-25 of the Zoning Code.

**Date:** March 16, 2025

**Presenter:** Bart Griepentrog, AICP, CNU-A

**Department:** Planning & Development

---

**History** – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

On [June 3, 2024](#), the Village Board adopted [Ordinance 3064](#) an amendment to the Zoning Code to allow office uses within the primary frontage of buildings within the Mixed Use Storefront (MX) Districts, subject to “additional restrictions.” The adopted amendment was crafted to be less impactful to the district than the applicant’s requested amendment, which would have allowed office uses within all MX properties unless they were 30 feet from a street corner. The additionally adopted restrictions detailed that such uses had to be located within a building with at least 120 lineal feet of primary frontage but also could not be located within 60 feet from a street corner and could not occupy more than 90 lineal feet of primary frontage or 50% of the building, whichever was less. The prelude to the ordinance amendment acknowledged the extra difficulty in finding tenants to fill large spaces. Discussion of the amendment also recognized that some large spaces were not designed for realistic conversion to retail. Before adoption, this amendment was discussed and recommended by the Plan Commission at their April 23, 2024 and May 28, 2024 meetings, respectively.

In the process of drafting and adopting the change, the Planning Director erroneously suggested that the Principal Use Table be updated to change the symbol for office uses within the MX districts from “☉ Permitted as-of-right, subject to location restrictions” to “● Permitted as-of-right,” with the addition of “\* Additional restrictions” to signify the newly adopted location restrictions. In doing so, he inadvertently removed the ability of office uses to occupy the upper stories of the building or the rear of the ground story, a minimum of 20 feet from the primary façade or be located within buildings with less than 120 linear feet of primary frontage, since those options were not included within the language associated with the newly created “\* Additional restrictions”. That was not intended and is beyond what could be considered a scrivener’s error.

---

**Agenda Item Discussion** – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

In order to rectify the adopted amendment, the Planning Director introduced a corrective ordinance to the Plan Commission on October 28, 2025 that would reclassify office uses back to “☉ Permitted as-of-right, subject to location restrictions”, as follows:

Uses identified with a “☉” are permitted as-of-right in the subject zone but only when located above the ground floor in upper stories of the building or in the rear of the ground story, a

minimum of 20 feet from the primary facade. The first 20 feet behind the primary facade must contain occupied building space of an allowed use. See § 535-6A for definition of "occupied building space."

and update and rename the language associated with “\* Additional restrictions” to a “\* Location exception” as follows with emphasis added for illustrative purposes only:

*As an exception, uses also identified with an “\*” may also be located within the primary frontage of buildings with at least 120 linear feet of primary frontage, so long as those total uses, not including a lobby, occupy no more than 90 linear feet or 50% of the frontage along the primary façade, whichever is less, but in no case shall they be located along the primary façade within 60 feet from a street corner as measured from the corner of the building.*

The reworded language would clarify this to be an exceptional allowance in addition to the upper and rear story locations rather than an “additional restriction” further limiting their use. It would also reorder the wording for greater comprehension without changing the content. For reference, here is the currently adopted language *with emphasis added*:

Uses identified with a “\*” shall not be located along the primary façade within 60 feet from a street corner (measured from the corner of the building), and *may only be located* within buildings with at least 120 linear feet of primary frontage, so long as those total uses, not including a lobby, occupy no more than 90 linear feet or 50% of the frontage along the primary façade, whichever is less.

On [January 27, 2026](#), the Plan Commission recommended adoption of this ordinance. The Planning Director proceeded to publish the required notices on February 18<sup>th</sup> and 25<sup>th</sup> and scheduled the public hearing and Village Board consideration for March 16, 2026.

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**Community and Business Outreach** – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes                       No

If Yes, identify how and what community groups and businesses were notified.

In addition to the publicly noticed Plan Commission discussions, a Class II public notice was published in the Village’s official newspaper on February 18, 2026 and February 25, 2026 notifying the public of the March 16, 2026 public hearing.

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**Action Required / Recommended** – *Please include the recommended motion or possible actions for this agenda item.*

I move to approve Ordinance 3080: An ordinance to amend the regulations pertaining to location restrictions of office uses within the MX districts, as detailed in 535-25 of the Zoning Code.

---

**Attachments** – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Ordinance 3080: An ordinance to amend the regulations pertaining to location restrictions of office uses within the MX districts, as detailed in 535-25 of the Zoning Code.

ORDINANCE NO. 3080

AN ORDINANCE TO AMEND THE REGULATIONS PERTAINING TO  
LOCATION RESTRICTIONS OF OFFICE USES WITHIN THE MX DISTRICTS,  
AS DETAILED IN 535-25 OF THE ZONING CODE.

WHEREAS, on June 3, 2024, the Village Board adopted an amendment to the Zoning Code to allow office uses within the primary frontage of buildings within Mixed Use Storefront (MX) Districts, subject to additional restrictions;

WHEREAS, upon administration, the Planning Director has identified that the adopted amendment erred in inadvertently prohibiting office uses in upper stories or the rear of the ground story, a minimum of 20 feet from the primary façade, and identified the amendment as a restriction as opposed to an exception, and has drafted an amendment to correct the error;

WHEREAS, the proposed amendment was introduced to the Plan Commission on October 28, 2025 for discussion, and was subsequently recommended by the Plan Commission on January 27, 2026 for approval;

WHEREAS, a class two public hearing notice was published in the official newspaper on February 18, 2026 and February 25, 2026 to notify all interested parties of a public hearing at the March 16, 2026 Village Board meeting to discuss the matter.

NOW THEREFORE, at a regular meeting of the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, held on the 16<sup>th</sup> day of March 2026, by a favorable vote of the members being present and therefore, said Board does ordain as follows:

**SECTION 1**

That the Key of Table 535-25-1 “Principal Use Table” within Section 535-25 “Principal Uses” within Chapter 535 “Zoning” shall be amended to rename the “\*” symbol from “Additional restrictions” to “Location exception”.

**SECTION 2**

That Table 535-25-1 “Principal Use Table” within Section 535-25 “Principal Uses” within Chapter 535 “Zoning” shall be amended to indicate that “Office” uses shall be permitted as-of-right, subject to location restrictions in the MX1 and MX 2 districts by replacing the current “●” symbol with “◐”, while also keeping the “\*” symbol.

**SECTION 3**

That Subdivision (c) “Permitted in upper stories and rear of ground story only.” of Paragraph (2) “Interpreting the Use Table.” of Subsection A. “General regulations.” of Section 535-25 “Principal Uses.” of Chapter 535 “Zoning” be amended to read as follows:

Permitted as-of-right, subject to location restrictions. Uses identified with a "☉" are permitted as-of-right in the subject zone but only when located above the ground floor in upper stories of the building or in the rear of the ground story, a minimum of 20 feet from the primary facade. The first 20 feet behind the primary facade must contain occupied building space of an allowed use. See § [535-6A](#) for definition of "occupied building space."

As an exception, uses also identified with an "\*" may also be located within the primary frontage of buildings with at least 120 linear feet of primary frontage, so long as those total uses, not including a lobby, occupy no more than 90 linear feet or 50% of the frontage along the primary facade, whichever is less, but in no case shall they be located along the primary facade within 60 feet from a street corner as measured from the corner of the building.

**SECTION 4**

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

**SECTION 5**

That this Ordinance shall take effect and be in force after its passage and posting.

PASSED AND ADOPTED by the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, this 16<sup>th</sup> day of March 2026.

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Ann McKaig, Village President

Countersigned:

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Toya Harrell, MMC, WCPC, Village Clerk



# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item:** Consider Ordinance 3081 Transportation and Parking Regulation Request for stop sign controlling N. Murray Avenue at E. Olive Street

**Date:** March 16, 2026

**Presenter:** Leeann Butschlick

**Department:** Public Works

---

**History** – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (including page number) to reference information. If there is no relevant history, N/A should be entered in this space.

Judie and John Knoerle, residents of the 2000 block of E. Olive Street submitted a request under the Village’s [Traffic and Parking Regulation program](#) on February 6, 2026. The application (attached) requests the addition of stop signs controlling traffic on N. Murray Avenue at E. Olive Street to make the intersection a four-way stop. Olive traffic is currently controlled by stop signs.

The Public Works Committee recommended a four-way stop at its March 2, 2026 meeting.

---

**Agenda Item Discussion** – Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.

Please see attached map illustration of existing stop signs in the area. Please note that this intersection is expected to be reviewed within the upcoming Neighborhood Greenway initiative. The Police Department has indicated that no accidents have been reported at this location in the past six years.

---

**Fiscal Note** – If applicable, please address the financial impacts of the item.

The signage would be funded through DPW’s operating budget line 100-3410-53510, 2026 budget \$5,000.

---

**Community and Business Outreach** – If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in the attached communication plan how community groups and businesses will be informed of action after Village Board consideration.

Yes       No      NA

If yes, identify how and what community groups and businesses were notified. applicants notified of meeting

---

**Action Required / Recommended** – Please include the recommended motion or possible actions for this agenda item.

Suggested motion: I move approval of Ordinance 3081 An Ordinance Converting the Intersection of North Murray Avenue and East Olive Street into a Four Way Stop.

---

**Attachments** – Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include agreements/contracts, presentation materials, letters, service proposals, etc.

Ordinance 3081  
February 2026 TAPR request  
map of area with stop sign locations

Village of Shorewood  
Traffic and Parking Regulation Request Form



Date: Feb. 4<sup>th</sup> - 2026

Requestor Information:

Name: JUDIE & JOHN KNOERLE

Address: [REDACTED]

Phone Number: [REDACTED]

Email: [REDACTED]

Traffic-related requests should be submitted to:  
dpw@shorewoodwi.gov.

Parking-related requests should be submitted to:  
pad@shorewoodwi.gov.

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

Type of Request:

Traffic Control Signage

Pavement Markings

Traffic Calming

Parking Regulation\*

Description:

STOP SIGNS CURRENTLY E/W ON OLIVE ST.

\*To request a Loading or Accessible Parking Zone an Application for Special Privilege is required.

Location of Request: (attach map, photo or site plan, if available)

Corner of E. Olive St. and Murray Ave.

Reason for Request: (attach additional pages, if necessary)

Safety concerns - see ltr. attached

Response:

Name

Date

February 2nd, 2026

To: Shorewood Public Works Department

Re: Proposed 4-way stop at the corner of E. Olive Street and Murray Avenue

To Whom This Concerns,

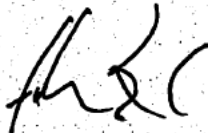
My husband and I live at [REDACTED] Our house is one house away from the intersection of E. Olive St. and Murray Avenue. We have witnessed several accidents at that intersection and hear frantic horn honking constantly from cars nearly hit as they maneuver through the intersection. We would like to see a 4-way stop at that intersection.

The closest 4-way stop is at E. Kenmore Place and Murray Avenue to the south and E. Lake Bluff Blvd. and Murray Avenue to the north. A 4-way stop would make the intersection safer and slow the traffic between those two stop signs.

E. Olive Street is well traveled between Oakland Avenue and Lake Drive. We have many young school children in the block also crossing at that intersection. We appreciate your attention to this matter. Please feel free to contact us for further information if needed.

Regards,

  
Judie and John Knoerle



[REDACTED]  
Shorewood, WI

mobile: [REDACTED]

home: [REDACTED]



ORDINANCE NO: 3081

**An Ordinance Converting the Intersection of North Murray Avenue and East Olive Street into a Four Way Stop**

At a regular meeting of the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin held on this 16<sup>th</sup> day of March, 2026, a quorum being present and a majority of the Board voting therefore, said Board finds:

**WHEREAS**, based upon the flow of traffic and traffic patterns, the Village Board finds that converting the intersection of Murray Avenue and Olive Street into a four way stop promotes the overall welfare and safety of the Village of Shorewood;

**NOW THEREFORE**, the Village Board does ordain as follows:

**SECTION 1**

That Subsection B, “Stop signs shall be located at,” of Section 33, “Traffic control lights, stop signs, and yield signs,” of Article X, “Traffic Control,” of Chapter 500, “Vehicles and Traffic,” of the General Ordinances of the Village of Shorewood, be amended and supplemented by adding the following:

Four-way stop at Olive and Murray

**SECTION 2**

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

**SECTION 3**

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

PASSED AND ADOPTED by the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, this 16<sup>th</sup> day of March, 2026.

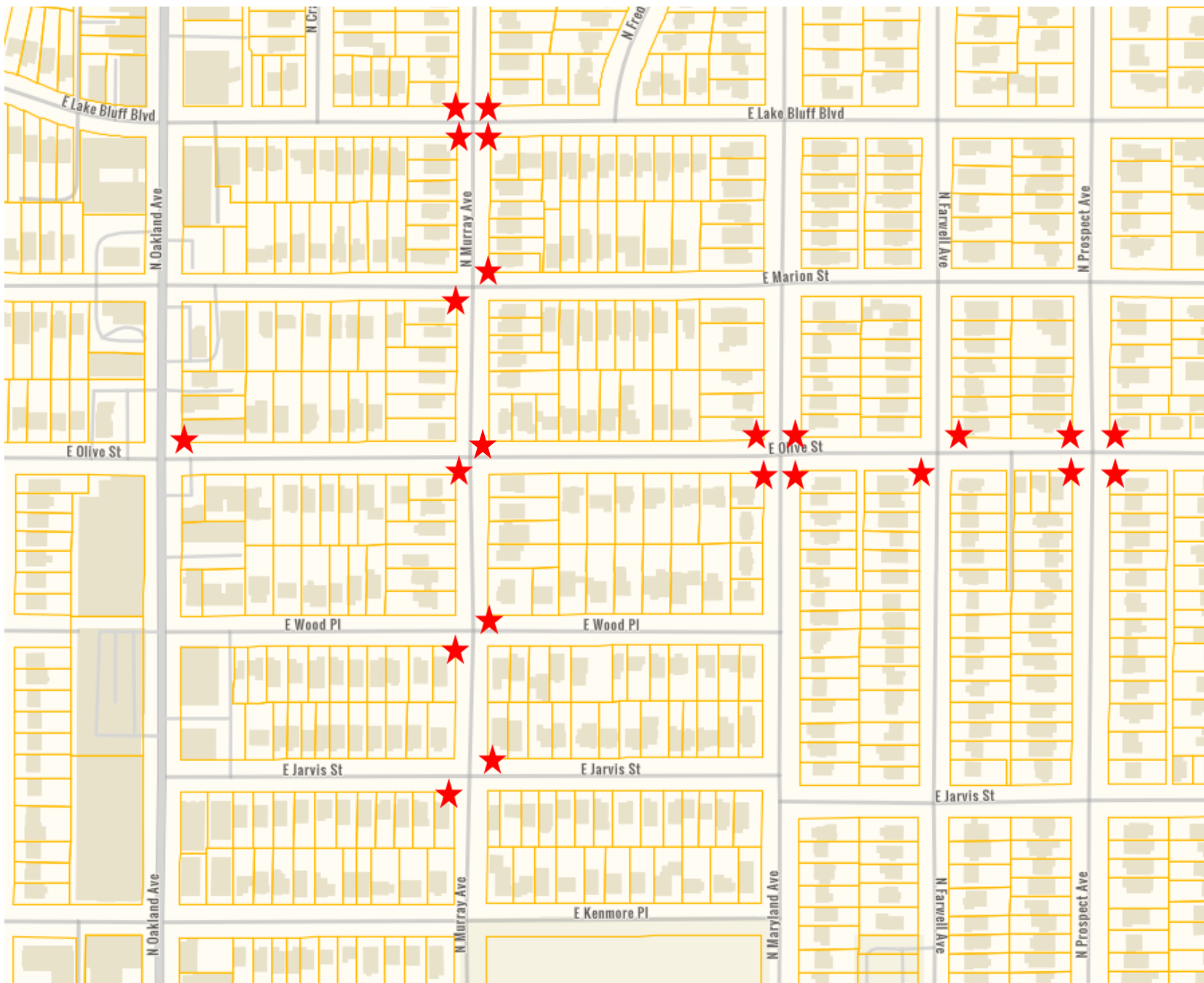
\_\_\_\_\_  
Ann McCullough McKaig, Village President

Countersigned:

\_\_\_\_\_  
Toya Harrell, Village Clerk



★ Existing stop signs





# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO THE VILLAGE BOARD

---

**Agenda Item:** Consider recommendation on Phase II public assistance application for 4448 and 4450 N. Oakland Ave. from Spoerl Commercial LLC for the purpose of building affordable housing.

**Date:** March 16, 2026

**Presenter:** Rebecca Ewald, Village Manager

**Department:** Village Manager's Office

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### History

The [Community Development Authority \(CDA\)](#) was tasked by the Village Board to provide a recommendation on how to utilize Tax Increment District (TID) funds from [TID #1 extension](#) for purposes of affordable housing in accordance with [State Statutes](#).

Note: The affordable housing funds requested do not require the creation of a new TID. The affordable housing funds were provided through TID #1 which closed in 2021. State law requires that 75% of the funds may only be utilized for purposes of affordable housing, and 25% may be reserved for other general "improvements" to the Village housing stock.

In 2021-2024 the CDA received and provided education on affordable housing, [The Role of Suburbs in Creating a Diverse and Inclusive Region: Spotlight on Housing](#). Following the educational series, the CDA recommended on [June 3, 2022](#), and the Village Board agreed on [June 20, 2022](#), to explore rental offense approaches including: 1) adding affordable rental units via vouchers and/or 2) modifying existing multiunit dwellings into set-aside affordable units. Community Land Trusts (CLTs) were also explored. These options were not selected to proceed.

Simultaneously, the Plan Commission was working on the [Commercial Zoning Code Update](#), where multiunit dwellings are predominantly located in the village. Other than the block southeast of the intersection of Oakland and Capitol, the height of buildings in these districts was limited to 4 or 5 stories in the code update. This ultimately limits the number of units and revenue that could be developed to decrease housing costs within this area.

Developers have expressed interest in developing Village owned parking lots with affordable housing. The CDA and Village Board agreed to issue an [RFP for Redevelopment of Village Owned Parking Lots](#) to assess a developers receptiveness to redevelop the sites with affordable housing. Any site that includes affordable housing may need to maximize the use of tax credits through WHEDA. Three proposals were received and reviewed by the Village Board and the CDA in a joint meeting on [September 12, 2024](#), including a proposal from Spoerl Commercial LLC. This RFP remains active, however, since its release the Village Hall/Center parking lot was removed as an option for development.

[Policy 40 Tax Increment District \(TID\) creation and Tax Increment Financing \(TIF\) assistance](#) outlines a phased application process for requesting public assistance required for affordable housing.

On February 26, 2026, Brian Spoerl of Spoerl Commercial submitted a Phase 1 application for public assistance to redevelop 4448-50 N. Oakland Avenue with a three story, 19-unit residential

building. On [May 30, 2025](#), the CDA unanimously recommended the [Phase I application](#) to the Village Board. The Board found that “But for” the use of TID funds for affordable housing, the development would not be created, and the public benefit of affordable housing will be provided. To watch the meeting click [here](#).

On [June 16, 2025](#), the Village Board moved that the project warrants future exploration and requested the developer complete a Phase II application. Motion carried by a vote of 5-1 (Stokebrand).

On [July 7, 2025](#), the Village Board directed the Village Attorney and Village Manager to review the proposed offer to purchase and provide a recommendation to the Village Board on August 4<sup>th</sup> for consideration.

On [August 4, 2025](#), the Village Board approved an Offer to Purchase contingent upon the applicant being awarded the WHEDA funds or other similar financing and execution of a development agreement, [see pg. 198 of the packet](#).

On February 2, 2026, Brian Spoerl of Spoerl Commercial submitted a [Phase II application](#) for public assistance. On [February 25, 2026](#), the CDA recommended the Phase II application submitted by Spoerl Commercial LLC to the Village Board, requesting approximately \$1.6 million in public assistance, contingent upon WHEDA financing and other financing being awarded, and the execution of a development agreement that commits Spoerl Commercial LLC to building the affordable housing project for the public benefit.

---

## Overview

A Village of Shorewood Phase II Public Assistance Application was submitted by Spoerl Commercial LLC for 4448-4450 N. Oakland Avenue for the purpose of constructing affordable housing. WHEDA has advanced Spoerl’s WHEDA tax credit in their process, requesting submission of a full application in March 2026.

Baker Tilly requested Spoerl execute a non-disclosure agreement for purposes of providing a managerial and financial capacity review. Baker Tilly reviewed the development entity’s financial statements, verifying the financial information proposed in the Phase I application and reviewing changes made in the Phase II application, and reviewed the development team’s managerial capacity to complete the project. Baker Tilly’s review confirmed the accuracy and ability of the developer to complete the project, meeting the intent of Policy 40, but also requiring policy direction from the CDA and Village Board discussed below. See full report attached.

Per Policy 40,

*“The CDA will provide a recommendation on the application and development agreement terms to the Village Board to be considered by the Village of Shorewood for possible TID creation and approval. Included within the recommendation will be a statement of the public benefit(s) of the project and how the Village will benefit from contributing public support.”*

No TID is proposed to be created in the Phase II application submitted. The Village has approximately \$2.1 million in TID 1 Extension funds for the purpose of creating affordable housing. The CDA was requested to provide a recommendation on the application, including a review of the following:

*“TIF Cap. Policy 40 requires the total amount of TIF assistance should not exceed 15% of total project costs and will not exceed the level of private equity investment. This limitation may be waived upon recommendation of the CDA and approved by the Village Board.”*

Spoerl has requested \$1.6 million or 22% of estimated project costs.

On 2/25 CDA recommended the Phase II application, specifically the amount of TID extension funds, in open session, and development agreement terms in closed session. Should the Village Board desire to proceed with development agreement negotiations, a closed session has been listed on the agenda.

Below is an outline of the next steps:

CDA considered Phase II application & development agreement terms	2/25/26
Tentative: Village Board considers recommendation on Phase II application & discusses development agreement terms	3/16/26
<i>*Following negotiations a draft development agreement will be provided for board approval at a future meeting.</i>	
Spoerl: WHEDA LIHTC applications due	3/20/26
WHEDA LIHTC award announcement	5/2026
Spoerl: Federal home bank loan submitted	6/2026
Federal home bank loan awards announced	10/2026

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### **Financial Impact:**

Village Attorney legal fees for reviewing and opining on an Offer to Purchase would be funded by TID 1 extension funds.

Lots 4448-4450 N. Oakland Avenue are presently used as public parking. Permits for overnight parking (\$40/month) are sold for the 49 spaces in this lot, producing an estimated \$23,520 in revenue annually. Redevelopment of this lot would eliminate this annual revenue for the parking utility.

The sale of 4448-4450 N. Oakland Avenue is estimated at \$331,000, which is revenue the Village would take into the general fund. The Village may utilize the funds for the 2027 budget or designate the funds to be utilized for purposes of affordable housing with the remaining TID 1 extension funds.

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### **Possible motions:**

I move to **(Proceed/Not Proceed)** with negotiations for a development agreement based upon the Phase II application submitted by Spoerl Commercial LLC to the Village Board, requesting \$1.6 million in public assistance, contingent upon WHEDA financing and other financing being awarded, and the execution of a development agreement that commits Spoerl Commercial LLC to building the affordable housing project for the public benefit.

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**Attachments:**

1. Phase II Application submitted by Spoerl
2. Baker Tilly Financial Analysis of Phase II application

February 19, 2026

Rebecca Ewald  
Village Manager  
Village of Shorewood  
3930 N Murray Avenue  
Shorewood, WI 53211

Baker Tilly Municipal Advisors, LLC  
4807 Innovate Ln  
Madison, WI 53718  
United States of America

T: +1 (608) 240-2516

bakertilly.com

Ms. Ewald:

The Village of Shorewood, Wisconsin (“Village”) retained Baker Tilly Municipal Advisors (“BTMA”) to evaluate the financial and managerial capacity of the development entities associated with the proposed Affordable Housing Development – 4448-50 N Oakland Ave (“Project”). This letter summarizes our evaluation of the primary Project developer, Spoerl Commercial, LLC. (“Applicant”). This review is in accordance with Phase 2 of the Village’s Policy 40, relating to Tax Increment Financing (TIF) assistance.

To complete this managerial and financial capacity review, BTMA entered into a non-disclosure agreement with the Applicant. The information provided is either publicly available or the summary results of our analysis presented in a manner that protects the Applicant’s confidential and proprietary information.

BTMA evaluated a combination of information provided by the Applicant in response to a request for information and available public data sources to consider the Applicant’s managerial and financial capacity to complete the Project as proposed in the current market. BTMA considered the Applicant’s prior projects, available financial information, and Applicant and Project Team’s general professional experience with each element of the Project as proposed.

## **Executive Summary – Project Updates and Policy Considerations**

BTMA provided an initial But-For Analysis dated May 22, 2025 to determine whether the Project required the requested financial assistance from the Village. Specifically, the Applicant was seeking a maximum request of \$1.7 million from the \$2.1 million of TIF extension funds which are available for affordable housing developments (the “Incentive”). While the max request was estimated to be \$1.7 million, this would be subject to the Applicant’s final capital stack and the final amount received from other grants and incentives. At the time of the But-For Analysis, the pro forma reflected an acquisition cost of the land below the current market price as well as \$750,000 in TIF extension funds. The conclusion of that report was that the Project would not proceed in the current market without the requested Incentive.

There have been two material updates to the Applicant’s pro forma since the review last May. The first being the requirement of an elevator which is estimated to increase construction costs by approximately \$300,000. The elevator is a necessary addition to obtain the tax credits and meet WHEDA’s accessibility requirements of having type C visitable units.

The second new update is the capitalization of a supportive service reserve for thirty years (\$766,712). The supportive service reserve fund is a restricted pool of funds set aside to pay for resident support services which intends to promote stability and reduce operating volatility. The capitalization of supportive services for a duration of thirty years is a requirement of WHEDA. Offering supportive services for WHEDA’s 9% competitive applications makes the the Project competitive in both the WHEDA and AHP point scoring and are a requirement to win the tax credits and grant.

After reviewing the Project and the updated information, BTMA has identified the following policy considerations for the Village of Shorewood Community Development Authority (“CDA”) and the Village Board of Trustees. A full outline of each criterion listed in Policy 40 and any applicable notes can be found at the end of this memo.

- 1) Finalizing the maximum cap amount of TIF extension funds
- 2) Method of reimbursement – are funds disbursed “up-front” upon demonstrating a complete capital stack after award of all tax credits and funds, tied to specific development milestones, or disbursed upon completion of the Project?
- 3) Relating to Village Policy 40, the following have been identified as areas which may not conform with Village policy
  - a. Project may not meet payback provision due to nature of affordable housing.
  - b. Waiving of the 15% property assembly cap (TIF funds estimated to be 22% of total costs)

## Summary of Project – Background

On March 15, 2021 the Village Board approved the extension of TID 1 for purpose of developing affordable housing. The value of this extension totaled approximately \$2 million in additional TIF funds. The CDA has explored opportunities for utilizing the funds; however, no disbursements have been made thus far.

In February 2024, the Village solicited input from various developers on the possibility of constructing affordable housing on public and private sites within the Village. Positive interest in the Village’s publicly owned sites was received. On May 30, 2024, at a joint meeting of the Village Board and CDA, staff was directed to develop a Request for Proposals for affordable housing on the Village-owned parking lots. The RFP was released in August of 2024, and the Applicant’s submission materials for the Phase 1 Application to redevelop the site at 4448-50 N Oakland was provided in February of 2025.

The subject property is .35 acres in size and is zoned to allow a mixed-use development of residential and office uses. As the property is owned by the Village, the Milwaukee County Assessor reports a market value of the site of \$0; however, the Applicant’s sources and uses show an acquisition cost of \$333,731. The But-For Analysis of the Project was formally presented in June of 2025 when the Village Board considered the Applicant’s Phase 1 application for the TIF extension funds. The Village board voted to move forward with the Project for consideration of the Applicant’s Phase 2 application.

The Applicant’s expected unit mix and gross rents are as follows.

Affordable Housing Units					
	# of Units	AMI	Sq. Feet	Monthly Rent	\$ PSF
1BR	2	30%	575	\$515	\$0.90
1BR	3	50%	575	\$931	\$1.62
1BR	3	60%	575	\$1,007	\$1.75
2BR	2	30%	825	\$614	\$0.74
2BR	2	50%	825	\$1,113	\$1.35
2BR	3	60%	825	\$1,204	\$1.46
3BR	1	30%	1100	\$702	\$0.64
3BR	2	50%	1100	\$1,278	\$1.16
3BR	1	60%	1100	\$1,479	\$1.34
<b>Total</b>	<b>19</b>			<b>\$18,674</b>	

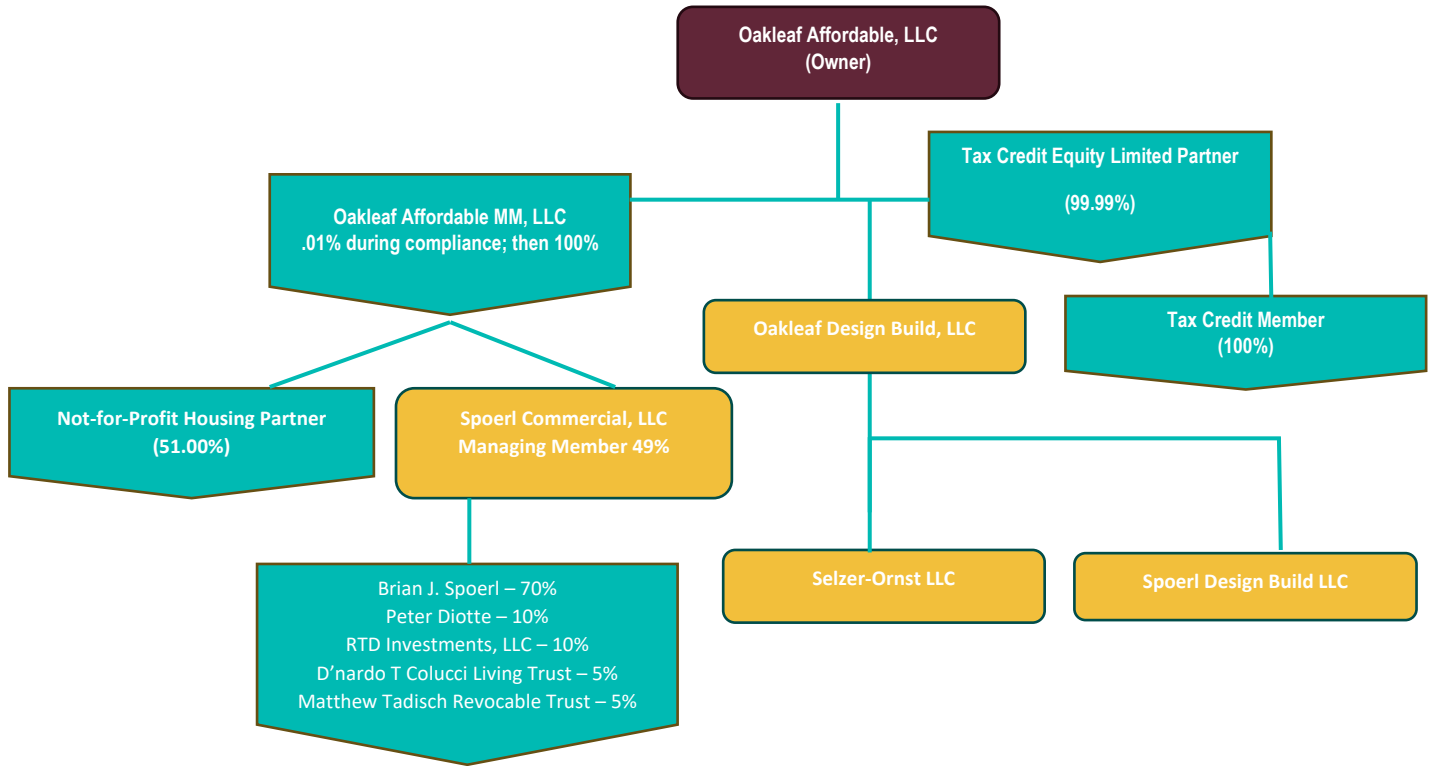
Based on the prior preliminary analysis of potential property tax estimates, BTMA estimated \$517,294 to be collected by all taxing jurisdictions over a period of twenty years with an annual average of approximately \$27,000. Affordable housing projects are often assessed using the income-approach (NOI / Cap Rate) which results in lower assessed values relative to market-rate developments. Our property tax estimates assume a constant mill rate as of 2024 (22.629917) and a modest inflation multiplier of 3.00% annual growth in the property value.

As of September 22, 2025, the Village and the Applicant entered into a real estate purchase agreement in which the property will be sold to the Applicant for a purchase price of \$333,731.00. The Applicant was the winner of the WHEDA concept round and was invited to participate in the WHEDA competitive 9% round in March. If the Applicant receives the tax credits from WHEDA, they will then apply for a loan through the Federal Home Loan Bank’s (“FHLB”) affordable housing program (“AHP”). WHEDA tax credit awards are announced in May. The AHP application is due in June with awards announced in October

The Applicant has proposed the following financing structure and reflects their most recent pro forma. Material updates between the Applicant’s prior estimates and updated pro forma include an increase to the construction cost of the building (\$300,000) and WHEDA’s requirement for the capitalization of a thirty-year supportive service reserve (\$766,712).

Sources	Amount	% of Project Total	Status
Federal LIHTC Investor Capital	\$3,754,394	52.81%	Contingent
FHLBC - AHP	950,000	13.36%	Contingent
WHEDA Permanent Mortgage	776,787	10.93%	Committed
TIF Extension Funds	1,627,524	22.89%	Un-committed
GP Equity	100	0.00%	Committed
Total	\$7,108,805		
Uses	Amount	% of Project Total	\$ PSF
Construction	\$3,730,028	52.47%	\$199.59
Construction Period Expenses	396,040	5.57%	
Contractor Fees	464,575	6.54%	
Acquisition	333,731	4.69%	\$22.25
Developer Fees	330,625	4.65%	
Architect and Engineering	200,330	2.82%	
Construction Contingency	371,544	5.23%	
Other Soft Costs	132,705	1.87%	
Financing Fees and Expenses	111,902	1.57%	
Operating Reserve	99,739	1.40%	
Supportive Service Reserve (30 years)	766,712	10.79%	
Professional Fees and Reports	170,875	2.40%	
Total	\$7,108,805		

## The Project Team



Spoerl Commercial, LLC was organized in June of 2022 with an exclusive focus on affordable housing; it has five shareholders including managing member Brian Spoerl. Brian Spoerl owns a 70% interest in the company. The Applicant was reported as restored to good standing according to the State of Wisconsin Department of Financial Institutions.

Spoerl Commercial, LLC has five shareholders. Shareholders are:

- Brian J. Spoerl – 70%
- Peter Diotte – 10%
- RTD Investments, LLC – 10%
- D'nardo T Colucci Living Trust – 5%
- Matthew Tadisch Revocable Trust – 5%

The Applicant has retained multiple separate entities for assistance with the Project to form the Project Team. These are:

- **Zimmerman Architectural Studios:** Responsible for construction documents, state and local approvals and project management to ensure that buildings meet strict design and building code throughout the design and construction schedule. Zimmerman has been the architect of record on all Spoerl projects.
- **Harwood Engineering:** Providing comprehensive engineering services, including civil, structural and MEP design. Harwood Engineering has been the engineer on all Spoerl projects.
- **Spoerl Design Build:** This is Spoerl's in-house construction management team who serves as the project General Contractor to manage the budget.
- **Selzer-Ornst Construction:** Selzer-Ornst and Spoerl Design Build will partner on the general contracting for the Oakleaf.
- **Oakleaf Design Build, LLC:** allows for shared GC responsibilities between Spoerl Design Build and Selzer-Ornst. Organizational structure reflects a common practice for liability purposes, streamlining accounting, etc. Spoerl provides owner representation and pricing experience while Selzer will provide a project manager, project supervisor, accounting and favorable insurance and bond pricing to the team.

When presented with disclosure questions addressing defaults, legal suits, bankruptcies, judgments, tax delinquencies, and felonies, none were applicable except a property purchase dispute reported by Selzer-Ornst Construction Company, LLC which is currently going through mediation.

## Managerial Capacity (Construction Management)

To evaluate the Project Team's capacity to manage the Project, BTMA reviewed the following.

- Background on the Applicant and the Project provided by the Applicant
- Company web sites.
- Publicly available information on the Applicant and its associated projects.
- Internet news searches.
- Publicly available information on the Applicant's past associated projects.

The Applicant's past and current residential projects include the following.

1. The Hampton - 17 units - Whitefish Bay, WI (opening May 2026)
2. The Avenue – 59 units - Sturgeon Bay, WI (closing on financing in May of 2026)

The past residential projects of Selzer-Ornst Construction include the following:

1. Waterford Lofts - 12 units – Waterford, WI
2. Playbill Lofts – 59 units – Milwaukee, WI (renovation)
3. Lasata Heights – 16 units – Cedarburg, WI (renovation)
4. Linden Court – 24 units – Waukesha, WI
5. Manitowoc Place – 33 units – Manitowoc, WI (renovation)

Prior projects demonstrate the Project Team's robust experience in property development including housing and various forms of commercial real estate. Mr. Spoerl is the primary project manager and his prior experience leans heavily on commercial real estate experience; however, there is a demonstrated range of product types including retail, healthcare, and other forms of commercial real estate. Selzer-Ornst Construction also has demonstrated extensive experience in developing commercial and multi-family projects. The totality of the development team's past projects and experience are indicative of managerial capacity to successfully complete the proposed Project.

## Financial Capacity

Brian Spoerl and Matthew Tidsch will be partnering on construction and will be co-guarantors of any loans. All guarantees are joint and several. Baker Tilly Municipal Advisors reviewed the following documents to assess the Applicant's financial capacity to substantiate the guarantees and to complete the proposed Project.

- Balance Sheet for Spoerl Commercial, LLC as of January 31, 2026
- Profit and Loss Statement for Spoerl Commercial, LLC as of January 31, 2026
- Balance Sheet for Hampton Affordable, LLC as of January 31, 2026
- Personal Financial Statement of Matthew Tadisich, dated June 16, 2025

**Based on materials provided by the Applicant, Baker Tilly has determined that there is a reasonable expectation that the Applicant has sufficient assets and liquidity to support and execute the Project.** It should be noted that as an affordable housing project, the developer's financial position is further substantiated by eligibility to participate in the LIHTC program and provide personal guarantees. LIHTC personal guarantees are requirements aimed at mitigating risk during construction, lease-up, and the compliance period. Developers must guarantee construction completion, operating deficits, and tax credit recapture, with common requirements including high net worth and liquidity thresholds.

The Applicant's financial capacity may change over the course of the Project, as may the Applicant's willingness to apply this capacity. It is recommended that the City include in the development agreement and related documents terms which will protect the City's financial interests. Baker Tilly is available to advise on terms, if desired.

Sincerely,

David Erdman, Managing Director



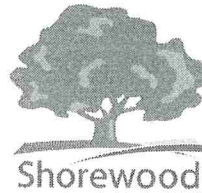
BAKER TILLY MUNICIPAL ADVISORS, LLC

## Project Alignment with Village Policy 40.

Policy Statement	Conforms	Non-Conforming	Notes
TIF assistance will not be considered for market rate housing, unless the project incorporates affordable housing.	✓		
The Village will provide assistance primarily through developer-financed methods to minimize the risk of public participation whenever possible	✓		TIF-extension funds are funds on hand. Funds may not be used for any purpose other than affordable housing
The Village will consider TIF requests only after determining that other possible available funding sources are not sufficient to finance the project and provide an adequate rate of return for the project to move forward.	✓		Requested funds are necessary to complete capital stack and secure LIHTC credits
The developer will consider other financing options, prior to application	✓		
The Village will consider up front project financing through the sale of bonds or other internal sources on a case-by-case basis when other methods including developer-financed are deemed infeasible, will limit TIF to the highest priority projects as determined by the Village Board, and will require specific and measurable interim milestones prior to disbursement of funds	N/A	N/A	Terms of development agreement not yet finalized
The Village will consider TIF only for projects with demonstrated market demand	✓		
The Village will not provide mortgage guarantees	✓		
The Village will require that a developer provide guarantees to the Village to cover any shortfall in costs not paid by increment should direct TIF assistance be provided.	✓		
The Village will not provide TIF assistance to developers that cannot adequately demonstrate an ability to complete the proposed project on time and on budget	✓		See managerial capacity review in above sections
The Village will only provide TIF assistance for tax-exempt uses where those uses are subject to payments in lieu of taxes (known as PILOTS)	✓		
Equity Requirement. Developers must provide a minimum 15% equity of total project costs. Projects that exceed the 15% equity requirement will be looked upon favorably by the Village. Equity is defined as cash or un-leveraged value in land or prepaid costs attributable to the project. TIF shall not be used to supplant cash equity.	✓		LIHTC deals are unique. Generally, very little equity from developer. Equity comes from tax credit investors.
Payback Period. 20-year maximum payback period. Preference will be given to projects with payback periods of 10 years or under.		✓	Based on a preliminary analysis of potential property tax estimates, BTMA estimates \$517,294 to be collected by all taxing jurisdictions over a period of twenty years.
TIF Cap. The total amount of TIF assistance should not exceed 15% of total project costs and will not exceed the level of private equity investment. This limitation may be waived upon recommendation of the CDA and approval by the Board.		✓	Currently estimated to be 22% of total costs based on the request of \$1.6 million
Taxable Increase. The project should result in an increase in taxable valuation of at least 20% upon completion of project construction and stabilization.	N/A	N/A	Requirement expected to be omitted from current draft of terms sheet
Self-Supporting Projects. Each project requesting TIF assistance should generate sufficient tax increment to cover the requested TIF assistance and a portion of any public infrastructure costs within the district. No increment from other private development projects within the district may be used to supplement another project's inability to generate sufficient tax increment to cover project costs.	N/A	N/A	Incentive request is an up-front payment of funds of TIF extension funds for the purpose of affordable housing.
Property Assembly Cap. TIF assistance for property assembly costs will not be provided in an amount exceeding 10% of the fair market value of the property. The fair market value will be determined by an independent appraiser contracted by the Village with cost of appraisal paid for by developer. This limitation may be waived upon recommendation of the CDA and approval by the Board.	N/A	N/A	Special valuation methodology is used for affordable housing as compared to market rate developments. Valuation is based on NOI which is already below market by design.

Policy Statement	Conforms	Non-Conforming	Notes
Internal Rate of Return. The amount of assistance provided to a developer will be limited to the amount necessary to provide the developer a reasonable rate of return on investment in the project and the subject site. A developer's return on equity, return on cost or internal rate of return will be based on current market conditions as determined by the Village or Village's financial advisor and is expected to fall in a general range of 8- 16%. In no case shall the internal rate of return exceed 18%.	✓		See findings of But-For Report from Phase 1 Application for details and analysis
All TIF assistance shall include a "claw-back" provision to verify project estimates. When the actual costs are below original estimates, the Village will share in the savings and where the return significantly exceeds initial estimates, it will reduce or require repayment of the amount of assistance provided. The claw-back mandates a developer to provide the Village, or its financial advisor, with evidence of its annualized cumulative internal rate of return on the investment (IRR), other revenue, or applicable criteria (ie. longevity or job creation commitments) at specified periods of time after project completion and upon sale. In the case of IRR, it shall be calculated with equity, revenues, and expenses in accordance with generally accepted accounting principles. If the IRR is exceeded, there will be a return or reduction of public subsidy in the amount that was in excess of the established maximum IRR	N/A	N/A	Terms of development agreement not yet finalized
All development agreements shall establish a maximum assessed value whereby the property owner shall agree not to protest to the Board of Review or Circuit Court the Assessor's determination of the property value for the properties for which the grant is requested during the life of the TID.	N/A	N/A	Terms of development agreement not yet finalized

*Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and controlled subsidiary of Baker Tilly Advisory Group, LP. Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, operate under an alternative practice structure and are members of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. Baker Tilly US, LLP is a licensed CPA firm and provides assurance services to its clients. Baker Tilly Advisory Group, LP and its subsidiary entities provide tax and consulting services to their clients and are not licensed CPA firms. ©2026 Baker Tilly Municipal Advisors, LLC*



AT THE EDGE OF THE CITY AND  
THE HEART OF EVERYTHING

## Shorewood Public Assistance Study Phase 2

Please return the completed application and supporting documentation to:

Village of Shorewood  
Village Manager's Office  
3930 Murray Avenue  
Shorewood, WI 53211  
414-847-2701  
[rewald@villageofshorewood.org](mailto:rewald@villageofshorewood.org)

In order to address the Village's costs of professional services and other expenses related to the review of this application, a nonrefundable fee of \$5,500 shall be made payable to the Village at the time the Phase I application is submitted. If actual costs of such review exceed the initial fee, additional funds may be required prior to continuing the review. Should the application proceed to Phase II an additional \$8,000 fee for financial review is required at time of application. The applicant will pay for all third-party costs associated with the review of the application, TID creation and assistance. If a TIF district is created the Phase II third party costs may be refunded by future revenues of the TIF district. Please see the process for Public Financial Assistance.

### I. Supplemental Applicant Information

1. Attorney contact information: Nicholas Chmurski, O'Neil, Cannon, Hollman, DeJong & Laing S.C.
2. Currently does the applicant own or lease the property?  
OWN  LEASE  NEITHER
3. At project completion, will the applicant own, lease or convert the property to condo ownership?  
OWN  LEASE  CONVERT TO CONDO OWNERSHIP
4. At project completion who will occupy (operate business on) the site  
OWNER  RENTER  BOTH
5. If the applicant is the current or prospective tenant of the property, attach a description of the premises to be leased (legal description, floor plan etc.)
6. Evidence of Site Control:
  - A. If the applicant owns the project site, attach a copy of the applicant's deed. Also indicate:

Mortgage holder(s):

Total annual mortgage payment (principal & interest):

Total outstanding balance of existing mortgage(s):

B. If the applicant has a contract or option to purchase the project site, attach a copy of the purchase/option contract. Also indicate:

Date contract was signed: 9/22/25

Closing/expiration date: 10/30/27

C. If the applicant currently leases or will lease the project site, attached a copy of the lease or lease option contract. Also indicate:

Legal name of owner as noted on the deed(s):

Name of person who signed lease for tenant (lessee):

Landlord/owner's name and address:

7. Owner Affidavit: If the applicant currently leases or plans to lease the property, have the owner (and all entities having ownership interest in the property) sign an Owner's Consent Letter.

8. Please attach:

- Resume of principals
- Articles/Bylaws/Partnership agreement of partnerships/corporation/LLC
- A list of properties within the Village of Shorewood in which buyer has an ownership interest either as an individual or part of a corporation/partnership/LLC.

## II. Public Outreach & Communication

Public input and transparency will be encouraged and opportunities will be made available in each application phase through the village's website, Village Manager's Memo and regular public notices for the CDA and Village Board meetings. Applicants are required to provide notice and public outreach to neighborhoods and impacted stakeholders prior to the review of their application by the CDA and Village Board at each application phase. The applicant shall submit a public outreach plan with each application for review that complements Village transparency efforts. The CDA and Village Board will look favorably upon applications that include demonstration of public support for the project.

1. List the stakeholder groups, including organizations such as the Business Improvement District, specific neighbors by address etc.
2. Identify the public outreach strategy for each stakeholder group and estimated dates for proposed communications.
3. Identify how the public outreach strategy will complement Village's communication methods listed above.

## III. Additional Project Description Information

9. Land area (in square feet) of project site:

Current:	15,000
Proposed:	15,000

10. Building area (in square feet) of project building (or, for tenant applicants, leased premises):

	Gross	Net leasable
Current:	0	
Proposed:	18,668	14,775

11. Land Use. Identify the appropriate existing or proposed land use of the redevelopment site and indicate the building areas dedicated to each use.

Category	Existing	Proposed	Building Area	
			Existing SF	Proposed SF
Retail	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Office	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Mixed use	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Manufacturing	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Vacant building	<input type="checkbox"/>	NA		NA
Residential	<input checked="" type="checkbox"/>	<input type="checkbox"/>	0	18,668

12. Job creation/retention: list the current and projected number of part time jobs and full-time jobs at the site before and after completion.

	Current	Projected
Full time employees		
Part time employees		
Total employees	N/A	N/A

13. Attach a Sustainability Plan per Policy 40: Developer seeking over \$1 million in TIF assistance for a project shall prepare a report on the estimated cost of including solar power and other sustainable features and submit this report with the Phase II application. This report shall include an estimate of the amount of time that would be required to recover the cost of the solar power features through energy-cost savings. Commercial Shorewood projects are eligible for the Property Assessed Clean Energy (PACE) program through PACE Wisconsin.

14. Attach a Compliance Plan per Policy 40: Identify how the proposed development will meet compliance with Village of Shorewood’s goal of utilizing Targeted Business Enterprise (TBE) vendors for 25% of the construction and 17% professional services for developments receiving over \$1 million in TIF assistance.

**ADDITIONAL DOCUMENTATION AND CHECKLIST**

Applicants will also be required to provide the following documentation.

All personal financial information will be kept private and confidential to the extent provided by Wisconsin State Statutes.

- 1. Financial statements for past three years, including profit and loss statements and balance sheets, as applicable.
- 2. Personal financial statements of all major shareholders (principals) including the most recent three years of tax returns.

**IV. Signature**

I, the undersigned, affirm that the project descriptions, numerical and financial estimates, and all other information I have provided in this application are true and complete to the best of my knowledge. I have read and understood the requirements described in this application. Furthermore, I certify that I am authorized to initiate the TIF application process on behalf of the project described.

**Brian Spoerl**

**Managing Member**

---

Printed name

Title

*Brian Spoerl*

**2/2/2026**

---

Signature

Date

*Legal disclaimer*

*Completion of this application does not entitle the applicant to financial assistance, zoning or development approvals. Any such assistance and development approvals must be recommended and approved by the appropriate Village boards, committees, authorities, and the Village Board.*

*Any applications submitted under this process, and any supplemental documentation related thereto, are subject to Wisconsin's open records law as enumerated in Chapter 19 of the Wisconsin Statutes and as further defined by applicable Wisconsin case law, including exceptions and exemptions associated therewith.*



## 8. Resume of principals.

Spoerl Commercial, LLC was organized in June of 2022. We have six shareholders including managing member Brian Spoerl. Brian Spoerl owns 70% of the company. No other individual shareholders own more than 10%.

### **TEAM LEADERSHIP AND EXPERTISE**

#### **Brian Spoerl, Founder & Managing Member**

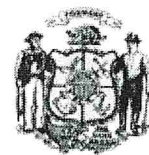
Brian Spoerl has more than 30 years of experience in real estate development, construction, and financing. He has worked on real estate developments throughout Wisconsin and the Midwest. Brian has worked across multiple commercial asset classes including office, medical office and multi-family housing. Since founding Spoerl Commercial in 2022 he has focused exclusively on affordable housing. Brian's leadership ensures that each project aligns with community needs, municipal requirements, and program goals. He has consistently navigated entitlement challenges, community concerns, and financing complexities through persistence, strategic planning, and assembling a highly capable team. Brian is a general contractor and is a licensed real estate broker in Wisconsin. He graduated from the University of Wisconsin–Milwaukee School of Business with a Bachelor of Business Administration in Real Estate and Urban Development.

Spoerl Commercial has partnered on all affordable housing developments with leading firms in tax credit financing, architecture, engineering and construction.

Together, the Spoerl team brings decades of experience across all phases of development—from concept and design through financing, entitlements, construction, and leasing. The proposed team has jointly planned, entitled, financed, and constructed 95 apartment units totaling approximately \$30 million in development costs.

**The project entity will include Spoerl Commercial, LLC and its members as the general partner together with a tax credit investor who is a limited partner. The investor buys the tax credits which funds are used as equity in the project.**

Sec. 183.0202  
Wis. Stats.



State of Wisconsin  
Department of Financial Institutions

**ARTICLES OF ORGANIZATION - LIMITED LIABILITY COMPANY**

Executed by the undersigned for the purpose of forming a Wisconsin Limited Liability Company under Chapter 183 of the Wisconsin Statutes:

- Article 1.           **Name of the limited liability company:**  
Spoerl Commercial, LLC
- Article 2.           **The limited liability company is organized under Ch. 183 of the Wisconsin Statutes.**
- Article 3.           **Name of the initial registered agent:**  
Brian Spoerl
- Article 4.           **Street address of the initial registered office:**  
3453 N. Summit Avenue  
Milwaukee, WI 53211  
United States of America
- Article 5.           **Management of the limited liability company shall be vested in:**  
A manager or managers
- Article 6.           **Name and complete address of each organizer:**  
Brian Spoerl  
3453 N. Summit Avenue  
Milwaukee, WI 53211  
United States of America
- Other Information. **This document was drafted by:**  
Brian Spoerl

**Organizer Signature:**

Brian Spoerl

**Contact Information:**

Brian Spoerl  
3453 N. Summit Avenue

Milwaukee, WI 53211  
United States of America  
brian@brianspoerl.com  
4148704700

**Date & Time of Receipt:**

2/28/2022 11:31:53 AM

**Order Number:**

202202285902551

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**ARTICLES OF ORGANIZATION - Limited Liability Company(Ch. 183)**

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Filing Fee: \$130.00  
Total Fee: \$130.00

**ENDORSEMENT**

**State of Wisconsin  
Department of Financial Institutions**

EFFECTIVE DATE	
2/28/2022	

<b>FILED</b> 2/28/2022	Entity ID Number S139682
---------------------------	-----------------------------



## II. Public Outreach and Communication Plan

Spoerl Commercial, LLC will take the following steps to provide information and seek input from the public and impacted stakeholders regarding the Oakleaf, a 19-unit affordable apartment development to be built at 4450 N. Oakland Avenue in Shorewood Wisconsin.

1. The following public meetings on the development have already taken place:

### Site Solicitation & Developer Selection

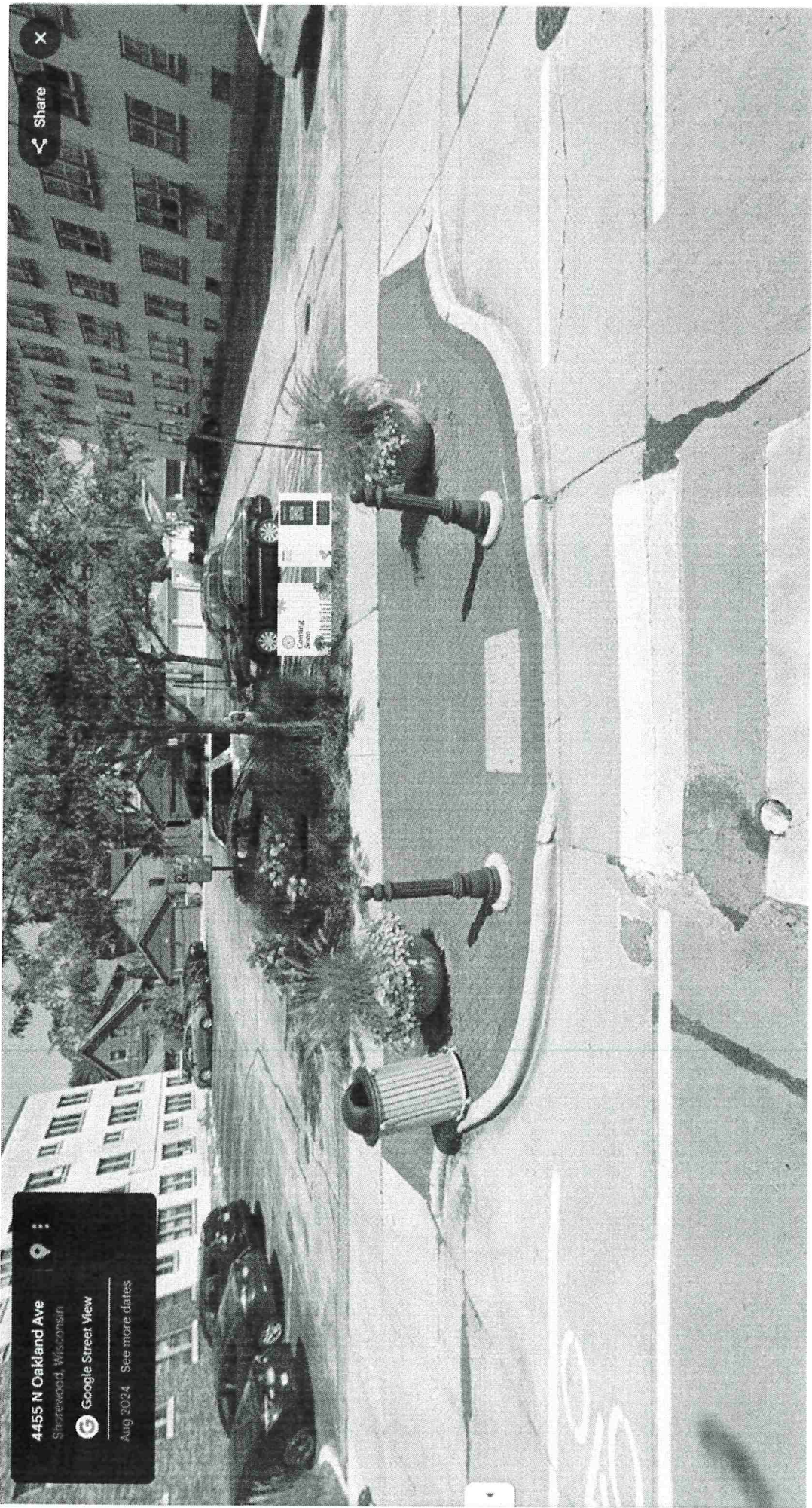
August–October 2024

- The Village issued a Request for Proposals (RFP) to redevelop City-owned parking lots.
- Spoerl Commercial submitted a proposal.
- Spoerl Commercial was interviewed by the Community Development Authority (CDA) and Village Board.
- The Village Board directed staff to proceed with financial assistance and zoning review of the proposed development.

### Early Financial Review & Phase 1 TIF

February–September 2025

- Spoerl Commercial submitted a Phase 1 TIF application.
  - The CDA reviewed the application and recommended approval.
  - The Village Board approved Phase 1 TIF.
  - The Village Board approved the Sale and Purchase Agreement for the project site.
2. We have met with the chairperson of the Shorewood Business Improvement District to discuss the project. We have offered to attend one of their meetings to answer questions and seek input from the business community.
  3. We have created a website: [The Oak Leaf - Affordable Housing in Shorewood, WI](#) detailing the development, resident selection criteria, timeline and waitlist sign-up. We have posted a sign on the property containing a QR code linking to The Oakleaf website and sign-up portal. In less than one week of opening the web portal sign-up, we have ten people who have joined the waiting list. Our Whitefish Bay list has over three hundred signed up which is less than a mile away.
  4. We posted the website and signup portal on social media platforms including Facebook page Shorewood Talks.
  5. We will issue a press release to the local media with details of the project and will speak with members of the press if invited to do so. The Milwaukee Journal Sentinel, Milwaukee Business Journal, Small Business Times and Urban Milwaukee have all reported on this project in the past year.
  6. We have met with County Supervisor Anne O'Connor informing her of our plans.



4455 N Oakland Ave  
Shorewood, Wisconsin  
Google Street View  
Aug 2024 See more dates

Share X



### 13. Sustainability Plan

The WHEDA Qualified Allocation Plan and application requires that all Low-Income Housing Tax Credit awards follow the requirements identified in WHEDA Appendix W: Energy Efficiency and Sustainability. We will be applying for Wisconsin Green Built Communities Gold Certification.

Attached is WHEDA Appendix W and The Wisconsin Green Built HOME Standard Multi Family Checklist application.

Also attached is the cost of adding solar and recovery of costs analysis.

**Wisconsin 2025-26 Qualified Allocation Plan**  
**Appendix W: Energy Efficiency and Sustainability**  
Revised June 9, 2025

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8. **Focus on Energy – Energy Design Assistance and Timeline**
  - 8.1. Energy Design Assistance (EDA)
  - 8.2. Express Energy Design Assistance (Express EDA)

# WHEDA Energy Efficiency & Sustainability Guidelines

Sustainable design and energy efficiency strategies will be customized based on the development type, location, and available resources. WHEDA recognizes a range of green building certifications and renewable energy options, allowing projects to choose the most appropriate approach. The requirements and scoring process will focus on the following components:

1. **Green Building Certification**
2. **Renewable Energy (for New Construction only)**
3. **Energy Design Assistance**

The scoring matrix in the Multifamily Application applies separate criteria for **rehabilitating existing buildings** and **new construction** to evaluate each project appropriately. Both rehabilitation of existing residential buildings and adaptive reuse of nonresidential buildings converted to residential are eligible for the criteria for rehabilitation projects. Project teams should carefully review certification options to determine whether a new construction or rehabilitation certification fits their development.

WHEDA encourages project teams to engage with utility companies early in the process of deciding which points to pursue. This helps determine whether plans are feasible and if a waiver from the Public Service Commission (PSC) might be required. **Projects requiring a PSC waiver to meet the scoring criteria are not eligible for points in the category they claim.**

---

## Green Building Certifications

Projects must select one of the following three levels of green building certifications:

- **Threshold**
- **Advanced**
- **Stretch Goal (Net Zero)**

Applicants must indicate their chosen certification level in their **Full Application Submission**. Developers are responsible for meeting all certification requirements and obtaining verification upon project completion.

Projects may change certifications if the change does not result in a lower score and is approved by WHEDA before the **Application Two Submission**. A written request to change certifications must be submitted before the **Application Two Submission**. Any changes that reduce the initial category score or substantial modifications after the 2025 Application Two Submission may incur penalties.

**Proof of certification** must be submitted before the issuance of the **Tax Credit Allocation**, the completed **IRS Form(s) 8609 for Federal Credits**, and the **Wisconsin Low-Income Housing Credit Allocation Certificate** for State Credits. If the selected certification requires monitoring or verification beyond the Application Three due date, applicants should discuss this with WHEDA prior to the Application Three due date.

---

## Threshold Requirements & Scoring

At a minimum, each project must obtain a pre-approved certification from the **Threshold** list.

### Threshold Certification Requirements

1. **Eligible New Construction Certifications:**
  - Enterprise 2020 Green Communities Criteria
  - LEED Silver Certification
  - Wisconsin Green Built Communities Gold Certification
  - Passive House Institute US PHIUS Core
2. **Eligible Rehabilitation Certifications** (for existing residential properties or adaptive reuse of nonresidential buildings):
  - Enterprise 2020 Green Communities for Moderate & Substantial Rehab
  - Wisconsin Green Built Homes Gold Certification
  - Passive House Institute US – PHIUS Core Revive

### Additional Threshold Requirements for Rehabilitation of Existing Buildings

Rehabilitation projects using **Threshold certifications** must meet one of the following requirements:

- **HERS Index score of 80 or less** for properties built in or after 1980 or demonstrate that the energy performance of the completed building will be equivalent to or better than ASHRAE 90.1-2013, using an energy model created by a qualified energy services provider according to Appendix G 90.1–2016.
- **HERS Index score of 100 or less** for properties built before 1980 or demonstrate that the energy performance of the completed building will be equivalent to or better than ASHRAE 90.1-2013, using an energy model created by a qualified energy services provider according to Appendix G 90.1–2016.
- **Post-rehab HERS Index score at least 15% lower** than the pre-rehab HERS Index score.

Documentation verifying one of the requirements must be submitted before **8609 issuance**.

---

## Advanced Certifications Scoring and Point Eligibility

Applicants can earn an additional **10 points** by obtaining one of the following **Advanced certifications**:

1. **Eligible New Construction Advanced Certifications:**
  - Enterprise 2020 Green Communities Criteria Certification Plus
  - LEED Gold/Platinum Certification
  - Wisconsin Green Built Communities Gold Plus
  - Passive House Institute US PHIUS Core
2. **Eligible Rehabilitation Advanced Certifications:**
  - Enterprise 2020 Green Communities for Moderate & Substantial Rehab Certification Plus
  - Wisconsin Green Built Homes Gold
  - Passive House Institute US – PHIUS Core Revive

---

## Stretch Goal – Net Zero Certification Scoring and Point Eligibility

Net Zero certifications should be pursued only under exceptional circumstances where resources, funding, and opportunities align, ensuring that the goal can be achieved without reducing the number of units produced. Projects should carefully assess whether Net Zero is feasible, as it may not be the best option for most developments.

Projects seeking **Net Zero Certification** must submit a narrative as part of their **Full Application Submission by March 21, 2025**. The narrative must detail the plan to achieve certification, including financing and a timeline. The 2025 Application Two Submission must include an updated narrative to reflect any changes. WHEDA may request additional information or a meeting to assess the potential impact on project feasibility and/or unit production.

Applicants can earn an additional **20 points** by obtaining one of the following **Stretch Goal – Net Zero Certifications**:

### Eligible New Construction Net Zero Certifications:

- Enterprise 2020 Green Communities Criteria Certification Plus via Criterion 5.4b
- LEED Zero Energy
- Wisconsin Green Built Communities Gold Net Zero
- Passive House Institute US PHIUS Zero

### Eligible Rehabilitation Net Zero Certifications:

- Enterprise 2020 Green Communities for Moderate & Substantial Rehab Certification Plus via Criterion 5.2b
  - Wisconsin Green Built Homes Gold Net Zero
  - Passive House Institute US – PHIUS Core Zero Revive
- 

## Renewable Energy (for New Construction only)

New Construction projects pursuing **Threshold** and **Advanced** certifications can earn additional points by incorporating renewable energy. Applicants pursuing **Stretch Goal – Net Zero Certifications** are not eligible for additional renewable energy points.

### Renewable Energy Point Allocation:

- **Geothermal HVAC System** serving the entire building: **4 Points**
- **Solar\*** that offsets 20% or more of the total building's annual energy load OR solar that offsets 70%-80% of the common area annual load: **2 Points**
- **Centralized Geothermal HVAC System with Solar** that offsets at least 20% of the annual energy load: **8 Points**

*\*Community solar subscriptions is eligible for additional points for solar energy provision with documentation confirming availability of service for the entire project.*

Proof of geothermal or solar installation must be provided before **8609** issuance.

---

## Energy Design Assistance (EDA) Requirement

**All successful** Tax Credit Awardees **are required to participate in the** Focus on Energy—Energy Design Assistance (EDA) Program. An equivalent Energy Co-op program may be used for properties outside the Focus on Energy service area. It is strongly recommended that the EDA process be started **early to meet program timelines and** Housing Tax Credit deadlines.

If a project is located in an area without access to an Energy Design Assistance program, this requirement is waived without penalty. Projects must be at least 5,000 square feet and have four or more units to qualify for Focus on Energy Design Assistance. Scattered site projects will need to meet with Focus on Energy to determine eligibility. The EDA requirement is also waived without penalty if a project is not eligible for Focus on Energy or another Energy Design Assistance program.

Project teams should follow the process and requirements of their selected energy design assistance program. Projects utilizing design assistance programs outside the Focus on Energy service area may have slight timeline and documentation variations that might not align with WHEDA Tax Credit Program timelines and requirements. WHEDA encourages project teams to engage with energy efficiency programs early to ensure they meet Tax Credit Program deadlines. Please communicate any variations in documentation or deadlines to WHEDA early to determine any necessary adjustments or waivers.

## Focus on Energy – Energy Design Assistance and Timeline

**FOCUS ON ENERGY®** provides technical and financial support to design professionals, builders, developers, and owners throughout the design and construction process. The best time for WHEDA Housing Tax Credit Projects to begin the Energy Design Assistance (EDA) process is during the design development stage. Projects will submit designs for review and collaborate with the EDA team to select energy efficiency strategies and set goals. Be sure to indicate that the project is a **WHEDA Housing Tax Credit project** in your submission under the "Special Considerations and Other Comments" section.

Each project will receive a **Bundle Requirements Document (BRD)** detailing the energy efficiency plans and projected cost savings. The BRD must be included in the **2025 Application Two Submission**. **Focus on Energy** will issue a final verification report upon project completion, which must be submitted to WHEDA before the final 8609 issuance.

Applicants may choose to participate in an Energy Design Assistance program before being awarded, but it is not required and does not offer an advantage in the selection process. Projects must resubmit to Focus on Energy for an updated BRD if EDA services are used before the design development stage.

### **WHEDA Housing Tax Credit Awardees have two Energy Design Assistance programs to choose from:**

1. **Energy Design Assistance (EDA)**
2. **Express Energy Design Assistance (Express EDA)**

#### *Energy Design Assistance (EDA)*

The **EDA Program** requires an introduction meeting to review project development designs and a results meeting. Projects should allow **ten weeks** to complete the initial consultation and obtain the necessary program documentation, including the **Bundle Requirements Document (BRD)**, which must be submitted as part of the **2025 Application Two Submission**.

The EDA offering is a valuable resource for developers, particularly those new to energy efficiency, as it helps integrate energy-saving strategies early in the design process for greater impact and cost savings.

The **Express EDA Program** follows a similar process but does not require any meetings. Project teams can submit development designs through **Focus on Energy’s online platform**. Projects should plan for **four weeks** to complete the initial consultation and obtain the required documentation, including the **Bundle Requirements Document (BRD)** necessary for the **2025 Application Two Submission**.

**Express EDA** is a good option for teams with prior experience and resources in energy efficiency.

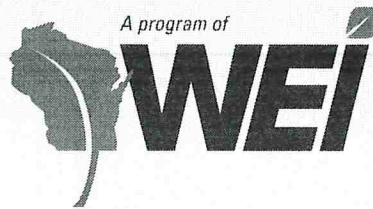
## Schedule of Required Documentation

Tax Credit Program Milestone	Due Date for 2025 Competitive Cycle	Due Date for 2025 Noncompetitive Cycle	Required Sustainability and Energy Efficiency Documentation
Project Concept Submission	December 6, 2024	N/A	N/A
Full Application Submission	March 21, 2025	Concurrent with Initial Application Submission	<ol style="list-style-type: none"> <li>1. Applicants must indicate energy efficiency and sustainability points and select their green-built certification</li> <li>2. Applicants pursuing any net zero certifications must include a narrative outlining plans to achieve the certification</li> </ol>
Deadline to Submit Plans to Focus on Energy EDA	August 1, 2025	At least 10 weeks prior to Application Two submission deadline	<p>Applicants must submit initial development designs to Focus on Energy EDA. Indicate WHEDA Housing Tax Credit Project in 'Special Considerations &amp; Comments Section'</p> <p>Applicants outside of the Focus on Energy coverage should inform WHEDA of any impacts to the EDA process</p>
Application Two Submission	November 2025	180 days after Reservation Agreement Issuance Date	<ol style="list-style-type: none"> <li>1. Applicants must submit a Focus on Energy EDA Bundle Requirement Document or another Energy Design Assistance Program Documentation equivalent</li> <li>2. Applicants pursuing any net zero certifications must update their narrative outlining plans to achieve the certification</li> <li>3. WHEDA Approval Letter of any energy efficiency and sustainability updates/changes</li> </ol>
Application Three Submission	Within 180 days of PIS date	Within 180 days of PIS date	<ol style="list-style-type: none"> <li>1. Focus on Energy EDA Final Verification Report or another Energy Design Assistance Equivalent</li> <li>2. Green Building Certification Verification Documentation</li> <li>3. Renewable Energy Installation Verification Documentation (New Construction Only)</li> <li>4. Additional Rehab Threshold Requirements (Rehab Only)</li> </ol>

# Wisconsin Green Built Home Standard Multifamily Checklist



Green Built Home™ is a national award-winning green building initiative that reviews and certifies new homes and multifamily projects that meet sustainable building and energy standards.



Green Built Home is a program of WEI and is implemented in cooperation with leading utilities and organizations that promote green building

[www.greenbulthome.org](http://www.greenbulthome.org)



## Green Built Home Registration

Owner / Developer / Builder Name: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Web site \_\_\_\_\_

### SUBMITTAL REQUIREMENTS PER PROJECT

Project Name \_\_\_\_\_

Site Address \_\_\_\_\_ City \_\_\_\_\_

Estimated start of construction and completion date: \_\_\_\_\_

**Number of Units:** \_\_\_\_\_

- 1\* Complete Green Built Home Checklist
- 2\* Site Plan:
- 3\* Provide erosion control methods and locations.
- 4\* Indicate the limit of site disturbance.
- 5\* Show building footprint and driveway location(s).
- 6\* Architectural Floor Plans:
- 7\* Floor plans drawn to scale and fully dimensioned.
- 8\* Provide dimensions of roof eaves and overhangs.
- 9\* Architectural Elevations:
- 10\* All elevations drawn to scale.
- 11\* Elevations shall show proposed finished elevation of floor and roofs on all levels.
- 12\* Architectural Cross Sections:
- 13\* Show cross section to provide internal detail to evaluate construction technique and materials used.
- 14\* Product/Materials Information:
- 15\* Provide a list of materials used for this project or a copy of the project specifications.
- 16\* List of Unit Addresses:
- 17\* Building Envelope Energy Efficiency:
- 18\* Provide a letter, signed by the mechanical engineer or responsible party, declaring that the project is fully compliant with ASHRAE 62.1-2010 (high rise projects 4 stories or greater) or ASHRAE 62.1-2010 or ENERGY STAR New Homes standard (low rise projects 3 stories or less).

**\* Payment Information: All Wisconsin Green Built Multi-family projects are subject to a Project Registration and Certification Fee. See below:**

### FEE SCHEDULE

Please check one:

WHEDA LIHTC Project       Non-LIHTC Project

\*Project Registration/Certification:

\$75 per unit       \$100 per unit

**TOTAL FEE:**

\$ \_\_\_\_\_ \$ \_\_\_\_\_

*\*\*\*Please note: The cost of project verification is separate from the certification fee and is negotiated with each verifier.*

**Please send Checklist, submittals, and payment to:**

WEI — Green Built Home  
821 E. Washington, Suite 200  
Madison, WI 53703  
www.weigogreener.org  
jimesother@gmail.com

### Verification and Certification:

Green Built Home and its verifier partners will review completed Checklists, plans, and specifications, conduct site visits and complete verification documentation to determine the Wisconsin Green Built Home Checklist point total and WEI will issue the Certification with the final Checklist point total to the builder/ developer.

Verification may include testing and may also require that the builder provide information such as: rating certificates, spec sheets, invoices, labels, product literature, and material safety data sheets (MSDS) as documentation.



## QUALIFICATIONS

To qualify for Wisconsin Green Built Certification, each multifamily project must earn a minimum of 200 points (\*240 points or more to earn WHEDA / LIHTC scoring credit) by meeting the specified criteria. \*See Green Built Gold certification criteria.

All projects must fulfill the Basic Requirements (no point credit) listed below and must meet the minimum point requirements in Sections B, C, D, E and G of the Green Built Checklist Spreadsheet Report.

Please enter the point total for each criterion selected on the line provided and enter the subtotals as directed.

## BASIC REQUIREMENTS

**1. BUILDING ENVELOPE:** Must be at least \*3 percent more efficient than required by Wisconsin State Building Code and demonstrate compliance using the COMCheck software, computer modeling or another approved method. COMCheck is available on the web at [www.energycodes.gov](http://www.energycodes.gov)

\*If 3% cannot be achieved, applicant will provide a letter that describes best efforts AND describes greater than normal efficiency of ancillary items such as: window replacement "U" value, insulation "R" value, heating systems and lighting systems used in the development and must use building renovation components which meet the ENERGY STAR™ or equivalent building standards.

**2. VENTILATION:** Building ventilation system must be designed to 62.2.2-2010 or later (High rise projects 4 stories or greater) or 62.2.2-2010 or later or ENERGY STAR New Homes standard (low rise projects 3 stories or less). A letter, signed by the mechanical engineer or responsible party, declaring that the project is fully compliant must be submitted. \*Alternative Option: All bathrooms have an installed Energy Star bath fan airflow >50 cfm and/or fan sized to ASHRAE 62.2. Stack ventilation units with multiple pickups should have >20 cfm continuous flow.

**3. ENERGY STAR QUALIFIED APPLIANCES:** All appliances (clothes washer, dishwasher, and refrigerator) provided must be ENERGY STAR qualified or each appliance performs in the top 50% of its Energy Guide rating. If appliances are not included, require ENERGY STAR appliances at the time of replacement. For lists of Energy Star rated appliances see [www.energystar.gov](http://www.energystar.gov).

**4. EROSION CONTROL:** \*Builder must complete and submit the erosion control plan checklist and comply with the erosion control plan required for building permits by the local municipality.

\*Note: to 10 additional points for projects that earn Clean Clear Waters Checklist Certification. – [www.cleanclearwaters.org](http://www.cleanclearwaters.org)

**5. RECYCLING:** Builder must recycle cardboard as required by state law and use at least one post-consumer recycled content material (minimum 25% recycled content) or minimum 50% pre-consumer recycled content.

**6. TROPICAL HARDWOODS:** No Luan or other tropical hardwoods (plywood, doors, flooring, etc.) are allowed unless certified by Forest Stewardship Council, Smart Wood or approved "third party" organization.

**7. FIREPLACE SAFETY:** Gas fireplaces must be direct vent only with outside combustion air, wood fireplaces must have sealable, gasket doors and be fitted with outdoor combustion air, or no fireplaces provided.

**8. GREEN BUILT HOME INFORMATION AND PROJECT GUIDES:** WEI provides up-to-date information so homeowners can make the most informed decisions: Visit [www.greenbulthome.org](http://www.greenbulthome.org)

**9. GREEN BUILT CERTIFICATE AND/OR GREEN BUILT LOGO DISPLAYED ON THE PROPERTY OR WEBSITE:** The Green Built Certificate will be prepared by the GBH program and provided to the owner/developer/builder as part of the certification process.

**10. PROGRAMMABLE THERMOSTATS:** No permanently installed mercury thermostats are allowed. (Includes Rehab and Remodeling projects) All thermostats must be programmable setback models with an "on" switch for furnace fan to circulate air (except hydronic in-floor systems) or Smart Thermostats.

Each registered project MUST meet all the Basic Requirements and accumulate a minimum total of 200 points (240 points or more to earn WHEDA / LIHTC scoring credit)

Each item is valued at (1-5) points or at the amount indicated. Please check all that apply and note the point totals on the line provided.

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# GBH Multi-family Checklist Report

## SIGNATURE PAGE

Owner/Developer/Builder Name & Address: \_\_\_\_\_

Address with Zip Code of Project being built: \_\_\_\_\_

City/State/County/Lot#: \_\_\_\_\_

Verifier Name & Address: \_\_\_\_\_

Rough (R) Inspection      Completion Date \_\_\_\_\_      Check Photo Taken

Verifier Signature \_\_\_\_\_

Builder Signature\* \_\_\_\_\_

Final (F) Inspection      Completion Date \_\_\_\_\_      Check Photo Taken

Verifier Signature \_\_\_\_\_

Builder Signature\* \_\_\_\_\_

\* My signature authorizes the Verifier to submit for certification in the GBH's Program, the "Green Built Home Verifiers Report" (for the address provided above) and acknowledges acceptance of the points awarded by the Verifier as shown below.

Email Certificate to: \_\_\_\_\_

### TOTALS BY SECTION — AWARDED BY VERIFIER

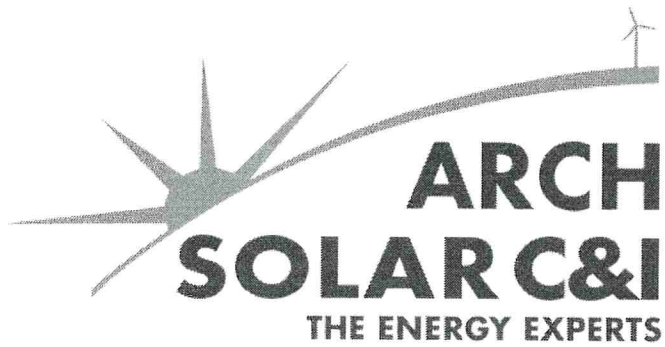
SECTION DESCRIPTION	Awarded	STILL NEEDED	(MINIMUM REQ)
BR *BASIC REQUIREMENTS (*no points awarded)	# _____	# _____	0
A SITING & LAND USE	# _____	# _____	0
B LANDSCAPE CONSERVATION & STORM WATER MANAGEMENT	# _____	# _____	5
C ENERGY EFFICIENCY	# _____	# _____	20
D MATERIALS SELECTION	# _____	# _____	8
E INDOOR AIR QUALITY	# _____	# _____	5
F PLUMBING & WATER CONSERVATION	# _____	# _____	0
G WASTE REDUCTION, RECYCLING & DISPOSAL	# _____	# _____	3
H BUILDER OPERATIONS	# _____	# _____	0
I EFFICIENT USE OF SPACE	# _____	# _____	0
<b>TOTALS</b>	# _____	# _____	<b>200</b>

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## **Shorewood Solar 2028**

Spoerl Commercial -  
Shorewood

4448 N Oakland Ave -  
Shorewood WI 53211

414 870 4700  
[bspoerl@spoerlcom.com](mailto:bspoerl@spoerlcom.com)

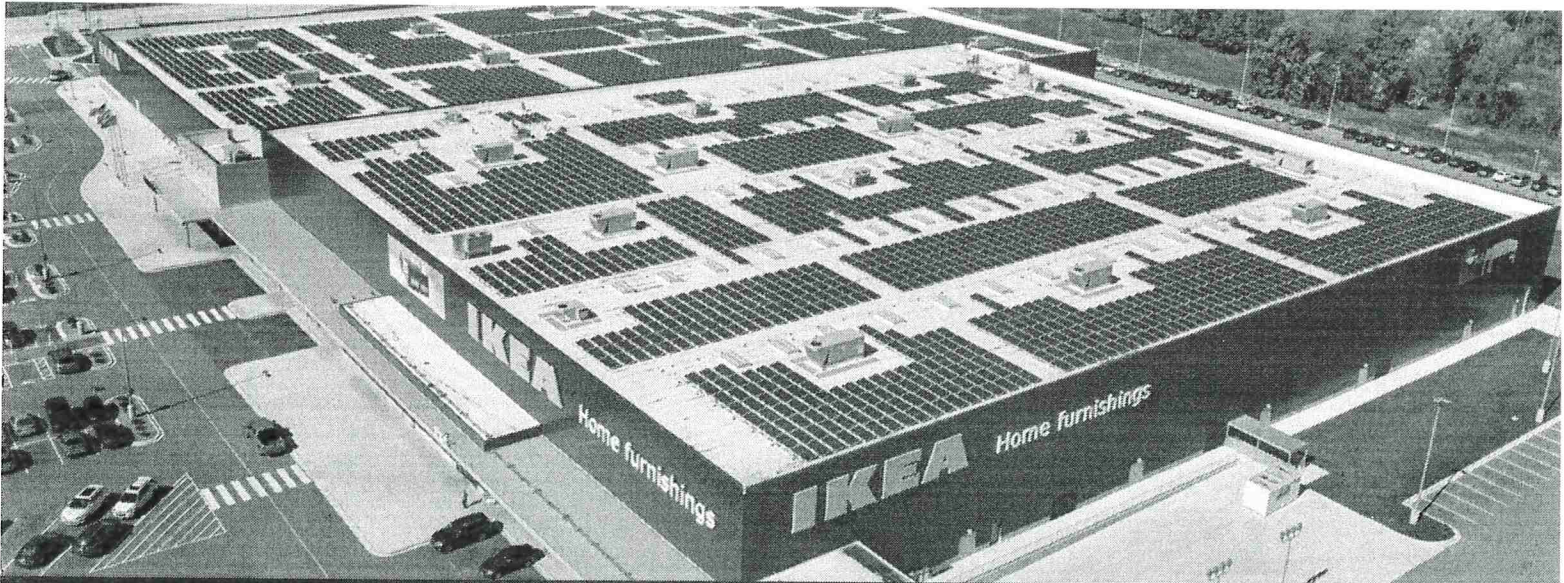
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# 1 ABOUT ARCH



**Andrew Holmstrom**

Head of Project Development



**Jillian Rooker**

Head of Business Operations



**Ryan Hakala**

Head of Technical Operations

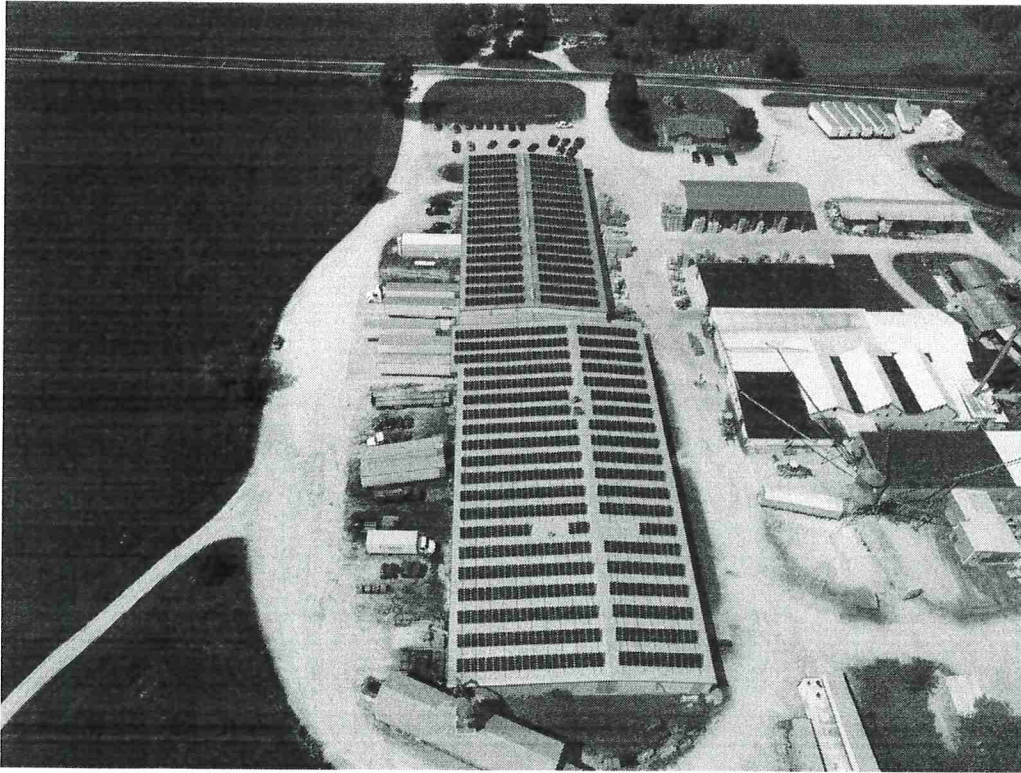
## ARCH'S HISTORY

Founded in 2003, Arch has become an undisputed leader in Wisconsin Solar. We strive to educate and empower everyone interested in solar to achieve their renewable energy goals. When you work with Arch you get:

- **Local Employees** (We only service Wisconsin!)
- **Vertical Integration** (Everything is done in-house; everyone you speak to is employed by Arch)
- A **Certified Women's Business Enterprise**, fostering the growth of a diverse solar workforce in Wisconsin
- **20+ Years of Solar Expertise!**

*Our mission is to educate,  
inspire, and empower  
current and future  
generations to choose a  
clean sustainable form of  
energy.*

## 2 PROJECT PORTFOLIO



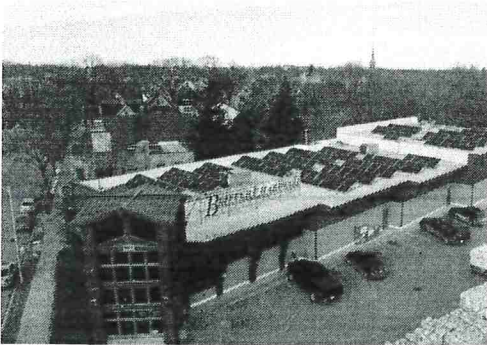
### ONGNA WOOD PRODUCTS INC.

System Size: 378kW DC

Location: Oostburg, WI

This unique project maximizes the entire roof space to supply over 80% of the facility's energy mix.

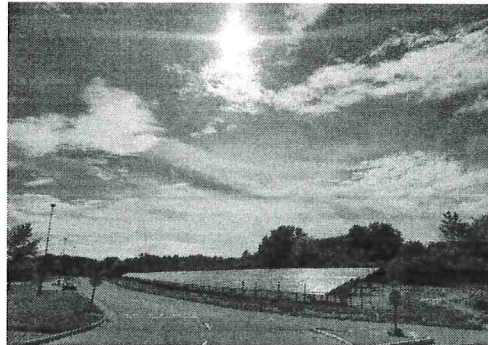
## PROVEN TRACK RECORD & VALUED PARTNERS



### BLIFFERT LUMBER

System Size: 50.7 kW DC

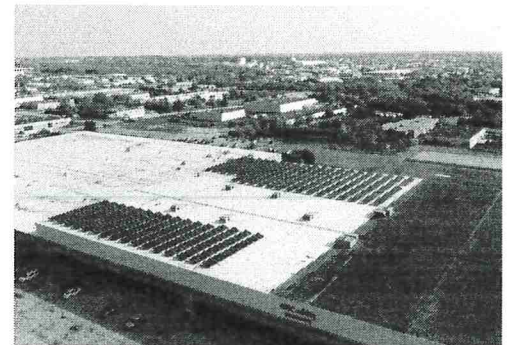
Location: Milwaukee, WI



### MATC OAK CREEK

System Size: 388.5 kW DC

Location: Oak Creek, WI



### CH COAKLEY

System Size: 388.9 kW DC

Location: Menomonee Falls, WI

# 3 PROJECT SUMMARY

Payment Options	Cash Purchase
IRR - Term	6.4%
LCOE PV Generation	\$0.053 /kWh
Net Present Value	\$8,468
Payback Period	14.3 Years
Total Payments	\$56,375
Total Incentives	\$15,071
Net Payments	\$41,304
Electric Bill Savings - Term	\$107,844
Upfront Payment	\$56,375

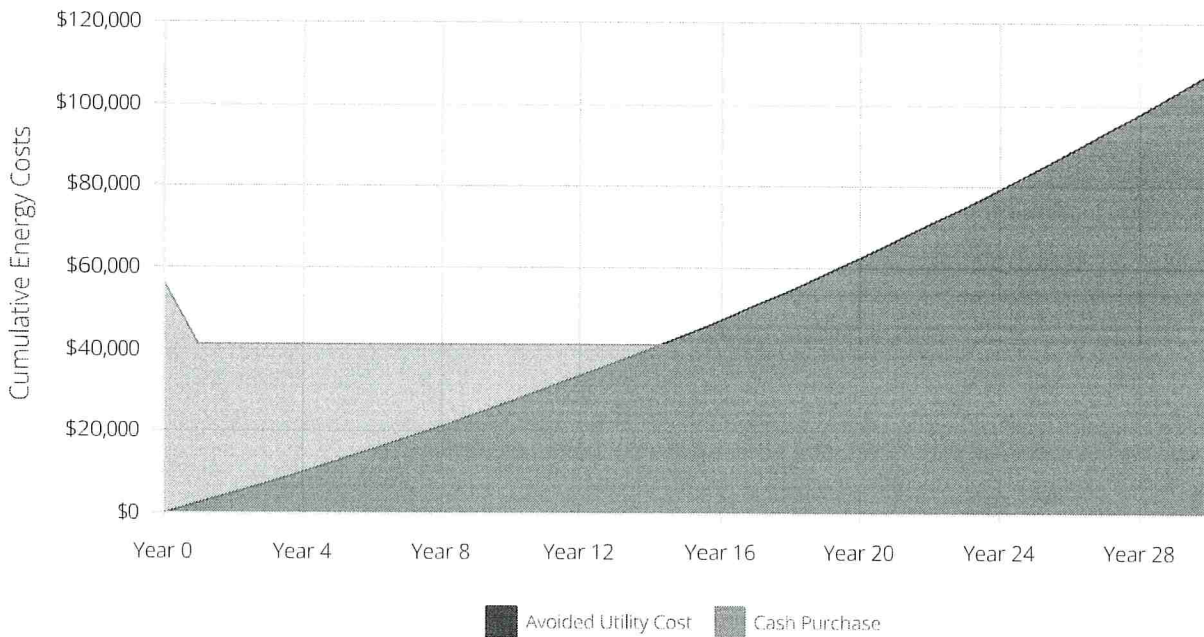
## COMBINED SOLAR PV RATING

Power Rating: 20,650 W-DC  
 Power Rating: 17,300.0 W-AC

## COMBINED ESS RATINGS

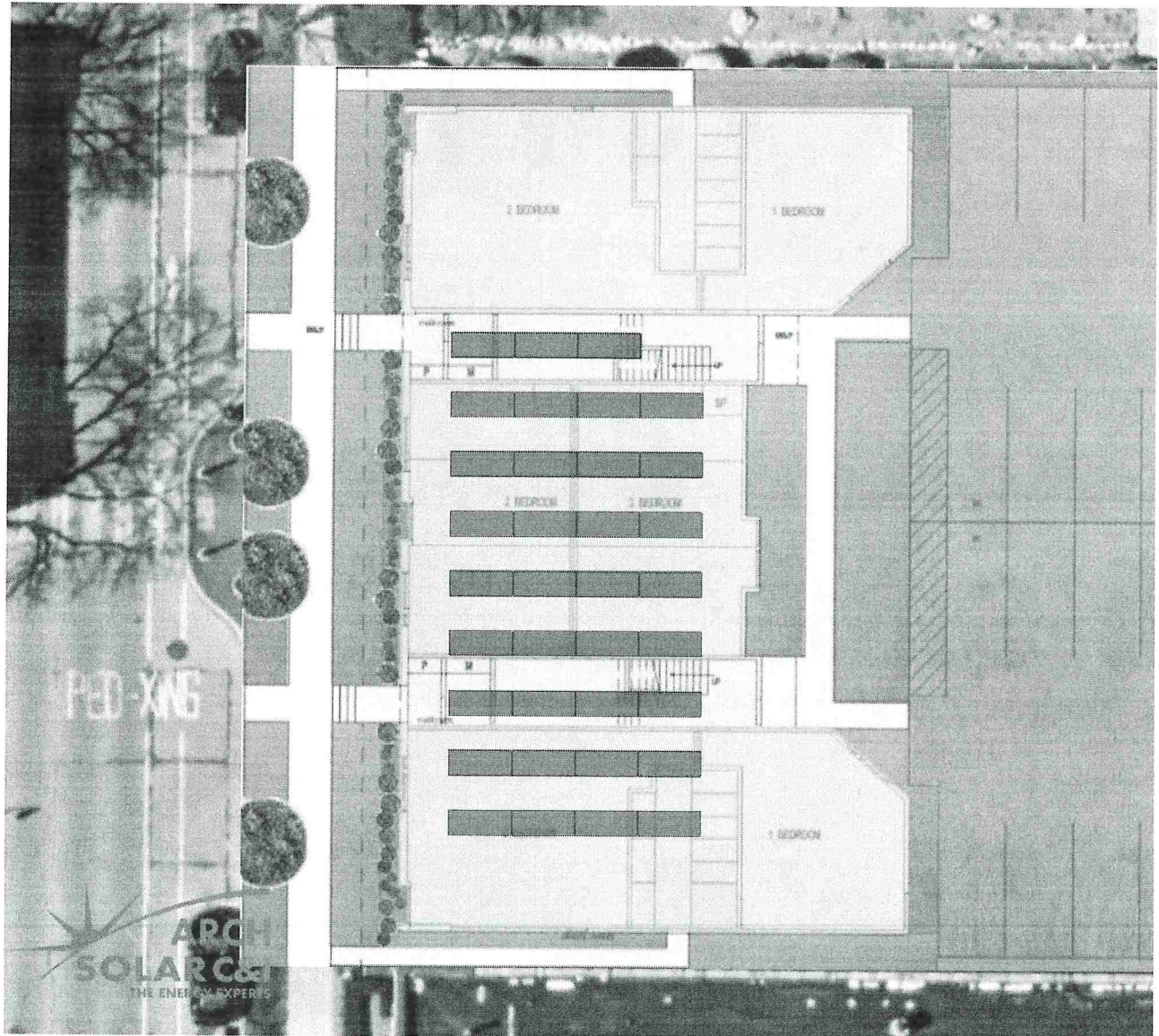
Energy Capacity: 0.0 kWh  
 Power Rating: 0.0 kW

CUMULATIVE ENERGY COSTS BY PAYMENT OPTION



# 4 SYSTEM SPECS

## 4.1 PV System Design



# 4.2.1 PV SYSTEM DETAILS

## GENERAL INFORMATION

Facility: Shorewood Model  
 Address: 4448 N Oakland Ave Shorewood WI 53211

## SOLAR PV SYSTEM RATING

Power Rating: 20,650 W-DC  
 Power Rating: 17,300.0 W-AC

## SOLAR PV EQUIPMENT DESCRIPTION

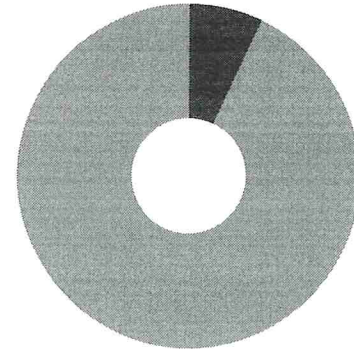
Solar Panels: (35) Q Cells Q.PEAK DUO XL-G11S.3/BFG 590  
 Inverters: (1) SolarEdge SE17.3KUS (USE-SIN-USR0IBNS6) - Domestic Content

## ENERGY CONSUMPTION MIX

Annual Energy Use: 30,151 kWh

## SOLAR PV EQUIPMENT TYPICAL LIFESPAN

Solar Panels: Greater than 30 Years  
 Inverters: 15 Years

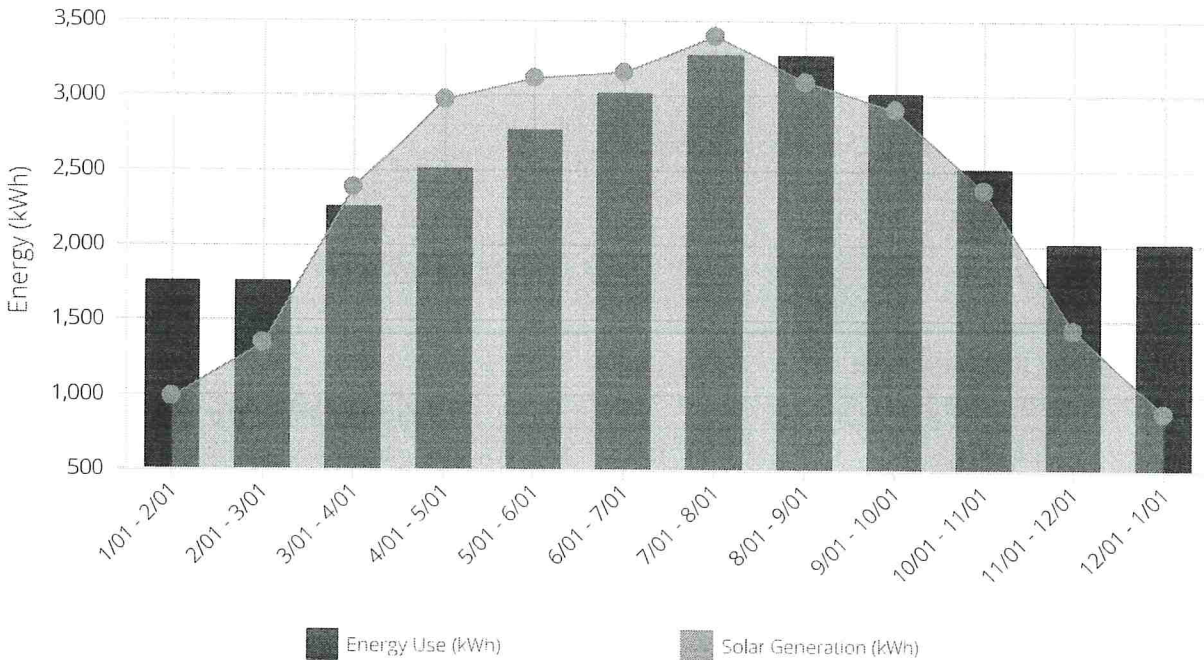


### Solar PV System Cost and Incentives

Solar PV System Cost	\$56,375
Focus on Energy	-\$3,233
Federal - 100% Bonus Depreciation	-\$11,839
<b>Net Solar PV System Cost</b>	<b>\$41,304</b>

Utility	2,092 kWh (6.94%)
Solar PV	28,059 kWh (93.06%)

## MONTHLY ENERGY USE VS SOLAR GENERATION



## 4.2.2 REBATES & INCENTIVES

This section summarizes all incentives available for this project. The actual rebate and incentive amounts for this project are shown in each example.

### Federal - 100% bonus depreciation (Tax Reform Bill)

The Tax Reform Bill modifies bonus depreciation under Code Section 168(k) to allow 100% expensing for property placed in service. By increasing bonus depreciation to 100 percent, the new tax bill essentially allows eligible entities to deduct the entire allowable tax basis of the system in the first year of operation.

Under the federal Modified Cost Recovery System (MACRS), businesses may recover investments in certain property through depreciation deductions. MACRS establishes a lifespan for various types of property over which the property may be depreciated. For PV systems, the taxable basis of the equipment must be reduced by 50% of any federal tax credits associated with the system.

Total Incentive Value: \$11,839

### Focus on Energy 2026 (Non-Residential)

**Non-residential:** \$600 per kW, up to \$2,400, then \$50 per kW thereafter, up to a maximum of \$25,000

Total Incentive Value: \$3,233

## 4.2.3 UTILITY RATES

The table below shows the rates associated with your current utility rate schedule (CG-1). Your estimated electric bills after solar are shown on the following page.

Customer Charges				Energy Charges			
Season	Charge Type	Rate Type	CG-1	Season	Charge Type	Rate Type	CG-1
S1	Flat Rate	per day	\$0.49	S1	Flat Rate	Import	\$0.16709

## 4.2.4 CURRENT ELECTRIC BILL

The table below shows your annual electricity costs based on the most current utility rates and your previous 12 months of electrical usage.

RATE SCHEDULE: WE - CG-1

Time Periods	Energy Use (kWh)	Charges			
		Other	NBC	Energy	Total
Bill Ranges & Seasons	Total				
1/1/2025 - 2/1/2025 S1	1,759	\$15	\$0	\$294	\$309
2/1/2025 - 3/1/2025 S1	1,759	\$14	\$0	\$294	\$308
3/1/2025 - 4/1/2025 S1	2,261	\$15	\$0	\$378	\$393
4/1/2025 - 5/1/2025 S1	2,513	\$15	\$0	\$420	\$435
5/1/2025 - 6/1/2025 S1	2,764	\$15	\$0	\$462	\$477
6/1/2025 - 7/1/2025 S1	3,015	\$15	\$0	\$504	\$519
7/1/2025 - 8/1/2025 S1	3,266	\$15	\$0	\$546	\$561
8/1/2025 - 9/1/2025 S1	3,266	\$15	\$0	\$546	\$561
9/1/2025 - 10/1/2025 S1	3,015	\$15	\$0	\$504	\$519
10/1/2025 - 11/1/2025 S1	2,513	\$15	\$0	\$420	\$435
11/1/2025 - 12/1/2025 S1	2,010	\$15	\$0	\$336	\$351
12/1/2025 - 1/1/2026 S1	2,010	\$15	\$0	\$336	\$351
Total	30,151	\$180	-	\$5,038	\$5,218

# 4.2.5 NEW ELECTRIC BILL

RATE SCHEDULE: WE - CG-1

Time Periods Bill Ranges & Seasons	Energy Use (kWh)	Charges			
	Total	Other	NBC	Energy	Total
1/1/2025 - 2/1/2025 S1	774	\$20	\$0	\$204	\$224
2/1/2025 - 3/1/2025 S1	417	\$18	\$0	\$180	\$199
3/1/2025 - 4/1/2025 S1	-125	\$20	\$0	\$198	\$218
4/1/2025 - 5/1/2025 S1	-461	\$19	\$0	\$186	\$206
5/1/2025 - 6/1/2025 S1	-353	\$20	\$0	\$201	\$221
6/1/2025 - 7/1/2025 S1	-142	\$19	\$0	\$195	\$214
7/1/2025 - 8/1/2025 S1	-132	\$20	\$0	\$208	\$228
8/1/2025 - 9/1/2025 S1	170	\$20	\$0	\$242	\$262
9/1/2025 - 10/1/2025 S1	110	\$19	\$0	\$232	\$252
10/1/2025 - 11/1/2025 S1	145	\$20	\$0	\$235	\$255
11/1/2025 - 12/1/2025 S1	570	\$19	\$0	\$218	\$238
12/1/2025 - 1/1/2026 S1	1,119	\$20	\$0	\$248	\$268
<b>Total</b>	<b>2,092</b>	<b>\$236</b>	<b>-</b>	<b>\$2,548</b>	<b>\$2,784</b>

ANNUAL ELECTRICITY SAVINGS: \$2,434



# 5.1 Cash Purchase

## Assumptions and Key Financial Metrics

IRR - Term	6.4%	Net Present Value	\$8,468	Payback Period	14.3 Years
ROI	118.0%	PV Degradation Rate	0.50%	Discount Rate	5.0%
Energy Cost Escalation Rate	3.1%	Federal Income Tax Rate	21.0%	State Income Tax Rate	7.9%
Total Project Costs	\$56,375				

Years	Project Costs	Electric Bill Savings	Focus on Energy	Federal Tax Effect	Total Cash Flow	Cumulative Cash Flow
Upfront	-\$56,375	-	-	-	-\$56,375	-\$56,375
1	-	\$2,434	\$3,233	\$11,839	\$17,506	-\$38,870
2	-	\$2,497	-	-	\$2,497	-\$36,372
3	-	\$2,562	-	-	\$2,562	-\$33,811
4	-	\$2,628	-	-	\$2,628	-\$31,183
5	-	\$2,695	-	-	\$2,695	-\$28,488
6	-	\$2,765	-	-	\$2,765	-\$25,723
7	-	\$2,836	-	-	\$2,836	-\$22,887
8	-	\$2,909	-	-	\$2,909	-\$19,978
9	-	\$2,983	-	-	\$2,983	-\$16,995
10	-	\$3,060	-	-	\$3,060	-\$13,935
11	-	\$3,138	-	-	\$3,138	-\$10,797
12	-	\$3,218	-	-	\$3,218	-\$7,578
13	-	\$3,301	-	-	\$3,301	-\$4,278
14	-	\$3,385	-	-	\$3,385	-\$893
15	-	\$3,471	-	-	\$3,471	\$2,578
16	-	\$3,559	-	-	\$3,559	\$6,138
17	-	\$3,650	-	-	\$3,650	\$9,788
18	-	\$3,743	-	-	\$3,743	\$13,530
19	-	\$3,838	-	-	\$3,838	\$17,368
20	-	\$3,935	-	-	\$3,935	\$21,303
21	-	\$4,034	-	-	\$4,034	\$25,337
22	-	\$4,136	-	-	\$4,136	\$29,474
23	-	\$4,241	-	-	\$4,241	\$33,714
24	-	\$4,348	-	-	\$4,348	\$38,062
25	-	\$4,457	-	-	\$4,457	\$42,519
26	-	\$4,569	-	-	\$4,569	\$47,088
27	-	\$4,684	-	-	\$4,684	\$51,772
28	-	\$4,801	-	-	\$4,801	\$56,574
29	-	\$4,922	-	-	\$4,922	\$61,495
30	-	\$5,045	-	-	\$5,045	\$66,540
Totals:	-\$56,375	\$107,844	\$3,233	\$11,839	\$66,540	-

# 6.1 Cash Purchase

## Assumptions and Key Financial Metrics

IRR - Term	6.4%	Net Present Value	\$8,468	Payback Period	14.3 Years
ROI	118.0%	PV Degradation Rate	0.50%	Discount Rate	5.0%
Energy Cost Escalation Rate	3.1%	Federal Income Tax Rate	21.0%	State Income Tax Rate	7.9%
Total Project Costs	\$56,375				

Years	Upfront	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
<b>Cash</b>																	
Project Costs	-\$56,375	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Electric Bill Savings	-	\$2,434	\$2,497	\$2,562	\$2,628	\$2,695	\$2,765	\$2,836	\$2,909	\$2,983	\$3,060	\$3,138	\$3,218	\$3,301	\$3,385	\$3,471	\$3,559
Focus on Energy	-	\$3,233	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Cash Total</b>	-\$56,375	\$5,667	\$2,497	\$2,562	\$2,628	\$2,695	\$2,765	\$2,836	\$2,909	\$2,983	\$3,060	\$3,138	\$3,218	\$3,301	\$3,385	\$3,471	\$3,559
<b>Federal Taxes</b>																	
Federal - 100% Bonus Depreciation	-	\$56,375	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Change in Taxable Income</b>	-	\$56,375	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Change in Federal Tax Liability</b>	-	\$11,839	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Cash Flow</b>	-\$56,375	\$17,506	\$2,497	\$2,562	\$2,628	\$2,695	\$2,765	\$2,836	\$2,909	\$2,983	\$3,060	\$3,138	\$3,218	\$3,301	\$3,385	\$3,471	\$3,559
<b>Cumulative Cash Flow</b>	-\$56,375	-\$38,870	-\$36,372	-\$33,811	-\$31,183	-\$28,488	-\$25,723	-\$22,887	-\$19,978	-\$16,995	-\$13,935	-\$10,797	-\$7,578	-\$4,278	-\$893	\$2,578	\$6,138

# 6.1 Cash Purchase

## Assumptions and Key Financial Metrics

IRR - Term	6.4%	Net Present Value	\$8,468	Payback Period	14.3 Years
ROI	118.0%	PV Degradation Rate	0.50%	Discount Rate	5.0%
Energy Cost Escalation Rate	3.1%	Federal Income Tax Rate	21.0%	State Income Tax Rate	7.9%
Total Project Costs	\$56,375				

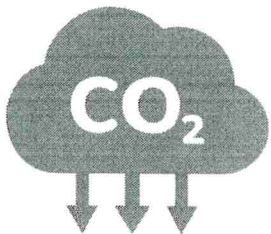
Years	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Totals
<b>Cash</b>															
Project Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-\$56,375
Electric Bill Savings	\$3,650	\$3,743	\$3,838	\$3,935	\$4,034	\$4,136	\$4,241	\$4,348	\$4,457	\$4,569	\$4,684	\$4,801	\$4,922	\$5,045	\$107,844
Focus on Energy	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$3,233
<b>Cash Total</b>	\$3,650	\$3,743	\$3,838	\$3,935	\$4,034	\$4,136	\$4,241	\$4,348	\$4,457	\$4,569	\$4,684	\$4,801	\$4,922	\$5,045	\$54,701
<b>Federal Taxes</b>															
Federal - 100% Bonus Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$56,375
<b>Change in Taxable Income</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$56,375
<b>Change in Federal Tax Liability</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$11,839
<b>Total Cash Flow</b>	\$3,650	\$3,743	\$3,838	\$3,935	\$4,034	\$4,136	\$4,241	\$4,348	\$4,457	\$4,569	\$4,684	\$4,801	\$4,922	\$5,045	\$66,540
<b>Cumulative Cash Flow</b>	\$9,788	\$13,530	\$17,368	\$21,303	\$25,337	\$29,474	\$33,714	\$38,062	\$42,519	\$47,088	\$51,772	\$56,574	\$61,495	\$66,540	-

# 7 ENVIRONMENTAL BENEFITS



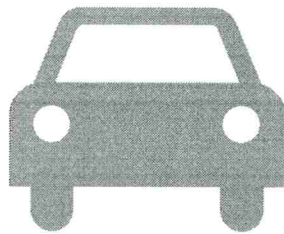
OVER THE NEXT 20 YEARS, YOUR SYSTEM WILL DO MORE THAN JUST SAVE YOU MONEY.

ACCORDING TO THE EPA'S GREENHOUSE GAS EQUIVALENCIES CALCULATOR  
(SOURCE), YOUR SOLAR PV SYSTEM WILL HAVE THE IMPACT OF REDUCING:



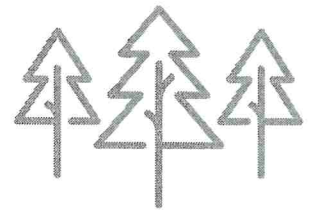
440

Tons of CO<sub>2</sub> Offset



999,508

Miles Driven By Cars



6,594

Trees Planted



## **ATTACHMENT 14 – TBE COMPLIANCE PLAN**

### Village of Shorewood – Policy 40 Public Assistance Program

Spoerl Design Build will partner with Selzer-Ornst Construction Company to serve as the General Contractor (“GC”) for Spoerl Commercial, LLC (the Developer).

#### **1. Introduction & Compliance Commitment**

Pursuant to Section 5 of the Village of Shorewood Public Assistance Policy 40, GC will administer the Targeted Business Enterprise (“TBE”) participation plan for the proposed affordable multifamily development in the Village of Shorewood (the “Project”). The Project is anticipated to receive over \$1 million in TIF assistance and is therefore subject to the following Policy 40 participation goals: 25% TBE participation for construction contracts; and 17% TBE participation for professional services. GC is committed to meeting or exceeding these goals for the Project.

#### **2. Eligible TBE Certification Categories**

Consistent with Policy 40, the following certifications will be recognized for TBE participation: DBE – Disadvantaged Business Enterprise (Wisconsin Unified Certification Program); MBE – Minority Business Enterprise (Wisconsin DOA); WBE – Women Business Enterprise (Wisconsin DOA); SBE – Small Business Enterprise (Milwaukee County); SBA-Sized SBE – certified small businesses listed in SAM.gov. Out-of-state firms must obtain Wisconsin certification prior to contract award.

#### **3. Professional Services Participation Strategy (17% Goal)**

GC anticipates meeting the 17% professional services participation target primarily through engagement of certified TBE firms in Civil Engineering and MEPFP Design/Build (Mechanical, Electrical, Plumbing & Fire Protection). Use of a Design/Build delivery model for MEPFP allows certified firms to contribute participation toward both professional and construction categories as permitted under Policy 40. Additional eligible professional services may include surveying, environmental testing, geotechnical services, special inspections, commissioning, and owner representation.

#### **4. Construction Participation Strategy (25% Goal)**

GC anticipates achieving the 25% construction participation target through scopes with established TBE capacity in the southeastern Wisconsin market, including Earthwork; Site Utilities; Roofing; Exterior Siding & Cladding; Drywall & Framing; Thermal Insulation; Mechanical; Electrical; Plumbing; Fire Protection. Additional participation may be achieved through certified material suppliers, trucking, equipment vendors, and low-voltage systems.

#### **5. Outreach, Solicitation & Bidding Methods**

The GC employs a multi-channel solicitation approach to maximize TBE participation and competitive bidding. For this Project, GC has: (1) Downloaded Certified Vendor Lists from Wisconsin Supplier Diversity Program (MBE/WBE); Wisconsin DOT Unified Certification Program (DBE); Milwaukee County (DBE/SBE); City of Milwaukee (SBE); SAM.gov (SBA-Sized SBE). (2) Uploaded



Certified Firms into Procore. These firms have been incorporated into GC's Procore construction and bid management platform and are actively used for invitations to bid. We also plan to: (3) Implement Direct Phone Outreach. GC will contact certified TBE firms with relevant scopes to confirm receipt, answer questions, and encourage participation. (4) Publish Bid Opportunities via the Daily Reporter to broaden participation beyond direct vendor lists. (5) Structure Scope Packaging to enable participation by unbundling larger scopes, allowing second-tier subcontracting, and recognizing certified suppliers where compliant.

#### **6. Certification Verification**

Certification status will be verified through issuing authorities prior to subcontract award and maintained through construction closeout.

#### **7. Reporting & Documentation**

GC will provide participation reporting as required by the Development Agreement. Reporting will include: Certified firm name; Certification type (DBE/MBE/WBE/SBE); Certification authority; Contract value; Participation percentage; Professional vs. construction allocation; Change order adjustments; Final participation value at closeout. GC will maintain documentation of solicitations, phone outreach, bid invitations, advertisements, certification validation, and payment verification as evidence of performance.

#### **8. Relevant Experience & Capability**

Over the past four years, Selzer-Ornst has completed over \$100 million in work that carried 25% or higher TBE participation goals, including projects for Milwaukee County, the City of Milwaukee, and Milwaukee Public Schools. These projects required structured compliance reporting through platforms including: B2GNow; LCR (Labor Compliance Reporting) formerly LCPTracker; and CCSR (Contract Compliance Reporting System). These platforms require monthly participation tracking, subcontractor payment verification, and certification validation. Selzer-Ornst has consistently met or exceeded participation goals on these projects. This experience demonstrates Selzer-Ornst's readiness to execute Policy 40 participation requirements for the Project.

#### **9. Good Faith Efforts & Variance Procedure**

If compliance becomes infeasible due to certified firm availability for specific scopes, GC will document good faith efforts, including solicitations and bid responses, for review by the Village in advance of Development Agreement execution.

#### **10. Conclusion**

Spoerl Design Build and Selzer-Ornst affirms its commitment to meet or exceed the Village of Shorewood's TBE participation goals for both professional services and construction and has already initiated TBE sourcing and bid preparation activities.

#### **11. Signature**

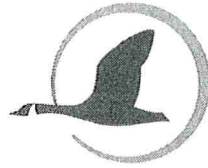
Spoerl Design Build, LLC

Brian Spoerl  
Founder and Managing Member

Selzer-Ornst Construction Company

Thor S. Misko  
Vice President of Partnerships & Project  
Development

January 13, 2026



**HORICON BANK**

The Natural Choice®

Attn: Rebecca Ewald  
Village Manager  
Village of Shorewood  
3930 N Murray Ave  
Shorewood, WI 53211

Re: Financial Capacity & Creditworthiness Confirmation – Spoerl Commercial, LLC

Proposed Project: The Oakleaf Apartments

Dear Rebecca,

Horicon Bank maintains an established banking relationship with Spoerl Commercial, LLC (“Client”). At the Client’s request, we are providing this letter in support of the Village of Shorewood’s review of the Client’s qualifications as a prospective real estate developer for the above-referenced project.

Based on our ongoing relationship and the Bank’s customary credit review and monitoring practices, it is our professional opinion that the Client demonstrates strong creditworthiness and the financial capacity consistent with sponsoring and executing a 19-unit affordable housing development in Shorewood on north Oakland Avenue. Development of this type and scope. In our judgment, the Client’s overall financial profile meets the financial capacity expectations that are typically required for projects of this nature.

The Client has requested that sensitive personal financial information (including personal financial statements and earnings documentation) not be distributed broadly. We understand and respect the Village’s need for appropriate diligence; however, the Client prefers to avoid circulating confidential information to multiple reviewers who may not be directly involved in underwriting or who do not require access to detailed personal financial records. This project will be seeking Low Income Housing tax credits from WHEDA which credits will be sold to a tax credit investor. The equity investors require the owner and sponsor to be financially capable of project construction delivery and long-term operations.

By way of additional context, the Affordable Housing Investors Council (AHIC), a national organization representing equity investors in the Low-Income Housing Tax Credit (LIHTC) market—has published widely used underwriting best practices and guidelines for tax credit investors. These best practices emphasize that professional underwriting includes a thorough review of the development team’s experience and capacity, including evaluation of the financial strength and expertise of the general partner/developer and any guarantors, as part of a structured, disciplined diligence process.

This reflects an industry-standard approach in which sensitive financial information is reviewed by qualified underwriting parties, while still preserving appropriate confidentiality.

Accordingly, this letter is intended to provide the Village with assurance—based on the Bank's knowledge of the Client and our credit review practices—that the Client is financially capable and creditworthy, in lieu of broad distribution of the Client's personal financial statements.

This letter is provided for informational purposes only and is not a commitment to lend, a guarantee of performance, or a representation that the Bank will provide financing for the referenced project. Any future credit decisions would remain subject to the Bank's standard underwriting, documentation, and approval processes.

If it would be helpful, I am available to discuss this confirmation directly with you or appropriate Village staff.

Thank you for your time and consideration.

Sincerely,



John D. Zanghi  
Senior Vice President / Business Banker  
Horicon Bank  
414-808-0346

## REAL ESTATE PURCHASE AGREEMENT

**THIS REAL ESTATE PURCHASE AGREEMENT** ("Agreement") is made and entered into by and among Spoerl Commercial, LLC, a Wisconsin limited liability company ("Purchaser"), and the Village of Shorewood ("Seller"), effective as of September 22, 2025 ("Effective Date").

### RECITALS

**WHEREAS**, Seller owns the Property described in Section 1 below; and

**WHEREAS**, Seller desires to sell to Purchaser, and Purchaser desires to purchase from Seller, the Property described below, following which Purchaser shall be obligated to develop the Property to create affordable housing, all upon the terms and conditions set forth herein.

### AGREEMENT

**NOW, THEREFORE**, in consideration of the Recitals, the covenants and agreements set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Property to be Sold and Purchased. Upon and subject to the terms, covenants and conditions hereinafter set forth, Seller shall sell and convey to Purchaser and Purchaser shall purchase and acquire from Seller, on the Date of Closing (as hereinafter defined) all right, title and interest of Seller in and to the following described property (collectively referred to as the "Property"):

1.1 Land. The real property commonly known as 4448-4450 N. Oakland Avenue, Shorewood, Wisconsin 53211 (Parcel ID Nos. 2370224000 and 2370225000) (both as further depicted on the attached **Exhibit A**) together with all right, title and interest of Seller in and to all easements, rights of way, privileges and appurtenances belonging or appertaining to such real property (hereinafter collectively referred to as the "Land").

1.2 Improvements. All buildings, permanent fixtures and improvements of every kind and nature and description and presently situated on, in or under, or hereinafter erected on the Land (hereinafter, the foregoing are collectively referred to as the "Improvements"). (The Land and Improvements are hereinafter collectively referred to as the "Real Property.")

1.3 Reserved.

1.4 Reserved.

1.5 Warranties. All unexpired warranties, guaranties and bonds, including without limitation, contractors' and manufacturers' warranties or guaranties relating to the Real Property to the extent assignable (the "Warranties").

1.6 Plans. All records, files, site plans, surveys, soil and substance studies, architectural drawings, plans and specifications, engineering, electrical and mechanical plans and studies, floor plans, landscape plans, environmental assessment reports, engineering, structural or physical inspection reports, appraisals and other plans and studies of any kind, in Seller's possession or control, relating to the Real Property (the "Plans").

1.7 Permits. All permits, variances, and government approvals affecting the Real Property (the "Permits").

Purchaser and Seller agree that all personal property, equipment, and machinery located on the Property ("Excluded Assets") are excluded from purchase and sale under this Agreement, and Seller shall ensure that all Excluded Assets are removed from the Property prior to Closing.

2. Purchase Price and Deposit. The purchase price ("Purchase Price") for the Property shall be the amount of Three Hundred Thirty-Three Thousand Seven Hundred Thirty-One and No/100 Dollars (\$333,731.00), provided the Land is suitable for the Purchaser's intended development. The Purchase Price shall be payable to Seller, as follows:

2.1 Deposit. Within five (5) business days after the Effective Date, Purchaser shall deposit in escrow with Title Insurance Company, Knight Barry Title Company (the "Title Company") an earnest money deposit of One Hundred and No/100 Dollars (\$100.00) to be held in an interest-bearing account. The earnest money deposit and all interest earned thereon are collectively referred to herein as the "Deposit." If this transaction closes, unless otherwise set forth herein, the Deposit shall be credited against the Purchase Price at Closing (as hereinafter defined). In the event the transaction does not close, the Deposit shall be disbursed as provided herein. The Title Company shall serve as the escrow agent and the parties shall execute an escrow agreement acceptable to the parties and Title Company in accordance with the terms of this Section 2.1.

2.2 Balance of Purchase Price. The balance of the Purchase Price after application of the Deposit, all credits, and all adjustments and prorations, shall be payable to Seller by Purchaser with immediately available funds on the Date of Closing.

3. Seller's Information Deliveries. Seller shall deliver to Purchaser within five (5) days of the Effective Date true and correct copies of the documents listed on the attached **Exhibit B**, to the extent such documents are in the possession or control of Seller.

4. Title Insurance.

4.1 Title Deliveries. Seller shall provide Purchaser, at Seller's expense, not more than fifteen (15) days after the Effective Date, a title insurance commitment providing for extended coverage (hereinafter referred to as the "Title Commitment") issued by the Title Company, pursuant to which the Title Company shall agree to issue to Purchaser a current standard ALTA Owner's Policy of Title Insurance in the full amount of the Purchase Price, insuring good and marketable title to the Real Property (expressly including all easements and appurtenances thereto) and containing a complete copy of each such easement, restriction, limitation or condition of title which is referred to in the Title Commitment, as well as current special assessment information. The Title Commitment shall provide for the deletion of all survey and standard exceptions and other matters not expressly permitted hereunder upon satisfaction of any requirements set forth in the Title Commitment. The owner's policy of title insurance shall be issued at Closing and shall include, at Seller's expense, a gap coverage endorsement.

4.2 Survey. Purchaser may, at its election, and at its expense, obtain an ALTA Survey of the Real Property or an update to any existing ALTA survey of Seller, which is sufficient to remove the standard survey exception, and Seller shall be obligated to cooperate and provide a commercially reasonable survey affidavit in conjunction with the same ("Survey").

4.3 Objections to Title and Survey. On or before the expiration of the Inspection Period (as hereinafter defined) Purchaser may object in writing to any matter identified on the Title Commitment

or revealed on the Survey. Seller shall have five (5) days after receiving such objection notice to agree to correct the condition of title or matter of survey at Closing to the reasonable satisfaction of Purchaser. If the condition of title or matter of survey is not acceptable to Purchaser and Seller does not expressly agree to correct it within such five (5) day period as required herein, Purchaser may, at its election, either (a) terminate this Agreement by written notice to Seller given within ten (10) days following the expiration of the five (5) day period noted above, and Purchaser and Seller shall have no further obligation or responsibility hereunder and the Deposit shall be disbursed to Purchaser, or (b) proceed to close the transaction and receive such title as Seller is able to convey without relieving Seller's obligation to convey marketable title. All exceptions to title which are not objected to by Purchaser or not expressly required to be deleted by this Agreement shall be deemed "Permitted Exceptions."

4.4 "Permitted Exceptions" shall mean all exceptions contained in the Title Commitment or Survey (a) to which Purchaser does not object as herein provided or (b) as to which Purchaser has waived or is deemed to have waived its objection; provided, however, that the term Permitted Exceptions shall in no event include and Purchaser shall not be required to object to (i) any taxes or assessments other than general real estate taxes for the year of Closing, not yet due and payable; (ii) any monetary judgments, liens or encumbrances; (iii) any standard printed exceptions; (iv) any matters that Purchaser causes the Title Company to delete from the Title Commitment or the Surveyor to delete from the Survey; (v) any liens arising in connection with the construction of the tenant improvements on the Property; or (vi) any matters that, prior to Closing, Seller agrees in writing to remove or cure at or before Closing.

#### 5. Inspections: Due Diligence.

5.1 Access. At any time from and after the Effective Date through the Date of Closing, Purchaser and its agents and contractors, shall have the right to enter the Real Property during normal business hours and to obtain such information and documents from Seller to investigate the condition of title to the Property, the physical condition of the Property, the zoning of the Real Property, to determine compliance with applicable governmental laws, to review the contracts applicable to the Real Property, and all matters relevant to the financing (including but not limited to, state and federal tax credits, grants, and tax incremental financing), acquisition, usage, operation, valuation and marketability of the Property, as Purchaser deems appropriate. Such right of investigation shall include, without limitation, the right to have made, at Purchaser's expense, any appraisals, and any tests, studies and inspections of the Property as Purchaser may deem reasonably necessary or appropriate, including, without limitation, structural and mechanical, tests and inspections, and environmental inspections, tests and audits including, but not limited to, geotechnical tests and studies, a Phase I environmental site assessment, and a Phase II environmental site assessment consisting of minimally invasive testing of soil and water, including the taking of soil borings and samples, and other such tests and inspections as the environmental consultant deems appropriate. Purchaser shall not disclose the results of any such Phase II environmental site assessment with state and regulatory agencies unless required under law, regulation, or applicable agreement in conjunction with the Real Property. Purchaser shall repair and restore any damage to the Property caused solely and directly by Purchaser's investigations (provided that such obligation shall not apply to any damages relating to any pre-existing condition of or at the Property).

5.2 Purchaser's Due Diligence. The period commencing on the Effective Date and ending on July 31, 2027, is referred to herein as the "Inspection Period." If Purchaser, in its sole and absolute discretion, determines that the Property is unsuitable for its intended use, or is unsatisfied with the Property or its due diligence for any reason or no reason, Purchaser shall have the right to terminate this Agreement at any time by delivering written notice to Seller on or before the expiration of the Inspection Period. Upon such termination, Purchaser shall have no further obligation under this Agreement and the Deposit shall be immediately disbursed to Purchaser. All work product relating to the Property which Purchaser prepares or

obtains on its own, including but not limited to site concepts, architecture, engineering, construction plans, and pricing, shall remain the sole property of Purchaser and shall be proprietary and confidential.

5.3 Independent Consideration. Seller and Purchaser acknowledge and agree that this Agreement is intended to be binding and enforceable and each party waives any right to challenge the enforceability of this Agreement based on discretion afforded Purchaser in evaluating the fulfillment of the contingencies or conditions contained in this Agreement. Purchaser covenants and agrees to exercise good faith in seeking to satisfy such contingencies and conditions. Seller acknowledges that such efforts by Purchaser will require Purchaser to expend time and resources in investigating the Property and that such expenditures constitute good and sufficient consideration to Seller for Seller's acceptance of this Agreement. Purchaser and Seller further agree that ten dollars (\$10.00) of the Deposit shall be non-refundable and represent good and sufficient consideration to Seller for agreeing to accept this Agreement. Purchaser and Seller also agree that upon waiver of the last of any contingency or condition under this Agreement, that this Agreement shall be deemed affirmed without inclusion of the waived contingencies or conditions.

5.4 Cooperation. Seller agrees to join with Purchaser in executing any and all applications for requests for tax credits, zoning changes, permits or approvals and any other permit or license necessary or required for Purchaser's intended use of the Property, to the extent Seller's signature is necessary, provided that Seller not incur any liability or costs in connection with such activities, and provided that any such zoning changes, permits, approvals or licenses are conditioned on Purchaser's acquisition of the Property. Further, Seller agrees to work in good faith with Purchaser and all governmental agencies to address any concerns relating to environmental assessments, testing, and management and closure plans, and agrees to execute and deliver any required documentation for the same.

6. Seller's Covenants, Representations, and Warranties. Seller represents and warrants to Purchaser, as a material inducement to Purchaser to enter into this Agreement and purchase the Property, as of the Effective Date and the date of Closing as follows:

6.1 No Possessory Rights. As of the Date of Closing, there will be no parties in possession of the Property or any portion thereof and there will be no other rights of possession, use or otherwise regarding any part of the Property which have been granted to any person or entity.

6.2 No Contracts. As of the date of Closing there shall be no contracts, leases, or agreements (including, but not limited to, leases, maintenance, repair, operation, use, billboard, advertising, management, license, franchise, service, use, occupancy, or other contracts) which shall be binding upon Purchaser or which shall run with the land or bind or affect any part of the Property after the Closing, except for those contracts which Purchaser elects in its sole discretion on or prior to the expiration of the Inspection Period to assume (collectively, the "Assumed Contracts").

6.3 No Third-Party Interests. There is no option, right of first refusal, contract or other agreement of any kind or nature with respect to the purchase, sale or lease of the Property, or any portion thereof.

6.4 Compliance with Law. Seller has received no notice of any violation of any applicable statutes, laws, ordinances, codes (including, without limitation, all zoning, building, water disposal, health, fire and safety engineering codes, rental unit energy efficiency requirements, and the Americans with Disabilities Act) with regard to the Real Property.

6.5 FIRPTA. Seller is not a foreign corporation, foreign partnership, foreign trust or foreign estate (as those items are defined in the Internal Revenue Code and Income Tax Regulations).

6.6 Bankruptcy. Neither Seller nor its affiliates is the subject of any bankruptcy proceeding, receivership proceeding or other insolvency, dissolution, reorganization or similar proceeding.

6.7 No Actions. There are no actions, suits, proceedings or claims pending or, to the knowledge of Seller, threatened with respect to or in any manner affecting the Real Property or the ability of Seller to consummate the transactions contemplated by this Agreement.

6.8 Hazardous Substances. To Seller's knowledge (i) the Real Property, the use thereof, and any operations now or heretofore conducted at the Real Property, are, and have been, in compliance with all Environmental Laws (as hereinafter defined); (ii) all federal, state and local permits, licenses, registrations and authorizations required for the use of and operations at the Real Property have been obtained; (iii) there are currently no violations of such permits, licenses, registrations or authorizations; (iv) there have been no releases of Hazardous Substances at, on or under the Real Property which would or could give rise to a cleanup or remediation obligation under any Environmental Laws; (v) the Real Property has not been used for the treatment, storage or disposal of any Hazardous Substance as such treatment, storage or disposal may be regulated under the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et - or its state counterparts, as amended and/or reauthorized, and regulations promulgated thereunder; (vi) there are no underground or above ground storage tanks for storage of flammable, combustible or hazardous materials including but not limited to gasoline and heating oil, which are currently or which were previously located on or in the Real Property; and (vii) there are no radioactive materials, polychlorinated byphenyl, asbestos, urea-formaldehyde foam insulation, poly vinyl chloride, petroleum, or any substance or compound containing any of the foregoing located on or in the Real Property.

6.8.1 "Environmental Laws" means all federal and state laws, whether common laws, court or administrative decisions, statutes, rules, regulations, ordinances, court orders and decrees, and administrative orders and all administrative policies and guidelines concerning action levels of a governmental authority (federal, state or local) now or hereafter in effect relating to the environment, public health, environmental, occupational safety, industrial hygiene, any Hazardous Substance (including, without limitation, the disposal, generation, manufacture, presence, processing, production, release, storage, transportation, treatment or use thereof), or the environmental conditions on, under or about the Real Property as amended and as in effect from time to time (including, without limitation, the following statutes and all regulations thereunder as amended and in effect from time to time the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. §§ 9601, et seq.; the Superfund Amendments and Reauthorization Act of 1986, Title III, 42 U.S.C. §§ 11001, et seq.; the Clean Air Act, 42 U.S.C. §§ 7402 et seq.; the Safe Drinking Water Act, 42 U.S.C. §§ 300(f) et seq, the Solid Waste Disposal Act, 42 U.S.C. §§ 6901 et seq.; the Hazardous Materials Transportation Act, as amended, 49 U.S.C. §§ 1801, et seq., the Resource Conservation and Recovery Act, as amended, 42 U.S.C. §§ 6901, et seq.; the Federal Water Pollution Control Act, as amended, 33 U.S.C. §§ 1251, et seq.; the Toxic Substances Control Act of 1976, 15 U.S.C. §§ 2601, et seq.; and any successor statutes and regulations to the foregoing).

6.8.2 "Hazardous Substances" means (a) all chemicals, materials and substances defined as or included in the definition of "hazardous substances," "hazardous wastes," "hazardous materials," "extremely hazardous wastes," "restricted hazardous wastes," "toxic substances," "toxic pollutants," "contaminants" or "pollutants," or words of similar import, under any applicable Environmental Law; and (b) all other chemicals, materials and substances, exposure to which is prohibited, limited or regulated by any governmental authority, including, without limitation, asbestos and asbestos- containing materials in any form, lead-based paint, radioactive materials, trichloroethene (TCE), per- and polyfluorinated substances (PFAS), polychlorinated byphenyls ("PCBs"), and substances and compounds containing PCBs.

6.9 Title to Property. Seller holds fee simple title to the Property and Seller has no notice or knowledge of any planned, pending or contemplated condemnation or similar action or proceeding with respect to the Property nor any part thereof.

6.10 Litigation. There is no pending or threatened litigation that affects the Property or that could affect the transaction contemplated hereby.

6.11 Tax Reassessments. Through the date of this Agreement, Seller has received no written notice from any authority having jurisdiction over the Real Property indicating that the property taxes for the Real Property are now currently being reassessed or that any municipal betterments charges not already disclosed in writing to the Purchaser or in the Title Commitment for the Real Property have been assessed against the Property. Without limiting the generality of the foregoing, all street paving, curbing, sewer installation or other public improvements for which the Real Property is assessable have been fully paid for.

6.12 Contract Defaults. No default exists under any of the Assumed Contracts or any condition which, with the passage of time or notice, would constitute a default under the Assumed Contracts.

6.13 Condition of Improvements. To Seller's knowledge, there are no material defects in design, workmanship or materials in any of the Improvements, including, but not limited to, the air conditioning, heating, plumbing, electrical, and all other mechanical and operating systems (collectively, the "Building Systems"), and the roof, foundation and load-bearing structure, and sewer and water mains. The Improvements, Building Systems, roof, foundation, structure and sewer and water mains will be, on the Closing Date (i) in good order, serviceable and in safe operating condition (ii) free of any and all defects, and (iii) adequate for the comfortable and normal occupancy and operation of the Improvements.

6.14 Authority of Seller. Seller has the full right and authority to enter into this Agreement and consummate the transactions contemplated hereby. All requisite action has been taken by Seller in connection with the execution of this Agreement and the documents referenced herein and the consummation of the transactions contemplated hereby. Each of the persons signing this Agreement on behalf of Seller is authorized to do so and, no third-party consent is required for Seller to consummate the transaction contemplated hereunder.

6.15 Accuracy. All Seller's disclosure documents, including but not limited to the materials delivered by Seller to Purchaser pursuant to Exhibit B, are true, accurate, and complete.

6.16 Access. The Property has a permanent right of access, over roadways, to dedicated public streets or highways and no portion of the Property is located in a floodplain or flood hazard area or designated wetlands area.

6.17 Work. Seller will not have contracted with, and not yet paid in full, any person or entity for work or materials which might result in a mechanics, materialman's, construction or other lien or encumbrance on the Property.

The covenants, representations, and warranties contained in this Agreement shall be true and correct on the Closing Date and shall survive the Closing and continue in full force and effect notwithstanding Closing and consummation of the transaction contemplated herein, and the obligation of Purchaser to close the transaction contemplated by this Agreement is expressly conditioned upon said truth and accuracy of said covenants, representations, and warranties.

7. Seller's Undertakings Pending Closing.

7.1 Operation of the Property. Until the earlier of the Closing or the termination of this Agreement, Seller shall at its cost and expense:

7.1.1 Status of Title. Not do anything, or permit anything to be done, that would impair or modify the status of title as shown on the Title Commitment.

7.1.2 Operation. Operate, repair and maintain the Property in the ordinary course consistent with past practice, reasonable wear and tear excepted.

7.1.3 Contracts. Between the Effective Date and the Closing Date, Seller shall not modify or waive any provisions contained in any of the Assumed Contracts, nor shall Seller enter into any new agreement, contract, or lease without the prior written consent of Purchaser.

7.1.4 Marketing. Between the Effective Date and the Closing Date, Seller shall not market the Property to any third parties.

7.1.5 Material Effect. Not take any action that would otherwise have a material adverse effect on any aspect of the Property.

7.2 Advise Purchaser. Until the earlier of the Closing or the termination of this Agreement, Seller shall notify Purchaser in writing promptly upon learning or receiving notice of:

7.2.1 Events. Any event, transaction, or occurrence prior to Closing that could materially and adversely affect any of the Property.

7.2.2 Representations. Any fact or event that would make any of the representations or warranties of Seller contained in this Agreement untrue or misleading in any material respect or that would cause Seller to be in violation of any of its covenants or other undertakings or obligations hereunder.

7.2.3 Laws. Any violation of any law, ordinance, regulation or law that would or might materially affect any of the Property.

7.2.4 Zoning. Any proposed change in any zoning or other law affecting the use or development of any of the Property.

7.2.5 Litigation. Any pending or threatened litigation that affects any of the Assumed Contracts or Property or that could affect the transaction contemplated hereby.

7.2.6 Bankruptcy. Any pending or threatened proceeding in bankruptcy or insolvency that could affect any of the Property or any person owning any interest therein.

7.2.7 Assessments. Any notice from any governmental authority or agent thereof pertaining to the assessment or reassessment of the Real Property or any notice of special improvements the cost of which may be assessed against the Real Property.

8. Conditions to Obligations to Close.

8.1 Purchaser's Conditions. In addition to all other contingencies provided for in this Agreement, Purchaser shall not be obligated to close the transaction contemplated hereunder unless each of the following conditions shall be satisfied as set forth herein.

8.1.1 Accuracy of Representations. Except as specifically waived in writing by Purchaser, the covenants, representations, and warranties made by Seller in this Agreement shall be true and correct in all material respects on and as of the Closing Date with the same force and effect as though such representations and warranties had been made on and as of the Closing Date, and Seller shall so certify in writing.

8.1.2 Performance of Obligations. Except as specifically waived in writing by Purchaser, Seller shall have performed all covenants and obligations, made all deliveries, and otherwise complied with all conditions required by this Agreement to be performed or complied with by Seller on or before the Closing Date.

If the above conditions have not been previously approved or waived in writing, Purchaser may at its option (i) postpone Closing for a period sufficient to allow Seller to satisfy such conditions, or (ii) terminate this Agreement by written notice from Purchaser to Seller on or before the scheduled Closing Date and the Deposit shall be promptly paid to Purchaser, provided, however, that if the failure to satisfy such conditions is due to a default by Seller, Purchaser shall also be entitled to its remedies set forth herein.

8.2 Mutual Conditions. The respective obligations of the parties to close the transaction contemplated hereunder are subject to the satisfaction, as of the Closing Date, of the following conditions:

8.2.1 Development Agreement. Seller and Purchaser entering into an agreement for the development of the Property for affordable housing (the "Development Agreement"), generally consistent with the Phase I Application submitted by Purchaser to Seller in response to Seller's Request for Proposal for Redevelopment of Village Owned Parking Lots (the "RFP"). The Development Agreement shall be upon terms and conditions that are mutually agreeable to both Seller and Purchaser and shall outline the parties' duties and responsibilities in conjunction with the development of the Property, including specific affordable housing parameters, applicable tax increment financing, the extension of the applicable tax incremental district, the requirement that the Purchaser secure the funding necessary for the affordable housing development project described in the RFP, and any relevant covenants and restrictions for the use of the Property.

If the above condition has not been satisfied as of the Closing Date, either party may terminate this Agreement by written notice to the other and the Deposit shall be promptly paid to Purchaser.

9. Closing.

9.1 Time of Closing. The Closing (hereinafter, the "Closing Date," "Date of Closing," or "Closing") shall take place in escrow with the Title Company within ninety (90) days after the expiration of the Inspection Period or earlier waiver thereof, unless otherwise agreed to in writing by Purchaser and Seller.

9.2 Seller's Deliveries at Closing.

9.2.1 Releases. Seller shall deliver to Purchaser releases necessary to extinguish all lien and tenant rights and interests in the Property.

9.2.2 Deed. Seller shall deliver to Purchaser a duly executed and acknowledged Warranty Deed conveying the Real Property to Purchaser, free and clear of all matters affecting title, except for the Permitted Exceptions.

9.2.3 Title Policy. Seller shall, at Seller's expense, cause the Title Company to issue the title policy pursuant to the Title Commitment as required hereunder.

9.2.4 Possession. Full possession of the Property shall be delivered to Purchaser, free and clear of all Excluded Assets and debris.

9.2.5 Affidavit. Seller shall execute and deliver to Purchaser and Title Company an affidavit that evidences that Seller is exempt from the withholding requirements of Section 1445 of the Internal Revenue Code.

9.2.6 Reserved.

9.2.7 Reserved.

9.2.8 General Assignment. Seller shall execute and deliver to Purchaser an assignment, in the form and content of acceptable to Purchaser, of all of Seller's right, title and interest in and to the Assumed Contracts, Permits, Warranties, and Plans, and shall deliver to Purchaser the originals of such Assumed Contracts, Permits, Warranties, and Plans to the extent Seller possesses such originals.

9.2.9 Seller's Certificate. Seller shall execute and deliver to Purchaser a certificate confirming that Seller's representations and warranties as described in this Agreement are true and correct as of the Date of Closing.

9.2.10 Title Documents. Seller shall execute and deliver to the Title Company such agreements, affidavits and statements concerning parties in possession of the Property or claims for mechanic's or construction liens or broker's liens, as may be required by Title Company in order to issue the title policy.

9.2.11 Code Compliance. Seller shall obtain and deliver to Purchaser at the Closing all municipal and other applicable governmental certifications, inspection results, and permits required in connection with the transfer of the Real Property, if any.

9.2.12 Authority of Seller. Seller shall deliver to Purchaser and Title Company a copy of any and all documents reasonably required by the Title Company authorizing and approving the sale of the Property by Seller and authorizing the person signing all documents for and on behalf of Seller.

9.2.13 Reserved.

9.2.14 Reserved.

9.2.15 Reserved.

9.2.16 Reserved.

9.2.17 Reserved.

9.2.18 Utility Letters. Seller and Purchaser shall execute and send letters to all utility companies advising of the change of ownership of the Property and an assignment to Purchaser of all utility capacity (if any) allocated to the Property.

9.2.19 Additional Documents. Seller shall execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, any and all conveyances, assignments and all other instruments and documents as may be reasonably necessary in order to complete the transaction herein provided and to carry out the intent and purposes of this Agreement.

9.2.20 Keys. To the extent Seller has possession thereof, Seller will deliver to Purchaser all keys and combinations to locks and other security devices located on the Property, and all other items in Seller's or Seller's agent's possession constituting the Property.

9.2.21 Development Agreement. Seller shall execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, the Development Agreement contemplated in Section 8.2.1 of this Agreement.

9.3 Purchaser's Deliveries.

9.3.1 Purchase Price. Purchaser shall deliver the Purchase Price.

9.3.2 Reserved.

9.3.3 Additional Documents. Purchaser shall execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, any and all conveyances, assignments and all other instruments and documents as may be reasonably necessary in order to complete the transaction herein provided and to carry out the intent and purposes of this Agreement.

9.3.4 Development Agreement. Purchaser shall execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, the Development Agreement contemplated in Section 8.2.1 of this Agreement.

10. Prorations and Adjustments.

10.1 Taxes/Assessments/Utilities. Seller shall promptly pay when due all real property taxes on the Property for all years prior to the year of Closing. All real property taxes for the year of Closing shall be prorated (employing a 365-day year) between Purchaser and Seller as of the Closing based upon the net general real estate taxes for the current year, if known, otherwise on the net general taxes for the preceding year. All other assessments levied against the Property as of the Closing Date shall be paid in full by Seller on or before the Closing Date, including any assessment payable in installments. Water and sewer use charges, if any, shall be prorated as of the Closing Date. Accrued income and expenses, including taxes for the Closing Date, shall accrue to Seller.

10.2 Liens and Encumbrances. The amount of any mortgage, lien or other monetary encumbrance then affecting the Property shall be paid in full by Seller at Closing.

10.3 Closing Costs. Seller shall pay the premium for the title policy in the amount of the Purchase Price and the gap coverage endorsement; all real estate transfer taxes, stamps, and fees; sales taxes; and all recording costs. Purchaser shall pay for the costs of the premium for any title insurance above the Purchase Price and all other title endorsements required by Purchaser and Purchaser's lender. Purchaser and Seller shall each pay one half of any escrow charges. Each party shall pay for its own attorneys' fees.

10.4 Reserved.

10.5 Reserved.

10.6 Settlement Statement. At the Closing, Seller and Purchaser shall execute a settlement statement to reflect the credits, proration and adjustments contemplated by or provided for in this Agreement.

10.7 Post-Closing Adjustments. Purchaser and Seller shall undertake, following Closing, to adjust between themselves, as of the Closing Date, any income or expenses of the Property that are the subject of proration but were not adjusted on the settlement statement. Seller shall pay promptly upon receipt any and all bills relating to the operation of the Property for periods prior to Closing.

11. Casualty Damage. Seller assumes all risks and liability for damage to or injury occurring to the Property by fire, storm, accident, or any other casualty or cause until the Closing has been consummated. If, prior to Closing, the Property suffers any damage from fire or other casualty equal to or in excess of Thirty Thousand and no/100 Dollars (\$30,000.00), Purchaser may either at or prior to Closing (a) terminate this Agreement, in which event the Deposit shall be refunded to Purchaser, and neither party shall have any further right or obligation hereunder, or (b) consummate the Closing, in which latter event all of Seller's right, title and interest in and to the proceeds of any insurance covering such damage, and including any and all rent loss insurance proceeds relating to the period from and after the Closing Date, shall be assigned to Purchaser at the Closing and Purchaser shall receive a credit against the Purchase Price in an amount equal to the sum of (i) Seller's deductible under its insurance policy and (ii) the amount of any uninsured loss. If the Property suffers any damage less than the applicable aforesaid amount prior to the Closing, Purchaser agrees that it will consummate the Closing and accept the assignment of the proceeds of any insurance covering such damage, including any and all rent loss insurance proceeds relating to the period from and after the Closing Date (plus receive a credit against the Purchase Price in an amount equal to the sum of (i) Seller's deductible under its insurance policy and (ii) the amount of any uninsured loss) and there shall be no other reduction in the Purchase Price.

12. Condemnation.

12.1 Notice. If, prior to Closing, Seller learns of any actual or, to the best knowledge of Seller, threatened, taking in condemnation or by eminent domain (or a sale in lieu thereof) of any of the Property, or if any competent authority commences appropriate proceedings therefore, Seller shall notify Purchaser promptly thereof.

12.2 Termination. Any actual or threatened taking or condemnation, or any commencement of appropriate proceedings therefore, for any public or quasi-public purpose or use by any competent authority in appropriate proceedings or by any right of eminent domain of any of the Property between the date of this Agreement and the Closing Date shall, at Purchaser's option, cause a termination of this Agreement. The election to terminate provided hereby shall be exercised by Purchaser by written notice to Seller to that effect given within thirty (30) days following Purchaser's receipt of Seller's notice pursuant to Paragraph 12.1 above. Upon delivery of such termination notice, the Deposit shall be promptly paid to Purchaser and both parties shall be relieved of any further obligations hereunder except for any surviving obligations. If Purchaser shall not so elect to terminate this Agreement, or in the event of an Immaterial Taking, Seller shall be relieved of all obligations under this Agreement with respect to the portion of the Property so taken or condemned, but Purchaser shall be entitled to receive all proceeds of any such taking or condemnation, and Seller agrees that it shall not make any adjustment or settlement of

any such taking or condemnation proceeding without Purchaser's consent and shall take at Closing all action necessary to assign its entire interest in such award to Purchaser.

13. Remedies.

13.1 Breach by Seller. Time is of the essence with respect to each and all of Seller's obligations hereunder. If Seller fails to comply with any of its obligations hereunder, Purchaser, at Purchaser's option, shall have all rights and remedies available at law or in equity, including, without limitation, the right: (a) to treat this Agreement as terminated, in which case Seller shall pay to Purchaser all damages, direct and indirect, consequential or otherwise, sustained by Purchaser as a result of Seller's breach; or (b) to treat this Agreement as being in full force and effect, and Purchaser shall be entitled to specific performance of this Agreement and to seek any other remedies available at law or in equity.

13.2 Breach by Purchaser. Time is of the essence with respect to Purchaser's obligations hereunder. If Purchaser fails to complete the purchase of the Property as herein provided by reason of any default by Purchaser, Seller, as its sole and exclusive remedy, shall be entitled to treat this Agreement as terminated, and retain the Deposit as liquidated damages, and both parties shall be discharged from all duties and further performance hereunder.

14. Indemnities. Seller shall hold harmless, indemnify and defend Purchaser from and against any and all claims and liability, and expenses related thereto (including reasonable attorneys' fees), which Purchaser incurs by reason of (a) any alleged injury or damage to the person or property of another based upon an event or condition occurring (or alleged to have occurred) prior to Closing, or (b) any breach of the representations and warranties of Seller herein. Purchaser shall hold harmless, indemnify and defend Seller from and against any and all claims and liability, and expenses related thereto (including reasonable attorneys' fees), which Seller incurs by reason of any alleged injury or damage to the person or property of another based upon an event or condition occurring (or alleged to have occurred) after Closing.

15. General Provisions.

15.1 Brokers. Each party represents and warrants to the other that there are no brokerage or finder's fees or commission that are or may be due in connection with the transaction contemplated by this Agreement. Seller will indemnify Purchaser against any losses, claims, damages, costs and liability which Purchaser may incur which arise from any entity claiming a brokerage commission in connection with this transaction.

15.2 Further Assurances. Each of the parties hereto undertakes and agrees to execute and deliver such documents, writings and further assurances as may be required to carry out the intent and purposes of this Agreement.

15.3 Entire Agreement. No change or modification of this Agreement shall be valid unless the same is in writing and signed by the parties hereto. No waiver of any of the provisions of this Agreement shall be valid unless in writing and signed by the party against whom such waiver is sought to be enforced. This Agreement contains the entire agreement between the parties relating to the purchase and sale of the Property. All prior negotiations between the parties are merged into this Agreement; and there are no promises, agreements, conditions, undertakings, warranties or representations, oral or written, express or implied, between the parties other than as herein set forth.

15.4 Survival. All of the parties' representations, warranties, covenants and agreements hereunder, to the extent not fully performed or discharged by or through the Closing, shall not be deemed merged into any instrument delivered at Closing and shall survive Closing.

15.5 Dates. If any date set forth in this Agreement for the delivery of any document or the happening of any event (such as, for example, the expiration of the Inspection Period or the Closing Date) should, under the terms hereof, fall on a weekend or holiday, then such date shall be automatically extended to the next succeeding weekday that is not a holiday.

15.6 Governing Law. This Agreement shall be construed and enforced in accordance with the internal laws of the State of Wisconsin.

15.7 Attorneys' Fees. If either party commences an action to enforce the terms of, or to resolve a dispute concerning, this Agreement, the prevailing party in any such action shall be entitled to recover all costs and expenses incurred by such party in connection with such action, including, but not limited to, reasonable attorney's fees and court costs

15.8 Notices. All notices, demands or other communications required or permitted to be given hereunder shall be in writing, and any and all such items shall be deemed to have been duly delivered upon personal delivery; or as of the immediately following business day after deposit with FedEx or a similar overnight carrier service, addressed as follows; or as of the day when delivered by electronic mail to the numbers and addresses set forth below.

If to Purchaser: Spoerl Commercial, LLC  
1433 N. Water Street, 4th Floor  
Milwaukee, WI 53202  
Attn: Brian J. Spoerl  
Email: bspoerl@spoerlcom.com

With a copy to: O'Neil, Cannon, Hollman, DeJong & Laing S.C.  
111 E. Wisconsin Avenue, Suite 1400  
Milwaukee, WI 53202  
Attn: Attorney Nicholas G. Chmurski  
Email: nick.chmurski@wilaw.com

If to Seller: Village of Shorewood  
*Attn Village Manager*  
*3930 N. Murray Avenue*  
*Shorewood, WI 53211*  
*rcw@villageofshorewoodwi.gov*

15.9 Headings. All headings used in this Agreement are for purposes of convenience and reference only and shall not be construed as modifying or affecting the terms hereof.

15.10 Assignment. Purchaser may assign this Agreement, in whole or in part, without the consent of Seller to any entity that is (and through the time of Closing remains) controlled by Purchaser or Brian J. Spoerl upon written notice to Seller provided that any assignee shall assume all obligations imposed on Purchaser as if the assignee were the original purchaser under this Agreement.

15.11 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties and their respective heirs, representatives, successors and assigns.

15.12 Counterparts. This Agreement may be executed in any number of counterparts and by "PDF" copy delivered by electronic mail, each of which shall be deemed to be an original instrument and all of which taken together shall constitute a single instrument.

15.13 Brokerage. Purchaser hereby notifies and advises Seller that a principal of Spoerl Commercial, LLC is a real estate licensee in the State of Wisconsin.

15.14 OFAC Compliance. Neither Seller nor any of Seller's respective officers, directors, shareholders, partners, members, managers, affiliates or associates, and no other direct or indirect holder of an equity interest in Seller, is an entity or person: (i) that is listed in the Annex to, or is otherwise subject to the provisions of United States Presidential Executive Order 13224 issued on September 24, 2001 ("Executive Order"); (ii) whose name appears on the U.S. Department of the Treasury, Office of Foreign Assets Control's ("OFAC") most current list of "Specially Designated National and Blocked Persons" (which list may be published from time to time in various mediums including, but not limited to, the OFAC website, [www.treas.gov/ofac/](http://www.treas.gov/ofac/); (iii) who commits, threatens to commit or supports "terrorism", as that term is defined in the Executive Order; or (iv) who is otherwise affiliated with any entity or person listed above (any and all parties or persons described in clauses (i) through (iv) above are herein referred to as "Prohibited Person"). Seller covenants and agrees to ensure that neither Seller, nor any of its respective officers, directors, shareholders, partners, members, managers, affiliates or associates, and no other direct or indirect holder of any equity interest in Seller will: (a) conduct any business, or engage in any transaction or dealing, with any Prohibited Person, including, but not limited to, the making or receiving of any contribution of funds, goods, or services, to or for the benefit of a Prohibited Person; or (b) engage in or conspire to engage in any transaction that evades or avoids, or has the purpose of evading or avoiding, or attempts to violate, any of the prohibitions set forth in the Executive Order or the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001. Upon request by Purchaser from time to time, Seller further covenants and agrees to promptly deliver to Purchaser any such certification or other evidence as may be requested by Purchaser in its sole and absolute discretion, confirming that no violation of this Section shall have occurred. In the event Purchaser learns that Seller is a Prohibited Person or has otherwise violated this Section 15.15, Purchaser reserves the right to delay the Closing pending Purchaser's investigation into the matter. If Purchaser is advised and/or determines that Seller is a Prohibited Person, Purchaser reserves the right to terminate this Agreement, retain the Deposit and/or take all other actions necessary to comply with the requirements of the Executive Order. The provisions of this paragraph will survive Closing and/or termination of this Agreement.

15.15 Non-Interference. During the period commencing on the Effective Date of this Agreement and continuing through the Closing Date, Seller shall not execute or agree to any secondary offers to purchase the Property. Seller acknowledges and agrees that any action taken in contravention of this provision shall constitute a default under this Agreement.

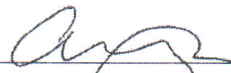
15.16 Confidentiality. Purchaser and Seller agree that the terms and conditions of this Agreement and all other matters related thereto are confidential and that each party shall not, without the prior written consent of the other party, disclose the terms and conditions of this Agreement or the content of any documents delivered or created in accordance herewith to any parties except (a) the respective parties' attorneys, accountants, lenders, consultants, agents and employees, as appropriate to accomplish the transaction contemplated by this Agreement, and any other party who has a legitimate business need to know such information, and (b) disclosure as required by applicable law. In the event of any such communication permitted by the preceding sentence, Purchaser and Seller agree to direct their respective parties to such communication to maintain the same confidentiality with respect to such information as is set forth above. This Section 15.16 shall survive the termination of this Agreement.

*[Signature Page Follows]*

**DATED** as of the Effective Date.

**SELLER:**

VILLAGE OF SHOREWOOD

By: 

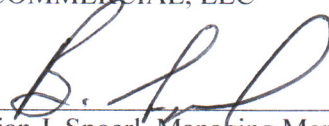
Name: ANN MCKAIG

Its: VILLAGE PRESIDENT



**PURCHASER:**

SPOERL COMMERCIAL, LLC

By:  (SEAL)  
Brian J. Spoerl, Managing Member

*[Signature Page – Real Estate Purchase Agreement]*



## **EXHIBIT B**

### **SELLER DOCUMENTS**

1. All environmental reports relating to the environmental condition of the Property;
2. All soil boring and engineering reports, including wetland delineation reports;
3. All surveys;
4. All title insurance policies and underlying documents;
5. All construction contracts and plans and specifications;
6. Copies of all permits, variances, and governmental approvals;
7. All property management and service contracts;
8. All contracts affecting the Property;
9. All existing traffic impact analysis reports relating to the Property;
10. All easements, covenants, restrictions affecting the Property; and
11. All reports, letters, investigations, and correspondence from any governmental parties relating to the environmental condition of the Property.

**The Oakleaf PROJECT ASSUMPTIONS**

**PROJECT INFORMATION**

Project Name	The Oakleaf
Developer Name	Spoett Commercial, LLC
Identity of Interest (USE DROPDOWN)	None
City	Shorewood
County (USE DROPDOWN)	Milwaukee
Set Aside (USE DROPDOWN)	General
Tenant Type (USE DROPDOWN)	Family
Credit % (USE DROPDOWN)	9% Competitive
Reserved Annual Federal Credit	\$ -
Reserved Annual State Credit	\$ -
Historic Credits?	No
Fed 48 ITC?	No
Number of Units LP Formation	19
Year	2027
Month	4
Construction Start	2027
Year	2027
Month	4
Construction Period	12
Operations	2028
Year	2028
Month	5
Placed in Service Date	2028
Year	2028
Month	5
Starting Month of Depreciation	5
Starting Month of Lease-Up	5
Absorption Rate (Mos.)	7
Credit % - 70% PV	9.00%
Credit % - 30% PV	4.00%
OCT or DDA?	No
Construction Type (USE DROPDOWN)	New Construction
Building Type (USE DROPDOWN)	Non Elevator Building

**FINANCING ASSUMPTIONS**

Type of Tax Exempt Bond Financing	WHEHA Construction - Tax Exempt
Interest Rate	0.00%
Term (Months)	24
WHEHA Construction - Taxable	
Interest Rate	0.00%
Term (Months)	24
Total Construction Loan	\$ 3,065,598
Construction Loan - Max	\$ 3,065,598
Interest Rate	7.78%
Term (Months)	24
WHEHA Permanent Mortgage	
Interest Rate	7.78%
Amortization	6.85%
Term	35
Start Year	2029
Start Month	3
GP Equity	\$ 100
Deferred Developer Fee	
Interest Rate	0.00%
Gap	\$ -
FHLBC - AHP	
Interest Rate	0.00%
Amortization	30
Term	30
Start Year	2029
Start Month	3
AHP? (USE DROPDOWN)	Yes
TIF Extension Funds	
Interest Rate	0.00%
Amortization	30
Term	30
Start Year	2027
Start Month	1

**SYNDICATION INFORMATION**

General Partner's Capital Contribution	Year	2027
Entry Date:	Month	4
	Day	1
Investor Combined Tax Rate		21.00%
Total Investor Capital		\$3,754,394
Federal LIHTC Investor Capital		3,754,394
State LIHTC Investor Capital		0
Federal 48 ITC Investor Capital		0
1st Contribution Closing	Date:	4/1/2027
	Fed LIHTC	750,879
	State LIHTC	0
	Fed 48 ITC	0
	Total	\$750,879
2nd Contribution Completion	Date:	5/1/2028
	Fed LIHTC	2,064,917
	State LIHTC	0
	Fed 48 ITC	0
	Total	\$2,064,917
3rd Contribution Perm Conversion	Date:	3/1/2029
	Fed LIHTC	922,067
	State LIHTC	0
	Fed 48 ITC	0
	Total	\$922,067
4th Contribution 8609's	Date:	3/1/2029
	Fed LIHTC	16,531
	State LIHTC	-
	Fed 48 ITC	-
	Total	\$16,531
Price per Credit		\$ 0.800
Federal Low Income Housing		\$ -
State Low Income Housing		\$ -
		WITHIN WHEHA RANGE
		OUTSIDE OF WHEHA RANGE
Developer Fee Pay-In Schedule		
1st Contribution	20.00%	330,625
2nd Contribution	55.00%	66,125
3rd Contribution	20.00%	181,844
4th Contribution	5.00%	66,125
		16,531

Percent of Ownership	
General Partner	0.01%
State Investor	1.00%
Fed Investor	98.99%
Total	100.00%
Cash Flow Distribution	
General Partner	90.00%
State Investor	1.00%
Fed Investor	9.00%
Total	100.00%
Income, Loss & Fed Tax Credits	
General Partner	0.01%
State Investor	1.00%
Fed Investor	98.99%
Total	100.00%
State Tax Credits	
General Partner	0.00%
State Investor	100.00%
Fed Investor	0.00%
Total	100.00%
Sale Proceeds Distribution	
General Partner	90.00%
State Investor	1.00%
Fed Investor	9.00%
Total	100.00%

**WHEHA 80% Test**

Committed	11.59%
Committed	56.02%
Committed	0.00%
Un-Committed	0.00%
Un-Committed	0.00%
Un-Committed	0.00%
Un-Committed	0.00%
<b>Total Committed Sources</b>	<b>67.61%</b>

<b>Project Cost</b>	<b>\$ 6,701,689</b>
WHEHA Permanent Mortgage	776,787
Federal LIHTC Investor Capital	3,754,394
GP Equity	100
FHLBC - AHP	950,000
TIF Extension Funds	1,220,407
Deferred Developer Fee	-
GAP	-

ERROR

**RENTAL INCOME**

Note: All vacant units should be entered as 60% units in the WHEDA MEA.

Apartment Type	Age	Restriction	Bedroom Size	Number of Bathrooms	Net SF Per Unit	Number of Units	AMI Set Aside %	Unit Type	Monthly Net Rent	Total Monthly Net Rent	Rent \$ / SF	Monthly Utility	Monthly Gross Rent	Total Monthly Gross Rent	Max HTC Limit	% of Max HTC Limit	Estimated Market Rent	% of Max Market Rent
Apartment	Family	1 Bedroom	1	575	2	30%	Low Income	\$ 515	\$ 1,030	\$ 515	\$ 1,030	\$ 107	\$ 622	\$ 1,244	100.00%	\$ 1,119	46.02%	
Apartment	Family	2 Bedroom	1	575	3	50%	Low Income	\$ 931	\$ 2,793	\$ 931	\$ 2,793	\$ 162	\$ 1,038	\$ 3,114	100.00%	\$ 1,119	83.20%	
Apartment	Family	2 Bedroom	1	825	2	60%	Low Income	\$ 1,007	\$ 3,021	\$ 1,007	\$ 3,021	\$ 176	\$ 1,245	\$ 3,342	100.00%	\$ 1,358	45.99%	
Apartment	Family	2 Bedroom	1	825	2	60%	Low Income	\$ 1,147	\$ 3,441	\$ 1,147	\$ 3,441	\$ 176	\$ 1,245	\$ 3,342	100.00%	\$ 1,358	45.99%	
Apartment	Family	2 Bedroom	1	825	3	60%	Low Income	\$ 1,204	\$ 3,612	\$ 1,204	\$ 3,612	\$ 146	\$ 1,465	\$ 4,011	100.00%	\$ 1,338	63.89%	
Apartment	Family	3 Bedroom	2	1100	1	30%	Low Income	\$ 702	\$ 702	\$ 702	\$ 702	\$ 64	\$ 863	\$ 863	100.00%	\$ 1,338	63.89%	
Apartment	Family	3 Bedroom	2	1100	2	50%	Low Income	\$ 1,278	\$ 2,556	\$ 1,278	\$ 2,556	\$ 146	\$ 1,439	\$ 2,878	100.00%	\$ 1,648	42.60%	
Apartment	Family	3 Bedroom	2	1100	1	60%	Low Income	\$ 1,479	\$ 1,479	\$ 1,479	\$ 1,479	\$ 134	\$ 1,648	\$ 1,648	100.00%	\$ 1,648	77.55%	
<b>Income Averaging</b>										<b>16,847.00</b>								
<b>AMI %</b>										<b>48.42%</b>								

48.42%  
28.32%  
100.00%  
100.00%

APU PSH/Special Needs/Homeless  
Applicable Fraction (AMI)  
Applicable Fraction (Square Footage)

AMI %	# of Units	% of Units	Gross Annual Rental Income
20%	0	0.00%	\$ -
30%	0	0.00%	\$ -
40%	0	0.00%	\$ -
50%	7	36.84%	\$ 101,808
60%	7	36.84%	\$ 107,916
70%	0	0.00%	\$ -
80%	0	0.00%	\$ -
<b>Low Income Totals</b>	<b>19</b>	<b>100.00%</b>	<b>\$ 209,724</b>
<b>Totals</b>	<b>19</b>	<b>100.00%</b>	<b>\$ 209,724</b>

**Square Footage Checks**

Bedroom Size	Unit Minimum	Average Actual
Studio	400	0
1 Bedroom	575	575
2 Bedroom	825	825
3 Bedroom	1,100	1,100
4 Bedroom	1,200	0
5 Bedroom	1,200	0

**Utility Allowance - WHEDA 2028 UA Schedule - Zone 11 - Garden and High Rise Apartments**

Category	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Heating	0	23	26	0
Cooling	0	11	15	0
Cooking	0	17	21	0
Electricity	0	69	82	0
Hot Water	0	10	17	0
Other	0	107	161	0
<b>Total</b>	<b>0</b>	<b>133</b>	<b>183</b>	<b>0</b>

Category	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Gas	0	21	26	0
Electric	0	7	11	0
Electric	0	13	17	0
Electric	0	56	69	0
Electric	0	10	13	0
Electric	0	107	161	0
<b>Total</b>	<b>0</b>	<b>133</b>	<b>183</b>	<b>0</b>

Other Income  
Parking \$ -  
Laundry and Vending \$ -  
Other \$ -  
Total Other Income \$ -

Asset Management Fee \$ 1,900.3%

**RESIDENTIAL INCOME**

Base Net Residential Rent	\$ 223,764
Rent Increases	2.00%
Residential Vacancies	5.00%
Residential Vacancy Loss	\$ -
Other Income (PUPM)	\$ -
Other Income (annually)	\$ 5,000
Other Income Vacancy Loss - LHTC	\$ -
EGI	\$ 212,576

**CASH FLOW DISTRIBUTION**

Asset Management Fee	\$ 1,900.3%
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CHI	Unit Mix - Summary				
	Studio	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
20%	0	0	0	0	0
30%	0	2	2	1	0
40%	0	0	0	0	0
50%	0	3	2	2	0
60%	0	0	3	1	0
70%	0	0	0	0	0
80%	0	0	0	0	0
Market	0	0	0	0	0
Employee	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>8</b>	<b>7</b>	<b>4</b>	<b>0</b>

CHI	Unit Mix Distribution Analysis				
	Studio	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
20%	-	0.00%	0.00%	0.00%	0.00%
30%	-	25.00%	25.57%	25.00%	25.32%
40%	-	0.00%	0.00%	0.00%	0.00%
50%	-	37.50%	28.57%	50.00%	36.84%
60%	-	0.00%	0.00%	0.00%	0.00%
70%	-	0.00%	0.00%	0.00%	0.00%
80%	-	0.00%	0.00%	0.00%	0.00%
<b>Total</b>	<b>0.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>0.00%</b>

The Onleaf  
STATEMENT OF FORECASTED SOURCES AND USES

SOURCES OF FUNDS	Construction		Post Construction		Personal Property 5 Yr/200%	Land Impr. 15 Yr/150%	Amortization	Non Depreciable/ Amortizable	Eligible Basis
	Construction	Post Construction	Construction	Post Construction					
<b>WHEDA Permanent Mortgage</b>	-	-	76,679	-	-	-	-	-	-
Federal LIHTC Investor Capital	-	-	3,003,515	-	-	-	-	-	-
GP Equity	100	-	-	-	-	-	-	-	-
PH BC - AHP	950,000	-	950,000	-	-	-	-	-	-
TIF Extension Funds	1,220,407	-	-	-	-	-	-	-	-
Deferred Developer Fee	-	-	-	-	-	-	-	-	-
<b>GAP</b>	-	-	-	-	-	-	-	-	-
WHEDA Permanent Mortgage Available During Construction	371,797	-	(715,771)	-	-	-	-	-	-
Construction Loan	2,268,811	-	(2,268,811)	-	-	-	-	-	-
<b>Total Sources Of Funds</b>	<b>5,956,934</b>	<b>0</b>	<b>714,704</b>	<b>6,701,638</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>USES OF FUNDS</b>	<b>Construction</b>	<b>Post Construction</b>	<b>Construction</b>	<b>Post Construction</b>	<b>Total Construction</b>	<b>Total Post Construction</b>	<b>Total Construction</b>	<b>Total Post Construction</b>	<b>Total</b>
<b>Acquisition</b>									
Land	333,731	-	-	333,731	-	333,731	-	333,731	-
<b>Construction Related Expenses</b>									
New Construction and Rehab	196,317	-	3,730,028	-	3,730,028	-	-	3,730,028	-
Hard / Construction Costs - Residential	-	-	-	-	-	-	-	-	-
General Requirements	5.00%	-	186,501	-	186,501	-	-	186,501	-
Contractor Overhead	2.00%	-	78,331	-	78,331	-	-	78,331	-
Contractor Profit	5.00%	-	195,743	-	195,743	-	-	195,743	-
<b>Contingency Funds</b>									
Construction Contingency	5.00%	-	209,730	-	209,730	-	-	209,730	-
Other Contingency	-	-	161,814	-	161,814	-	-	161,814	-
<b>Construction Period Expenses</b>									
Land Acquisition Related Fees and Expenses	-	-	-	-	-	-	-	-	-
Construction Loan Origination Fee - WHEDA	-	-	22,888	-	22,888	-	-	22,888	-
Other Lender and Financing Related Expenses	-	-	-	-	-	-	-	-	-
WHEDA Construction Loan Interest	-	-	170,336	-	170,336	-	-	170,336	-
Legal Fees - Miscellaneous	-	-	60,000	-	60,000	-	-	60,000	-
Other Construction Related Costs	-	-	41,946	-	41,946	-	-	41,946	-
Construction Period Real Estate Taxes	1.00%	-	10,000	-	10,000	-	-	10,000	-
Title and Recording	-	-	30,000	-	30,000	-	-	30,000	-
Green Building Cert / Inspections	-	-	45,000	-	45,000	-	-	45,000	-
Construction Liability Insurance	-	-	20,000	-	20,000	-	-	20,000	-
Other Interim Construction Costs	-	-	23,000	-	23,000	-	-	23,000	-
<b>Permanent Financing Expenses</b>									
Lender and Financing Related Expenses	-	-	-	-	-	-	-	-	-
Permanent Loan Origination Fee - WHEDA	1.50%	-	11,652	-	11,652	-	-	11,652	-
Other Financing Fees and Expenses	20.00%	-	20,250	-	20,250	-	-	20,250	-
<b>Architectural and Engineering Expenses</b>									
Architect's Fee - Design	2.60%	-	96,901	-	96,901	-	-	96,901	-
Architect's Fee - Construction/Supervision	-	-	76,429	-	76,429	-	-	76,429	-
Engineering Costs	57.9163%	-	15,000	-	15,000	-	-	15,000	-
Survey	-	-	-	-	-	-	-	-	-
Other Architect and Engineering	-	-	-	-	-	-	-	-	-
<b>Syndication Fees &amp; Expenses</b>									
Organizational (Partnership)	-	-	50,000	-	50,000	-	-	50,000	-
Tax Opinion	-	-	10,000	-	10,000	-	-	10,000	-
<b>Capitalized Reserves</b>									
Other Capitalized Reserves - Supportive Services Reserve	6 Months	-	69,729	-	69,729	-	-	69,729	-
Appraisal(s)	-	-	5,000	-	5,000	-	-	5,000	-
Market Study	-	-	10,000	-	10,000	-	-	10,000	-
Environmental Report	-	-	10,000	-	10,000	-	-	10,000	-
<b>Other Soft Costs</b>									
Tax Credit Application Fee	1.00%	-	1,000	-	1,000	-	-	1,000	-
Construction Fee	-	-	47,125	-	47,125	-	-	47,125	-
Tax Credit Fee	-	-	1,045	-	1,045	-	-	1,045	-
Cost Certification / Accounting Fees	-	-	63,125	-	63,125	-	-	63,125	-
Rent Up Marketing Expense	-	-	20,000	-	20,000	-	-	20,000	-
<b>Developer Fees/Fees and Expenses</b>									
Developer's Fee - Delivered	-	-	68,125	-	68,125	-	-	68,125	-
Consultants	-	-	144,375	-	144,375	-	-	144,375	-
<b>Total Uses Of Funds</b>	<b>\$</b>	<b>\$</b>	<b>5,956,934</b>	<b>\$</b>	<b>714,704</b>	<b>\$</b>	<b>\$</b>	<b>5,655,968</b>	<b>\$</b>
<b>WHEDA Max Cost Check</b>									
Cost Per Unit			352,720						
Appendix F Max Cost			0						
Difference			352,720						

352,720  
0  
352,720 OUTSIDE OF WHEDA LIMIT

**From:** [Brian Spoerl](#)  
**To:** [Rebecca Ewald](#)  
**Subject:** RE: support services  
**Date:** Tuesday, February 24, 2026 3:46:52 PM  
**Attachments:** [image002.png](#)  
[Appendix S- Certification to Create Rental Units for Persons Needing Supportive Service.pdf](#)

The role of the service provider will be to set up intake meetings with residents and create an individual service plan. The service provider will then work with each resident to achieve identified goals, such as employment and educational assistance, life skill development, and physical and mental health support. The service provider may also coordinate referrals with local organizations.

---

**From:** Rebecca Ewald <[rewald@shorewoodwi.gov](mailto:rewald@shorewoodwi.gov)>  
**Sent:** Tuesday, February 24, 2026 3:18 PM  
**To:** Brian Spoerl <[bspoerl@spoerlcom.com](mailto:bspoerl@spoerlcom.com)>  
**Subject:** support services

Hi Brian – a CDA member inquired on what support services are provided under the WHEDA requirements for 30 years. Is there information you could provide me today that could explain your contract with Lutheran Social Services? What would prohibit someone from receiving these services outside of WHEDA housing? Thanks.

Be safe. Be Understanding. Be Kind.

*Rebecca Ewald*

Village Manager  
Village of Shorewood  
3930 N Murray Avenue  
Shorewood, WI 53211  
414.847.2701  
[Village website](#)

**NOTE: Village Hall office hours**  
8:00 – 4:30 Mon-Thur; 8:00-12:00 Friday

\* Shorewood Elected Officials and Members of Village Committees, Boards, Commission and Task Forces: In order to comply with the Open Meetings Act requirements, please limit any reply to only the sender of this electronic communication.

Sign up for information through the [Manager's Weekly Memo](#)



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# VILLAGE OF SHOREWOOD

## REPORTS AND PRESENTATIONS TO VILLAGE BOARD

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**Agenda Item: Consider utilization of TID 1 extension funds for infrastructure improvements to improve the housing stock.**

**Date: January 6, 2025**

**Presenter: Rebecca Ewald, Village Manager**

**Department: Village Manager's Office**

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### **History**

Tax Incremental District ("TID") number 1 was created in 1995. At the completion of the 2020 tax roll, the Village had collected enough increment to pay off all project costs within the District and was in a position to close the TID.

Wisconsin Statute Sec. 66.1105 allows a municipality to extend a TID for 1 additional year, and spend the additional increment collected during that year on something other than TID project costs. More specifically, Wis. Stat. sec. 66.1105(6)(g) says the additional increment collected from the TID extension must be spent as follows:

...the city shall use at least 75 percent of the increments received to benefit affordable housing in the city. The remaining portion of the increments shall be used by the city to improve the city's housing stock.<sup>1</sup>

On February 18, 2021, the CDA and Village Board discussed extending TID 1 for these very purposes. On March 1, 2021, the Board formally passed Resolution 2021-8 to extend TID 1 for an additional year.

In 2021 the CDA was tasked to evaluate options for utilization of TID 1 extensions funds and continues to do so.

The question before the Board is whether it wishes to utilize 25% of the increment collected through the extension of TID 1 on any "housing stock improvements?" If the answer to this question is "yes," then the Village must 1) decide what those improvements will be, and 2) inform the CDA of the new amount now available for "affordable housing," i.e., the dollar amount of the remaining 75%.

On December 16, 2024 the Budget & Finance Committee recommended the Village Board continue to reserve 100% of the additional increment collected from the TID 1 extension for affordable housing 2-1 (Stokebrand nay).

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### **Overview**

The current balance is TID 1 extension funds is \$2,012,815, with 25% or \$503,203. available to utilize to improve the housing stock. These funds are available for use at any time. The Village Board may elect to utilize \$503,203 as a onetime revenue now to decrease the 2025 borrowing, in the 2026 budget or in future budget years. At an estimated 5% interest rate, this would save the Village \$288,300 over a period of 20 years, the length of the bond.

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<sup>1</sup> Although the statute references "city" it is also applicable to villages and towns per cross reference.

## Legal Opinion

The Village attorney opined that the Village followed all appropriate statutes and DOR guidelines to reserve 25% of the increment collected through the one-year extension of TID 1. Further, the Village may, at its option, spend this 25% on something other than “affordable housing.” The appropriate language exists in its 2021 extension resolution to do this. Thus, the remaining question is: what is the “something other” is that this money can be spent on?

As noted above, with respect to the additional increment collected due to the 1-year extension of the TID, Wis. Stat. sec. 66.1105(6)(g) says it must be spent as follows:

...the city shall use at least 75 percent of the increments received to benefit affordable housing in the city. ***The remaining portion of the increments shall be used by the city to improve the city’s housing stock.***

This raises the question of what constitutes an “improvement” to the “housing stock?” There is no definition contained in the statute, and in all of Chapter 66 of the Wisconsin statutes (223 pages long) the term “housing stock” appears only 4 times. Analyzing these uses, it is reasonable to conclude that “housing stock” means physical structures that house human beings. Following logically, an “improvement” to housing stock would be something that physically “improves” **or alternatively increases the number** of physical structures available to houses human beings.

To date, two different options have been floated to spend this 25% reserved increment on: 1) replacement of existing streetlights village wide; and 2) private lead service lateral replacement.

In the opinion of the village attorney lead service lateral replacement is clearly a “housing stock” improvement. It takes a lead pipe, which is hazardous to human health, out of the “housing stock” and replaces it with something safer. Using the 25% reserved funds on those expenditures would be appropriate. The Wisconsin Department of Revenue also opined that this would be an approved “housing stock” improvement.

The Village attorney also opined that even with no formal definition of “housing stock improvement” contained in the statutes, the replacement of existing (and operating) streetlights village wide may not fit the definition. The Department of Revenue concurred in this opinion. If the Board wishes to use the funds on streetlight replacement, it should discuss and make a rational and reasonable record on how doing so “improves” the “housing stock.”

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### Possible motions:

The village has three options: 1) continue to reserve 100% of the additional increment collected from the TID 1 extension on “affordable housing”; 2) reserve 25% of the additional increment collected from the TID 1 extension on the housing stock improvement of replacing lead service laterals; or 3)

reserve 25% of the additional increment collected from the TID 1 extension on the housing stock improvement of replacing streetlights.<sup>2</sup>

**MOTION OPTION 1:** I move to continue to reserve 100% of the additional increment collected from the TID 1 extension for affordable housing.

**MOTION OPTION 2:** I move to reserve 25% of the additional increment collected from the TID 1 extension on the housing stock improvement of replacing lead service laterals.

**MOTION OPTION 3:** I move to reserve 25% of the additional increment collected from the TID 1 extension on the housing stock improvement of replacing streetlights.

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**Attachments** – none.

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<sup>2</sup> There is technically a fourth option: reserving 25% of the additional TID 1 increment on some other as yet unidentified "housing stock improvement." We only included motions for the specific options already discussed.

Tr. Warren

I have a couple of questions with respect to the parking lot that will potentially be used for the Spoerl development:

Are all 49 spaces rented? **Yes.**

Is there a communication plan in place for those renters if the development is approved? If a development agreement is approved, the Village will develop a communication plan based upon the development requirements. **Right now, we have only high-level milestones dates, but no specifics.** Below is an outline of the next steps:

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On January 9, 2025, the Planning & Development Director reached out to the property owner (Thomas Schafer of 4300 OAK LLC) to discuss the status of the lots and was informed "Nothing new to report. I have contacted many users I thought would be interested...no takers yet...I am far more frustrated you believe me...sitting on that land is the last thing I want to do." After hearing that the redevelopment sign may have been removed in late 2025 and that an online listing showed it was no longer available, the Planning & Development Director followed up with the property owner and received the following update on December 10, 2025: "I still have the sign advertising the property and get a fair amt of calls...but noting interesting yet. When I have some interest, you will be my 1<sup>st</sup> call 😊"

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property next door that contains BlackBear Children's Boutique through Fiddleheads and residential units above) for a mailing and found out that the property was recently sold (11/20/2025) to 4330 T LLC who lists the primary owner as Thomas Schafer, so he now controls the entire frontage of that block.

3. Speaking of price, do you have the sale prices for the parcels on Oakland and Capitol that were developed into apartment buildings? And how do the size of those parcels compare to that of 4450 N Oakland.

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8/12/2021 \$405,000

0.107 acres

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12/8/2021 \$1,750,000,

0.119 acres

The Oakleaf, 4448-4450 N. Oakland Avenue

Proposed sale price: \$333,731

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Questions that were answered to by Spoerl:

1. Thank you for your work on this project. I am trying to understand why your proposal failed to capture the requirement for an elevator plus resident services, significantly increasing the amount you are requesting from the Village (though I recognize still below the not to exceed request of \$1.7 million.) I am no expert on securing WHEDA funds and I'm sure it's complicated but surely there is a rubric to work against? Trying to understand how this oversight occurred. **This was not an oversight. Our**

original proposal was for a three story walk-up—the same building that we are completing in the next 60 days in Whitefish Bay. An elevator is not a building code requirement provided its falls within the common path of travel requirement of the International Building Code. It was decided that we would all pursue the WHEDA 9% competitive tax credit competition and also the Federal Home Loan Bank AHP competition to deliver units affordable to residents earning between 30% and 60% of county median income. To meet this goal, it is essential that we win both the Wheda 9% and AHP to be feasible. We can build affordable housing without an elevator, but we can not win the funds required for the WHEDA and AHP without an elevator.

2. I am trying to understand if the Village is at risk for any future financial exposure related to this project. If there are materials or labor or regulatory related cost overruns is the village at risk? Are there any scenarios in which the village faces incremental risk? The village is only responsible for providing the requested TIF funds. If there is no TIF there is no Wheda and there is no project. The developer and owner are responsible for a guaranteed maximum price. There are many checks and balances throughout the process. The financial risks and guarantees fall on the developer and GC.
3. Can you explain the inputs going into development's assessed equalized value of \$8 million and how that was achieved? What entities signed off on this? What are potential risks to achieving this value? If there is a shortfall who is at risk? I'm not sure where this number is coming from. Our project budget and capital stack has been fully disclosed in our submittal and further vetted and reported by Baker Tilly. If you are referring to how a property is taxed, this is a state statutory matter. Affordable housing is valued and taxed on Net Operating Income (NOI). The value of NOI is significantly lower than the cost to build these buildings.
4. I had some follow-ups seeking clarification around my first question. I understand that an elevator was not required by building code and that it was required in pursuit of funding from WHEDA and the FHLB. But in Phase 1 you were seeking the same funding, based on the overview provided in the bundle, so why was it not factored into the costs then? Or did the nature of the funding sought and thus the requirements change? Same question re: capitalization of the supportive service reserve. Thanks for your questions, Jim. The supportive services capitalization is a recent change at WHEDA. We did not learn about this until recently. In preparing for the WHEDA concept round ( which we won), we hired an architect consultant who concluded the following. See table below.

**The Avenue - WHEDA Elevator Requirements**

Project Number: 240067.00

Descriptions	Follow-up	Comments
<p><b>Summary of the above code sections:</b></p> <p>-An <u>accessible route</u> is only required to connect each <u>accessible story</u> in multilevel buildings.</p> <p>-We need to determine if the stories above grade need to be an accessible story. If all required Type A and Type B units are on the ground level and on an <u>accessible route</u> then the stories above grade do not need to be accessible, therefore an accessible route is NOT required.</p> <p><b><u>-If the floors above grade do not need to be accessible or require an accessible route, then an elevator is NOT required.</u></b></p>		
<b>WHEDA Program Requirements</b>		
<p>For a WHEDA 9% transaction, Appendix M effectively forces visitability to all units on all floors, which in most multi-story buildings means an elevator.</p>		
<p><b>1. FHA / IBC (baseline codes)</b></p>		
<p>FHA + IBC by themselves <b>do NOT require an elevator</b> in a walk-up R-2 building.</p>		
<p>Type C (Visible) units are limited to ground-floor units if no elevator is provided.</p>		
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<p>For 9% transactions, Appendix M explicitly states:</p>		
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<p>Projects should be designed and graded to allow an accessible route ... to all dwelling units.</p>		
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<p>In a multi-story 9% WHEDA project:</p>		
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<p><b>What exactly triggers the need for an elevator?</b></p>		
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<p>3. An accessible route on floors above grade must be served by an elevator. (Stairs are not a component of an accessible route.)</p>		

Tr. Couto

Development agreement terms for the closed session discussion: Who aside from the folks cc'd on this email have seen and advised on these terms?

As far as I know, beyond the Village Attorney, Rebecca and myself, only members of the CDA and Baker Tilly (David Erdnman and Josh Davis) have previously seen this document.

Tr. McGovern

Spoerl development: Would the affordable apartment on Oakland Ave. be the first new commercial building constructed in Shorewood with a solar installation?

Yes, it would be the first new construction to have solar panels. As of today, the only commercial building that has solar panels in Shorewood is 3970 N. Oakland Ave. Institutionally, the High School, Fire Department and St. Robert's school have solar panels as well.

Tr. Warren

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# PROCLAMATION

## RECOGNIZING SUNSHINE WEEK MARCH 15-21, 2026

**WHEREAS**, the Sunshine Week, a national initiative that emphasizes the important of open and transparent government, has been designated on March 15 – March 21; and

**WHEREAS**, public records law, sometimes called sunshine laws, exist to provide people information about the working of government, pursuant to Wisconsin’s public records law; and

**WHEREAS**, Wisconsin State Statutes Chapter 19 declares, “*all persons are entitled to the greatest possible information regarding the affairs of government and the official acts of those officers and employees who represent them*”; and

**WHEREAS**, most village records are public unless they contain information made private by law;

**NOW THEREFORE, BE IT RESOLVED** that the Village recognizes Sunshine Week, March 15 – March 21, 2026.

**DATED** at Shorewood, Wisconsin this 16th day of March, 2026.

\_\_\_\_\_  
Ann McKaig, Village President  
Village of Shorewood

Shorewood



## **Complete Streets Report 2025**

**Bart Griepentrog, AICP, CNU-A**  
**Planning & Development Director**

**Leeann Butschlick**  
**Director, Department of Public Works**

## Purpose

Per [Policy 52](#), which was adopted by the Shorewood Village Board of Trustees on August 4, 2025:

The Village will publish an annual report identifying how implemented projects have been impacted by this policy, comments related to how the policy could impact proposed future projects, and relevant available objective data. This report will be prepared jointly by the Director of Public Works and Planning & Development Director by January 31st of each year and shared with the Parks and Public Spaces Committee and Chair of the Public Works Committee, who will be responsible for sharing the report with the Village Board and other stakeholders.

## Commitment

The Village of Shorewood is committed to designing, improving and maintaining its public right of way in a complete and connected manner to maximize the comfort, safety, and needs of all users of all ages and abilities, whether traveling on foot, by using mobility aids/devices, by transit, by bicycle or by motor vehicle.

The Village's transportation networks shall accommodate the needs of its most vulnerable users, including the full spectrum of age, physical abilities and access, and be designed and constructed so that such users can comfortably travel to and from their destinations safely in a reasonable amount of time. As the networks are improved, the requirement to accommodate all users does not mean that all modes will be equally accommodated in the final project; but it does mean that the Village will not presume that the primary mode of transportation within the village is the use of a motor vehicle or that the desires and safety of motor vehicle drivers is more important than that of other uses.

The Village acknowledges that the public right of way, when properly designed, creates spaces that are comfortable for all to use; delivers a platform to build community health and wealth; attracts residents and visitors; generates a sense of place; enhances livability; supports economic growth; and encourages physical activity. When poorly designed, the public right of way can create auto-centric places that are unsafe; encourage reckless driving; diminish personal and public health; increase the necessity of owning a vehicle; lead to isolation; and negatively impact the natural environment.

## Process

The Village shall endeavor to maintain annual processes that provide opportunity for Complete Streets Stakeholders and community members to participate in the development of Complete Streets.

Once projects are identified in the Long Range Financial Plan, the Planning & Development Director will send annual notification to Complete Streets Stakeholders to review and invite comments and suggestions to be sent to the Director of Public Works, Village Manager or Village Board for future discussion of incorporation into project implementation. As projects are contemplated and budgeted, preliminary comments shall be reviewed and incorporated, as appropriate, into the project scope by Village staff prior to project approval.

This policy acknowledges that there may be times where more immediate action is required and recognizes the value of speed and creativity in implementing improvements to the public right of way. In those circumstances, the Traffic and Parking Regulation Request Program, Village Initiatives or Task Assignments shall be utilized to evaluate and react to requests for modifications or improvements.

## How did the Complete Streets Policy impact projects, purchases, services or ordinances either completed, delivered or adopted in 2025?

- The Complete Streets Policy was adopted on August 4, 2025.
- Designed by the Wisconsin Department of Transportation, N. Lake Dr. was reconstructed within the village limits in 2025 inclusive of a new concrete roadway surface, approximately 1.2 miles of painted bike lanes, curb extensions at E. Edgewood Ave., E. Menlo Blvd., E. Jarvis St., E. Olive St. and E. Kensington Blvd., on-street ADA parking in front of Atwater Park, new Rectangular Rapid Flashing Beacons at E. Melo Blvd. and E. Jarvis St., and new street lights throughout the project.
- The Village Board adopted [Resolution 2025-10 Supporting the Safe Roads and Lives Act \(SB 375/AB 371\)](#) on October 6, 2025 in support of a proposal to allow the City of Milwaukee to undertake a pilot program to use traffic cameras to curb excessive speeding and red-light running at intersections.

- The Village’s 2026 annual budget, which was adopted on November 17, 2025, included up to \$65,000 to support the development of a Neighborhood Greenway Plan and Traffic Calming Program.
- The Village Board adopted [Ordinance 3077 Allowing the Police Department to Impound Vehicles Used in the Commission of Reckless Driving](#) on December 1, 2025.
- Transportation and Parking Requests (August 2025 – December 2025): None

### How is the Complete Streets Policy expected to impact future proposed projects?

Projects identified in the Village’s [annual budget](#) will be directly impacted by the Complete Streets Policy. A general description of the proposed impacts is included below.

**N. Oakland Ave. reconstruction - northern section (2026)**: The Village will be reconstructing N. Oakland Ave. from the intersection of E. Capitol Dr. to the northern Village limits. Although the project was designed prior to the adoption of the Complete Streets Policy, the following complete streets elements are included within the project:

- New concrete roadway surface
- Painted bike lanes without panel joints within
- Curb extensions (bump outs) to enhance pedestrian safety
- Rectangular Rapid Flash Beacons (RRFBs) at Elmdale Court and Glendale Avenue to enhance pedestrian safety
- Replaced and modified RRFBs at Jarvis Street
- Removed southbound right turn lane at Metro Market
- Upgraded accessible pedestrian (traffic) signals
- Bus shelters at the Kenmore Place bus stops

**Neighborhood Greenways and Traffic Calming Program Initiative (2026)**: The Village will be hiring a consultant to lead a public planning process to design neighborhood greenways, inclusive of roadway improvements, and traffic and parking modifications to support complete streets. The Village’s Pedestrian and Bicycle Master Plan defined neighborhood greenways as roadways that prioritize people walking, bicycling or using other micro-mobility devices on low-traffic volume, low-speed local streets, often parallel to major roadways to provide longer routes of safety, comfort and connectivity within the village.

The consultant will also be tasked with developing a traffic calming program to facilitate the review and implementation of requests within the village in recognition of our context and capacity.

Projects identified in the Village's [Long Range Financial Plan 2026-2035](#) are expected to be funded in future budgets. Identifying how these projects, most notably future capital expenses, might be impacted by the Complete Streets Policy is a critical early step in the process, so that they may be planned, budgeted and implemented accordingly. The current plan's Project Implementation Schedule identifies the following:

- Except as noted below, no local roads, alleys or sidewalks are expected to be reconstructed until 2031.
- N. Oakland Ave. (south of the intersection at E. Capitol Dr.) will be reconstructed in 2030.

On October 9, 2025, the Planning Director participated in a walk-through of the southern section of N. Oakland Ave., which is scheduled for resurfacing in 2030 with the Chair and a member of the Pedestrian and Bicycle Safety Subcommittee of the Parks and Public Spaces Committee. The members identified potential improvements related to making this section of roadway more accommodating to pedestrians and bicyclists, including the following:

- Review overall roadway width, minimum lane widths and opportunities for lane reductions at the intersection of N. Oakland Ave. and E. Capitol Dr.
- Review of the need/impacts of the designated turn lanes at N. Oakland Ave. and E. Capitol Dr.
- Design roadway to slow traffic to travel to or under the speed limit, so as to encourage more drivers to yield to pedestrians
- Confirm adequate school zone signage
- Consider pedestrian enhancements, such as curb extensions and/or raised crosswalks, and signal review at the intersection of N. Oakland Ave. and E. Shorewood Blvd.
- Consider pedestrian enhancements, such as curb extensions, raised intersection treatments, center medians and/or RRFBs, at the intersections of N. Oakland Ave. and E. Beverly Rd., and E. Newton Ave. with the goal of not only enhancing pedestrian safety at those two specific

intersections, but also naturally encourage traffic on “south” Oakland to travel at or below the posted speed limit of 25 mph.

- Research bicycle and pedestrian enhancements, such as the continuation of bicycle infrastructure through the intersection, and curb extensions or center medians.
- Review of the need/impacts of the designated left turn lane (westbound) within the northbound travel lanes of N. Oakland Ave. at E. Menlo Blvd. with respect to traffic patterns, and pedestrian and bicycle accessibility.
- Research need/impact of midblock crosswalk on N. Oakland Ave. between E. Edgewood Ave. and E. Menlo Blvd. (similar to 4400 block of N. Oakland Ave.)
- Discuss opportunities for raised, separated or colored bike lanes within the roadway.
- Review opportunities for more street trees and planted parkways.
- Will/can any traffic, speed, crash, parking or pedestrian studies be performed prior to road design to gather data?
- Are there opportunities for transit enhancements? Bus bulbs, street furniture, etc.
- Review design of intersection at N. Oakland Ave. and E. Edgewood Ave. with City of Milwaukee for traffic calming, and pedestrian, bicycle and transit enhancements.
- Review opportunities for connectivity to/within River Park, including parking lot needs and configurations
- Review function and need for signalization versus traffic calming infrastructure (such as traffic circles) at E. Edgewood Ave., E. Menlo Blvd., E. Shorewood Ave. and E. Capitol Dr.
- Recognize the presence of the benefits of discouraging “cut through” traffic on E. Menlo Blvd. and N. Morris Blvd. when designing roadway.
- Discuss possibilities of camera assisted traffic enforcement or data collection
- Encourage long range redevelopment of the Shorewood Community Fitness Center to bring the building closer to the street and reduce/relocate off-street parking.
- Encourage long range redevelopment of SW, SE and NE parcels at N. Oakland Ave. and E. Menlo Blvd. to prioritize pedestrian scale of corridor.

- Street lighting improvements will continue through 2029.
- The possibility of relocating or reconstructing the Village’s Public Works facilities is expected to take place around 2027, which creates the opportunity for pedestrian and bicycle amenity enhancements, such as connectivity to the Oak Leaf Trail, in that area.
- Four refuse trucks, two in 2027 and two in 2029 are contemplated for replacement.
- Other projected vehicle replacements are identified on page 119 of the [2026 Village Budget](#).
- Lead service lines and water main replacements are projected annually through at least 2035.
- Annual update to the Long Range Financial Plan anticipated to be presented on June 15, 2026

### Other Task Assignments

Safe Streets and Roads for All grant – E. Capitol Dr. (2027 - 2031): Milwaukee County has received an implementation grant to make improvements to the corridors of concern identified in their Comprehensive Safety Action Plan, including E. Capitol Dr. within Shorewood. Project selection, design and engineering is expected to occur in 2027 or 2028 with construction possible starting in 2029. Local matching funds (20%) will need to be identified in the Long Range Financial Plan and corresponding budget.

### Exceptions Granted

Exceptions to this policy may be granted in limited circumstances, including when accommodation is not necessary due to prohibitions or lack of service, cost of accommodation is excessively disproportionate to the need or probable use, emergency repairs require immediate attention, routine maintenance that does not alter the roadway, and where reasonable and equivalent projects are present or planned. All exceptions shall be identified, documented and provided to the Public Works Committee by the Director of Public Works, or their designee, prior to project review and approval. As applicable, exceptions may be overturned by the Village Board.

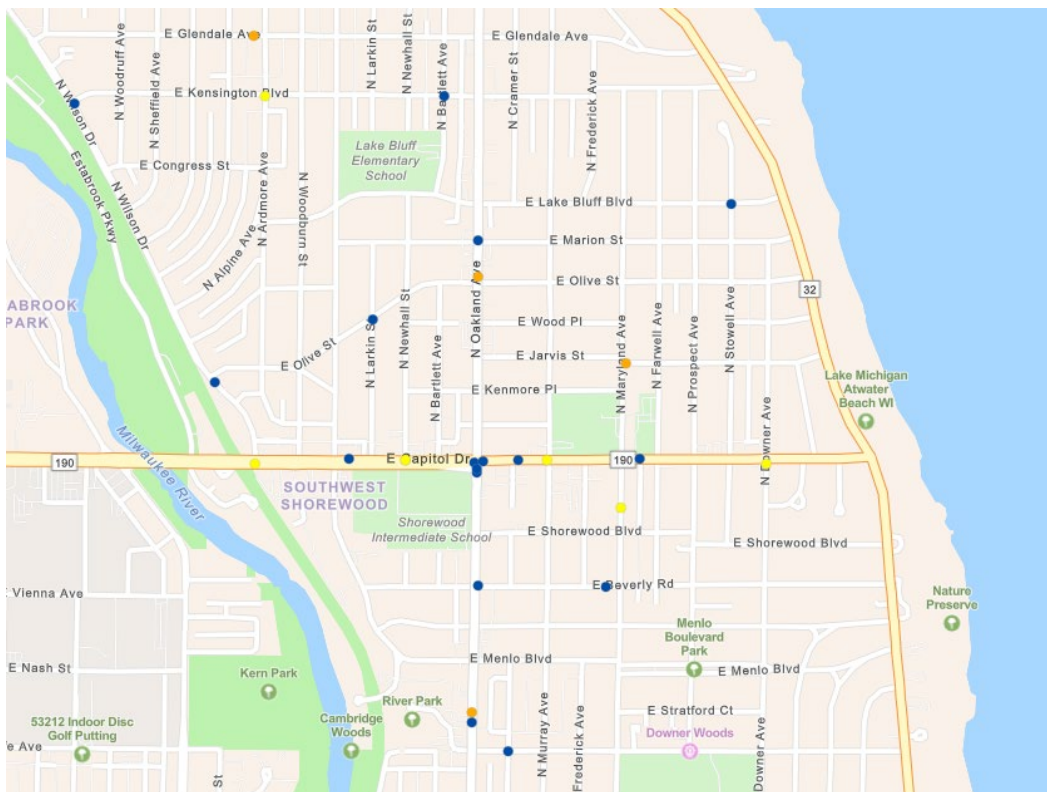
- No exceptions to the policy were granted in 2025.

## Data

### Milwaukee County Motor Vehicle Collision Dashboard:

Milwaukee County acknowledges that motor vehicle collisions are a major concern that cause significant injury and disability, as well as trauma within communities. In order to identify trends and areas of concern, the County has created a [dashboard](#) to track where and when these collisions occur. The dashboard can be searched by year and by municipality, among the many options.

Data within the dashboard shows that there were 139 total crashes in Shorewood in 2025. The majority of them (110) were property damage only. The crashes involving injury are broken out into suspected serious (4 or 2.88%), suspected minor (7 or 5.04%) and possible injury (10 or 12.95%). The locations of these crashes are shown on the following map.



The dashboard identified four crashes involving pedestrians (three with injuries), and six crashes involving bicycle riders (five with injuries).

### Bicycle Infrastructure

- Painted bicycle lanes and accommodations: approximately 10.5 miles total; including approximately 1.2 miles of bicycle lanes modified from accommodations in 2025 (N. Lake Dr.)
- Protected bike lanes: 0 miles total; 0 miles added