

VILLAGE OF SHOREWOOD HILLS

BOARD OF TRUSTEES

Meeting Announcement & Agenda at 7:00 p.m. **Monday, September 21, 2020**

To register to speak on an agenda item, send an email to info@shorewood-hills.org before 8:00 am on September 21, 2020 detailing which item is of interest. Your comments may be limited to 3 minutes. Written comments can be sent to info@shorewood-hills.org before 8:00 am on September 21, 2020.

The Board meeting will be livestreamed on the Village's Facebook page [[@VillageOfShorewoodHills](https://www.facebook.com/VillageOfShorewoodHills)] for passive viewing only. Alternatively, you can listen to the meeting live by dialing 1-312-626-6799 US (Chicago). Meeting ID: [841 0999 1364](https://www.zoom.us/j/84109991364) / Passcode: #

1. Call to Order
2. Roll Call
3. Statement of Public Notice
4. Procedures Orientation
5. Appearances and Communications
 - A. Owen Cranley – Request for Village to explore potential options for pool employees that were not employed in 2020 due to pool closure to be compensated
6. Board Matters
 - A. Payment of Bills
 - B. Consent Agenda
 - i) Regular Board meeting minutes of July 20 and August 17
 - ii) Approve Class B Beer License Chipotle Mexican Grill 4000 University Ave
 - iii) Approve hire of full-time police officer
 - iv) Approve hire of part-time police officer
 - v) Approve hire of DPW Crew person
 - vi) Authorize Blackhawk Country Club to install an awning over the existing deck on the northwest side of the Clubhouse
 - C. Ordinances
 - i) Second reading of an ordinance L-2020-5 Amending Section of the Zoning Code Article J Supplemental Regulations Section 10-1-100 to allow the keeping of bees and creating Section 17.06 (9) of Chapter 17 Licensing of Dogs and Cats and Licensing of Animals requiring issuance of a permit for beekeeping (recommended by Plan Commission)
 - D. New Business Resolutions and Motions
 - i) Resolution R 2020-9 – Celebration and recognition of Shorewood Hills being first Village in Wisconsin to achieve 100% renewable electricity, including an update from Village Green Team Chair Anne Readell
 - ii) Approve purchase of Perfect Minds pool/recreation programming software
 - iii) Consider removal of language on employment application forms requiring disclosure of any offense convictions (recommended by Personnel)
 - iv) Consider setting date for Village Board retreat and matters to be considered
 - v) Consider authorization to commence negotiations with Pellitteri Waste Systems to consider amendments/extensions to the contract to include weekly recycling options and other program changes

- E. Appointments
- 7. Reports of Officials and Committees
 - A. Village President
 - B. Village Administrator
 - i) Election Update – Village Clerk Karla Endres
 - ii) Date for Gardens Home neighborhood Plan Public hearing and process
 - iii) University Avenue reconstruction update and property acquisition
 - C. Police Chief
 - D. Personnel Committee
 - i) Efforts to increase recruitment outreach and language in job announcements to encourage diversity and inclusiveness
 - E. Finance Committee
 - i) 2021 Budget progress
 - F. Plan Commission (did not meet)
 - G. Public Works Committee (did not meet)
 - i) Bridge update and public information meeting (PIM)
 - H. Services Committee
 - i) Bus shelter status report
 - ii) Review of meeting with Pellitteri Waste Systems on recycling/waste program status
 - I. Public Health & Safety Committee
 - i) Report on status of Police Department policy review
 - J. Parks Committee
 - i) Recognition of Village summer volunteers
 - ii) Unleased Animal Exercise Area
 - iii) Regulation of commercial business activities and other users of Village parks and facilities
 - K. Recreation Committee (did not meet)
 - L. Ad hoc Disaster Preparedness Committee (did not meet)
 - M. Ad hoc Social Justice Committee
 - N. Ad hoc Stormwater Committee (did not meet)
 - i) Recap September 17 City of Madison Willow Creek water shed meeting
 - O. Blackhawk Liaison Committee (did not meet)
 - P. Pool Committee
 - i) 2021 planning update
 - Q. Waterfront Committee
 - R. Joint Campus Committee
 - S. Dane County Lakes and Watershed Commission
- 8. Adjourn

Next meeting date: October 21, 2020

PLEASE TAKE NOTICE, that any person who has a qualifying disability as defined by the Americans with Disability Act that requires the meeting or materials at the meeting to be in an accessible format, should contact the Municipal Clerk, 810 Shorewood Boulevard, or phone 267-2680, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of other governmental bodies of the Village of Shorewood Hills who are not members of the above committee may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above meeting other than the committee identified in the caption of this notice.

NOTES TO THE AGENDA SEPTEMBER 21, 2020

Appearances and Communications

Owen Cranley – Request Village to explore potential options for pool employees that were not employed in 2020 due to pool closure to be compensated – Mr. Cranley requested an opportunity to address the Board. Staff was also asked by two Trustees to compile a list of all seasonal employees that would have been hired aged 18 or over and what the approximate compensation would have been. That probable but inexhaustive list is in the packet. When the Board authorized hires, prospective employees were aware that the pandemic could eliminate programming and that hiring processes to actually employ the individuals would not be completed, which they were not. (Background checks, etc.)

Board Matters

Payment of Bills – August Prepays: \$50,973.53; September Bills: \$212,351.58; Total \$263,325.11

Consent Agenda

Regular Board meeting minutes of July 20 and August 17 - Draft minutes of the July 20 regular meeting and August 17 regular meeting and closed session are enclosed.

Approve Class B Beer License – Chipotle Mexican Grill 4000 University Avenue. The application is enclosed.

Approve hire of full time police officer – The Chief completed interviews Friday from a list of top candidates recommended by a hiring panel to fill a vacant position and bring staffing up to full. A memo from the Chief recommending the hire of Eric Daniel is enclosed.

Approve hire of part time police officers – See memo from Police Chief. These hires are recommended by the Personnel Committee.

Approve hire of DPW Crew person – This hire is to fill a position vacated in early spring and will bring the crew up to full staffing. A comprehensive recruitment effort was undertaken and seventeen applications were received. Those seventeen applications were reviewed by the Crew Chief, Administrator and Personnel Chair. Notes were then compared and five were selected for interview. A five-person interview panel including three Personnel Committee members, the Crew Chief and Administrator then performed interviews. The candidates were also given a tour of facilities and an opportunity to meet other members of the crew. With all in agreement, the panel recommends that Mr. Tim Kelly be conditionally hired pending completion of background check at Grade 9 Step 1 of the salary schedule \$19.61 per hour. A copy of his employment application is included in the packet.

Authorize Blackhawk Country Club to install an awning over the existing deck on the northwest side of the Clubhouse – This a minor improvement project to place an awning over portions of the deck behind the clubhouse and provide some bug screening. However, the estimated cost of \$51,000 is just over the \$50,000 threshold needing Village approval. Enclosed is information that is more specific concerning the project. The applicable section of the lease is provided below:

- I. Alterations and Additions. The Lessee shall have the right to make structural alterations or improvements beyond ordinary repairs and to make

additions to existing Buildings or structures or to erect new Buildings or structures, all upon the written consent and approval of the Lessor, which consent and approval shall not be unreasonably withheld. Alterations and improvements necessary for ordinary restoration need not be approved by the Lessor, however, the Lessor shall be notified in advance of any such repairs or alterations which shall exceed the expenditure of Fifty Thousand Dollars (\$50,000.00) in advance thereof. All additions, alterations or improvements made by the Lessee shall pass to the Lessor upon the termination of this Lease. Nothing in this section shall be construed as relieving the Lessee from obtaining all permits or other official approval that may be required by state or local regulations.

Ordinances

Second reading of an ordinance L-2004-5 Amending Section of the Zoning Code Article J Supplemental Regulations Section 10-1-100 to allow the keeping of bees and creating Section 17.06 (9) of Chapter 17 Licensing of Dogs and Cats and Licensing of Animals requiring issuance of a permit for beekeeping (recommended by Plan Commission) – There have been no changes made or comments received since the last meeting. A copy of the ordinance is enclosed.

New Business Resolutions and Motions

Resolution R 2020- 9 – Celebration and recognition of Shorewood Hills being first Village in Wisconsin to achieve 100% renewable electricity, including an update from Village Green Team Chair Anne Readel - A copy of the resolution recommended by the Green Team is enclosed. A link to the Village sustainability plan is provided here: https://www.shorewood-hills.org/vertical/sites/%7B00D5AF3F-ADFE-4173-AF3A-FC0C1A78DA4B%7D/uploads/Sustainability_Plan-Final.pdf

Approve purchase of Perfect Minds pool/recreation-programming software – The Pool Committee is recommending that the Village purchase software to upgrade the Village system for pool registration. The current platform is an old custom-made database that is no longer supported, although it has been a great program and the maker of it, Dave Dewitt is to be commended for all of the work he did for the Pool to develop and support that program for over the last sixteen years. He does not want and is unable to continue to support the custom-made database in any way. The Pool is prepared to undertake this purchase on its own. However, it is likely that we will want to incorporate all Village recreation registrations as well as use of other park and recreation facility rentals into this robust program and then costs will be shared on an equitable basis. Even in that case, it is likely the Pool would cover 75-85% of the cost, if it is based on something like # of registrations by program. A memo from Pool Chair Mark Lederer is enclosed. He and the Pool Manager will also be present at the meeting. The Pool Manager undertook exhaustive research into various programs and consulted with the Administrative staff extensively. A copy of the proposal is also enclosed as well as the initial draft of the contract for services. Here is a link to their website as well: <https://www.perfectmind.com/>.

If the Board is comfortable moving forward, the ability to enter into a contract after staff and legal review is completed through a motion to delegate that authority could be considered.

Consider removal of language on employment application forms requiring disclosure of any offense convictions (recommended by Personnel) – A copy of the Village employment application form is enclosed in the packet. There is really no need to ask this question on the application form and it may unnecessarily discourage people from applying. If there are convictions that should be taken into account in a hiring decision, the background check will inform us.

Consider setting date for Village Board retreat and matters to be considered – The pandemic diverted the Village from considering an annual Board retreat until now. However, Board members have brought up various policy matters that would be served well to talk about in the context of a special meeting or retreat where ample time can be devoted to discussion. In anticipation of the discussion Monday, think about subject matter you would be interested in exploring and what things might need to be prepared, by who, ahead of time to ensure a robust and informed discussion.

Consider authorization to commence negotiations with Pellitteri Waste Systems to consider amendments/extensions to the contract to include weekly recycling options and other program changes – Pellitteri Waste Systems was invited to the last Services Committee meeting to discuss a number of possibilities including going to weekly recycling pick up and pickup of solid organics for composting. Surprisingly, and without the Village asking, on the morning of the meeting, they provided a proposed five- and ten-year extension to their present contract which now runs through **2022**. A copy of their proposal is enclosed. The Committee was impressed with it and wishes to have the Board consider the extension. There are considerations that should be thought about, including things like expanding spring and fall clean ups. Could we arrange for regular large item pick up? Do the new rates compare favorably with other municipal rates? Are there language changes that would be advisable from a legal perspective to consider in a new contract? How widespread is the need for weekly recycle pick up, or is it limited. How will we pay for cost increases given levy limits? There has been no time to think through these things systematically and a ten-year extension is a long time. Refuse and recycle pick up is one of the largest line items in our general fund expense budget at \$100,000 per year. The Board could consider allowing us to enter into discussion with the provider while also looking into some of these related matters.

Date for Gardens Home Neighborhood Plan Public hearing and process – A joint meeting with Plan Commission needs to be scheduled the week of November 30-December 3.

Personnel Committee

Efforts to increase recruitment outreach and language in job announcements to encourage diversity and inclusiveness – The Personnel Committee took this matter up at their last meeting and concurred with actions that staff has taken in job recruitments adding language and outreach in position recruitment processes to encourage workforce diversity, equity and outreach to disadvantaged populations. This language is added to recruitment materials:

COMMITMENT TO EQUITY & INCLUSION

As an employer, we strive to provide a work environment where diversity and differing opinions are valued, creativity, teamwork and open/honest communication is encouraged, continuous learning and improvement is fostered, teamwork, and meeting customer needs through quality service is a shared goal. Applicants from traditionally underrepresented populations including women, racial and ethnic minorities, and persons with disabilities are especially encouraged to apply.

Jobs are being posted and advertised in these places:

- Capital City HUES
- Madison 365
- Dane County Diversity Recruiter-Rodrigo Valdivia, which went to the Latino Support Network, Madison Network of Black Professionals and Latino Chamber of Commerce
- League of WI Municipalities
- Wisconsin Rural Water Association (WRWA)
- Urban League of Greater Madison
- Craigslist
- Wisconsin Municipal Clerks Association (WMCA)
- Facebook
- UMOJA
- LaCommunida
- SWAPS - Local DPW leadership organization

Parks Committee

Recognition of Village Summer Volunteers – “The Parks Committee would like to recognize and thank Village residents Ilana Greenspan, Jonathan Greenspan and Parks Committee member David Boutwell for their summer volunteer work in our parks and natural areas. Twice weekly, over a period of 12 weeks, they worked on a number of environmental and conservation related projects. Together, they made significant contributions to further the established goals of the Village of Shorewood Hills Parks and Open Space Plan. Projects included invasive plant identification and removal, native plant reseeding, and working with the Village Forestry staff on tree and shrub maintenance.”

Recap September 17 City of Madison Willow Creek water shed meeting

Village President David Benforado as well as other Village officials including Laura Valderrama and consulting engineers attended this meeting. Dave provided me the following email summary:

I attended the City of Madison's Willow Creek Drainage Basin Study virtual PIM #1 tonight. Alder Shiva Bidar, Trustee Laura Valderrama and Town & Country's Tim Stieve also participated. Laura asked a good question during the Q&A about the flooding impacts on the Garden Homes area. Ben Zellers attended as well (he lives in one of the condos on North Midvale Blvd.), and asked a good question about how much help will be provided by the new stormwater relief tunnel that is part of the University Ave reconstruction. The meeting was facilitated by City Engineering's Lauren Striegel, who is the Project Manager, and consisted of an MSA PowerPoint presentation, Q&A, and breakout sessions.

Could you please include this link to the PowerPoint from that meeting in your memo to Trustees for Monday's Village Board meeting

https://www.cityofmadison.com/sites/default/files/city-of-madison/engineering/documents/Willow_Creek_PIM1_09172020_FINAL_09172020.pdf?

My takeaways from the meeting:

- the meeting was lightly attended;
- MSA still finalizing/calibrating the model; will ID flood impacts next; followed by ID solutions;
- 2nd PIM in Spring/Summer 2021;
- 3rd PIM in Late Summer 2021;
- Watershed Study completed in late 2021.

Next Board meeting date: October 21, 2020

Summer Employee Wage Estimates (over 18 years old)					
<u>Name</u>	<u>Program</u>	<u>2020 Wage</u>	<u>Salaried Position</u>	<u>est. hours</u>	<u>Total</u>
Paul Cranley	4 corners	\$12.00		200	\$2,400.00
Elise Schmitt	4 corners	\$12.00		200	\$2,400.00
William Barford	land rec	\$10.25		150	\$1,537.50
Benji Matthew	land rec	\$11.50		150	\$1,725.00
Owen Cranley	pool	\$10.00	\$3,750.00	82.75	\$4,577.50
Anna Jaye	pool	\$10.50		210	\$2,205.00
Ella Jordahl	pool	\$10.00	\$2,655.00	187.5	\$4,530.00
Lauren Moran	pool	\$9.75		184.25	\$1,796.44
Izzy Quattrucci	pool	\$10.25	\$2,655.00	246.75	\$5,184.19
Dane Sheehan	pool	\$10.00	\$1,975.00	320.75	\$5,182.50
Emma Tracy	pool	\$10.25		237.5	\$2,434.38
Mickey Chitwood	pool	\$20.75		42	\$871.50
Elyse Ford	pool		\$1,075.00		\$1,075.00
Petra Killian	pool	\$15.50		20	\$310.00
Melanie LeBarre	pool	\$18.50		10	\$185.00
Carl Millholland	pool	\$15.75		17.25	\$271.69
Alex Peterson-Weber	pool	\$16.50		17	\$280.50
Susan Reilly	pool	\$19.25		42	\$808.50
Steffanie Williams	pool	\$12.00	\$1,150.00	61.5	\$1,888.00
Josh Williams	pool		\$2,175.00		\$2,175.00
Amanda Ellmaker	pool	\$15.25		202	\$3,080.50
Luke Landgraf	pool	\$13.00		195	\$2,535.00
Molly Messner	pool	\$13.00	\$2,075.00	195	\$4,610.00
					\$52,063.19

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
100-211539 DENTAL INSURANCE - EMPLOYEE							
4213	DELTA DENTAL OF WISCONSIN	EMPLOYEE PREMIUM	8172020	08/17/2020	1,096.26	1,096.26	09/22/2020
Total 100-211539 DENTAL INSURANCE - EMPLOYEE:					1,096.26	1,096.26	
100-51-5143-300 PERSONNEL: RETIREES INS PREM							
4213	DELTA DENTAL OF WISCONSIN	ANNITANT PREMIUM	8172020	08/17/2020	322.26	322.26	09/22/2020
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					322.26	322.26	
100-51-5111-310 VILLAGE BOARD: SUP & EXPENSE							
217500	US BANK	MSN NEWSPAPRS/ZOING BRD	83120	08/31/2020	17.74	17.74	08/31/2020
Total 100-51-5111-310 VILLAGE BOARD: SUP & EXPENSE:					17.74	17.74	
100-51-5112-310 COMMITTEES: SUP & EXPENSE							
217500	US BANK	MSN NEWSPAPRS/ALCOHL RE	83120	08/31/2020	36.36	36.36	08/31/2020
Total 100-51-5112-310 COMMITTEES: SUP & EXPENSE:					36.36	36.36	
100-51-5130-210 LEGAL: GEN. ADVICE & COUNSEL							
217500	US BANK	BORDMN&CLARK/CORRESPON	83120	08/31/2020	21.50	21.50	08/31/2020
Total 100-51-5130-210 LEGAL: GEN. ADVICE & COUNSEL:					21.50	21.50	
100-51-5130-211 LEGAL: ORDINANCE PROSECUTIONS							
217500	US BANK	STAFFRDROSBAUM/ORDINAN	83120	08/31/2020	1,569.50	1,569.50	08/31/2020
Total 100-51-5130-211 LEGAL: ORDINANCE PROSECUTIONS:					1,569.50	1,569.50	
100-51-5141-380 ADMIN: STAFF SUNSHINE FUND							
217500	US BANK	PICNSAV/SODA	83120	08/31/2020	58.38	58.38	08/31/2020
Total 100-51-5141-380 ADMIN: STAFF SUNSHINE FUND:					58.38	58.38	
100-51-5142-310 CLERK: SUP & EXPENSES							
217500	US BANK	MSN NEWSPAPRS/ALCOHOL R	83120	08/31/2020	155.19	155.19	08/31/2020
217500	US BANK	STAPLS/DRY ERASE MKRS/RE	83120	08/31/2020	13.29	13.29	08/31/2020
217500	US BANK	US CELULR/ADMIN	83120	08/31/2020	2.04	2.04	08/31/2020
217500	US BANK	GRDN FLSH/ADMIN COPIES	83120	08/31/2020	149.21	149.21	08/31/2020
217500	US BANK	MINIT MAN PRS/ENVELOPES	83120	08/31/2020	91.10	91.10	08/31/2020
217500	US BANK	STAPLS/EXTENS CORD	83120	08/31/2020	4.12	4.12	08/31/2020
Total 100-51-5142-310 CLERK: SUP & EXPENSES:					414.95	414.95	
100-51-5144-340 ELECTIONS: OPERATING SUPPLIES							
217500	US BANK	AMZN/ABSENTEE BALLOT BINS	83120	08/31/2020	40.08	40.08	08/31/2020
217500	US BANK	AMZN /RETURN BINS	83120	08/31/2020	40.08-	40.08-	08/31/2020
217500	US BANK	BAGLS 4EVR/POLE WORKERS	83120	08/31/2020	24.88	24.88	08/31/2020
217500	US BANK	BAGLS 4EVR/POLE WORKRS B	83120	08/31/2020	3.10	3.10	08/31/2020
217500	US BANK	STPLS/BLUE PAPR	83120	08/31/2020	7.84	7.84	08/31/2020

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-51-5144-340 ELECTIONS: OPERATING SUPPLIES:					35.82	35.82	
100-51-5145-210 D.P.: CONTRACTUAL SERVICES							
217500	US BANK	GOOGL/SUITE	83120	08/31/2020	247.54	247.54	08/31/2020
Total 100-51-5145-210 D.P.: CONTRACTUAL SERVICES:					247.54	247.54	
100-51-5145-340 D.P.: OPERATIONS EXPENSE							
217500	US BANK	AT&T/BUS PHONE	83120	08/31/2020	519.20	519.20	08/31/2020
217500	US BANK	SPECTRM/TV INTERNET	83120	08/31/2020	106.06	106.06	08/31/2020
Total 100-51-5145-340 D.P.: OPERATIONS EXPENSE:					625.26	625.26	
100-51-5145-350 WEBSITE COSTS							
217500	US BANK	GODADDY/DOMAIN RENEWAL	83120	08/31/2020	21.17	21.17	08/31/2020
Total 100-51-5145-350 WEBSITE COSTS:					21.17	21.17	
100-51-5160-222 BLDGS & PLANT: TELEPHONE							
217500	US BANK	SPECTRM/TIME WRNR CABLE	83120	08/31/2020	399.00	399.00	08/31/2020
217500	US BANK	SPECTRM/VIL INTERNET	83120	08/31/2020	374.00	374.00	08/31/2020
217500	US BANK	SPECTRM/4 CORNRS	83120	08/31/2020	89.98	89.98	08/31/2020
Total 100-51-5160-222 BLDGS & PLANT: TELEPHONE:					862.98	862.98	
100-52-5210-210 POLICE: CONTRACTUAL SERVICES							
217500	US BANK	PWRDMS/FORWRD FACING DO	83120	08/31/2020	781.55	781.55	08/31/2020
Total 100-52-5210-210 POLICE: CONTRACTUAL SERVICES:					781.55	781.55	
100-52-5210-310 POLICE: OFFICE SUPPLIES & EXP							
217500	US BANK	GORDN FLSH/PD COPIES	83120	08/31/2020	54.29	54.29	08/31/2020
217500	US BANK	STAPLS/KEENX/SOAP/AIR DUS	83120	08/31/2020	34.56	34.56	08/31/2020
Total 100-52-5210-310 POLICE: OFFICE SUPPLIES & EXP:					88.85	88.85	
100-52-5210-322 POLICE: TRAINING EXPENSES							
217500	US BANK	PWRDMS/ENTRST TRAINING NB	83120	08/31/2020	37.91	37.91	08/31/2020
Total 100-52-5210-322 POLICE: TRAINING EXPENSES:					37.91	37.91	
100-52-5210-340 POLICE: OPERATING EXPENSE							
217500	US BANK	CAPITL FIRE/SEC/SERVICE & R	83120	08/31/2020	195.00	195.00	08/31/2020
217500	US BANK	US CELULR/PD	83120	08/31/2020	375.03	375.03	08/31/2020
217500	US BANK	ECONOPRNT/BUS CARDS/DANI	83120	08/31/2020	97.00	97.00	08/31/2020
217500	US BANK	ACE/FRUIT FLY RRPS/SPEED B	83120	08/31/2020	62.76	62.76	08/31/2020
217500	US BANK	ORIN/SANITIZING SOL	83120	08/31/2020	300.00	300.00	08/31/2020
217500	US BANK	WALGRNS/ADVIL	83120	08/31/2020	33.75	33.75	08/31/2020
217500	US BANK	AMZN/CELL PHN CASE JP	83120	08/31/2020	13.70	13.70	08/31/2020
217500	US BANK	STAPLS/REFUND WRNG PROD	83120	08/31/2020	74.88	74.88	08/31/2020
217500	US BANK	KWK TRIP/CAR WASH	83120	08/31/2020	11.00	11.00	08/31/2020
217500	US BANK	SURVEY MNKY/MONTHLY CHG	83120	08/31/2020	5.00	5.00	08/31/2020
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					1,018.36	1,018.36	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
217500	US BANK	STYKS & STICHES/TARY	83120	08/31/2020	232.00	232.00	08/31/2020

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
217500	US BANK	SHERWN WILMS/STREET LINE	83120	08/31/2020	371.88	371.88	08/31/2020
217500	US BANK	FRM&FLEET/TARY CLOTHES	83120	08/31/2020	96.95	96.95	08/31/2020
217500	US BANK	FARM&FLEET/PAINT FOR SIGN	83120	08/31/2020	9.57	9.57	08/31/2020
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					710.40	710.40	
100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT							
217500	US BANK	NAPA/SPRK PLUG/GASCAP/SWI	83120	08/31/2020	56.80	56.80	08/31/2020
217500	US BANK	NAPA/SWITCHS/SPRK PLG/GAS	83120	08/31/2020	57.96	57.96	08/31/2020
217500	US BANK	M&J TRKING/TRK #6LR CALIPE	83120	08/31/2020	1,762.06	1,762.06	08/31/2020
Total 100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT:					1,876.82	1,876.82	
100-53-5362-290 REFUSE COLL: CONTRACTUAL SERVC							
217500	US BANK	PELLITTERI WASTE	83120	08/31/2020	8,238.93	8,238.93	08/31/2020
Total 100-53-5362-290 REFUSE COLL: CONTRACTUAL SERVC:					8,238.93	8,238.93	
100-53-5365-340 RECYCLING/YARDWASTE: SUP EXP							
217500	US BANK	STYLS&STICHES/CRAIG	83120	08/31/2020	76.00	76.00	08/31/2020
Total 100-53-5365-340 RECYCLING/YARDWASTE: SUP EXP:					76.00	76.00	
100-53-5365-370 RECYCLING/YARDWASTE:FUEL & OIL							
217500	US BANK	FARM&FLEET/PAINT FOR LEAF	83120	08/31/2020	6.38	6.38	08/31/2020
Total 100-53-5365-370 RECYCLING/YARDWASTE:FUEL & OIL:					6.38	6.38	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
217500	US BANK	WPY CONSULTING/CLASSES	83120	08/31/2020	200.00	200.00	08/31/2020
217500	US BANK	CLEAN RITE/JANITORIAL SUPP	83120	08/31/2020	83.64	83.64	08/31/2020
217500	US BANK	CLEN RITE/DIAL SOUP	83120	08/31/2020	83.64	83.64	08/31/2020
217500	US BANK	ACE/UTILITY KNIF	83120	08/31/2020	13.00	13.00	08/31/2020
217500	US BANK	ACE/FERTILIZR SPREDR	83120	08/31/2020	47.98	47.98	08/31/2020
217500	US BANK	SHOEBOX/BOOTS	83120	08/31/2020	162.00	162.00	08/31/2020
217500	US BANK	AMZN/PHN CASE/SCREEN PRO	83120	08/31/2020	23.96	23.96	08/31/2020
217500	US BANK	FARM&FLEET/HANDSANITIZER/	83120	08/31/2020	23.93	23.93	08/31/2020
217500	US BANK	SCHILLING SUP/CLEANING SU	83120	08/31/2020	80.40	80.40	08/31/2020
217500	US BANK	STYLS&STICHES/JOE	83120	08/31/2020	18.00	18.00	08/31/2020
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					736.55	736.55	
100-55-5520-340 PARKS:OPERATING EXPENSE							
217500	US BANK	US CELLULR/FORESTR	83120	08/31/2020	44.50	44.50	08/31/2020
Total 100-55-5520-340 PARKS:OPERATING EXPENSE:					44.50	44.50	
100-57-5751-800 CAP OUTLAY: COMPUTERS							
217500	US BANK	AMZN/COVID 19/CABLES	83120	08/31/2020	18.96	18.96	08/31/2020
217500	US BANK	AMZN/MOUSE/LASER PRINTR	83120	08/31/2020	204.78	204.78	08/31/2020
217500	US BANK	CDW GOVT/COMPUTERS	83120	08/31/2020	135.64	135.64	08/31/2020
Total 100-57-5751-800 CAP OUTLAY: COMPUTERS:					359.38	359.38	
200-53-5361-340 OPERATING SUPPLIES EXPENSE							
217500	US BANK	US CELLULR/DPW SEWR	83120	08/31/2020	354.70	354.70	08/31/2020
217500	US BANK	AT&T/SEWRPHONE	83120	08/31/2020	266.24	266.24	08/31/2020

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 200-53-5361-340 OPERATING SUPPLIES EXPENSE:					620.94	620.94	
210-51-5160-222 BLDG/PLANT: TELEPHONE							
217500	US BANK	AT&T/INTERNET	83120	08/31/2020	53.50	53.50	08/31/2020
217500	US BANK	MAILCHIMP	83120	08/31/2020	34.99	34.99	08/31/2020
217500	US BANK	CELL PHONE CASE& POP SOC	83120	08/31/2020	25.30	25.30	08/31/2020
Total 210-51-5160-222 BLDG/PLANT: TELEPHONE:					113.79	113.79	
210-55-5542-340 POOL: OPERATING SUPPLY & EXP.							
217500	US BANK	SHOPKEEP/FRNT DESK	83120	08/31/2020	26.38	26.38	08/31/2020
Total 210-55-5542-340 POOL: OPERATING SUPPLY & EXP.:					26.38	26.38	
210-55-5542-343 CONCESSIONS EXPENSE							
217500	US BANK	SHOPKEEP/CONCESSIONS	83120	08/31/2020	26.38	26.38	08/31/2020
Total 210-55-5542-343 CONCESSIONS EXPENSE:					26.38	26.38	
600-53-0600-121 WATER: LABOR							
217500	US BANK	OPC RURAL WATER	83120	08/31/2020	200.00	200.00	08/31/2020
217500	US BANK	OPC RURAL H2O/TRANS FEE	83120	08/31/2020	6.38	6.38	08/31/2020
Total 600-53-0600-121 WATER: LABOR:					206.38	206.38	
600-53-0630-340 SUPPLIES AND EXPENSE							
217500	US BANK	OPC/WI RURAL H2O CLASS	83120	08/31/2020	100.00	100.00	08/31/2020
217500	US BANK	OPC/SERV FEE	83120	08/31/2020	4.95	4.95	08/31/2020
217500	US BANK	US CELULR/DPW H2O	83120	08/31/2020	354.70	354.70	08/31/2020
217500	US BANK	ACE/3/8"SOCKT/FERT SPREDR/	83120	08/31/2020	2.16	2.16	08/31/2020
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					461.81	461.81	
400-54-5400-100 POLICE: SQUAD VEHICLE							
2300063	EWALD'S VENUS FORD LLC	FORD FUSION 2020	36902	08/20/2020	30,212.50	30,212.50	08/31/2020
Total 400-54-5400-100 POLICE: SQUAD VEHICLE:					30,212.50	30,212.50	
Grand Totals:					50,973.53	50,973.53	

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
600-53-0630-340 SUPPLIES AND EXPENSE							
1045	ABT MAILCOM INC	BILL PROCESSING & MAILING A	37397	08/31/2020	405.35	.00	
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					405.35	.00	
100-211535 AFLAC INSURANCE							
1210	AFLAC	INSURANCE PREMIUM-SEPT	91620	09/16/2020	411.11	411.11	09/22/2020
Total 100-211535 AFLAC INSURANCE:					411.11	411.11	
100-51-5153-210 ASSESSOR: CONTRACTUAL EXPENSE							
1730	ASSOCIATED APPRAISAL CONSULT	PROFESSIONAL ASSESSMENT	150192	09/01/2020	678.60	.00	
Total 100-51-5153-210 ASSESSOR: CONTRACTUAL EXPENSE:					678.60	.00	
400-53-5330-820 FOUR CORNERS BATHROOMS							
2002	BACHMAN CONSTRUCTION CO	4 CORNERS RESTROOM REMO	7	08/11/2020	8,170.85	.00	
Total 400-53-5330-820 FOUR CORNERS BATHROOMS:					8,170.85	.00	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
2003	BADGER STATE INDUSTRIES	CAN LINERS/PAPER TOWELS	306183616	08/18/2020	138.22	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					138.22	.00	
100-51-5143-160 PERSONNEL: WORKMAN'S COMP INS							
2049	BAER INSURANCE SERVICES LLC	20-21 WORKMANS COMP	3440	09/01/2020	15,190.00	.00	
Total 100-51-5143-160 PERSONNEL: WORKMAN'S COMP INS:					15,190.00	.00	
100-51-5154-511 LIABILITY INS (LEAGUE)							
2049	BAER INSURANCE SERVICES LLC	GENERAL LIABILITY	3440	09/01/2020	11,783.00	.00	
Total 100-51-5154-511 LIABILITY INS (LEAGUE):					11,783.00	.00	
100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT							
2602	BOBCAT OF MADISON	BOOT KIT & BUSHING	0188316	09/01/2020	105.71	.00	
2602	BOBCAT OF MADISON	C.V. AXLE BOOT INSTALL	0188378	09/03/2020	87.71	.00	
Total 100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT:					193.42	.00	
100-51-5160-222 BLDGS & PLANT: TELEPHONE							
3220	CENTURY LINK	MONTHLY BILLING-JULY	CENTREX LIN	08/01/2020	39.62	.00	
Total 100-51-5160-222 BLDGS & PLANT: TELEPHONE:					39.62	.00	
100-45-4511-000 COURT FINES							
4038	DANE CO TREASURER	SHARED COURT FINES	083120	08/31/2020	326.00	.00	
Total 100-45-4511-000 COURT FINES:					326.00	.00	
100-211539 DENTAL INSURANCE - EMPLOYEE							
4213	DELTA DENTAL OF WISCONSIN	EMPLOYEE PREMIUM	9032020	09/03/2020	1,096.26	1,096.26	09/21/2020

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-211539 DENTAL INSURANCE - EMPLOYEE:					1,096.26	1,096.26	
100-51-5143-300 PERSONNEL: RETIREES INS PREM							
4213	DELTA DENTAL OF WISCONSIN	ANNITANT PREMIUM	9032020	09/03/2020	322.26	322.26	09/21/2020
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					322.26	322.26	
480-51-5141-120 PLANNING, LEGAL & ADMIN							
13014	MSA PROFESSIONAL SERVICES IN	10 YEAR COMPREHENSIVE PL	R05956008.0-3	08/31/2020	2,300.00	.00	
13014	MSA PROFESSIONAL SERVICES IN	10 YEAR COMPREHENSIVE PL	R05956008.0-4	09/10/2020	4,600.00	.00	
Total 480-51-5141-120 PLANNING, LEGAL & ADMIN:					6,900.00	.00	
100-51-5160-220 BLDGS & PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	810 SHOREWOOD BLVD AND 10	090120	09/01/2020	3,475.92	.00	
Total 100-51-5160-220 BLDGS & PLANT: GAS & ELECTRIC:					3,475.92	.00	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
13040	MADISON GAS & ELECTRIC	4502 OLD MIDDLETON	090120	09/01/2020	73.43	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					73.43	.00	
100-53-5342-220 STREET LIGHTING: POWER							
13040	MADISON GAS & ELECTRIC	900 SHOREWOOD BLVD	090120	09/01/2020	45.97	.00	
13040	MADISON GAS & ELECTRIC	STREET LIGHTING	090120	09/01/2020	1,478.68	.00	
Total 100-53-5342-220 STREET LIGHTING: POWER:					1,524.65	.00	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
13040	MADISON GAS & ELECTRIC	3302 BLACKHAWK/3100 HARVA	090120	09/01/2020	84.71	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					84.71	.00	
100-55-5514-220 COMMUNITY CTR: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	901 SWARTHMORE CT	090120	09/01/2020	755.76	.00	
Total 100-55-5514-220 COMMUNITY CTR: GAS & ELECTRIC:					755.76	.00	
200-51-5160-220 BLDG/PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	3336 LMD	090120	09/01/2020	88.63	.00	
Total 200-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					88.63	.00	
210-51-5160-220 BLDG/PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	901 SWARTHMORE CT	090120	09/01/2020	57.99	.00	
Total 210-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					57.99	.00	
220-51-5160-220 BLDG/PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	3400/3700 LMD	090120	09/01/2020	75.08	.00	
Total 220-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					75.08	.00	
600-53-0620-220 POWER FOR PUMPING							
13040	MADISON GAS & ELECTRIC	3302 BLACKHAWK/3561 TALLY	090120	09/01/2020	1,230.43	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 600-53-0620-220 POWER FOR PUMPING:					1,230.43	.00	
100-53-5344-350 STORM SEWERS: DISCHARGE PERMIT							
13085	MADISON TREASURER, CITY OF	STORM H2O	082520	08/25/2020	21.33	.00	
Total 100-53-5344-350 STORM SEWERS: DISCHARGE PERMIT:					21.33	.00	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
13085	MADISON TREASURER, CITY OF	FIRE PROTECTION H2O	082520	08/25/2020	39.89	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					39.89	.00	
600-53-0610-601 PURCHASED WATER							
13085	MADISON TREASURER, CITY OF	PIT LAKE MENDOTA DR.	082520	08/25/2020	4,077.86	.00	
13085	MADISON TREASURER, CITY OF	FLAT RATE H2O	082520	08/25/2020	1,326.17	.00	
13085	MADISON TREASURER, CITY OF	PIT SW BLVD @ RR TRACKS	082520	08/25/2020	12,972.38	.00	
13085	MADISON TREASURER, CITY OF	PIT UBD & TRACKS	082520	08/25/2020	3,588.25	.00	
Total 600-53-0610-601 PURCHASED WATER:					21,964.66	.00	
100-211532 LIFE INSURANCE - EMPLOYEE							
13397	SECURIAN FINANCIAL GROUP INC.	PREMIUM	9042020	09/04/2020	538.19	.00	
Total 100-211532 LIFE INSURANCE - EMPLOYEE:					538.19	.00	
450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS							
16030	PARISI CONSTRUCTION	MARSHALL COURT/BIKE PATH	6	06/24/2020	94,054.59	.00	
Total 450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS:					94,054.59	.00	
100-51-5160-221 BLDGS & PLANT: WATER							
19337	SHOREWOOD HILLS WATER & SE	1058000 S/W 1008 SHOREWOOD	83120	08/31/2020	107.60	.00	
19337	SHOREWOOD HILLS WATER & SE	3403000/S/W COM CENTR/POO	83120	08/31/2020	788.73	.00	
19337	SHOREWOOD HILLS WATER & SE	910100 W/S 810 SHOREWOOD	83120	08/31/2020	31.23	.00	
19337	SHOREWOOD HILLS WATER & SE	3403200 W/S GARDENS	83120	08/31/2020	267.24	.00	
19337	SHOREWOOD HILLS WATER & SE	3589000/S/W HEIDEN	83120	08/31/2020	38.88	.00	
19337	SHOREWOOD HILLS WATER & SE	1058300/S/W RINK	83120	08/31/2020	154.28	.00	
Total 100-51-5160-221 BLDGS & PLANT: WATER:					1,387.96	.00	
100-51-5160-223 BLDGS & PLANT:STORMWATER CHRGR							
19337	SHOREWOOD HILLS WATER & SE	1058000SW/1008 SHOREWOOD	83120	08/31/2020	13.00	.00	
19337	SHOREWOOD HILLS WATER & SE	1030500/SW/ TALLY HO BOOST	83120	08/31/2020	13.00	.00	
19337	SHOREWOOD HILLS WATER & SE	1056500/SW/ENTRYWAY PARKS	83120	08/31/2020	26.00	.00	
19337	SHOREWOOD HILLS WATER & SE	908700/SW/3264 UNIV AVE LOT	83120	08/31/2020	13.00	.00	
19337	SHOREWOOD HILLS WATER & SE	1058500/SW/1008 SHOREWVO	83120	08/31/2020	72.80	.00	
19337	SHOREWOOD HILLS WATER & SE	2237500/SW/ 4 CORNERS	83120	08/31/2020	26.00	.00	
19337	SHOREWOOD HILLS WATER & SE	3403100/SW/POOL	83120	08/31/2020	215.15	.00	
19337	SHOREWOOD HILLS WATER & SE	910200/SW/810 SHOREWOOD B	83120	08/31/2020	109.20	.00	
19337	SHOREWOOD HILLS WATER & SE	910300/SW/810 SHOREWOOD B	83120	08/31/2020	19.50	.00	
19337	SHOREWOOD HILLS WATER & SE	3477500/SW 2700 OXFORD LOT	83120	08/31/2020	13.00	.00	
19337	SHOREWOOD HILLS WATER & SE	1126300/SW/QUARRY	83120	08/31/2020	78.00	.00	
19337	SHOREWOOD HILLS WATER & SE	1128500/SW/OAK WAY LOTS	83120	08/31/2020	39.00	.00	
19337	SHOREWOOD HILLS WATER & SE	3378500/SW/BRALEY PARK	83120	08/31/2020	13.00	.00	
19337	SHOREWOOD HILLS WATER & SE	2285500/SW/KOVAL WOODS	83120	08/31/2020	13.00	.00	
19337	SHOREWOOD HILLS WATER & SE	2303000/SW BIG FOOT PARK	83120	08/31/2020	13.00	.00	
19337	SHOREWOOD HILLS WATER & SE	3403000/SW/COM CNTR/POOL	83120	08/31/2020	13.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
19337	SHOREWOOD HILLS WATER & SE	2331400/SW MCKENNA PARK	83120	08/31/2020	52.00	.00	
19337	SHOREWOOD HILLS WATER & SE	1112500/SW 1001 EDGEHILL	83120	08/31/2020	13.00	.00	
19337	SHOREWOOD HILLS WATER & SE	3403200 SW/GARDENS	83120	08/31/2020	13.00	.00	
19337	SHOREWOOD HILLS WATER & SE	3589000/SW/HEIDEN	83120	08/31/2020	13.00	.00	
Total 100-51-5160-223 BLDGS & PLANT:STORMWATER CHRГ:					780.65	.00	
100-55-5533-340 TENNIS: OPERATING EXPENSES							
19337	SHOREWOOD HILLS WATER & SE	3403100/SW/POST FARM	83120	08/31/2020	215.15	.00	
Total 100-55-5533-340 TENNIS: OPERATING EXPENSES:					215.15	.00	
210-51-5160-221 BLDG/PLANT: WATER							
19337	SHOREWOOD HILLS WATER & SE	3402900/S/W CONCESSIONS	83120	08/31/2020	34.83	.00	
Total 210-51-5160-221 BLDG/PLANT: WATER:					34.83	.00	
210-51-5160-223 BLDGS & PLANT:STORMWATER CHRГ							
19337	SHOREWOOD HILLS WATER & SE	3402900/SW CONCESSIONS	83120	08/31/2020	13.00	.00	
Total 210-51-5160-223 BLDGS & PLANT:STORMWATER CHRГ:					13.00	.00	
400-52-5210-814 TRAFFIC CALMING MEASURES							
19846	STRAND ASSOCIATES INC	EDGEHILL DR/SPEED STUDY	163136	08/14/2020	1,260.00	.00	
Total 400-52-5210-814 TRAFFIC CALMING MEASURES:					1,260.00	.00	
100-56-5640-210 PROF CONSULTANT:PLAN REVIEW							
20670	TOWN & COUNTRY ENGINEERING I	MISC SUPPORT	22008	09/10/2020	369.00	.00	
20670	TOWN & COUNTRY ENGINEERING I	2020 MISC SUPPORT	22010	09/10/2020	435.00	.00	
Total 100-56-5640-210 PROF CONSULTANT:PLAN REVIEW:					804.00	.00	
400-53-5363-200 STORMWATER IMPROVEMENTS							
20670	TOWN & COUNTRY ENGINEERING I	2020 FLOOD DAMAGE	22009	09/10/2020	5,294.70	.00	
Total 400-53-5363-200 STORMWATER IMPROVEMENTS:					5,294.70	.00	
450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS							
20670	TOWN & COUNTRY ENGINEERING I	UNIV AVE RECONSTRUCTION	22006	09/10/2020	290.00	.00	
20670	TOWN & COUNTRY ENGINEERING I	2019 MARSHALL CT	22007	09/10/2020	185.00	.00	
Total 450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS:					475.00	.00	
500-56-5620-210 CONTRACTUAL SERVICES							
20670	TOWN & COUNTRY ENGINEERING I	2020 STORM WATER	22011	09/10/2020	1,921.25	.00	
Total 500-56-5620-210 CONTRACTUAL SERVICES:					1,921.25	.00	
100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT							
22230	VERMEER WISCONSIN	CLUTCH,BELT,BRAKES& FUEL	40022243	08/11/2020	1,181.62	.00	
Total 100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT:					1,181.62	.00	
400-53-5330-818 HEIDEN HAUS RENOVATIONS							
22360	VIERBICHER ASSOCIATES INC	HEIDEN HOUSE	00001	09/14/2020	1,575.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 400-53-5330-818 HEIDEN HAUS RENOVATIONS:					1,575.00	.00	
100-45-4511-000 COURT FINES							
23350	WI DEPT ADMINISTRATION: COURT	SHARED FINES FOR AUGUST	83120	08/31/2020	445.75	.00	
Total 100-45-4511-000 COURT FINES:					445.75	.00	
100-211531 HEALTH INSURANCE - EMPLOYEE							
23370	WI DEPT OF EMPLOYE TRUST FUN	HEALTH CAR PREMIUM	9032020	09/03/2020	12,436.00	12,436.00	09/22/2020
Total 100-211531 HEALTH INSURANCE - EMPLOYEE:					12,436.00	12,436.00	
100-51-5143-300 PERSONNEL: RETIREES INS PREM							
23370	WI DEPT OF EMPLOYE TRUST FUN	ANNUITANT PREMIUM	9032020	09/03/2020	240.48	240.48	09/22/2020
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					240.48	240.48	
600-53-0630-340 SUPPLIES AND EXPENSE							
23425	WI STATE LABORATORY OF HYGIE	LEAD & COPPER H2O TESTING	644376	08/31/2020	600.00	.00	
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					600.00	.00	
100-52-5210-370 POLICE: FUEL & OIL							
232040	WEX BANK	FUEL PD	67272609	08/31/2020	510.68	.00	
Total 100-52-5210-370 POLICE: FUEL & OIL:					510.68	.00	
100-53-5320-370 GARAGE: FUEL & OIL							
232040	WEX BANK	DPW FUEL	67272609	08/31/2020	1,082.41	.00	
Total 100-53-5320-370 GARAGE: FUEL & OIL:					1,082.41	.00	
100-55-5533-340 TENNIS: OPERATING EXPENSES							
1000282	HARRISON, KENDALL & JESSICA	TENNIS NETS	053020	05/30/2020	393.90	.00	
1000282	HARRISON, KENDALL & JESSICA	POLY DOTS & PYLON CONES	060120	06/01/2020	82.80	.00	
1000282	HARRISON, KENDALL & JESSICA	HULA HOOPS	53020	05/30/2020	54.85	.00	
Total 100-55-5533-340 TENNIS: OPERATING EXPENSES:					531.55	.00	
100-51-5145-210 D.P.: CONTRACTUAL SERVICES							
1000688	COMPUTER MAGIC INC	WORKSTATION MANAGEMENT	5135	07/31/2020	2,077.00	.00	
1000688	COMPUTER MAGIC INC	BACKUP SERVICE W CLOUD R	5135	07/31/2020	331.00	.00	
1000688	COMPUTER MAGIC INC	SERVER MANAGED SUPPORT	5135	07/31/2020	600.00	.00	
1000688	COMPUTER MAGIC INC	SERVER MANAGED SUPPORT	5212	08/31/2020	600.00	.00	
1000688	COMPUTER MAGIC INC	WORKSTATION MANAGEMENT	5212	08/31/2020	2,211.00	.00	
1000688	COMPUTER MAGIC INC	BACKUP SERVICE W CLOUD R	5212	08/31/2020	331.00	.00	
Total 100-51-5145-210 D.P.: CONTRACTUAL SERVICES:					6,150.00	.00	
100-57-5751-800 CAP OUTLAY: COMPUTERS							
1000688	COMPUTER MAGIC INC	USB 3.0 DISPLAY PORT ADAPT	5202	08/14/2020	69.20	.00	
1000688	COMPUTER MAGIC INC	THINKPAD USB-C DOCK	5202	08/14/2020	208.00	.00	
1000688	COMPUTER MAGIC INC	DISPLY PORT 1.2 CABLE, 6' (3)	5202	08/14/2020	28.50	.00	
1000688	COMPUTER MAGIC INC	USB TYPE A TO TYPE B 2.0 CAB	5202	08/14/2020	20.00	.00	
1000688	COMPUTER MAGIC INC	7' CAT 6 PATCH CABLE	5202	08/14/2020	7.00	.00	
1000688	COMPUTER MAGIC INC	T1024GEN MONITORS (10)	5202	08/14/2020	2,264.90	.00	
1000688	COMPUTER MAGIC INC	TP L 15 LAPTOP COMPUTERS (5202	08/14/2020	2,636.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
1000688	COMPUTER MAGIC INC	LENOVO ON SITE DAMAGE PR	5202	08/14/2020	538.00	.00	
Total 100-57-5751-800 CAP OUTLAY: COMPUTERS:					5,771.60	.00	
Grand Totals:					212,351.58	14,506.11	

Report Criteria:

- Detail report.
 - Invoices with totals above \$0 included.
 - Paid and unpaid invoices included.
-

Percent of year elapsed = 66.67%		August 31, 2020				August 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
REVENUES								
TAXES								
100-41-4111-000	GENERAL PROPERTY TAXES	0	2,977,507	(2,977,507)	0.00%	0	2,840,159	0.00%
100-41-4131-000	PAYMENTS IN LIEU OF TAX	0	62,000	(62,000)	0.00%	0	62,000	0.00%
100-41-4181-000	INTEREST & PENALTIES ON TAXES	7	50	(43)	14.40%	299	20	1494.25%
INTERGOVERNMENTAL REVENUE								
100-43-4330-000	FED/STATE DISASTER RELIEF	0	38,042	(38,042)	0.00%	0	0	0.00%
100-43-4341-000	STATE SHARED REVENUE	0	30,370	(30,370)	0.00%	7,499	20,888	35.90%
100-43-4342-000	FIRE INSURANCE PREMIUM-2% DUES	0	22,500	(22,500)	0.00%	22,587	20,773	108.73%
100-43-4351-000	STATE AID: EXEMPT COMPUTERS	0	18,055	(18,055)	0.00%	18,055	20,000	90.27%
100-43-4352-100	LAW ENFORCEMENT TRAINING AIDS	0	1,600	(1,600)	0.00%	1,600	1,920	83.33%
100-43-4352-105	PUBLIC SAFETY EQUIPMENT AIDS	0	0	0	0.00%	0	0	0.00%
100-43-4352-110	GRANTS TO POLICE DEPARTMENT	8,000	0	8,000	0.00%	0	1,000	0.00%
100-43-4353-000	STATE AID: HIGHWAY	0	293,925	(293,925)	0.00%	220,447	294,065	74.97%
100-43-4353-100	LOCAL ROADS GRANT	0	0	0	0.00%	0	0	0.00%
100-43-4353-300	STATE FEMA GRANT	0	0	0	0.00%	0	0	0.00%
100-43-4358-000	FORESTRY GRANTS	0	0	0	0.00%	0	0	0.00%
100-43-4360-000	DANE CTY GRANT: LAND CONS DEPT	0	0	0	0.00%	0	0	0.00%
LICENSES & PERMITS								
100-44-4411-000	LICENSES: LIQUOR/MALT BEVERAGE	15,302	5,450	9,852	280.76%	4,580	5,450	84.04%
100-44-4412-000	LICENSES: OTHER BUS/OCCUPATION	1,510	2,600	(1,090)	58.08%	2,105	2,700	77.96%
100-44-4421-000	LICENSES: BICYCLE	0	0	0	0.00%	0	0	0.00%
100-44-4422-000	LICENSES: DOG & CAT	4,256	4,500	(244)	94.58%	4,340	3,600	120.56%
100-44-4423-000	LICENSES: MISC	20	1,300	(1,280)	1.54%	1,040	1,150	90.43%
100-44-4431-000	PERMIT/INSPCTN FEES: BUILDINGS	9,989	17,000	(7,011)	58.76%	16,277	16,500	98.65%
100-44-4432-000	PERMIT/INSPCTN FEES: HVAC	4,804	6,300	(1,496)	76.26%	3,674	6,300	58.32%
100-44-4433-000	PERMIT/INSPCTN FEES: ELECTRICAL	5,441	6,500	(1,059)	83.70%	4,953	6,400	77.40%
100-44-4434-000	PERMIT/INSPCTN FEES: PLUMBING	5,192	6,000	(808)	86.54%	6,170	5,200	118.65%
100-44-4435-000	PERMIT/INSPCTN FEES: SIGNS	0	800	(800)	0.00%	1,784	800	222.94%
100-44-4436-000	PERMIT/INSPCTN FEES:SPRINK/FIRE	0	0	0	0.00%	0	0	0.00%
100-44-4439-000	PERMIT/INSPCTN FEES: MISC.	580	1,000	(420)	58.00%	698	1,315	53.09%
100-44-4441-000	ZONING FEES	2,575	3,100	(525)	83.06%	2,450	3,600	68.06%
100-44-4491-000	CABLE TV FRANCHISE FEES	19,352	26,000	(6,648)	74.43%	21,262	29,000	73.32%

Percent of year elapsed = 66.67%		August 31, 2020				August 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-44-4492-000	% SURCHARGE FOR RECREATION	0	9,000	(9,000)	0.00%	0	9,200	0.00%
FINES, FOREITS & PENALTIES								
100-45-4511-000	COURT FINES	14,167	32,000	(17,833)	44.27%	26,908	29,000	92.78%
100-45-4513-000	PARKING VIOLATIONS	12,412	50,000	(37,588)	24.82%	38,085	50,000	76.17%
100-45-4514-000	POLICE DONATIONS/MISC REVENUES	3,465	1,000	2,465	346.48%	7,154	2,200	325.18%
PUBLIC CHARGES FOR SERVICE								
100-46-4611-000	CLERK: MATERIAL & SUPPLY SALES	24	30	(6)	78.73%	85	0	0.00%
100-46-4612-000	CLERK: EMPLOYEE SUNSHINE FUND	106	500	(394)	21.20%	406	400	101.44%
100-46-4613-000	CLERK: PARKING PERMITS	260	600	(340)	43.33%	306	600	51.00%
100-46-4621-000	LAW ENFORCEMENT FEES	323	500	(177)	64.56%	430	500	85.92%
100-46-4642-000	WIS MUNICIPAL RECYCLING GRANT	14,910	14,912	(2)	99.99%	14,912	14,885	100.18%
100-46-4642-100	RECYCLING PROCEEDS	0	0	0	0.00%	0	0	0.00%
100-46-4645-000	DISPOSAL REPAIR FEES	0	0	0	0.00%	0	0	0.00%
100-46-4670-000	BOOK PUBLISHING REVENUES	0	32	(32)	0.00%	0	60	0.00%
100-46-4670-100	RESALE BOOK PUBLISHING REVENUE	0	0	0	0.00%	0	0	0.00%
100-46-4671-000	BOOK SHIPPING INCOME	0	0	0	0.00%	0	0	0.00%
100-46-4672-000	CONTRIBUTIONS: PARKS & FORESTRY	900	2,500	(1,600)	36.00%	400	5,000	-
100-46-4672-100	GARDEN PLOT REVENUES	3,325	3,000	325	110.83%	2,710	2,750	98.55%
100-46-4672-110	CONTRIBUTIONS: GARDEN CLUB	5,500	3,000	2,500	183.33%	5,500	2,500	220.00%
100-46-4672-130	CONTRIBUTIONS: HORT CONSULTANT	0	0	0	0.00%	0	0	0.00%
100-46-4673-100	RECREATION: FOUR CORNERS	4,550	22,100	(17,550)	20.59%	22,063	19,000	116.12%
100-46-4673-200	RECREATION: LAND REC	4,600	25,000	(20,400)	18.40%	24,900	26,500	93.96%
100-46-4673-210	RECREATION: LAND REC GRANT	0	0	0	0.00%	0	0	0.00%
100-46-4673-300	RECREATION: TENNIS	27,435	28,500	(1,065)	96.26%	27,848	23,135	120.37%
100-46-4673-400	RECREATION: BASEBALL	0	0	0	0.00%	0	0	0.00%
100-46-4673-500	RECREATION: BASKETBALL	0	2,010	(2,010)	0.00%	1,990	2,760	72.10%
100-46-4673-600	RECREATION: GOLF	0	5,066	(5,066)	0.00%	5,066	4,000	126.66%
100-46-4673-700	RECREATION: KAYAK/CANOE	560	525	35	106.67%	525	560	93.75%
100-46-4673-800	RECREATION: INDOOR SOCCER	35	0	35	0.00%	0	0	0.00%
100-46-4673-900	RECREATION: OUTDOOR SOCCER	400	10,346	(9,946)	3.87%	9,950	10,346	96.17%
100-46-4674-100	COMMUNITY CENTER RENTALS	0	500	(500)	0.00%	116	2,400	4.83%
100-46-4674-210	JULY 4th FAMILY PICNIC	0	1,000	(1,000)	0.00%	964	1,200	80.33%
100-46-4674-220	JULY 4th FIREWORKS	0	9,500	(9,500)	0.00%	8,941	9,500	94.12%

Percent of year elapsed = 66.67%		August 31, 2020				August 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
INTERGOVERNMENTAL SERVICE CHARGES								
100-47-4741-000	WATER DEPT: REIMB FOR SERVICES	0	14,040	(14,040)	0.00%	0	13,764	0.00%
100-47-4742-000	SEWER DIV: REIMB FOR SERVICES	0	11,365	(11,365)	0.00%	0	11,142	0.00%
100-47-4743-000	WATERFRONT: REIMB FOR SERVICES	0	17,723	(17,723)	0.00%	0	17,375	0.00%
100-47-4744-000	STORMWATER:REIMB FOR SERVICES	0	9,552	(9,552)	0.00%	0	9,364	0.00%
MISCELLANEOUS REVENUE								
100-48-4810-000	INTEREST ON INVESTMENTS	0	80,000	(80,000)	0.00%	65,280	18,000	362.67%
100-48-4810-100	BUILD AMERICA BOND SUBSIDY	0	0	0	0.00%	3,711	7,500	49.48%
100-48-4812-000	CAPITAL PROJECT BOND INTEREST	0	0	0	0.00%	0	0	0.00%
100-48-4815-000	REPAYMENT: WATER UTILTY ADVANC	0	0	0	0.00%	0	0	0.00%
100-48-4821-000	RENT: DUE FROM POOL	0	39,500	(39,500)	0.00%	0	38,500	0.00%
100-48-4822-000	RENT: BLACKHAWK C.C.	66,664	100,000	(33,336)	66.66%	66,664	100,000	66.66%
100-48-4823-000	BCC INSURANCE REIMBURSEMENT	0	0	0	0.00%	0	0	0.00%
100-48-4825-000	RENT: PARKING SPACES	0	0	0	0.00%	0	0	0.00%
100-48-4827-000	DEVELPR SHARE MAD FIRE EXPENSE	0	55,771	(55,771)	0.00%	56,068	60,000	93.45%
100-48-4830-000	MISCELLANEOUS SALES	0	0	0	0.00%	0	0	0.00%
100-48-4831-000	POLICE/ FIRE SALES	0	0	0	0.00%	0	0	0.00%
100-48-4833-000	VILLAGE TREE SALES	969	5,000	(4,031)	19.38%	1,233	5,000	24.67%
100-48-4836-000	DPW VEHICLE SALES	0	0	0	0.00%	0	0	0.00%
100-48-4838-000	DANE CTY CALENDARS	0	0	0	0.00%	0	700	0.00%
100-48-4840-000	INSURANCE DIVIDENDS	5,218	0	5,218	0.00%	5,633	0	0.00%
100-48-4845-000	INSURANCE PREMIUM REFUNDS	0	0	0	0.00%	1,804	0	0.00%
100-48-4850-000	INSURANCE CLAIMS	0	0	0	0.00%	8,629	0	0.00%
100-48-4851-000	2018 FLOOD INSURANCE REIMB	0	0	0	0.00%	578,434	0	0.00%
100-48-4855-000	SHWD LEAGUE/FOUNDATN RECEIPTS	0	0	0	0.00%	0	0	0.00%
100-48-4895-000	REPAYMENT: TIF ADVANCE	0	0	0	0.00%	0	42,038	0.00%
OTHER FINANCING SOURCES								
100-49-4941-000	MISCELLANEOUS REVENUES	2,916	17,000	(14,084)	17.15%	10,421	17,000	61.30%
100-49-4944-000	FUND BALANCE APPLIED	0	0	0	0.00%	0	0	0.00%
EXPENSES								
VILLAGE BOARD								
100-51-5111-310	VILLAGE BOARD: SUP & EXPENSE	2,790	1,500	1,290	185.98%	1,206	3,200	37.70%
100-51-5111-720	VILLAGE BOARD: DONATIONS	0	0	0	0.00%	0	0	0.00%

Percent of year elapsed = 66.67%		August 31, 2020				August 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-51-5112-310	COMMITTEES: SUP & EXPENSE	1,734	500	1,234	346.87%	948	300	316.04%
100-51-5120-110	JUDICIAL: SALARY & ALLOWANCES	2,434	3,600	(1,166)	67.61%	1,938	3,054	63.46%
100-51-5120-120	JUDICIAL: COURT CLERK WAGES	14,819	24,539	(9,720)	60.39%	16,224	23,319	69.57%
100-51-5120-150	JUDICIAL: BENEFITS	4,381	6,880	(2,500)	63.67%	4,552	6,596	69.01%
100-51-5120-310	JUDICIAL: OFFC. SUP & EXPENSE	485	1,700	(1,215)	28.51%	987	1,700	58.04%
100-51-5120-321	JUDICIAL: DUES	190	190	0	100.00%	145	140	103.57%
100-51-5120-322	JUDICIAL: SEMINARS & TRAINING	700	1,800	(1,100)	38.89%	932	1,800	51.78%
100-51-5130-210	LEGAL: GEN. ADVICE & COUNSEL	8,408	15,000	(6,593)	56.05%	7,751	17,000	45.59%
100-51-5130-211	LEGAL: ORDINANCE PROSECUTIONS	19,155	25,000	(5,845)	76.62%	20,751	29,000	71.56%
100-51-5141-120	ADMIN: WAGES	61,196	92,172	(30,976)	66.39%	64,494	89,176	72.32%
100-51-5141-150	ADMIN: BENEFITS	19,339	26,281	(6,942)	73.59%	19,750	25,592	77.17%
100-51-5141-320	ADMIN: DUES & SEMINARS	1,150	1,800	(651)	63.86%	2,716	1,700	159.74%
100-51-5141-340	ADMIN: MONTHLY BULLETIN	0	0	0	0.00%	0	0	0.00%
100-51-5141-380	ADMIN: STAFF SUNSHINE FUND	1,000	750	250	133.37%	599	400	149.84%
100-51-5142-120	CLERK: WAGES	38,924	77,387	(38,463)	50.30%	39,051	74,329	52.54%
100-51-5142-130	EXTRA OFFICE HELP	3,858	19,386	(15,528)	19.90%	12,259	19,011	64.48%
100-51-5142-150	CLERK: BENEFITS	10,835	27,440	(16,605)	39.48%	11,907	26,430	45.05%
100-51-5142-310	CLERK: SUP & EXPENSES	2,879	2,800	79	102.83%	3,532	3,500	100.91%
100-51-5142-322	CLERK: TRAINING/SEMINARS	158	2,300	(2,142)	6.87%	389	2,200	17.67%
100-51-5142-340	CLERK: POSTAL EXPENSES	693	2,100	(1,407)	32.99%	2,782	2,100	132.46%
100-51-5142-500	CLERK: DANE CTY CALENDARS	0	0	0	0.00%	0	600	0.00%
100-51-5142-700	CLERK: LICENSE COSTS	10,000	0	10,000	0.00%	0	0	0.00%
100-51-5143-158	PERSONNEL: UNEMPLOYMENT COMP	1,530	0	1,530	0.00%	0	0	0.00%
100-51-5143-160	PERSONNEL: WORKMAN'S COMP INS	43,406	71,738	(28,332)	60.51%	27,856	44,000	63.31%
100-51-5143-190	PERSONNEL: PROVIDED FOR EVALS	250	0	250	0.00%	0	0	0.00%
100-51-5143-200	PERSONNEL: RECRUITMENT	328	0	328	0.00%	0	200	0.00%
100-51-5143-210	PERSONNEL: MEDICAL EVALUATIONS	0	300	(300)	0.00%	0	300	0.00%
100-51-5143-300	PERSONNEL: RETIREES INS PREM	5,731	10,381	(4,650)	55.21%	16,534	29,131	56.76%
100-51-5144-140	ELECTIONS: PER DIEM WAGES	3,348	5,760	(2,412)	58.13%	1,738	2,750	63.18%
100-51-5144-340	ELECTIONS: OPERATING SUPPLIES	7,755	1,600	6,155	484.68%	607	8,100	7.49%
100-51-5145-210	D.P.: CONTRACTUAL SERVICES	35,503	53,000	(17,497)	66.99%	38,257	51,200	74.72%
100-51-5145-340	D.P.: OPERATIONS EXPENSE	4,776	8,400	(3,624)	56.86%	6,355	8,400	75.66%
100-51-5145-350	WEBSITE COSTS	0	670	(670)	0.00%	21	620	3.41%

Percent of year elapsed = 66.67%		August 31, 2020				August 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-51-5151-210	FINANCE: AUDIT SERVICES	55,899	31,000	24,899	180.32%	43,521	26,000	167.39%
100-51-5151-290	LIFE QUEST FEES/OTHER PAYMENTS	0	0	0	0.00%	0	0	0.00%
100-51-5151-300	BOND ISSUE EXPENSES	2,854	3,425	(571)	83.33%	3,175	3,425	92.70%
100-51-5152-340	TREASURY: OPERATIONS	0	0	0	0.00%	0	0	0.00%
100-51-5152-390	TREASURY: WRITE-OFF EXPENSE	0	0	0	0.00%	0	0	0.00%
100-51-5153-210	ASSESSOR: CONTRACTUAL EXPENSE	7,619	10,190	(2,571)	74.77%	7,619	10,190	74.77%
100-51-5154-511	LIABILITY INS (LEAGUE)	35,349	47,000	(11,651)	75.21%	34,878	44,609	78.19%
100-51-5154-512	PROPERTY INS (LGPIF)	20,479	20,094	385	101.92%	18,579	14,163	131.18%
100-51-5160-220	BLDGS & PLANT: GAS & ELECTRIC	42,169	53,647	(11,478)	78.60%	24,024	42,000	57.20%
100-51-5160-221	BLDGS & PLANT: WATER	6,059	6,000	59	100.99%	3,958	6,000	65.97%
100-51-5160-222	BLDGS & PLANT: TELEPHONE	8,257	9,000	(743)	91.75%	5,407	0	0.00%
100-51-5160-223	BLDGS & PLANT:STORMWATER CHRGR	6,045	7,500	(1,455)	80.60%	3,840	6,560	58.54%
100-51-5160-240	BLDGS & PLANT: CONTRACTUAL	14,973	5,000	9,973	299.45%	4,009	5,000	80.17%
100-51-5160-530	BLDGS & PLANT: RENTAL EXPENSE	0	0	0	0.00%	0	0	0.00%
PUBLIC SERVICES								
100-52-5210-110	POLICE: SALARIES & ALLOWANCES	63,064	100,811	(37,747)	62.56%	64,377	98,654	65.25%
100-52-5210-120	POLICE: CLERICAL WAGES	46,349	76,021	(29,672)	60.97%	45,228	73,210	61.78%
100-52-5210-121	POLICE: OFFICER WAGE & HOLIDAY	211,866	376,208	(164,342)	56.32%	240,889	369,913	65.12%
100-52-5210-122	POLICE: OVERTIME WAGES	10,848	9,000	1,848	120.53%	5,482	9,000	60.91%
100-52-5210-124	POLICE: PART-TIME DUTY WAGES	28,842	25,000	3,842	115.37%	41,160	23,000	178.96%
100-52-5210-125	POLICE: DIFFERENTIAL	1,594	2,000	(406)	79.69%	1,519	2,000	75.95%
100-52-5210-128	POLICE: COM SERVICE OFFICERS	0	4,400	(4,400)	0.00%	1,350	4,400	30.68%
100-52-5210-129	POLICE: CROSSING GUARD WAG	2,210	6,000	(3,790)	36.83%	2,916	6,000	48.60%
100-52-5210-130	POLICE: EMPLOYMENT BONUS	0	0	0	0.00%	0	0	0.00%
100-52-5210-150	POLICE: BENEFITS	124,593	208,842	(84,249)	59.66%	126,188	190,976	66.08%
100-52-5210-170	POLICE: EDUCATION REIMB	0	0	0	0.00%	0	0	0.00%
100-52-5210-210	POLICE: CONTRACTUAL SERVICES	12,743	15,000	(2,257)	84.95%	7,425	15,000	49.50%
100-52-5210-310	POLICE: OFFICE SUPPLIES & EXP	740	3,000	(2,260)	24.67%	1,783	3,000	59.44%
100-52-5210-321	POLICE: DUES & SEMINARS	604	3,000	(2,396)	20.13%	1,767	2,500	70.69%
100-52-5210-322	POLICE: TRAINING EXPENSES	2,078	10,000	(7,922)	20.78%	13,499	9,000	149.99%
100-52-5210-340	POLICE: OPERATING EXPENSE	21,846	16,000	5,846	136.54%	10,732	16,000	67.07%
100-52-5210-341	POLICE: UNIFORM EXPENSE	4,612	7,500	(2,888)	61.50%	7,634	6,000	127.23%
100-52-5210-345	POLICE: PROMOTION	0	0	0	0.00%	0	0	0.00%

Percent of year elapsed = 66.67%		August 31, 2020				August 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-52-5210-350	POLICE: VEHICLE REPAIR & MAINT	4,788	7,000	(2,212)	68.40%	5,666	5,000	113.31%
100-52-5210-370	POLICE: FUEL & OIL	3,464	8,000	(4,536)	43.30%	6,660	10,000	66.60%
100-52-5210-380	POLICE: DRUG PREVENTION	0	1,000	(1,000)	0.00%	1,000	1,000	100.00%
100-52-5210-390	POLICE: INSURANCE COSTS	0	0	0	0.00%	0	0	0.00%
100-52-5220-210	FIRE: CONTRACTUAL EXPENSE	0	553,322	(553,322)	0.00%	0	575,475	0.00%
100-52-5220-215	FIRE: 2% DUES TO MAD FIRE DEPT	21,109	22,500	(1,391)	93.82%	0	20,773	0.00%
100-52-5220-590	FIRE: HYDRANT RENTAL	0	0	0	0.00%	0	0	0.00%
100-52-5240-150	INSPECTIONS: BENEFITS	1,219	2,012	(793)	60.58%	1,523	2,303	66.13%
100-52-5240-211	INSPECTIONS: BUILDINGS	7,573	13,000	(5,427)	58.25%	10,116	14,500	69.77%
100-52-5240-212	INSPECTIONS: HVAC	3,326	5,000	(1,674)	66.52%	3,705	5,500	67.36%
100-52-5240-213	INSPECTIONS: ELECTRICAL	3,343	6,000	(2,657)	55.71%	4,496	7,500	59.95%
100-52-5240-214	INSPECTIONS: PLUMBING	1,283	2,300	(1,017)	55.77%	1,457	2,600	56.04%
100-52-5240-340	INSPECTIONS: OPERATIONS	205	340	(135)	60.29%	340	100	340.00%
100-52-5260-290	DANE COUNTY RADIO CONTRACT	6,860	7,928	(1,068)	86.53%	4,277	6,061	70.57%
PUBLIC WORKS								
100-53-5300-121	AIDABLE WORK: LABOR	28,052	73,385	(45,333)	38.23%	52,170	70,214	74.30%
100-53-5300-150	AIDABLE WORK: BENEFITS	4,890	14,391	(9,501)	33.98%	10,922	12,084	90.38%
100-53-5300-340	AIDABLE WORK: OPERATING EXP.	21,797	18,000	3,797	121.10%	10,544	18,000	58.58%
100-53-5300-450	SCHOOL SAFE ZONE	0	0	0	0.00%	0	0	0.00%
100-53-5300-600	AIDABLE: INSURANCE REPAIRS	0	0	0	0.00%	0	0	0.00%
100-53-5320-350	GARAGE: VEHICLE REPAIR & MAINT	9,373	15,000	(5,627)	62.49%	14,483	15,000	96.55%
100-53-5320-370	GARAGE: FUEL & OIL	9,624	13,000	(3,376)	74.03%	8,491	12,000	70.76%
100-53-5330-210	STR MAINT/REPAIR: ENGINEERING	0	0	0	0.00%	0	0	0.00%
100-53-5330-230	STR MAINT/REPAIR: ANNUAL CNTCT	0	0	0	0.00%	850	0	0.00%
100-53-5342-220	STREET LIGHTING: POWER	19,106	18,000	1,106	106.15%	12,307	18,000	68.37%
100-53-5342-340	STREET LIGHTING: CONTRACTUAL	0	5,000	(5,000)	0.00%	1,698	15,000	11.32%
100-53-5344-350	STORM SEWERS: DISCHARGE PERMIT	147	235	(88)	62.42%	134	175	76.49%
100-53-5352-300	BUS SERVICE	0	30,000	(30,000)	0.00%	0	30,000	0.00%
100-53-5362-290	REFUSE COLL: CONTRACTUAL SERVC	57,887	99,000	(41,113)	58.47%	65,244	96,289	67.76%
100-53-5363-290	METRO LANDFILL EXPENSE	9,960	9,960	0	100.00%	10,250	10,250	100.00%
100-53-5365-121	RECYCLING/YARDWASTE:LABOR	32,619	41,117	(8,498)	79.33%	26,166	45,115	58.00%
100-53-5365-150	RECYCLING/YARDWASTE:BENEFITS	4,914	8,098	(3,184)	60.68%	4,874	7,764	62.78%
100-53-5365-340	RECYCLING/YARDWASTE: SUP EXP	2,061	4,100	(2,039)	50.27%	394	4,100	9.61%

Percent of year elapsed = 66.67%		August 31, 2020				August 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-53-5365-370	RECYCLING/YARDWASTE:FUEL & OIL	342	3,000	(2,658)	11.39%	1,071	2,800	38.24%
VILLAGE HALL								
100-54-5400-130	VILLAGE HALL: CLEANING	3,100	4,782	(1,682)	64.83%	2,732	4,819	56.68%
100-54-5400-150	VILLAGE HALL: BENEFITS	611	1,490	(879)	40.97%	841	829	101.36%
NON-AIDABLE SERVICES								
100-55-5500-121	NON-AIDABLE WORK: LABOR	59,515	118,163	(58,648)	50.37%	77,083	105,700	72.93%
100-55-5500-150	NON-AIDABLE WORK: BENEFITS	9,730	23,172	(13,441)	41.99%	15,037	18,191	82.66%
100-55-5500-340	NON-AIDABLE: OPERATING EXPENSE	21,716	25,000	(3,284)	86.87%	23,762	25,000	95.05%
100-55-5500-600	NON-AIDABLE: INSURANCE COSTS	0	0	0	0.00%	0	0	0.00%
100-55-5500-700	COMMUNITY GARDENS	605	500	105	120.99%	990	500	198.00%
100-55-5510-340	2018 FLOOD EXPENSES	2,465	0	2,465	0.00%	587,750	0	0.00%
100-55-5514-121	COMMUNITY CTR: WAGES	198	1,403	(1,205)	14.10%	232	811	28.59%
100-55-5514-150	COMMUNITY CTR: WAGE BENEFITS	55	275	(220)	19.87%	55	140	39.68%
100-55-5514-220	COMMUNITY CTR: GAS & ELECTRIC	7,019	5,000	2,019	140.37%	2,460	7,400	33.25%
100-55-5520-121	FORESTER: WAGES	38,728	64,988	(26,260)	59.59%	39,525	64,191	61.57%
100-55-5520-122	GRANT FUNDED HORT WAGES	0	0	0	0.00%	0	0	0.00%
100-55-5520-125	HORT ASSISTANT WAGES	10,762	16,000	(5,238)	67.26%	10,119	23,000	43.99%
100-55-5520-150	FORESTER: WAGE BENEFITS	11,165	18,008	(6,843)	62.00%	11,290	17,581	64.22%
100-55-5520-320	PARKS:PROJECTS	3,148	12,500	(9,352)	25.18%	9,852	12,500	78.82%
100-55-5520-340	PARKS:OPERATING EXPENSE	2,256	4,800	(2,544)	47.01%	2,676	4,800	55.75%
100-55-5520-342	VILLAGE TREE SALES COSTS	1,486	5,000	(3,514)	29.72%	1,911	5,000	38.21%
100-55-5520-350	McKENNA PARK	0	0	0	0.00%	0	0	0.00%
100-55-5520-370	FORESTER: FUEL & OIL	0	0	0	0.00%	0	0	0.00%
100-55-5523-341	HORTICULTURE: CONSULTANT	174	500	(326)	34.74%	840	0	0.00%
100-55-5523-343	HORTICULTURE: REFORESTATION	3,868	0	3,868	0.00%	8,099	14,000	57.85%
100-55-5523-350	HORTICULTURE:PLANTINGS	360	2,500	(2,140)	14.42%	0	3,000	0.00%
100-55-5523-550	FORESTRY GRANTS	0	0	0	0.00%	0	0	0.00%
100-55-5523-600	TREE MAINTENANCE	35,515	35,000	515	101.47%	21,064	40,000	52.66%
100-55-5523-650	TREE REMOVALS	24,681	35,000	(10,319)	70.52%	26,546	30,000	88.49%
100-55-5531-121	FOUR CORNERS: WAGES	0	11,000	(11,000)	0.00%	13,785	13,000	106.04%
100-55-5531-150	FOUR-CORNERS: BENEFITS	0	900	(900)	0.00%	1,055	1,000	105.45%
100-55-5531-340	FOUR CORNERS: OPERATING EXPNSE	327	1,000	(673)	32.67%	1,502	1,500	100.10%
100-55-5532-121	LAND RECREATION: WAGES	0	11,000	(11,000)	0.00%	15,108	12,500	120.87%

Percent of year elapsed = 66.67%		August 31, 2020				August 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-55-5532-150	LAND RECREATION: BENEFITS	0	1,000	(1,000)	0.00%	1,156	1,000	115.58%
100-55-5532-340	LAND RECREATION: OPERATING EXP	0	1,200	(1,200)	0.00%	1,520	1,700	89.39%
100-55-5533-121	TENNIS: WAGES	17,765	16,000	1,765	111.03%	16,206	18,000	90.04%
100-55-5533-150	TENNIS: BENEFITS	1,359	1,300	59	104.54%	1,240	1,400	88.56%
100-55-5533-340	TENNIS: OPERATING EXPENSES	4,179	4,000	179	104.47%	4,456	3,000	148.53%
100-55-5534-140	BASEBALL: UMPIRE PER DIEM EXP	0	0	0	0.00%	0	0	0.00%
100-55-5534-340	BASEBALL: OPERATING EXPENSES	0	0	0	0.00%	0	0	0.00%
100-55-5535-121	BASKETBALL: WAGES	0	1,200	(1,200)	0.00%	2,151	1,300	165.49%
100-55-5535-150	BASKETBALL: BENEFITS	0	125	(125)	0.00%	165	100	164.56%
100-55-5535-340	BASKETBALL: OPERATING EXPENSE	0	750	(750)	0.00%	688	750	91.71%
100-55-5536-121	INDOOR SOCCER: WAGES	0	0	0	0.00%	0	0	0.00%
100-55-5536-150	INDOOR SOCCER: BENEFITS	0	0	0	0.00%	0	0	0.00%
100-55-5536-340	INDOOR SOCCER: OPERATING EXPEN	0	0	0	0.00%	0	0	0.00%
100-55-5537-340	SPEC EVENTS: JULY 4th EXPENSE	0	1,400	(1,400)	0.00%	1,624	1,350	120.29%
100-55-5537-341	SPEC EVENTS: FIREWORKS EXPENSE	0	9,500	(9,500)	0.00%	9,464	9,000	105.16%
100-55-5537-342	SPEC EVENTS: RECOGNITION NIGHT	6,501	5,000	1,501	130.01%	4,970	4,750	104.62%
100-55-5538-340	OUTDOOR SOCCER: OPERATNG EXPEN	2,072	7,000	(4,928)	29.61%	4,484	7,000	64.06%
100-55-5540-340	GOLF: OPERATING EXPENSES	0	4,500	(4,500)	0.00%	1,525	4,500	33.89%
100-55-5550-390	KAYAK/CANOE RENTAL EXPENSES	0	550	(550)	0.00%	0	550	0.00%
CONSERVATION & DEVELOPMENT								
100-56-5630-150	PLANNER	11,875	11,000	875	107.96%	0	800	0.00%
100-56-5640-210	PROF CONSULTANT:PLAN REVIEW	3,125	1,000	2,125	312.48%	2,010	800	251.19%
CAPITAL OUTLAY: GENERAL								
100-57-5735-775	CAP OUTLAY: CREW MOWER UNIT	0	0	0	0.00%	0	0	0.00%
100-57-5751-800	CAP OUTLAY: COMPUTERS	9,330	5,000	4,330	186.60%	3,429	10,000	34.29%
100-57-5751-810	CAP OUTLAY: GEN ADM EQUIPMENT	0	0	0	0.00%	0	0	0.00%
100-57-5751-825	CAP OUTLAY: ADMIN DP SOFTWARE	0	0	0	0.00%	0	0	0.00%
100-57-5751-850	CAP OUTLAY:DPW CAPITAL EQUIPMT	0	0	0	0.00%	0	0	0.00%
100-57-5752-811	CAP OUTLAY: PD COMMNCTNS EQPT	850	0	850	0.00%	0	0	0.00%
100-57-5752-813	CAP OUTLAY: PD VEHICLE REPL	0	0	0	0.00%	0	0	0.00%
100-57-5752-815	CAP OUTLAY: PD SAFETY EQPT	0	0	0	0.00%	0	0	0.00%
100-57-5752-817	CAP OUTLAY: PD EQUIPMENT	0	0	0	0.00%	0	0	0.00%
100-57-5752-821	CAP OUTLAY: FD COMMNCTNS EQPT	0	0	0	0.00%	0	0	0.00%

Percent of year elapsed = 66.67%		August 31, 2020				August 31, 2019		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-57-5752-825	CAP OUTLAY: FD SAFETY EQPT	0	0	0	0.00%	0	0	0.00%
*** DELETED A FEW EXTINCT CAPITAL OUTLAY ACCOUNTS								
OTHER FINANCING USES								
100-59-5910-900	CONTINGENT ACCOUNT	0	0	0	0.00%	0	0	0.00%
100-59-5920-900	DUE TO DEBT SERVICE	(3,855)	1,015,814	(1,019,669)	-0.38%	870,175	958,205	90.81%
	TOTAL REVENUES	245,766	4,096,171	(3,850,405)	6.00%	1,336,957	3,899,719	34.28%
	TOTAL EXPENSES	1,584,069	4,005,619	(2,421,550)	39.55%	3,083,651	3,899,719	79.07%
LGIP General Acct. Interest Rate		Aug-20	0.13%					
LGIP Tax Acct. Interest Rate		Aug-20	0.13%					
Park Bank Tax Acct. Interest Rate		Aug-20	0.18%					

Interest on Investments (2020) Rates/Amounts

Account	Month	Interest Rate	Amount
LGIP General	January	1.61%	3,189.52
	February	1.62%	3,015.72
	March	1.14%	2,266.41
	April	0.51%	1,005.82
	May	0.20%	404.08
	June	0.14%	287.19
	July	0.14%	305.33
	August	0.13%	302.64
	September		
	October		
	November		
	December		
	TOTAL		10,776.71

LGIP Tax	January	1.61%	721.78
	February	1.62%	679.01
	March	1.14%	510.30
	April	0.51%	220.74
	May	0.20%	87.93
	June	0.14%	62.47
	July	0.14%	63.87
	August	0.13%	59.63
	September		
	October		
	November		
	December		
	TOTAL		2,405.73

Park Bank Tax	January	1.73%	5,672.33
	February	1.73%	5,851.81
	March	1.63%	3,644.62
	April	1.44%	2,413.61
	May	0.43%	348.51
	June	0.23%	126.75
	July	0.21%	71.26
	August	0.18%	106.22
	September		
	October		
	November		
	December		
	TOTAL		18,235.11

	GRAND TOTAL		31,417.55
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**Village of Shorewood Hills
Board of Trustees Minutes
Monday, July 20, 2020**

1. Called to Order Village President David Benforado called the meeting to order at 7:02 pm via Zoom.

2. Roll Call Members of the Board present were Mr. Benforado and Trustees John Imes, Tracy Bailey, Shabnam Lotfi, Cokie Albrecht, Laura Valderrama, Scott Friedman and Village Treasurer Sean Cote. Also in attendance were Village Administrator Karl Frantz, Administrative Services Manager/Deputy Clerk David Sykes, DPW Crew Chief Mike Meier, Police Chief Aaron Chapin and Village Clerk Karla Endres.

3. Statement of Public Notice Karl Frantz stated the meeting has been properly noticed.

4. Procedures Orientation –

i) Review of Wisconsin open meeting law and discussion – Mr. Benforado asked Trustees to review two short videos on the guidelines of open meeting law. Mr. Benforado suggested that the Trustees set a goal to submit items to the Board Agenda by 9:00 am the Thursday before the Board meeting. He also asked that Trustees submit sub bullets under Committee reports if anyone has items to report or update the Board on.

5. Appearances and Communications – Mr. Benforado stated Marilyn Townsend would speak on the unleashed pet exercise area. Written communications were distributed from Farah Acher Kaiksow, 3415 Blackhawk Drive and Madhavi Krishnan, 3128 Oxford Road, regarding the village street named Blackhawk Drive.

6. Board Matters

D. New Business Resolutions and Motions

i. Authorize Recreation Committee to proceed with further exploration of unleashed pet exercise area

Ms. Bailey gave a brief summary of the unleashed pet exercise area (Scout Park). The Recreation Committee is ready to introduce the Scout Park to residents.

Marilyn Townsend, 1121 Wellesley Road, expressed her concern that the parks are sacred in the Village and that the dog parks are not conducive for children as the dog owners attention should be on the dogs. She would like to see a public hearing on allocating public space as a dog park.

Members of the Board suggested the Recreation Committee revise the letter to residents to provide more information.

A. Payment of Bills

Mr. Cote reviewed the bills and recommended ratifying the June prepaids in the amount of \$30,048.12 and the July board bills in the amount of \$140,469.38 for a total of \$170,517.50.

Mr. Imes moved and Ms. Bailey seconded a motion to approve the June prepaids in the amount of \$30,048.12 and the July board bills in the amount of \$140,469.38 for a total of \$170,517.50

Mr. Benforado asked that Village Staff to include the running spreadsheet of expenses from the flood in the August Board packet.

Motion passed 7-0.

B. Consent Agenda

i. Special and regular Board meeting minutes of May 28 and June 15

ii. Approve purchase of police garage air conditioning unit

iii. Approve purchase of 2020 Ford Hybrid to replace 2015 Police SUV

iv. Resolution R-2020-6 Supporting the City of Madison's Bus Rapid Transit submittal to the Federal Transit Administration

v. Resolution R-2020-7 Approving 2019 Sanitary Sewer Compliance Maintenance Annual Report

vi. Resolution R-2020-8 Extending Village COVID-19 Declaration of Emergency through December 2020

Ms. Albrecht asked to remove Approve purchase of 2020 Ford Hybrid to replace 2015 Police SUV and Resolution R-2020-7 Approving 2019 Sanitary Sewer Compliance Maintenance Annual Report from the consent agenda approval.

Mr. Friedman moved and Ms. Lotfi seconded a motion to approve the consent agenda including special and regular Board meeting minutes of May 28, 2020 and June 15, 2020, Approve purchase of police garage air conditioning unit, Resolution R-20-6 supporting the City of Madison's Bus Rapid Transit submittal to the Federal Transit Administration and Resolution R-2020-8 Extending Village COVID-19 Declaration of Emergency through December 2020.

Motion Passed 7-0.

iii. Approve purchase of 2020 Ford Hybrid to replace 2015 Police SUV

Mr. Friedman moved and Ms. Albrecht seconded a motion recommending the purchase of a 2020 Ford Hybrid.

Ms. Albrecht asked if the Village intended to trade in the 2015 Police SUV or if there would be any revenue from the sale of the vehicle.

Aaron Chapin stated there are a few options in terms of how to sell the vehicle and there will be revenue.

Ms. Bailey asked if five years was normal for the life of a Police vehicle.

Motion Passed 7-0.

v. Resolution R-2020-7 Approving 2019 Sanitary Sewer Compliance Maintenance Annual Report

Ms. Albrecht moved and Ms. Bailey seconded a motion to approve the 2019 Sanitary Sewer Compliance Maintenance Annual report.

Motion Passed 7-0.

C. Ordinances

i. Second reading of an ordinance L-2020-4 Amending Chapter Ten Article J of the Zoning Code Supplemental Regulations, pertaining to Accessory Uses and Structures (recommended by Plan Commission)

Mr. Benforado gave a brief summary of the amendment.

Mr. Imes moved and Mr. Friedman seconded a motion to approve a second reading of ordinance L-2020-4 Amending Chapter Ten Article J of the Zoning Code Supplemental Regulations, pertaining to Accessory Uses and Structures (recommended by Plan Commission)

Motion Passed 7-0.

E. Appointments-

i) Ad hoc Social Justice Committee

Ms. Valderrama gave a brief background of the 17 residents that filled out the google interest form.

11 members, 7 alternates

Ms. Valderrama moved and Ms. Bailey seconded a motion to approve the Ad hoc Social Justice Committee consisting of Laura Valderrama, Ariel Ford, Andi Funk, Lucy McCluskey, Michele Hatchell, Leila Sauod, Marco Izzia, Cathy Lee-Miller, Denise Runde, Daniel Torres-Rangel and Boram Lee as

members and Eliza Siebers, Amy Buencamino, Jan Tymorek, Dana Hellgren, Jesse Dirkman, Laura Berghahn, Ellie Schmitt, Paula Bonner and Purvi Patel as alternates.
Motion passed 7-0.

ii) Ad hoc Stormwater Committee

Mr. Benforado stated there is a vacancy on the Committee. Greg Brauer has resigned.

iii) Poll Workers

Ms. Valderrama moved and Ms. Albrecht seconded a motion to appoint Aiwen Desai, Sarah Moeser and Nancy Keller as poll workers.
Motion passed 7-0.

7. Reports of Officials and Committees

A. Village President- Mr. Benforado commented on how nicely the July 4th activities were organized by the Shorewood Hills Fire and EMS Association. He thanked all the volunteers.

B. Village Administrator-

i. Report on Village operations relating to COVID and CARES Funding – Mr. Frantz gave a detailed summary of staff and technology needs, schedule changes and the overall operations of the Village.

C. Police Chief-

i) Speed Board purchase and grant – Chief Chapin has set a threshold at 30 mph and will get an email with a picture of any violators going 40 mph or over.

ii) Public facing document policy management software- Chief Chapin explained that this software will allow the public to view Police Department policy.

D. Personnel Committee- Did not meet.

E. Finance Committee-

i) Report on Fund balance policy review-The Committee discussed the Village fund balance policy and level based on Baker Tilly mentioning it was somewhat lower than other communities. Research indicates that communities carrying AAA bond ratings carry somewhat lower fund balances generally. The Village financial advisor is comfortable with the 15-25% range. Also, Standard & Poor's rates the Village fund balance in its highest category.

ii) Report on 2020 budget status – Mr. Frantz stated the Village staff will continue to monitor the budget closely.

F. Plan Commission-

i) Report on roof height limits and possible changes- A detailed summary was given of the history behind shed roof height limits and possible needed changes.

ii) Report on beekeeping ordinance development- The Plan Commission is in the process of creating an ordinance for beekeeping in the Village.

iii) Report on comprehensive plan progress – This process had fallen behind with the pandemic but has caught back up and is on track for progress.

iv) Minor amendment to Specific Development Plan for Lodgic extending hours to Sundays- The Plan Commission approved a minor amendment to the Lodgic Specific Development Plan to allow restaurant hours on Sundays for a one-year trial period.

G. Public Works Committee- Did not meet. Will be meeting again about the Bridge reconstruction.

H. Services Committee-

i) Bus shelter status report- The Committee has decided to stick with regular concrete that could be colored to be aesthetically pleasing. They decided to avoid pavers and stamped concrete because of wheelchairs and strollers that might have trouble with those finishes.

I. Public Health & Safety Committee-

i) Report on status of Police Department policy review – Mr. Friedman stated that Chief Chapin presented an initial overview of police policies.

ii) Update on review of parking regulations at Shorewood Hills Elementary School – The Village is looking into ways the signage can be changed to avoid having parents dropping their kids off at the school and leaving their cars unattended.

J. Recreation Committee- Previously discussed unleashed pet exercise area. The tennis program will be adding pickleball lines to the tennis court by the pool.

K. Ad hoc Disaster Preparedness Committee- Did not meet. The Committee will hand off the plan to Village Staff and then review once changes have been made by staff.

L. Ad hoc Stormwater Committee- There will be a large sewer project commencing in the spring of 2021 and will take three years to complete all three phases. This will include portions of the bike path being relocated temporarily.

M. Parks Committee- There has been concern over the use of Village Parks during the pandemic. Mr. Benforado asked the Trustees to do a little research on what other communities are doing to manage the use of their parks and facilities. The Committee also discussed the Country Club's name and did not believe it to be offensive.

i) Regulation of commercial business activities using Village parks and facilities

N. Blackhawk Liaison Committee- Shorewood Hills Scramble has been cancelled. Ms. Lotfi also stated the Committee did not find the name offensive at this time but are open to the idea of hearing individual concerns.

O. Pool Committee- Did not meet.

P. Waterfront Committee- Did not meet.

Q. Joint Campus Committee- Did not meet.

R. Dane County Lakes and Watershed Commission- Talking about goals for the Committee such as infrastructure as well as filtration to the lake.

8. Next meeting date: August 17, 2020

9. Adjourn

Meeting was adjourned at 10:05 pm.

Respectfully submitted,

Karla Endres
Village Clerk

**Village of Shorewood Hills
Board of Trustees Minutes
Monday, August 17, 2020**

1. Called to Order Village President David Benforado called the meeting to order at 7:00 pm via Zoom.

2. Roll Call Members of the Board present were Mr. Benforado and Trustees John Imes, Tracy Bailey, Shabnam Lotfi, Cokie Albrecht, Laura Valderrama and Village Treasurer Sean Cote. Trustee Scott Friedman joined later. Also in attendance were Village Administrator Karl Frantz, Administrative Services Manager/Deputy Clerk David Sykes, DPW Crew Chief Mike Meier, Police Chief Aaron Chapin and Village Clerk Karla Endres. Matia Sulis and Barbara Illman also joined by phone call.

3. Statement of Public Notice Karl Frantz stated the meeting has been properly noticed.

4. Procedures Orientation –

i) Review of Wisconsin open meeting law and discussion – Explained the purpose of the Facebook live feed is for a passive purpose. There was a brief discussion on holding a discussion on an item that is not listed on an agenda and continuing to abide by open meeting law.

Ms. Valderrama gave the example that she would like to address individuals that would like to speak at a Board meeting even if they are not on the agenda for that particular meeting to be transparent.

There was discussion on clarifying a walking quorum or having discussions unknown to the public and how to avoid situations like that.

5. Appearances and Communications –None.

6. Board Matters

A. Payment of Bills

Mr. Cote reviewed the bills and recommended ratifying the July prepaids in the amount of \$25,524.07 and the August board bills in the amount of \$270,049.90 for a total of \$295,573.97.

Mr. Imes moved and Ms. Bailey seconded a motion to approve the July prepaids in the amount of \$25,524.07 and the August board bills in the amount of \$270,049.90 for a total of \$295,573.97.

Ms. Lotfi requested that Village purchases avoid Amazon as a vendor as much as possible and shop locally. Motion passed 6-0.

B. Consent Agenda

i. Regular Board meeting minutes of July 20- Deferred until September 21 Board Meeting.

C. Ordinances

i. First reading of an ordinance L-2004-5 Amending Section of the Zoning Code Article J Supplemental Regulations Section 10-1-100 to allow the keeping of bees and creating Section 17.06 (9) of Chapter 17 Licensing of Dogs and Cats and Licensing of Animals requiring issuance of a permit for beekeeping.

Mr. Benforado gave a brief background on beekeeping. He also stated there would be a one-year grandfather for those that currently have hives.

Mr. Imes moved and Ms. Albrecht seconded a motion to approve the first reading of ordinance L-2004-5. Motion passed 6-0.

ii. Third reading of an ordinance L-2020-4 Amending Chapter Ten Article J of the Zoning Code Supplemental Regulations, pertaining to Accessory Uses and Structures

Mr. Imes moved and Ms. Bailey seconded a motion for approval of the third reading of ordinance L-2020-4. Motion passed 6-0.

D. New Business Resolutions and Motions- None.

E. Appointments- None.

7. Reports of Officials and Committees

A. Village President- None.

B. Village Administrator-

i. Election Recap- Village Clerk Karla Endres – Ms. Endres gave a brief summary of the August election and information about the November General Election.

C. Police Chief-

i) Report on Town Hall meeting concerning burglary and theft issues- Aaron Chapin gave a brief summary of the meeting and that it was well received from residents. He updated the Board that the police garage had an air conditioner installed. The Police Department has also joined Nextdoor Neighbor as a platform to connect with residents.

D. Personnel Committee- Did not meet.

E. Finance Committee- Did not meet.

F. Plan Commission-

i. Report on roof height limits and possible changes- The Plan Commission is working to correct the zoning code regarding roof height limits.

ii. Report on comprehensive plan progress- MSA is working on responses to the comprehensive plan. Mr. Benforado explained that the mapping for MSA allows comments to be added for planning purposes.

G. Public Works Committee-

i. Bridge Update and Public Involvement Plan- KL Engineering attended the meeting to discuss the bridge reconstruction. The Committee discussed the necessity of the bridge, comments of the Committee and the redirecting of traffic as an option but no decisions were made. There will be public information meetings and hearings that will be publicized on multiple platforms.

Ms. Bailey also gave a brief update on the speed humps on Edgehill Drive and that they have been well received. There will be signs installed in the near future warning of the speed humps.

H. Services Committee-

i) Bus shelter status report- They are still on schedule to be constructed this winter. The Committee is finalizing a design.

The Services Committee would like to get their community wide survey out to residents as soon as possible.

I. Public Health & Safety Committee- Deferred update until the September 21st meeting.

i) Report on status of Police Department policy review –

ii) Update on review of parking regulations at Shorewood Hills Elementary School –

J. Recreation/ Parks Committee- Ms. Valderrama gave a brief summary of the Parks and Recreation Committee joint meeting and that the Parks Committee will review the Recreation Committee's proposal for an unleashed pet exercise area.

Ms. Bailey stated she is reviewing the emails from residents and will bring all comments to the Recreation Committee.

ii. Regulation of commercial business activities and other users of Village parks and facilities.

Ms. Valderrama stated it would be beneficial to combine Parks and Recreation Committee's in the future due to the shared interests in the Village.

K. Ad hoc Disaster Preparedness Committee- Did not meet.

L. Ad hoc Social Justice Committee- Met and is preparing an executive summary for the Board to read based on anti-racism. The Committee is meeting the second and fourth Wednesday of each month.

M. Ad hoc Stormwater Committee- Did not meet.

N. Blackhawk Liaison Committee- Did not meet.

O. Pool Committee- Did not meet.

P. Waterfront Committee- Met and discussed a boat in violation of the contract.

Q. Joint Campus Committee- Met and discussed the comprehensive plan.

R. Dane County Lakes and Watershed Commission- Did not meet.

8. Please take notice that the committee/panel may adjourn to closed session pursuant to Section 19.85(1)(e) of the Wisconsin State Statutes to for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and may reconvene to open session as per Wisconsin State Statutes 19.85(2) to address any business that may be the result of the deliberations made in closed session (Ronald McDonald House PILOT payment/agreement and TID closure extension).

Closed Session: A roll call vote was taken to go into closed session at 9:14 pm.

Open Session: A roll call vote was taken to return to open session at 9:48 pm.
Mr. Benforado gave a brief summary of the discussion from closed session.

9. Adjourn

Meeting was adjourned at 9:50 pm.

Respectfully submitted,

Karla Endres
Village Clerk

Next meeting date: September 21, 2020

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 07 01 2020 ending: 06 30 2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: Town of } Shorewood Hills
 Village of }
 City of }

County of Dane Aldermanic Dist. No. _____
 (if required by ordinance)

Check one: Individual Limited Liability Company
 Partnership Corporation/Nonprofit Organization

Complete A or B. All must complete C.

Applicant's Wisconsin Sales Permit Number [REDACTED]	
FEIN Number [REDACTED]	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100.00</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input checked="" type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>35.00</u>
TOTAL FEE	\$ <u>135.00</u>

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company <u>Chipotle Mexican Grill of Colorado, LLC</u>	Address of Corporation / Limited Liability Company (if different from licensed premises) <u>610 Newport Dr., Newport Beach, CA 92660</u>
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All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name <u>Bushaw</u>	(First) <u>Brian</u>	(Middle Name) <u>J</u>	Home Address (Street, City or Post Office, & Zip Code) <u>224 East Circle St, Appleton, WI 54911</u>
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All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name <u>Keller</u>	(First) <u>Terry</u>	(Middle Name) <u>Lynn</u>	Home Address (Street, City or Post Office, & Zip Code) <u>8119 Alimore Green, Dublin, OH 43016</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

- Trade Name Chipotle Mexican Grill #2204 Business Phone Number 608-233-4305
- Address of Premises 4000 University Ave Post Office & Zip Code Shorewood Hills, WI 53705
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Sales made at POS counter and beer will be stored behind POS station and back of the house as needed. Consumption in dining room and patio areas.

5. Legal description (omit if street address is given on previous page): N/A
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** Yes No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** Yes No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** Yes No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** Yes No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? Yes No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No
12. Does the applicant owe municipal property taxes, assessments, or other fees? Yes No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Contact Person's Name (Last, First, M.I.) Cumbow, Darrell, W	Title / Member Licensing Coordinator	Date 07/30/2020
Signature <i>Darrell Cumbow</i>	Phone Number 380-222-7178	Email Address licensing@chipotle.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 8-17-20	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk



TO: BOARD OF TRUSTEES

FROM: AARON P. CHAPIN, CHIEF OF POLICE

RE: FULL TIME PO CANDIDATE ERIC DANIEL

DATE: SEPTEMBER 19, 2020

The SHPD has a vacancy for a full time Police Officer position created by the resignation of Courtland Martens and the promotion of Jeff Pharo to fill the Lieutenant vacancy. The department conducted a recruitment to fill the position and the top candidates were identified by an interview panel consisting of members of the Personnel Committee and Village Staff. I conducted Chief's Interviews of two of the top candidates and have decided to hire Eric Daniel to fill the vacancy.

Eric Daniel has been with the SHPD in a part-time capacity since May and has done an outstanding job in that role. Eric has been an excellent addition to the SHPD staff.

I am requesting the approval from the board to hire Eric as a full-time police officer for the Village of Shorewood Hills. Eric should be hired at a rate of \$24.98/hr (Grade 14, Step 1 of the former wage grid) and be eligible for any raises that are agreed upon in the collective bargaining between the Village and the Wisconsin Professional Police Association. Eric should receive all of the other benefits outlined in the collective bargaining agreement and consistent with other entry level employees of the Village. I recommend a start date of 09/27/20 for Eric.

Respectfully Submitted,

Aaron P Chapin, Chief of Police

Shorewood Hills Police Department
Chief Aaron P. Chapin
810 Shorewood Boulevard
Madison, WI 53705-2115
Phone: 608-267-1110 / Fax: 608-267-1155
www.shorewood-hills.org



TO: VILLAGE OF SHOREWOOD HILLS BOARD OF TRUSTEES

FROM: AARON P. CHAPIN, CHIEF OF POLICE

**RE: PART TIME PO CANDIDATE JP CONTRERAS, MASON HIGGINS AND
RON BETLEY**

DATE: SEPTEMBER 16, 2020

During the past several month, there have been several things that have occurred which have highlighted the need for more part-time officers. There have been unanticipated leaves due to pregnancy, child birth, injury, and illness which have caused a shortage in staffing. In order to address this shortage I am proposing adding additional members to the part-time ranks of the SHPD.

The first candidate I would like to submit for consideration is JP Contreras. Contreras currently works full-time for the Town of Madison Police Department and part-time for the Maple Bluff Police Department. He previously worked for the UW—Madison Police Department for 3 years before being hired by TMPD. Contreras is bilingual in English and Spanish. From a training perspective, he would be able to fit in with the organization quickly and would require little training based on his familiarity with the Village from his prior experience at UWPD. He also utilizes the same records and computer systems at both TMPD and MBPD.

The second candidate I would like to recommend is Ron Betley. Betley retired from the Rock County Sheriff's Office and recently accepted a position with the WI Department of Justice. Betley is an instructor in many different disciplines and would be able to assist the PD with instruction at inservice training and in other capacities. From a training perspective, Betley would require training on geography/orientation in the village, computer systems, and the differences between Dane County and Rock County procedures. It would still be less involved than a new hire with no or limited experience.

The third candidate I would like to recommend is Mason Higgins. Higgins is a former Madison Police Officer who was with MPD for about 18 months but resigned due to the demand of being

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a full-time police officer and a full-time law student. Higgins is continuing his study of law at UW—Madison and is looking to serve in a part-time capacity. Based on his background, Higgins would likely require a bit more field training but would be an excellent addition to the team.

I am requesting the Village Board approve the recommendation from the Personnel Committee to hire of all three candidates pending successful completion of a background investigation, medical/psychological exam, and drug test. I would request Contreras and Betley be hired ASAP and Higgins be delayed until near the end of the year to accommodate a more lengthy field training process. All three candidates would be paid the same as existing part-time Police Officers (\$20.50/hr.)

Respectfully Submitted,

Aaron P Chapin, Chief of Police

Shorewood Hills Police Department
Chief Aaron P. Chapin
810 Shorewood Boulevard
Madison, WI 53705-2115
Phone: 608-267-1110 / Fax: 608-267-1155
www.shorewood-hills.org

TIMOTHY KELLY

Mount Horeb, WI 53572

My goal is to become an asset to a local organization. I am committed to proving high quality work and earn a reputation for being reliable with the ability to excel with minimum instruction.

EXPERIENCE

2018 – NOW

HEAVY EQUIPMENT OPERATOR, IVEY CONSTRUCTION

My main responsibilities are to drive and maintain Redi mix and quad axel trucks. Also operating and maintaining front end loaders. I also operate other equipment on occasion such as mini excavator.

2006 – NOW

WI ARMY NATIONAL GAURD

My current job title is a Cavalry Squad. I am a team leader of four personnel. I am in charge of training and making those soldiers ready for the task at hand and report directly to the squad leader.

EDUCATION

MAY 2014

ELECTRO-MACANICAL, SOUTHWEST WIS. TECHNICAL SCHOOL

While attending school I maintained a 3.95 GPA. Gained knowledge in a variety of things including: working with pneumatics, water systems, electrical application, pumps and motors.

MAY 2011

ELECTRICAL POWER DISTRIBUTION, SOUTHWEST WIS. TECHNICAL SCHOOL

While attending school I completed classes on electrical power distribution. Also took classes on workplace communications.

SKILLS

- Owner of a Commercial Driver's License
- Operating and maintaining equipment
- Knowledge in electrical installation
- MSHA certified
- 30 hour Osha certified
- Combat Life Saver Certified

ACTIVITIES

I've been working my whole life with a wide variety of machinery on my family farm and with other employment. I've also gained leadership through my two deployments with the Army National Guard. I have future goals of becoming a professional firefighter.

VILLAGE OF SHOREWOOD HILLS APPLICATION FOR EMPLOYMENT

We consider applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Position(s) applied for: <p style="text-align: center;">Public Works Crew</p>		Date of application: <p style="text-align: center;">29Jun2020</p>	
How did you learn about this opening? <input type="checkbox"/> Advertisement <input checked="" type="checkbox"/> Friend <input type="checkbox"/> Walk-in <input type="checkbox"/> School (MATC / UW) <input type="checkbox"/> Relative <input type="checkbox"/> Other _____			
Name: Last <p style="text-align: center;">Kelly</p>	First <p style="text-align: center;">Timothy</p>	Middle Initial <p style="text-align: center;">H</p>	
Address: Number Street <p style="text-align: center;">[REDACTED] [REDACTED]</p>		City <p style="text-align: center;">Mount Horeb</p>	State Zip Code <p style="text-align: center;">WI 53572</p>
Telephone Number(s): Home: _____ Work: _____ Cell Phone: [REDACTED]		WI Driver's License Number: [REDACTED]	
e-mail Address* [REDACTED]			

- Will you be 18 years old or older when your Village employment starts? Yes No
- If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No
- Have you ever filed an application with us before?
If yes, give date(s) _____ Yes No
- Have you ever been employed with us before?
If yes, give date(s) _____ Yes No
- Are you currently employed? Yes No
- May we contact your current employer? Yes No
- Are you prevented from lawfully becoming employed in this country because of VISA or immigration status? Yes No
- Are you available to work: Full-Time? Part-Time? Shift Work? Temporary?
- Are you currently on "lay-off" status and subject to recall? Yes No
- Can you travel if the job requires it? Yes No
- Have you been convicted of any offense (including civil forfeiture, misdemeanor or felony) or are subject of any pending charges?
If yes, please identify the nature the conviction and the circumstances surrounding it: Yes No

The existence of a conviction or pending charges will not necessarily disqualify an applicant from employment.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT EXPERIENCE

Start with your most recent job. Include any job related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities, or other protected status.

1.	Employer Ivey Construction		Dates Employed		Work Performed
			From	To	
	Address 1020 Bollerud St, Mineral Point, W		2018	Current	
	Telephone Number(s) (608)341-8382		Hourly Rate / Salary		
			Starting	Final	
Job Title Heavy Equip Operator		Supervisor Chase Ivey		16.50/hour	17.50/hour
Reason for Leaving NA					
2.	Employer Wis Army National Gaurd		Dates Employed		Work Performed
			From	To	
	Address 1420 Wright St, Madison Wi		Dec 2006	Current	
	Telephone Number(s)		Hourly Rate / Salary		
			Starting	Final	
Job Title Team Leader		Supervisor Pat Gray		6,000/year	14,000/ year
Reason for Leaving NA					
3.	Employer Lancater & Sons Electric		Dates Employed		Work Performed
			From	To	
	Address Platteville, WI		2016	2018	
	Telephone Number(s) (608)732-1398		Hourly Rate / Salary		
			Starting	Final	
Job Title Electrical Apprentice		Supervisor Shawn Lancaster		19/hour	24/hour
Reason for Leaving New Opportunities					
4.	Employer Whitehill Cheese Co		Dates Employed		Work Performed
			From	To	
	Address 110 Miner Way, Shullsburg WI		2011	2014	
	Telephone Number(s) (608)482-5196		Hourly Rate / Salary		
			Starting	Final	
Job Title Maintence Technician		Supervisor Tony Weber		16/hour	19/hour
Reason for Leaving To pursue electrical field					

Please continue on a separate piece of paper, if necessary

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EDUCATIONAL HISTORY

	Name and Address of School	Course of Study	Years Completed	Diploma / Degree
Grade School (Middle School)	Darlington Middle School	Grade School	2001-2003	Diploma
High School	Darlington High School	High School	2003-2007	Diploma
Undergraduate College / Technical	SW Wis Tech School	Electro-Mechanical	2013-2015	Associates
Graduate Professional				
Other (Specify)	SW Wis Tech School	Elect. Power Distribution	2010-2011	Associates

SPECIALIZED TRAINING

Describe any specialized training, apprenticeship, skills and extra-curricular activities:
CDL Certified
30-hour Osha Certified
Military Basic Leadership Certified

ADDITIONAL INFORMATION

List professional, trade, business or civic activities and offices held. You may exclude memberships which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:
American Legion Member
Military Calvary Scout and Infantry personel

JOB RELATED SKILLS

Summarize special job-related skills and qualifications acquired from employment or other experience:
Driving and operating heavy equipment
Experience in the electrical field
Experience with farming procedures and equipment

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

REFERENCES

1.	Bill Frederick	(608)444-9328
	(Name)	(Phone #)
	Waunakee, WI	
	(Address)	
2.	Pat Gray	(920)784-8380
	(Name)	(Phone #)
	Green Bay, WI	
	(Address)	
3.	Chase Ivey	(608)341-8382
	(Name)	(Phone #)
	Mineral Point, WI	
	(Address)	
4.	Jamie Gregory	(608)642-0666
	(Name)	(Phone #)
	(Address)	

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time, with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized party of the Village of Shorewood Hills.

I understand that any false or misleading information given in my application or interview(s) may result in me not being considered for the position or, if hired, termination of my employment. I understand, also, that I am required to abide by all rules and regulations of the Employer.



29Jun2020
Date

Please return the completed form to:

Village of Shorewood Hills
810 Shorewood Boulevard
Madison, WI 53705-2115

Phone: 608-267-2680
Fax: 608-266-5929



Print Form

(Revised 7-12-14)

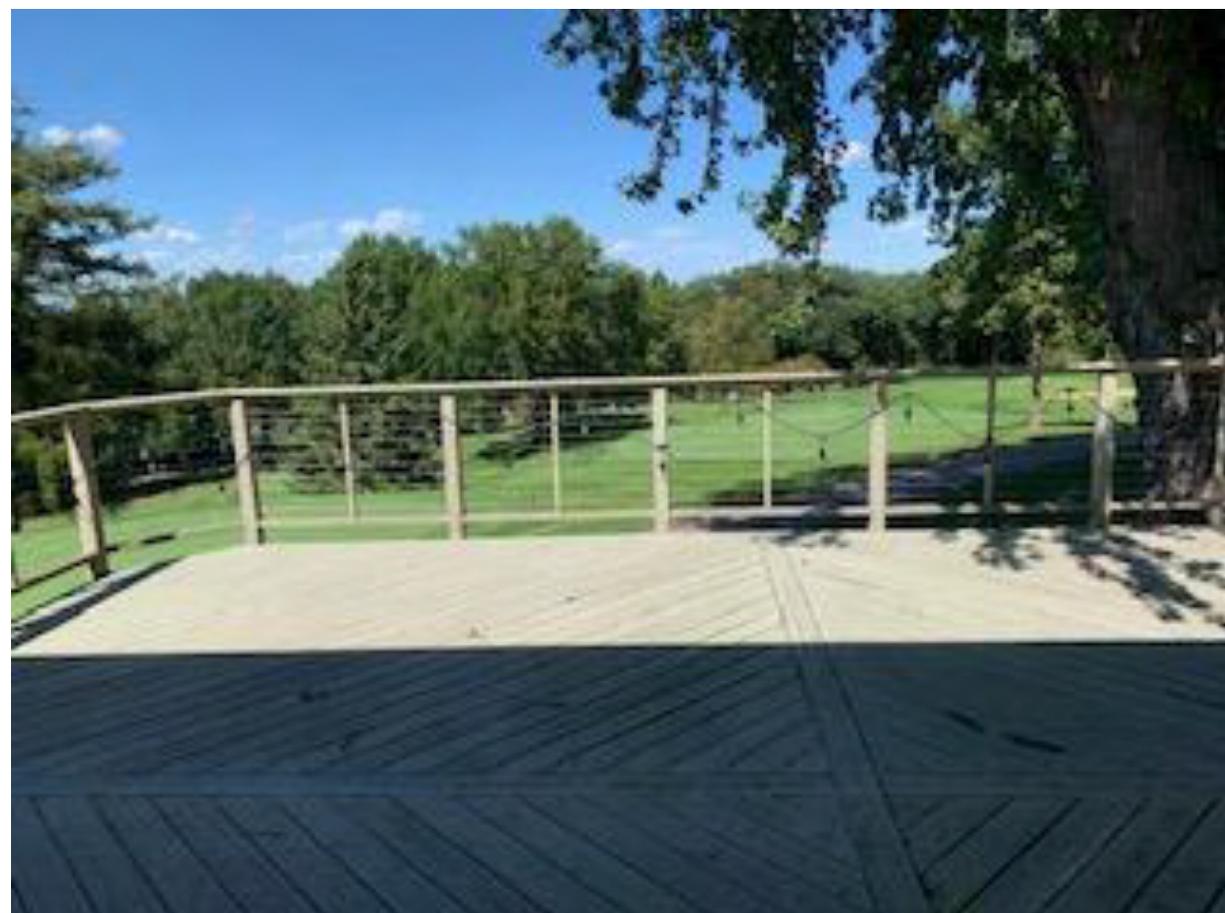
WE ARE AN EQUAL OPPORTUNITY EMPLOYER



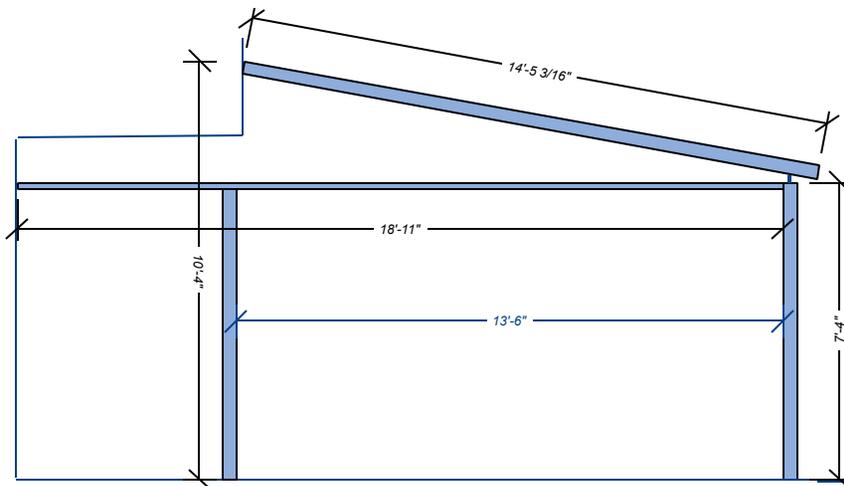
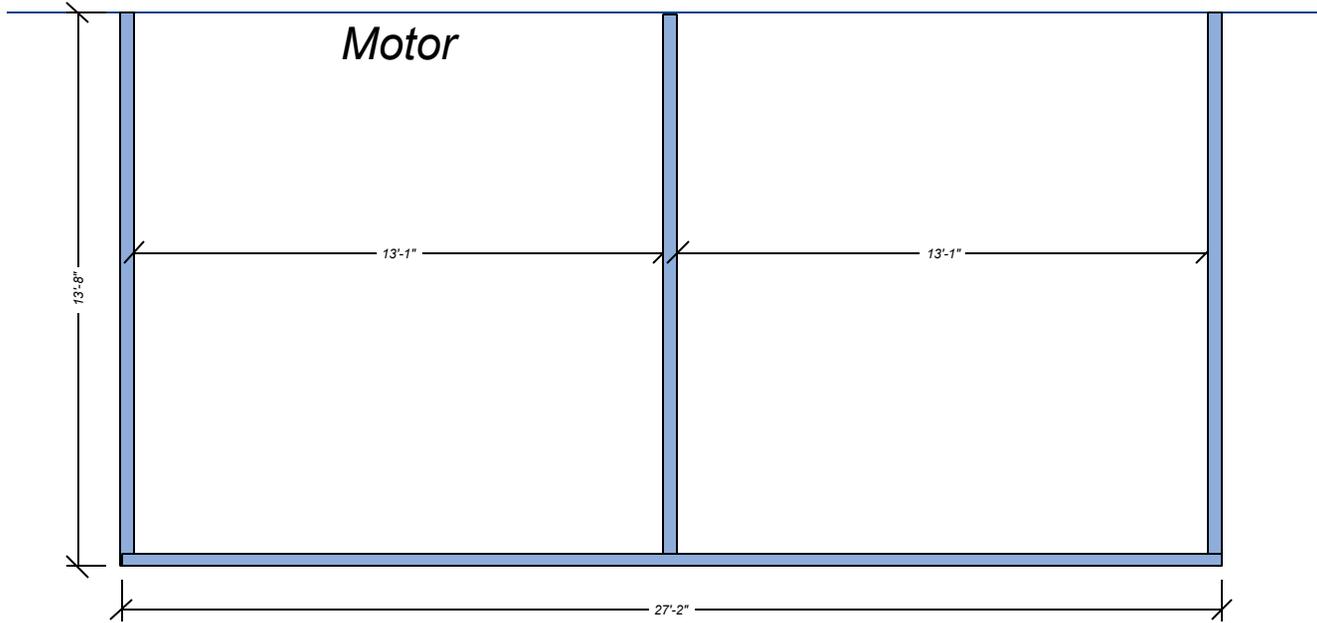




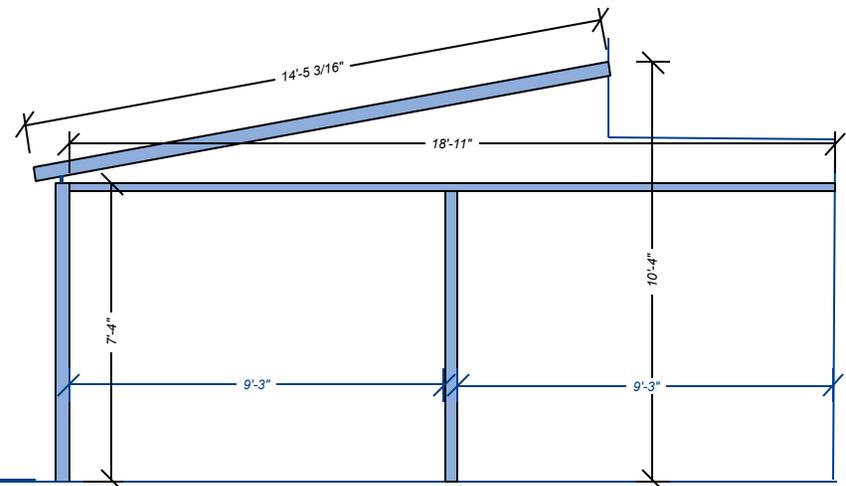




Wall



Left Side



Right Side

Model: LEVEL Pergola®

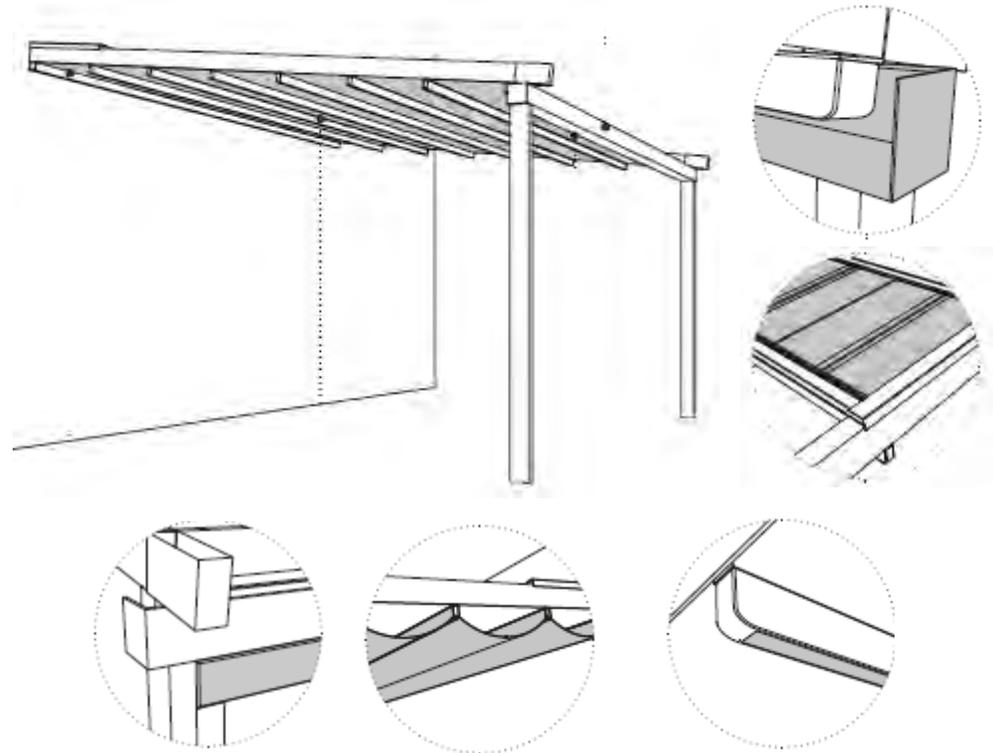
Updated 11/25/2019



Application	Maximum Width	Maximum Projection	Options
Wall Mounted Commercial & Residential	5m / 16' 5" Type 1 9m / 29' 6" Type 2 13m/42' 7" Type 3	6.5 meters / 21' 4" proj.	Undercover, LEDS, Heaters, Hood, Side Screens

PRODUCT FEATURES:

- Retractable fabric roof pergola.
- Standard wall mounted Pergola system suitable for small to medium sized patios.
- Integrated front gutter for water drainage.
- Multiple units can be mounted side by side to create larger width.
- All aluminum frame powder coated.
- Manually operated smaller sizes.
- Motorized all sizes and required on larger sizes.
- Optional hood system available.
- Ideal for adding drop down screens or zipper screens with square surfaces.
- Powered with a Somfy Motor.

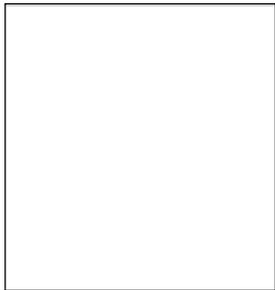


LEVEL: Commercial Installations

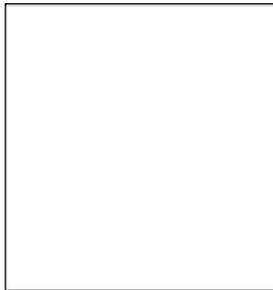


STANDARD FRAME COLORS FOR ALL PERGOLA MODELS:

NOTE: Optional for OPERA, VISION and BRERA is to have Structure and louvers in two different colors.



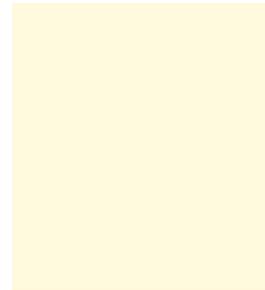
WHITE Gloss
Ral 9010



WHITE SAND
Coarse Ral 9016



IVORY SAND
Ral 1013 Coarse



IVORY / SEMI
Gloss Ral 1013



GREY SAND
Gloss Ral 9006



BRIGHT ALUM
Matt Ral 9006



CORTEN
Coarse



IRON GREY
Coarse

OPTIONAL



FULL RAL COLOR
RANGE / EXTRA
COST

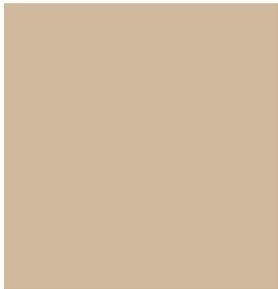
NOTE: These eight (8) colors are “super durables” which offer better durability compared with standard polyesters powders.



NOTE: ACTUAL FRAME COLOR MAY VARY FROM DIGITAL IMAGES

OPTIONAL FRAME COLORS FOR THESE PERGOLA MODELS:

Level, Mito, Tecnic & Tecnic One



MOCHA
Semi Gloss



GREY Gloss
Ral 7040



TAUPE Gloss



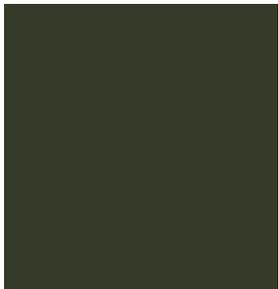
BROWN Gloss



BRONZE
Coarse



BLACK Gloss
Ral 9005



GREEN Gloss
Ral 6005



**DESERT SAND /
IVORY Gloss**



NOTE: All these colors except Green Ral 6005 and Desert Sand / Ivory are “super durables” which offer better durability compared with standard polyesters powders.

NOTE: ACTUAL FRAME COLOR MAY VARY FROM DIGITAL IMAGES

STANDARD PERGOLA FABRIC COLORS

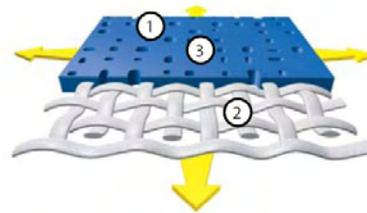
602 FLEX LIGHT CLASSIC / OPAQUE COLORS



602N-8503 / 8103



602N-50020



The Preconstraint 602 fabric from Ferrari offers excellent dimensional stability with minimal stretching and exceptional dirt resistance thanks to a PVDF topcoat on both sides. The fabric is therefore perfect for use on retractable Pergola® roof awnings. The fabric is 22.1 oz/sq yard with a Glossy finish. The two standard opaque colors above are the most commonly used and is standard on all Pergola® awnings. The two above colors are opaque and do not allow light to go through the fabric. The 602 is also available standard in the 10 each translucent colors below allowing some light to go though. Fabrics are Fire Retardant and certificate is available. Note: Translucent 602 colors below are only available on Pergola models made by Sunair® in Jessup.

OPTIONAL 602 FLEX LIGHT CLASSIC / TRANSLUCENT COLORS



602N-8100



602N-8341



602N-8861



602N-1071



602N-1070



602N-1060



602N-1065



602N-1055



602N-1051



602N-1075

OPTIONAL PERGOLA & SCREEN FABRIC COLORS

502 PROOF SOLTIS / OPAQUE SATIN FINISH COLORS

The Preconstraint 502 fabric from Ferrari also offers excellent dimensional stability with minimal stretching and exceptional dirt resistance thanks to a PVDF topcoat on both sides. The fabric is therefore perfect for use on retractable Pergola® roof awnings. The fabric is 16.8 oz/sq. yard with a satin finish. Fabrics are fire retardant and certificate is available.



satin finish


Serge Ferrari

Soltis
Horizon 86

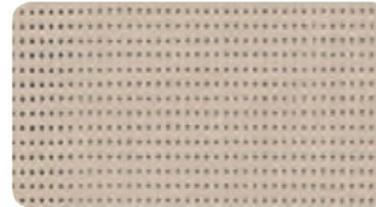
Serge Ferrari

14 % Open Screen Mesh

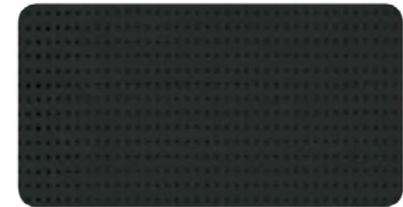
Raso Screen Fabric



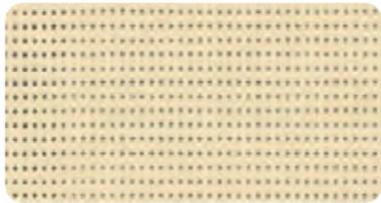
86-2043
Bronze



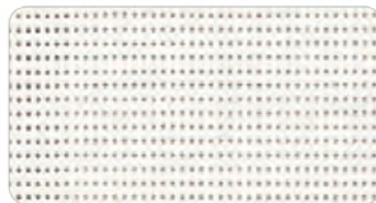
86 – 2135
Sandy Beige



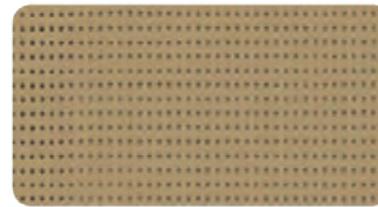
86 – 2053
Black



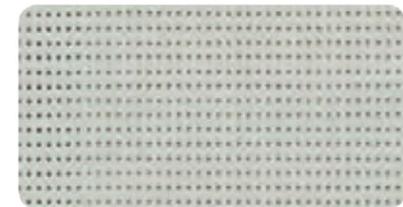
86 – 2175
Champagne



86 – 2044
White



86 – 2012
Pepper



86 – 2171
Boulder

■ **Technical properties**

Openness factor	14%
Weight	380 g/m ² — 11.2 oz/sqyd
Thickness	0.45 mm — 450 microns
Width	177 cm - 267 cm — 69.7 in. - 105.1 in.

Superior elongation and tear resistance

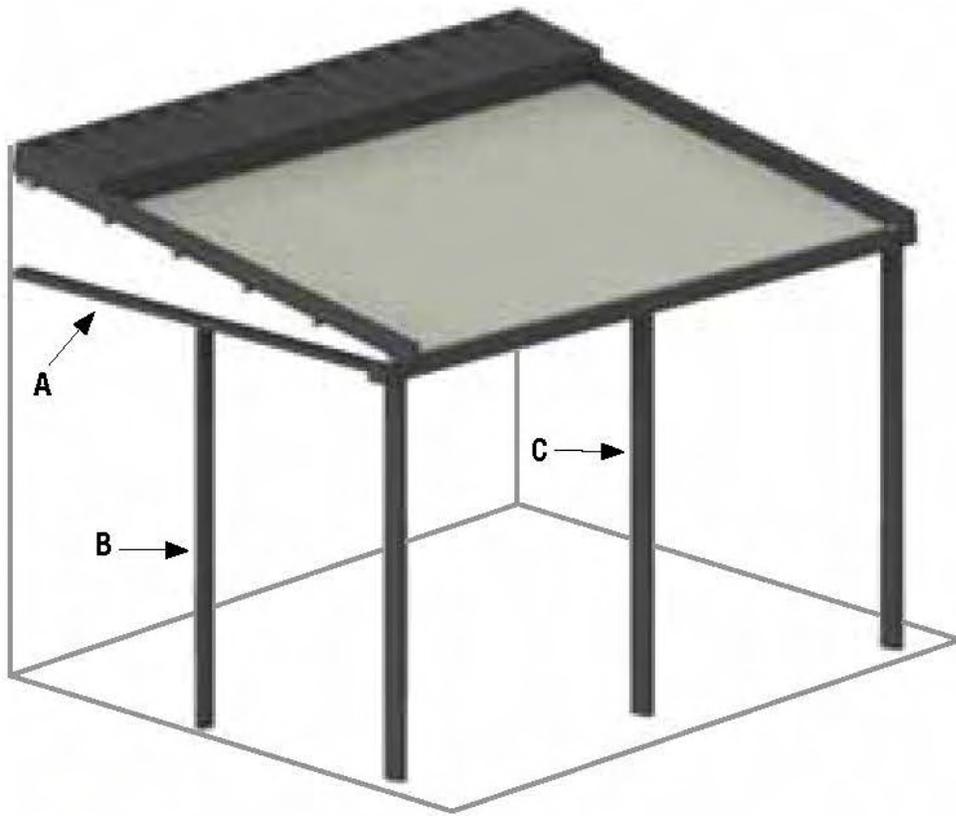
No deformation during processing and use

Superior aesthetic and mechanical durability

Smooth finish easy to clean, space saving, easy rolling

SIDE STRUCTURES & POSTS

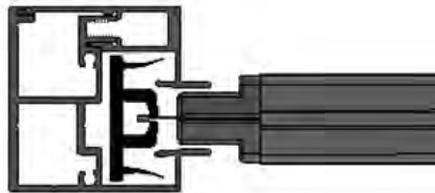
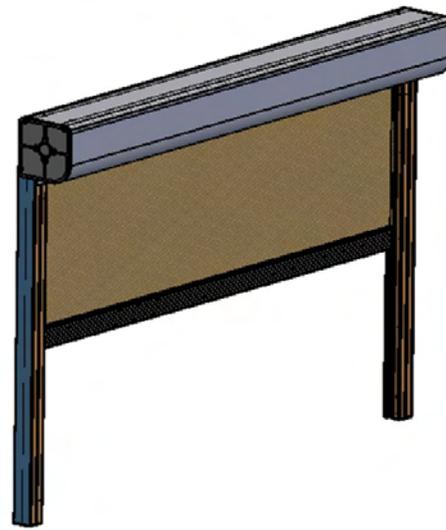
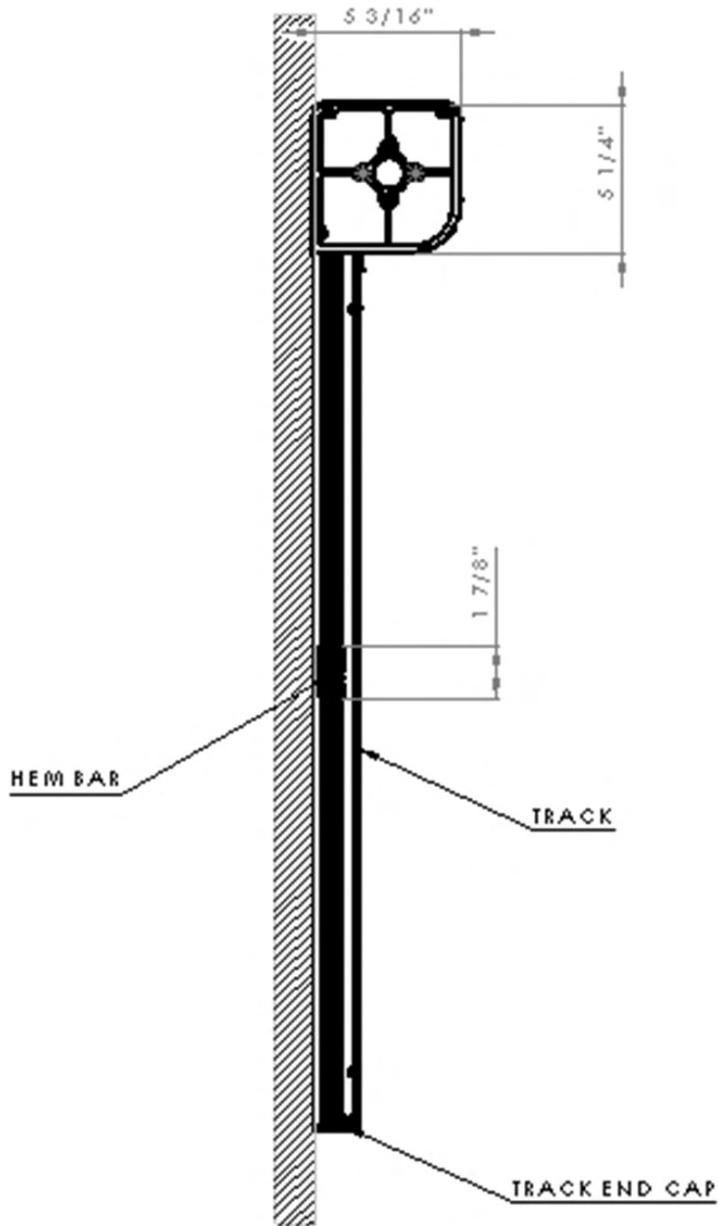
Add vertical and horizontal support beams and posts when adding rolling screens and side panels.



POSTS B & C: Additional side and front posts

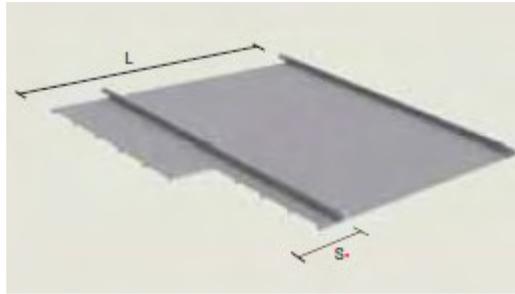
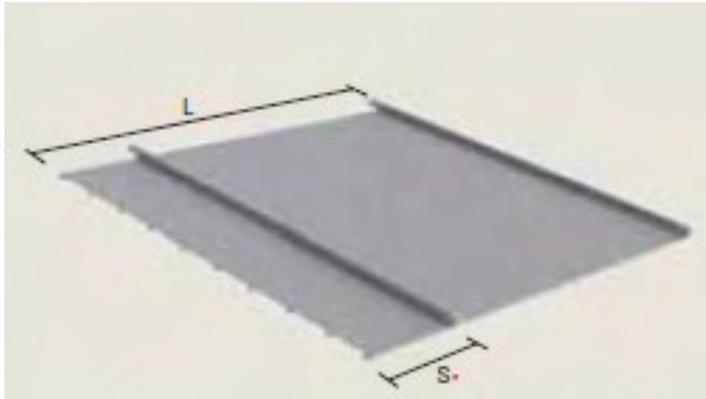
POST A: Horizontal bar used to install screens and fabric end cover.

SIDE SCREN SC4500 ZIPPER SCREENS

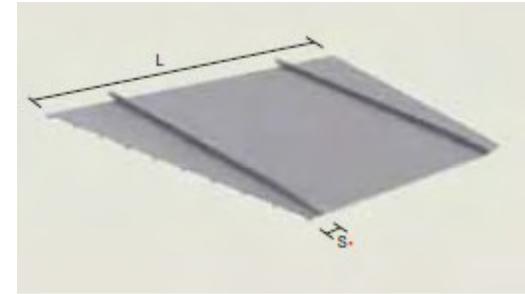


For further information please see the awning and screen manual and SV4500 Zipper screen technical manual.

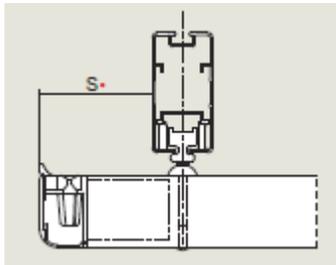
Specialty shaped covers (Other Options)



Overhang with gaps B:



Triangular Overhang C:



Side Overhang A:

Minimum 10 cm

Maximum 100 cm

- Recessed guides & Fabric rib overhangs



NOTE:

You must add an additional MOTOR BAR to the Pergola \$\$ cost at front to stabilize when using Tie Rods.

*With Tie rods max projection is 5m or 16' 5" projection. Must be bolted to structural wall



*Rib alignment in case two systems mounted next to each other with different projections .

*Tri-

angular side Not available with

* Note: Engineering and availability may change without notice

Optional: Structures to mount free standing

IF YOU WANT TO TAKE A TYPICAL “WALL MOUNTED” PERGOLA STRUCTURE AND MAKE IT FREE STANDING THERE ARE TWO OPTIONS BELOW. HOWEVER IT IS BEST TO USE THE NOMO, RIALTO, PHOENIX AND ZEN, WHICH ARE FREE STANDING MODELS WE OFFER.

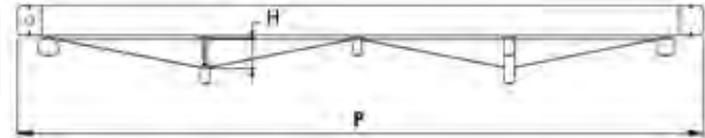


“V” Cover water Drainage to Sides

FABRIC WATER DRAINAGE OPTIONS “D” “V” Alternating



OPTION D

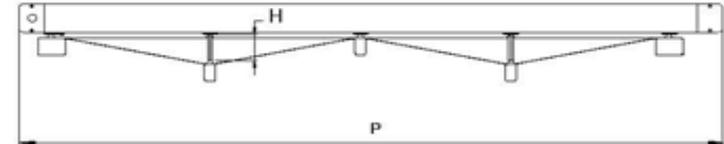


OPTION D: “V” Cut alternating panels for Type 1 Pergola® only. Max width is 5 meters x 9 m projection

FABRIC WATER DRAINAGE OPTIONS “E” “V” Cut Side



OPTION E

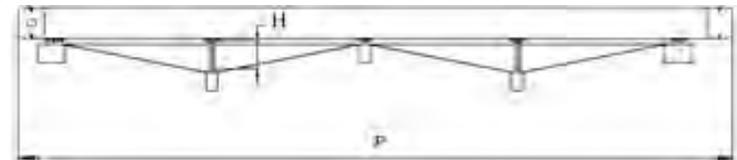


OPTION D: “V” Cut to one side only. For Type 1 Pergola® only. Max width 5 meter x 9 m projection.

FABRIC WATER DRAINAGE OPTIONS “F” “V” Cut Type 2

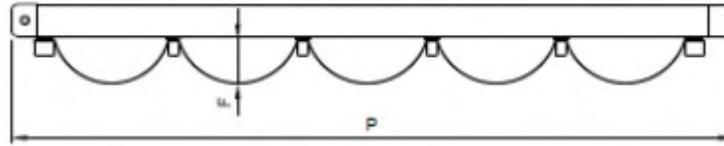


OPTION F



OPTION F: “V” Cut to both sides. For Type 2 Pergolas only. Max width 7 meters x 9 m projection

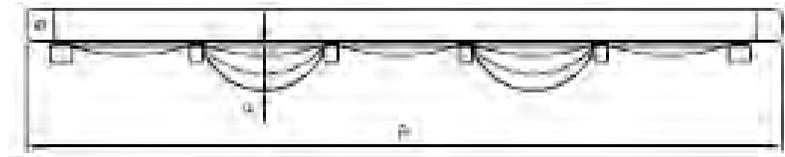
SLACK FABRIC "A" OPTION FOR SUN PROTECTION ONLY



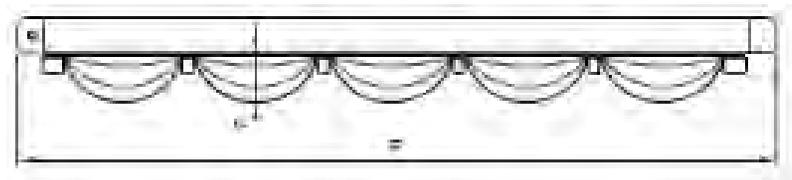
You can also choose slack fabric option "A" on each panel. This option is for sun protection only and will not offer any water drainage. Acrylic fabric is available with this option.

Loose Cover with water Drainage to Sides

OPTION B & C



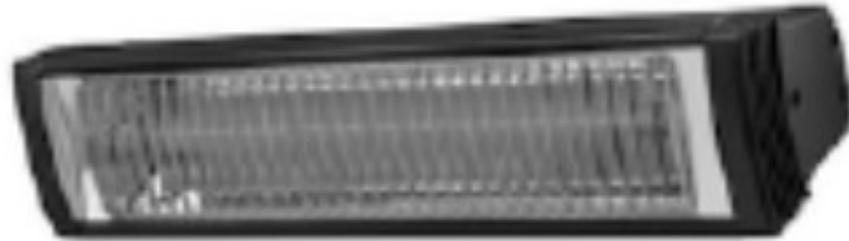
OPTION B: Alternating panel slack on both



OPTION C: Panels slack on one side only

Solaira[®]

COSY
SERIES



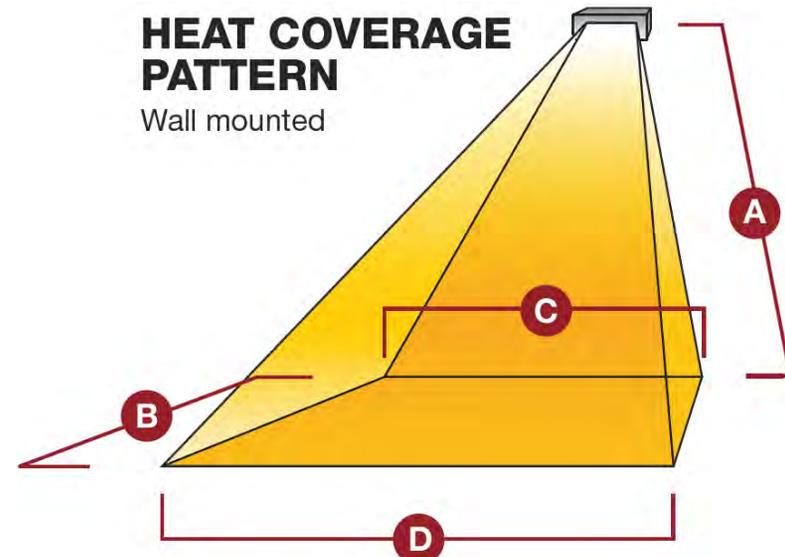
HEATERS COSY SERIES 1500 AW Sleek, Low clearance, infrared

Sunair[®] awnings do not specify any particular brand of heaters but we do offer the Solaira brand as a convenience and as “supply” only. As supply only all warranty is per the Manufacturer (Solaira). Please see separate manufacturers installation, use, servicing and warranty documents. Mounting and wiring the heaters on the Pergola units is not included and will be the responsibility of the dealer / customer in the field during installation. Check your local codes for correct wiring instructions. All heaters should be installed by a certified electrician to local state electrical codes. See separate manufacturer’s data sheet and wiring instructions. If you purchase your own heaters, make sure that the heater brand and model you chose can be installed within the pergola unit to code. Aluminum Brackets to install the heaters on the awning are sold separately. Note: Sunair[®] awnings can only make suggestions but will not be responsible or warranty the performance and the effectiveness of the heaters. Check with the manufacturer of the heaters for the recommended number of heaters for your application and best installation position of the heater for best results.

Con’t next page

Solaria Heaters con't

Note: Specifier / Customer must contact Solaira directly for recommended heater number and location.



HEAT COVERAGE EXAMPLES

Model	A	B	C	D	Heat Zone*	Heat Density*
SCOSYAW15120 B/W	6'7"	8'	8'	10'	70 SQ FT	18 WATTS/SQ. FT
SCOSYAW15240 B/W	6'7"	8'	8'	10'	70 SQ FT	18 WATTS/SQ. FT

* Heat Zone and actual heat density will vary based on mounting height and angle of heater (Overhead mounted heat zones will be different then this guide). Please use this as a guideline only and contact Solaira for a more detailed specifier guide.

* Heat Zone and actual heat density will vary based on mounting height and angle of heater (Overhead mounted zones will be different than this guide). Please use this as a guideline only and contact Solaira for a more detailed specifier guide.

Con't next page

Solaria Heaters con't

240 VOLT: 1.5Kw 208 - 240 V

Heater Model Black # SCOSYAW15240B Ral:9005

Heater Model White # SCOSYAW15240W Ral:9010

110 VOLT: 1.5Kw 120V

Heater Model Black # SCOSYAW15120B Ral: 9005

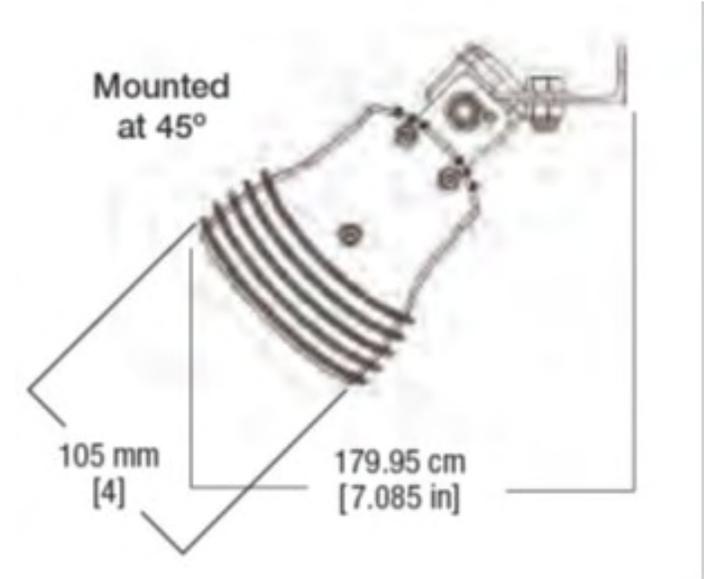
Heater Model White # SCOSYAW15120W Ral:9010

ADD CONTROLLER AND ENCLOSURE BELOW TO

BOTH HEATER MODELS ABOVE:

Controller #SHP18280SOL

Enclosure #SHP80ENCLOSE



NOTE:

Maximum 6 ea. 110 volt heaters can be used per controller and box.

Maximum 12 ea. 240 volt heaters can be used per controller and box.



aura™

INFRARED PATIO HEATER

ADVANCED LOW-LIGHT,
LOW-GLARE CARBON FIBER
EMITTER TECHNOLOGY



IP65 rated
water resistant

AVAILABLE IN TWO MODELS

CF3000 3000W, 240V

CF1500 1500W, 120V

- Adjustable wall and ceiling mounting brackets included*
- Durable extruded aluminum construction
- Virtually maintenance-free
- Instant heat, warm ambient glow
- Safe and odorless



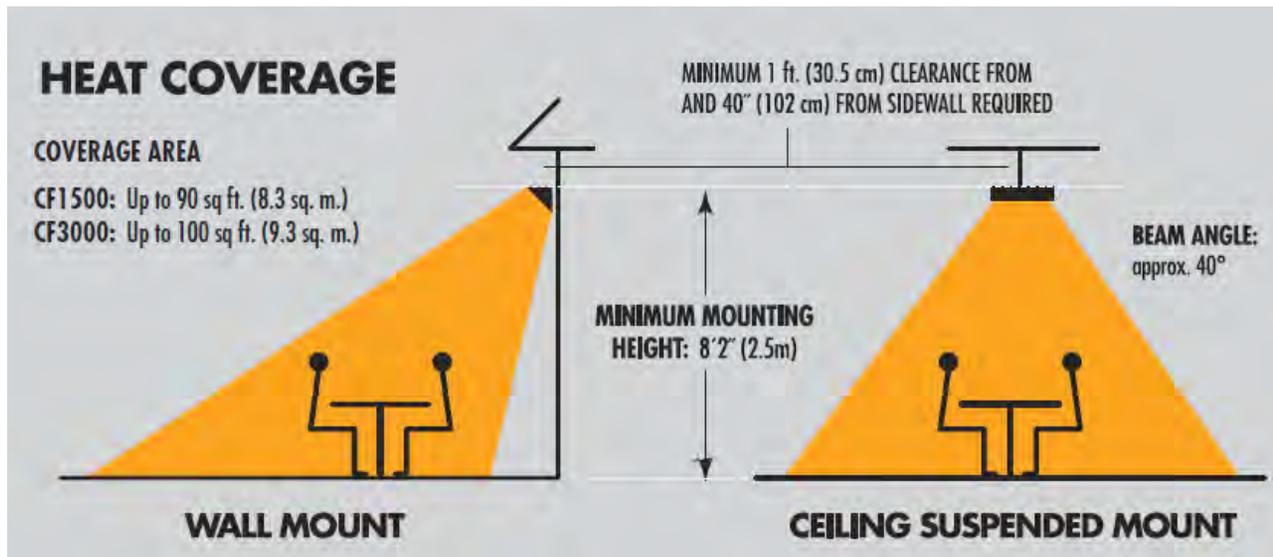
Includes convenient
remote control



Wall and ceiling
brackets included*

AURA CF3000 Carbon 3000W BLACK 208 - 240 VOLT: **Model # CF302408**

AURA CF1500 Carbon 1500W BLACK 120 VOLT: **Model # CF151208**



Note:

Specifier / Customer must contact Solaira directly for recommended heater number and location.



STARLED “Classic” 130 cm / 51” White LED bars

For wall mounted Pergola awnings only (Not for Nomo, Rialto, Opera or Vision).



StarLed is the high efficiency led light that allows you to create an intimate, picturesque and bright room under the pergolas

- ✓ Led bar length 130 cm. 140 Led per m., 24 V, PW 14 W
- ✓ Opaline polycarbonate tube 15x15mm
- ✓ Closing caps
- ✓ Installation with screws and adhesive tape 3M
- ✓ Light colour @3000°K
- ✓ Light emission: @1050 lumen
- ✓ High efficiency, warm light Led. Lumen - power ratio is very high, about @110lm/W
- ✓ On request with radio control.

Recommended # of lights: There is no fixed rule how many lights are recommended as it depends on how much light the customer needs. Typically three to four (3 to 4) lights is enough per section of each Pergola or per bay.

LED Soft / White Custom sized LED bars White

For wall mounted Pergola awnings

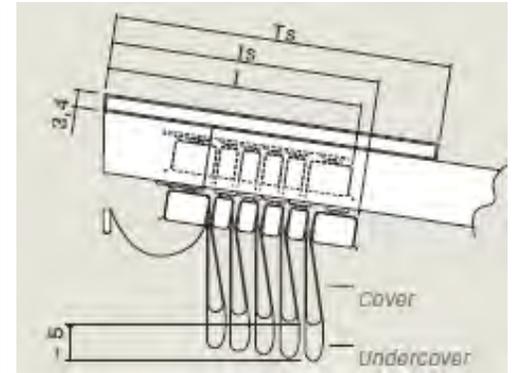
5MM ILUMA™ LIGHT STRIPS



The soft white LED lighting strips are available up to 40 ft long (Maximum allowable amount of linear lighting per Somfy Lighting receiver). One Somfy lighting receiver #1811486 is needed per 40 ft. of linear LED lighting. Typically two to four (2 - 4) lighting bars are centered per each bay or section of Pergola. Multi Channel Telis remotes are needed for the LED lighting depending on how many lighting receivers are needed.



UNDERCOVERS WALL MOUNTED PERGOLA® AWNINGS



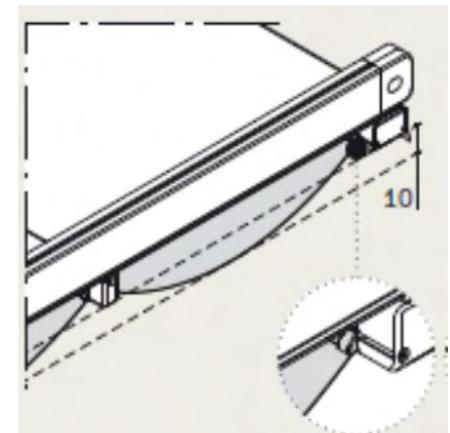
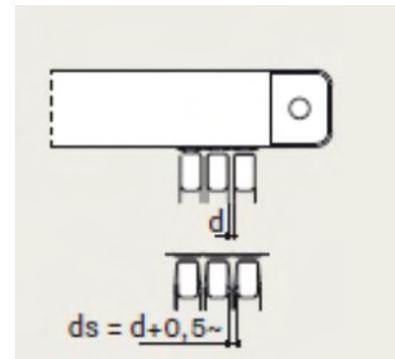
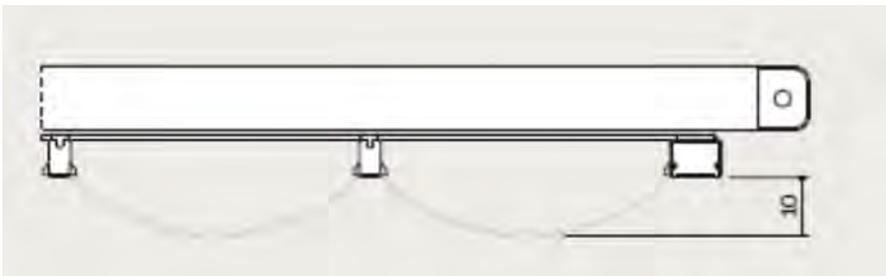
To create a nice atmospheres with wall Pergola® Awnings , it is possible to apply an "Undercover" installed under the ribs. Please note fabric will hang lower than top Vinyl cover. This undercover will be slightly narrower than the top cover by at least 4" / 10 cm per side to prevent water from going up along the PVC flap and wet the fabric of the under cover (Solid 60" fabric colors only).

AVAILABLE FABRICS:

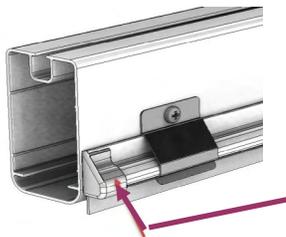
Standard: Sunbrella 60" solid colors.

Optional:

Fire retardant Sunbrella & Tempotest STAR 60" solid colors from range.

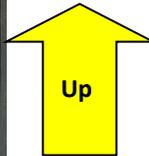
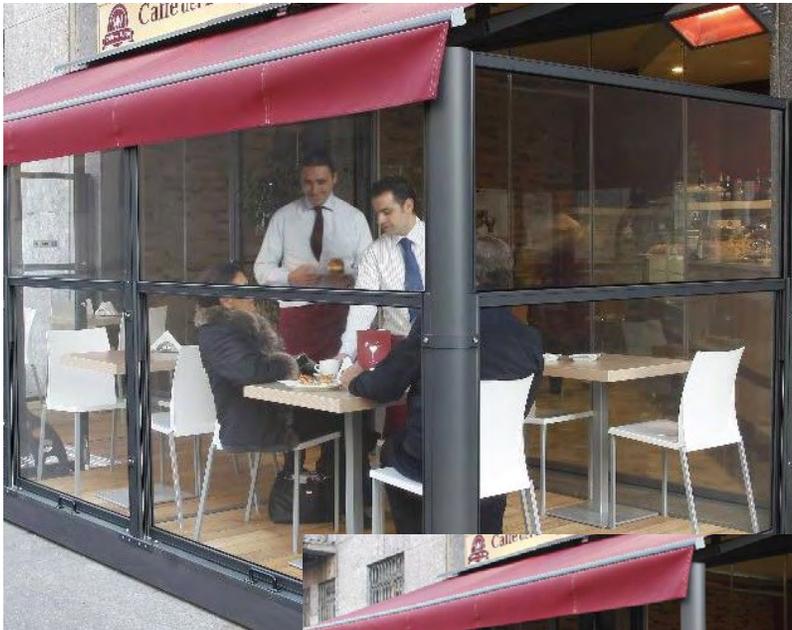


Please note rib spacing will increase 6mm / 5/16" between each fold in the fabric.

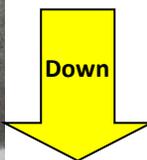


Note: Undercovers are installed with a "clip" system.

UP & DOWN Glass Walls Options



The Up & Down model is made up of two sections, one stationary and one mobile. A simple key is used to lock and release the module. To raise, release window with the key and the spring loaded module will slowly rise on its own.



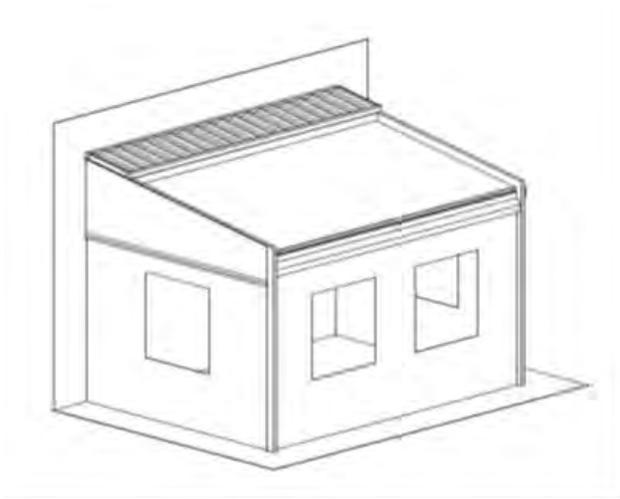
The Up and Down model of our glass window dividers can be customized to match your color scheme or even display your logo! The base aluminum colors are White and Iron Grey colors. Virtually any color and design graphic motifs can be added to the glass to showcase your restaurant's unique style. Other models are also available.



Installations



Note: Sunair® reserves the right to change engineering, specifications and prices without notice. Images and Illustrations in the catalog may vary from digital and printed manuals. Sunair® is not responsible for printed inaccuracies in this manual.



SUNPROOFING AMERICA!



MARYLAND LOCATION

Mailing: P.O. Box 1068

Shipping: 7785 Rt. 175

Jessup, MD 20794

Toll Free 800 - 548 - 0408

Phone: 410 - 799 - 1145

Fax: 410 - 799 - 5584

ARIZONA LOCATION

Mailing: Same as Jessup

Shipping: 3807 West Thomas Rd.

Phoenix, AZ 85017

Toll Free 877 - 272 - 3920

Phone: 602 - 272 - 3920

Fax: 602 - 272 - 3925

www.sunairawnings.com

info@sunairawnings.com

ORDINANCE NO. L-2020-5

**VILLAGE OF SHOREWOOD HILLS
DANE COUNTY, WISCONSIN**

AN ORDINANCE AMENDING ARTICLE J, SUPPLEMENTAL REGULATIONS OF SEC. 10-1-100 OF THE VILLAGE OF SHOREWOOD HILLS ZONING CODE AND ADDING SECTION 17.06(9) ISSUANCE OF PERMIT FOR BEEKEEPING.

The Village Board of the Village of Shorewood Hills, Dane County, Wisconsin, ordains as follows (*new text indicated in red, removed text indicated by strikeout*):

Exhibit 1: Accessory Land Uses and Supplemental Regulations related to Beekeeping.

ARTICLE J, SUPPLEMENTAL REGULATIONS

ZONING CODE SEC. 10-1-100

Figure 10-1-100(f): Accessory Land Uses								
Accessory Land Use	Zoning District				Permitted in Yard & Required Setback from Lot Lines:			Supplemental Regulations?*
	R-1 R-2 R-3	R-4	C-1 C-2 C-3	CF	Front	Side	Rear	
(1) ATM (automated teller machine)	-	-	P	P	Per Installation Plan.			Yes
(2) Day Care Center, Family	P	-	-	-	Not	0'	0'	Yes
(3) Farmer's Market / Farm Stand	C	C	C	C	Only within a parking lot			Yes
(4) Home Occupation	P	P	-	-	Must be entirely indoors.			Yes
(5) Outdoor Sales / Display	-	-	P	-	Per Site Plan.			Yes
(6) Keeping Chickens	P	-	-	-	Not	3'	3'	Yes
(7) Beekeeping	P	-	-	-	Not	3'	3'	Yes
(7) (8) Portable Storage Units	P	P	P	P	In Driveway	3'	3'	Yes
(8) (9) Temporary Structure for Storage of Construction Materials & Equipment	P	P	P	P	3'	3'	3'	Yes
(9) (10) Yard Sales / Garage Sales	P	P	-	-	3'	Not	Not	Yes
<i>* See Section 10-1-100(g) for the Supplemental Regulations for Accessory Land Uses.</i>								

(g) Accessory Uses Supplemental Regulations.

(1) ATM (automated teller machine).

- a. An installation location/plan will be reviewed and approved by the Zoning Administrator and Police Department for security measures.
- b. Other than ATMs associated with a bank drive-through facility, which must meet the setback requirements of the main structure, ATMs must be integrated into a building façade and may not be in a stand-alone structure.

(2) Day Care Center, Family.

- a. The day care home shall be the principal place of residence of the operator.
- b. No employees shall be permitted other than residents of the dwelling; however, temporary or substitute caregivers may be present periodically.

(3) Farmer's Market/Farm Stand.

- a. Within any residential district, farmer's market or farm stand shall be accessory to a non-residential use and located in the parking lot of such use.
- b. The hours of the farmer's market or farm stand shall be set as part of the Conditional Use Permit required under Article E. All ancillary materials related to the farmer's market or farm stand (such as tables, signs, pavilions, etc.) may not be set up more than one hour before the open of the market or stand, and shall be removed within one hour of the close of the market or stand.

(4) Home Occupation. Permits are not required to engage in home occupations or activities provided the following standards are met:

- a. A home occupation or activity shall be secondary and incidental to the primary residential use of a lot or housing unit;
- b. The activity cannot significantly alter the residential character of the dwelling unit, dwelling structure, or the lot;
- c. The activity must not unreasonably interfere with residential occupancy of other lots in the neighborhood;
- d. The activity must not create environmental, safety or health hazards such as noise, light, odors, vibrations, electrical emissions, or other fire or safety hazards that are noticeably out of character with those produced by normal residential occupancy.
- e. Traffic generated by the occupation or activity may not exceed that which is customary to residential occupancies in the neighborhood;
- f. Signage of the home occupation or activity will be governed by Article H;
- g. The lot and structure must contain adequate area to accommodate the occupation or activity without interfering with residential occupancy of other lots in the neighborhood.

(5) Outdoor Sales/Display.

- a. Shall only be permitted in conjunction with a permitted retail use or approved conditional use in the primary structure.
- b. The area designated for outdoor sales/display shall be shown on a site plan, which shall be reviewed and approved by the Plan Commission prior to initiation of sales/display.
- c. Temporary outdoor sales/display areas for special events or sales are permitted, provided that such an area is not in place for more than one (1) week at a time and does not occur more than fourteen (14) total days per year. The property owner or business owner shall acquire a temporary use permit from the Zoning Administrator.

(6) Keeping Chickens.

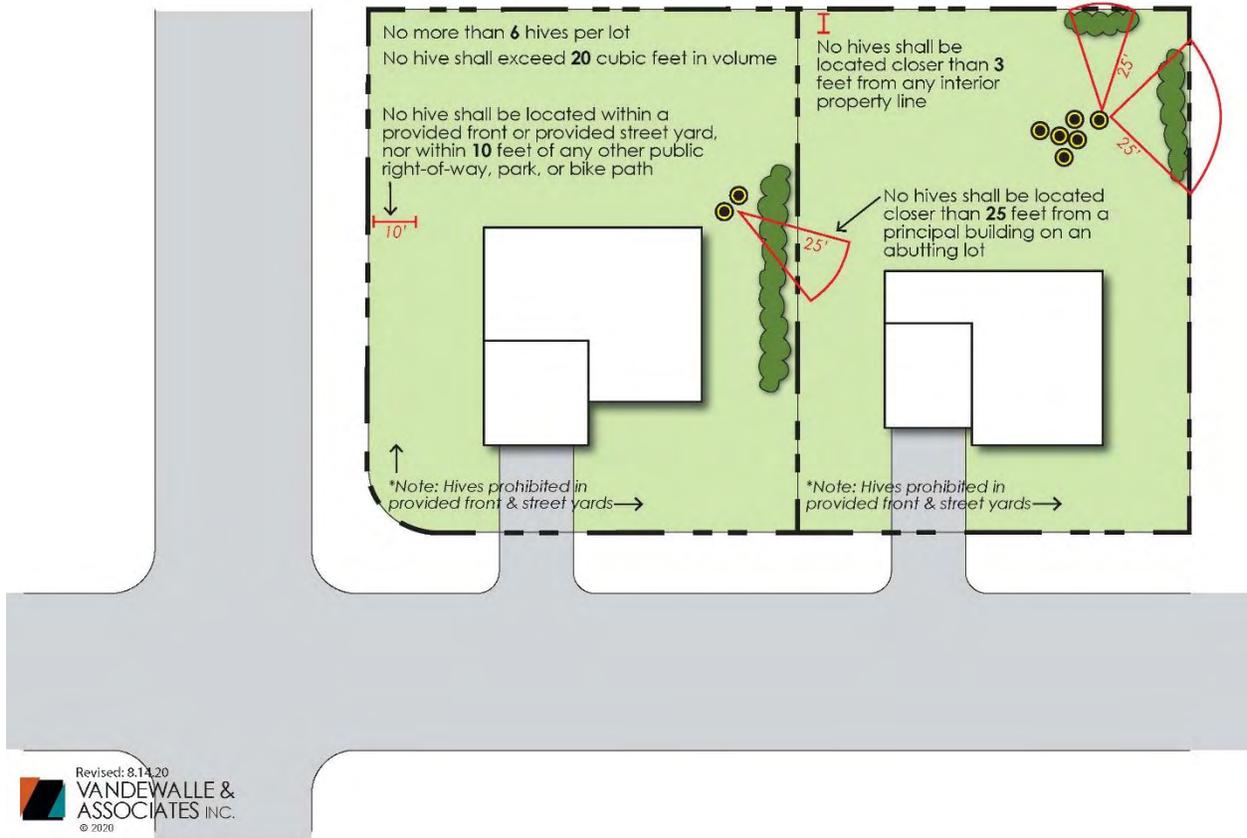
- a. Definitions. For purposes of this subsection, the following definitions shall apply.
 - (i) Chicken. A chicken shall mean the common domestic fowl of the subspecies *Gallus gallus domesticus*. This does not include other birds or domestic fowl such as ducks, geese, or turkeys.
 - (ii) Rooster. A male chicken that is six months old or older.
- b. Keeping of Chickens.
 - (i) No more than four chickens may be kept on a lot or parcel at any one time.
 - (ii) No roosters may be kept on any lot or parcel.
 - (iii) No chickens may be slaughtered on any lot or parcel.
 - (iv) Chicken coops shall be constructed in a workmanlike manner, be moisture-resistant and either raised up off the ground or placed on a hard surface such as concrete, patio block or gravel.
 - (v) Chicken coops and yards shall be constructed and maintained to reasonably prevent the collection of standing water, and shall be cleaned of hen droppings, uneaten feed, feathers and other waste daily or as is necessary to ensure that the coop and yard do not become a health, odor or other nuisance.
 - (vi) The enclosure shall be located in compliance with all of the following, and in the event of conflicting requirements the more restrictive shall apply:
 - a. The nearest point of the enclosure must be at least 25 feet away from any residential structure on another lot;
 - b. There must be a three-foot set-back from any side or rear yard;
 - c. The enclosure, and all parts of the enclosure, are prohibited in any front yard.

- (vii) In addition to compliance with the requirements of this section, no one shall keep chickens that cause any nuisance, unhealthy condition, create a public health threat or otherwise interfere with the normal use of property or enjoyment of life by humans or animals.
 - (viii) Nothing herein shall be interpreted to authorize the conduct of a business or commercial use on a residential property. No sales of eggs, chicks, or chickens, shall be made from a residential property unless specifically permitted pursuant to applicable zoning regulations.
- c. Public Health Requirements.
- (i) Chickens shall be kept and handled in a sanitary manner to prevent the spread of communicable diseases among birds or to humans.

(7) Beekeeping.

- a. No bees shall be intentionally kept and maintained other than honey bees.
- b. No hive shall exceed twenty (20) cubic feet in volume.
- c. No more than six (6) hives may be kept on a lot.
- d. No hive shall be located closer than three (3) feet from any property line of a lot in different ownership.
- e. No hive shall be located closer than ten (10) feet from a public right-of-way, park, or bike path or twenty-five (25) feet from a principal building on an abutting lot in different ownership.
- f. No hive shall be located within any provided front yard or street yard.
- g. An ever-present supply of water shall be provided for all hives.
- h. Flyway Barrier: A flyway barrier at least six (6) feet in height shall shield any part of a property line of a lot in different ownership that is within twenty-five (25) feet of a hive. The flyway barrier must effectively direct bees to fly up and over the barrier when flying in the direction of the barrier. The flyway barrier shall consist of a building or structure allowed by the municipal code, dense vegetation, or combination thereof, and it shall be positioned to transect both legs of a triangle extending from an apex at the hive to each end point of the part of the property line to be shielded.

A flyway barrier shall shield any part of a property line that is within **25 feet** of a hive. The flyway barrier shall consist of a dense vegetation and it shall be positioned to transect both legs of a triangle extending from an apex at the hive to each end point of the part of the property line to be shielded.



(7) (8) Portable Storage Units.

- a. A maximum of two (2) portable storage units, not exceeding a cumulative gross floor area of two hundred fifty (250) square feet shall be allowed for up to ninety (90) consecutive days within a calendar year when part of an active building permit.
- b. When not part of an active building permit, such use is allowed for no more than sixty (60) days per calendar year.
- c. The portable storage unit(s) may not be located within the front or side yard setbacks unless located in a driveway.
- d. The property owner shall acquire a temporary use permit from the Zoning Administrator.

(8) (9) Temporary Storage of Construction Materials and Equipment. Buildings must be located on the same zoning lot as the project under construction and shall be removed within thirty (30) days following completion of construction.

~~(9)~~ (10) Yard Sales / Garage Sales. A yard sale shall not exceed four (4) days in duration, and no more than one (1) sale shall be held in any three- (3) month period on any given lot.

Exhibit 2: Adding section to permit Beekeeping.

17.06 Licensing of Dogs and Cats; Regulation of Animals.

(9) Issuance of Permit for Beekeeping.

- (a) The fee for a permit to keep bees shall be set from time to time by resolution of the Village Board.
- (b) The permit shall be effective when issued and shall be for a term of three years.
- (c) Upon completion of the application form, payment of the permit fee, and approval by the Zoning Administrator, the clerk shall complete and issue to the applicant a permit to keep bees on the permitted premises.
- (d) All applicable provisions of the Village’s zoning regulations, including the provisions of sections 10-1-100, shall apply to beekeeping.

Subsequent sections of Chapter 17.06 will be renumbered.

This Ordinance shall take effect upon passage and publication pursuant to law.

The above and foregoing resolution was duly adopted by the Village Board of the Village of Shorewood Hills at its meeting held on _____.

APPROVED: _____
David J. Benforado, Village President

ATTEST: _____
Karla Endres, Village Clerk

RESOLUTION NO. R-2020-9
VILLAGE OF SHOREWOOD HILLS
CELEBRATION OF 100% RENEWABLE ELECTRICITY ACHIEVEMENT



Whereas, climate change is a real, presents a major threat to human civilization and the natural world, and is caused primarily by the combustion of fossil fuels; and

Whereas, the greatest burden resulting from an inadequate response to the climate crisis will be borne by young people, future generations, and the poorest and most vulnerable communities around the globe; and

Whereas, on April 17, 2017, the Village Board adopted a Climate Change resolution, which acknowledged the threat of climate change and requested that leaders in our State of Wisconsin government encourage local and regional leadership to take strong action to reduce CO₂ emissions; and

Whereas, such Climate Change resolution acknowledged that one such strong action entails a shift away from the utilization of fossil fuels as a power source to renewable energy power sources; and

Whereas, on January 22, 2019, the Village Board approved increasing the Village's purchase of electricity from renewable wind energy power sources from 15% to 50% through Madison Gas and Electric's (MGE) Green Power Tomorrow program; and

Whereas, on July 15, 2019, the Village Board approved the purchase of 522 shares of solar energy from MGE's Shared Solar program, which was estimated to become operational by mid-2020; and

Whereas, on November 18, 2019, upon recommendation from the Ad Hoc Village Sustainability Committee, the Village Board adopted a Sustainability Plan, which set a goal for the Village of obtaining 100% renewable electricity for municipal facilities and operations; and

Whereas, as of August 2020, MGE's Shared Solar Program became operational and the Village began purchasing 50% of its electricity from the program; and

Whereas, through its participation in MGE's Green Power Tomorrow wind power program and Shared Solar program, the Village achieved its goal of powering its municipal facilities and operations with 100% renewable electricity; and

Whereas, the Village is the first village in the State of Wisconsin to achieve 100% renewable electricity; and

Whereas, the Village's purchase of 100% renewable electricity has reduced its annual CO₂ emissions by approximately 600,000 lbs; and

Whereas, the Village continues to look for additional ways to reduce its CO₂ emissions by incorporating measures described in the Climate Change resolution and Sustainability Plan, which could include but are not limited to, making our communities more walkable and bikeable, adding solar panels to municipal facilities; incorporating green infrastructure, replacing Village fleet vehicles with electric vehicles, and reducing Village energy use.

Whereas, the Village encourages residents to explore shared solar or wind energy programs, solar generation, geothermal, or other renewable options available to them to increase their usage of electricity from renewable sources and reduce their own CO₂ emissions.

NOW, THEREFORE, BE IT RESOLVED that the Village of Shorewood Hills celebrate its achievement of 100% renewable electricity, the first village in the State of Wisconsin to do so.

ADOPTED by the Village of Shorewood Hills Board at a duly scheduled meeting on September 21, 2020.

John Imes, President Pro Tem

Karla Endres, Village Clerk

**Shorewood Hills Green Team Meeting
Draft Minutes
September 15, 2020**

1. Welcome

- 2. Attendance:** Sarah Goldenberg, Ty Cashen, Nadeem Afghan, Cara Coburn Faris, and Anne Readel. The meeting was called to order at 7:10pm.

3. Discussion

- a. **Renewable Energy:** The Green Team unanimously approved the resolution celebrating the Village's 100% renewable electricity achievement. It applauded the Village's efforts and hopes that we can encourage more residents to increase their use of renewable energy.
- b. **Complete Streets:** The Team discussed the concept of complete streets meaning roadways that are not designed just for vehicles but shared among all users – such as walkers and cyclists too. The Team is generally supportive of the Village adopting guiding principles to help it integrate the concept of complete streets into future development projects. The Team will review a resolution to incorporate those principles into Village decision making at our next meeting.
- c. **Village Bulletin:** The Team discussed providing monthly contributions on various green topics.
- d. **Bees and No Mow May:** No Mow May is an initiative that encourages property owners to voluntarily delay lawn care as a way to promote pollinator-friendly habitat. The Team would like to support No Mow May as a voluntary educational campaign for 2021 and seeks Board support. The City of Appleton instituted this program in the spring of 2020 and experienced a five-fold increase in bee abundance and a three-fold increase in bee diversity in comparison to nearby parkland that was mowed regularly. The City of Appleton estimated that approximately 20% of city residents participated to some degree. The Team recognized, however, that the initiative resulted in some complaints from neighbors that didn't like having neighborhood lawns unmowed. Thus, the Team think, as part of the initiative, we would encourage residents to put up signs explaining what they are doing to help pre-emptively address people questioning the longer grass. The Village could print and offer these signs to residents to help spread the word. The Team also thinks the Village should try to monitor the effects of the program on bee populations. We could consider trying to obtain some support from the University of Wisconsin. People could also self-report the square footage that they left unmowed in their yards. Overall, the Team is very excited about this voluntary initiative and hopes the Board will support it.

- e. **Insecticide/Pesticides:** The Team considered whether to start an educational campaign around insecticide/pesticide use. Many commonly available pesticides are extremely lethal to pollinators and other beneficial insects and can have detrimental impacts on human health. However, residents may not be aware of these impacts. The Team supports the idea of a campaign and would like to explore this further. It would like to discuss this topic with the Parks Committee. The Team may also be interested in discussing whether to institute a permitting system for lawn care companies to better understand and educate residents what chemicals are being applied to their yards. The Team will continue to discuss this topic at future meetings.

4. Misc. Updates

- a. **Recycling and Composting:** On September 16 (5PM) Pelleteri will be attending the Service's Committee virtual meeting to talk about recycling, composting, frequency of pick up, etc. Sarah is planning to attend this meeting and will report back to the Committee on what she learns.
- b. **Comprehensive Plan:** First [survey](#) is now live. The Team was encouraged to provide feedback.
- c. **Bee Keeping:** Plan Commission passed an ordinance to allow bee keeping-check out the [news coverage](#). The Team was excited about the possibility of bee keeping in the Village.

5. Suggestions for Future Topics and Team Updates

- 6. **Adjourn.** The Meeting adjourned at 7:50pm.

To: The Village Board

September 18, 2020

From: Mark Lederer, Chair of Pool Committee

Re: Recommendation to License Recreational MIS

Summary

On September 14th, the Pool Committee voted 6 – 0 to recommend the Village acquire a license to the recreational management system PerfectMind (PM). Although the Committee made this recommendation solely on the basis on the needs of the pool, it is believed that the system would provide similar benefits across all the Village's recreational programs. The Committee has been considering a replacement for several years as the existing membership database software of the pool is antiquated, offline and very limited in its capabilities. The need has become more urgent as 1) the developer of the existing software has given notice that he will not support the program beyond this year and 2) the pandemic has placed new restrictions on pool operations. Prior to the pandemic, the staff infrequently had to restrict the number of members allowed into the facility/pool or engaging in a particular activity. Due to the pandemic, far more onerous capacity restrictions dictate far more accurate and timely control of entry, exit and activity performed while in the pool. Given the large number of members, the pool is very likely to be hitting capacity limits on frequent occasions as part of social distancing guidance/regulation. The Committee based its recommendation not only to eliminate such concerns, but also to seize opportunities to facilitate electronic access to recreational information by the members and staff significantly reducing the historic dependence on telephone calls and email to disseminate information. All of the above functionality will be easily accessible to members and staff through their personal mobile devices and computers.

Current Software

The pool's current membership information is stored in an electronic database and accessible via programming written more than a decade ago by an individual developer. The database and program(s) reside on a computer accessible to pool staff, but not the members. The software permits the staff to enter and retrieve information about the members. As such, its primary purpose is to store membership data, provide some reports and facilitate/verify entry into the facility. The software continues to serve its intended purpose, but as noted above will soon be no longer supported by the developer and therefore is expected to be much more difficult to maintain, much less enhance, to meet new demands for information and control.

Options Considered

Broadly speaking there are two options to meet new demands for greater control and provide more efficient access to information. One is to acquire additional applications focused on specific needs going forward, for example reservations, and somehow link the new application(s) to the existing membership database (Enhancement). The other option is to

replace the existing software with a comprehensive and integrated recreational system that includes far greater access and functionality (Upgrade).

The current software continues to function as intended and costs the Village virtually nothing as it owns the software, but Enhancement is problematic for a variety of reasons. While the existing software serves its limited function, the future absence of support from the developer is very troubling. While the former pool managers have considerable experience with the software, the current manager does not, and it is questionable whether new investment in time and money is worthwhile under the circumstances. Absent support from the developer, programming the flow of information between the membership database and the new dedicated apps like reservations will likely prove difficult, costly and time consuming. If this option were chosen, it seems likely that minimal (and likely suboptimal) new functionality and access would be added. Feasible and probably expensive, but not recommended.

An Upgrade such as licensing the PM platform provides controlled access via personal mobile devices and computers of employees and members to enter and retrieve relevant information such as registration, payment, reservations, document management..., as well as providing management reports on all this activity. A good analogy would be the transition of medical offices to electronic medical record systems such as My Chart. Information previously communicated and retrievable only by telephone and email will now shift online. A more complete explanation of the platform is illustrated in the attached proposal from PM.

The Search Process & Evaluation of Systems

Although the question of Enhancing or Upgrading the information system has been bandied about for some time, it wasn't until the arrival of our new pool manager, Elaena Noffsinger, combined with the decision to remain closed for the season that time became available to perform a pains-taking the time-consuming review of the matter. She considered the possibility of Enhancement as well as an Upgrade, identified the key functionality needed on a forward looking basis and requested multiple vendors to respond to her queries as to their capabilities and pricing. These conversations, both orally and via email, documented what was required and what was available at various price points. Over time the list of potential Upgrade vendors was narrowed down to three (PM, CivicRec and Amilia).

Elaena asked 5 key questions while exploring each system. These questions focused on various aspects of our membership model that are unique to Shorewood. It was important to us that prospective vendors could accommodate our existing membership model (rate structure) and that we not be forced to change our model to conform to the manner specific vendors have programmed their systems. This tested whether a company's program could adapt to us or whether they expected us to adapt to their expectations about memberships. Our membership model has been quite successful so making changes to it would have been less than ideal. The questions were as follows.

- 1.) How would guest passes be sold? Currently, we sell guest passes in packs of 5 with a maximum purchase of 3 packs per summer. When a member purchases 3 packs in one transaction a 4th pack is given for free.
- 2.) How would we allow a babysitter pass and ensure that babysitter is only using their membership with the children present?
- 3.) How would we go about setting the ages of children allowed on a pass vs. ages of adults purchasing a pass? The best way to explain this question is through example. Currently we allow children up to the age of 26 to be on their parent’s family pass. However, someone who is under 26 could purchase their own family pass as well. So the minimum age of a pass purchaser cannot be set to 26 years of age.
- 4.) Grandparents – How would we make sure that grandparents are not allowed to join their child’s family pass. Grandparents must purchase their own pass.
- 5.) Residency – How would we make sure that everyone getting a resident rate is actually a resident. How would we make sure that non-residents pay the non-resident rate?

What we found is that each vendor’s program had its own solutions for our questions. All of them put forward solutions within the parameters of how their system operates and they all could prove satisfactory. What it came down to was ease of use and price. All the vendors’ business models are similar in that they license their software and charge one-time implementation costs plus annual subscription fees. In addition, there are payment processing fees when fees are collected in the form of electronic payments. Please see the chart below for pricing.

Program/Costs	Civic Rec	Amilia	PerfectMind
Implementation	\$8,750	\$6,000	\$6,000
Annual Subscription	\$4,500	About \$3,000 (cost goes up as we grow)	\$4,500
Payment Processor	Account fees + 3% + \$0.30/transaction Using CP Pay	Card Connect or Paysafe – Never discussed rates	\$30/mo. 2.09% + \$0.20/transaction using World Pay

Amilia and PerfectMind are similar in many ways, especially in the way they look. What was different was their perspective on how we should charge for use/membership. Amilia thought we would be best off separating every membership and offering bundling discounts, but as noted above, we didn’t want to be abandon our successful membership model. Our model has evolved for a reason – because it works. Civic Rec might also be a great program for us, but Elaena used Civic Rec while previously employed by Rexburg Rapids. She rated it a generally great program, but also found it to be very confusing to use and containing a lot of bugs. Additionally, its format is not universal between computer, tablet and phone. Rather it still contains parts of the old name which is Rec 1 and navigates very differently per device. For these reasons and as well as many others, she felt PerfectMind was the best choice for us. PerfectMind’s rates are fixed for our contract. They don’t go up as we grow unlike Amilia. PerfectMind is organized, precise and uniform no matter what device you use. It precisely

accommodates many recreational activities, and it has the proven customer service to back up its claims to success. PerfectMind does have far more capabilities that we need at this time and perhaps ever, but they do not charge us extra for these capabilities. Their pricing is competitive across the board and it's beneficial to use a system that will help us grow and adapt as times change rather than just meeting our immediate needs.

Implementation

The implementation of comprehensive recreational management software is time consuming. If the Village approves the purchase, it will likely require several months to learn and implement the software. This fall is an ideal time as it is hoped that any new system will be up and running before we reach out to the membership and potential employees early next year. Once recruitment begins, there will not be time available to learn, install and train others in its use until the following fall. While Elaena would lead the effort, it is anticipated that both Karla Endres and David Sykes will participate and therefore, their availability is also critical to a successful implementation.

Pricing & Contractual Matters

I only recently received the proposed contract from PM and Karl, Elaena and I have yet to review it. Insofar as pricing is concerned. Elaena has been in negotiations with PM and the resulting proposal is reported on page 10 of the aforementioned and attached proposal from them. The proposed pricing has two components. First, a one-time, upfront implementation fee for professional services rendered of \$6,000 and second, an annual subscription fee for the use of the platform of \$4,500/year over the proposed 5-year term of the contract. PM does not offer a module to process electronically (which the pool currently does not accept anyway) so should we choose to accept credit cards, additional provision would need to be made for that service.

As to all the other terms of the contract, and there are many as you would expect, Karl, Elaena and I will review them and where appropriate negotiate modifications soon. Obviously, implementation cannot begin before the all aspects of the contract has been agreed upon.

Approval Process

The initial question is whether the Board believes along with the Pool Committee that we should license an Upgrade such as PerfectMind or continue to use the existing membership software and yet to be identified supplemental applications (Enhancement) . If the Board agrees the best path forward is an Upgrade and PerfectMind is the preferred option, it could delegate authority now to Karl to enter into the contract following our joint review of the terms at a price not to exceed what PerfectMind has proposed above. Alternatively, the Board it could delay taking action until the contract is 'final' and consider approval of the contract at a subsequent meeting. If the latter and given the tight timeframe to implement the system, I request the Board consider holding a special meeting to review and approve the 'final' contract.



PerfectMind

Client **Shorewood Hills Pool**

Project Name **Recreation Management Solution**

Pricing Proposal

Date:

September 3, 2020

Attn:

Elaena Noffsinger

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1 Company Profile

With more than 500,000 users, PerfectMind Inc. is proud to provide clients in the parks and recreation, health and wellness, education, and association markets with the recreation and facility management tools they need to manage and grow their organizations. We strive to create the best solution for our clients, so they can focus on what's important to them – their customers.

PerfectMind's solution is easy to use, efficient, cost-effective, and accessible anywhere at any time from any device. Features and functions are customer-centric, giving your organization the power to drive your operations, program and facility management, finance, booking, and marketing in a way that fits with existing business processes. Our solution adapts to your organization, supporting you to attract new customers, connect with your community, and keep your business running smoothly. Facilitated by the combination of smart application development and industry standard technologies, PerfectMind's solution empowers organizations to connect with customers and staff both online and in person with seamless integration across various applications.

As a values-based company, PerfectMind encourages pride, support, and a relentless pursuit to innovate. Investing heavily in product development, customer service, and technical infrastructure ensures our clients get the solution and support they require to provide the best possible experience for their staff and customers. PerfectMind's commitment to innovation and top-tier customer service has led to recognition as one of the leading recreation management software providers in North America.



Our clients have provided us with exceptional knowledge of the industry, which we develop into best practices that are applied to every project. PerfectMind has years of experience implementing complex solutions, from national health and wellness franchises to large municipalities, and we are confident that PerfectMind can provide you with a software solution and implementation plan that meets your unique business needs.

Platform as a Service

Meeting the increasing demands of today's business world can be challenging, which is why PerfectMind offers a fully integrated platform as a service (PaaS) solution, enabling organizations to satisfy their software and service application needs from a single cloud-based source. The PaaS model allows your organization to grow organically without having to budget and commit to capital expenditures for hardware, software, and networking infrastructure. PerfectMind's solution provides unparalleled customization so simple modifications can be made by staff without having to issue service of work agreements. The solution can be customized to your organization's unique needs, enables and integrates future updates, and ensures that software and systems can evolve as your organization grows. PerfectMind takes care of the updates and network maintenance so you can focus on your customers and community.

Our Mission

PerfectMind's mission is to become the recreation management solution of choice for municipalities and organizations of all sizes. We achieve this by continually developing innovative, intelligent, robust software solutions, giving your staff and customers the support and simplicity they deserve to flourish and participate, with a solution they can utilize and understand.

Equal Opportunity Employer

PerfectMind is proud to be an equal opportunity employer. All employment decisions are based on an individual's abilities, skills, performance and cultural fit. PerfectMind does not discriminate against any individual based on gender, race, colour, national origin, pregnancy, sexual orientation, age, religion, disability, veteran status, or any other basis protected by law.



2 Advantages of Choosing PerfectMind

- ✓ **All-in-One Solution:** Fully-integrated recreation and facility management solution
- ✓ **Fully Configurable:** We configure our platform to fit your specific requirements
- ✓ **Scalable Platform:** As your organizational needs evolve, we grow with you
- ✓ **Subscription-based Pricing:** Revenue-based, fixed pricing with no transaction fees
- ✓ **Forward-thinking Technology:** Built on HTML5 without browser plug-ins such as Java™
- ✓ **24/7 Support:** Access to our support team when you need them most
- ✓ **Free Updates:** System maintenance and updates are included with your subscription cost
- ✓ **Secure Hosting:** PerfectMind is hosted on Amazon Web Services (AWS)
- ✓ **Mobile Friendly:** Our responsive solution is accessible from any device, on any screen size
- ✓ **PCI Compliance:** PerfectMind is Level-1 PCI compliant to keep your financial data secure
- ✓ **User Friendly:** Our solution is intuitive and easy to use for both staff and customers
- ✓ **Your Data is Your Data:** PerfectMind will not use or sell your data for marketing purposes



3 PerfectMind Features



Membership Management



Activity Registration



Facility Booking



Automated Billing



Integrated POS



Account Management



Staff Management



Online Booking



Built-in Reporting



Document Management



Email & Marketing



24/7/365 Support

4 Smart Implementation

4.1 Project Management

PerfectMind will be responsible for project coordination and support throughout the implementation process. A dedicated Implementation Consultant will be assigned to the project who will be responsible for:

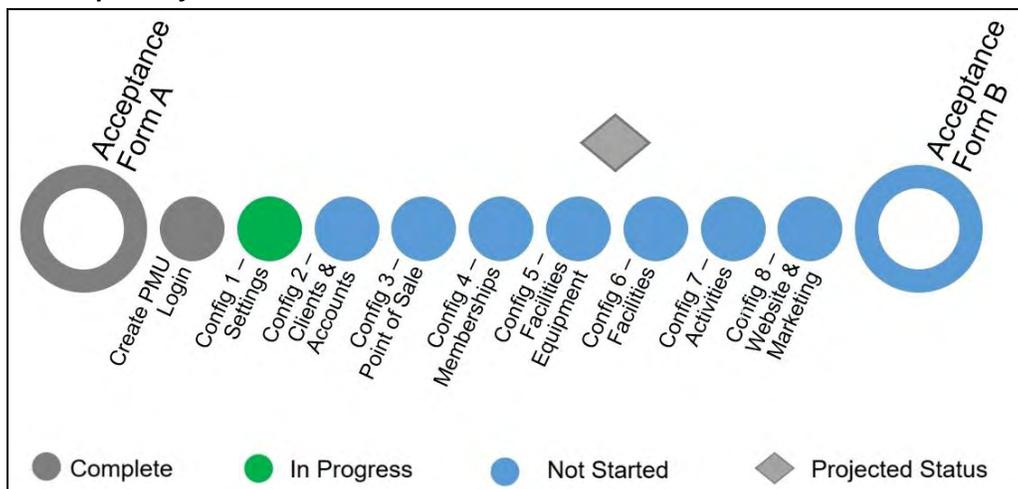
- Adherence to project scope
- Project communication
- Issue management and tracking
- Management of ongoing technical questions and required follow up actions related to the delivery of a successful software implementation
- Status reports
- Recurring project calls to provide ongoing project support
- Deliverable acceptance and sign-off

In addition to the Implementation Consultant, PerfectMind will assign appropriate staff to complete project deliverables including testing, administration, and ongoing support during recurring project meetings.

Project Communication and Tracking

Recurring project calls between PerfectMind's Implementation Consultant and your point of contact will be scheduled during Phase 1 of the project. The Implementation Consultant will share a project tracker that includes key milestones, project status (actual vs. projected) and action items. These meetings provide you with a chance to ask questions and discuss any issues they may encounter during implementation. 15 hours of calls are included with your Smart implementation package; more hours can be added for an additional cost.

Sample Project Tracker Status



4.2 Smart Implementation Plan

PerfectMind’s Smart Implementation project is an off-the-shelf guided implementation where clients complete the majority of the project tasks under the guidance of their assigned Implementation Consultant. This allows us to provide organizations with our robust enterprise software for a greatly reduced price. This approach also provides the Shorewood Hills Pool with the flexibility to fit the implementation project into your busy schedule, whenever it is most convenient for you.

The Smart Implementation model is client-driven, so the actual project duration will vary based on the time it takes Shorewood Hills Pool to complete each project phase. The project is designed for clients to go live in 3 months, however it is possible for clients who invest the necessary time and resources in the project to be up and running with PerfectMind’s solution in as little as 30 days.

Your dedicated Implementation Consultant will assist in keeping the project on track by sharing a project tracker at each recurring project meeting. Each project phase must be accepted and signed off before moving to the next phase to ensure the project is progressing to your satisfaction.

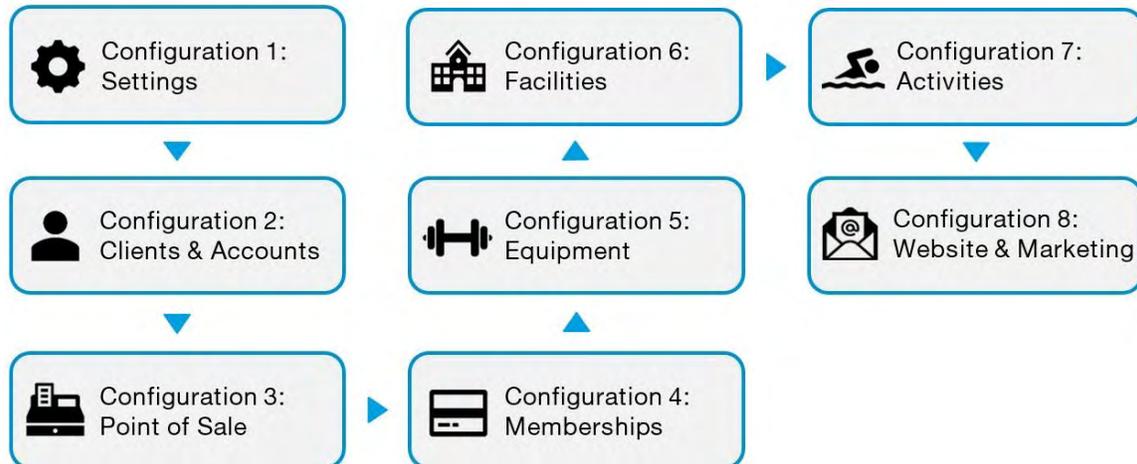
Sample Timeline for Smart Implementation – 13 Weeks					
	# Weeks	Week 1	Weeks 2-9	Weeks 10-12	Week 13
Recurring Project Calls					
Phase 1: Project Kickoff	1				
Phase 2: Client Configuration	8				
Phase 3: Go-Live Readiness	3				
Phase 4: Go-Live	1				

Phase 1: Project Kickoff

At the beginning of the project, PerfectMind will send a Welcome Email to introduce your designated Implementation Consultant and provide a brief overview of the project. Shorewood Hills Pool point of contact will complete a Discovery Survey which includes information on desired times for weekly calls, project team and goals, and payment processing, and required integrations. The Implementation Consultant will then schedule the recurring calls, provide access to the PerfectMind Smart Implementation video series, and send a database login for the PerfectMind system.

Phase 2: Client Configuration

The Client Configuration phase is where the bulk of the implementation work will take place. Your staff will work through eight guided video-based modules using our learning environment, PerfectMind University, with your Implementation Consultant providing assistance during each scheduled check-in meeting. Each module builds upon the last to ensure the system is properly configured.



Phase 3: Go-Live Readiness

The Go-Live readiness phase is focused on testing the configured system and training your staff on the PerfectMind platform. The Shorewood Hills Pool will perform Power User Training, End User Training, User Acceptance Testing (UAT), and hardware verification using resources provided by PerfectMind. Once UAT is complete, the Implementation Consultant will perform Quality Assurance tests to ensure the platform and associated hardware have been correctly configured.

Phase 4: Go-Live

Once training and testing are complete, the project will be ready to launch. The call(s) prior to Go-Live will be focused on preparing for Go-Live, which will be fully conducted by the Shorewood Hills Pool. We recommend at least one recurring call to be scheduled after Go-Live to ensure a successful launch and resolve any issues that occurred during Go-Live. PerfectMind's Support Team is available 24/7/365 if any urgent issues arise during Go-Live; non-urgent issues will be addressed in the next recurring call.

5 Standard Pricing Terms

Unlike “transaction-based” pricing models, which come at a significantly higher cost with every transaction, PerfectMind’s tiered pricing is simple and affordable. Our “usage-based” pricing is built based on the usage of the system by your organization. Usage is calculated by using your initial estimated annual revenue; this way we ensure to provide you with the most competitive and fair pricing model.

Standard Annual Fee

Your annual fee will remain the same for the duration of your contract, even in the event your revenue increases. PerfectMind’s standard subscription includes feature updates and 24/7/365 support for no additional cost.

Users

PerfectMind is a profile-based platform as a service (PaaS) solution that can accommodate thousands of users (e.g. full-time, part-time employees); all logged in simultaneously. Your licensing will include an unlimited number of users allowing your staff, instructors, coaches, and volunteers to fully utilize the system with no additional cost.

Project Payments

Payments are based on project milestones and deliverables. Once milestones are successfully reached and signed-off, payments are due as agreed upon in the payment schedule. Payment schedules are developed during contract negotiations.

6 Pricing Proposal

Subscription and implementation pricing proposed for the Shorewood Hills Pool is provided in the following table.

Item	Cost
Annual Subscription Fee <ul style="list-style-type: none"> ▪ Account Management ▪ Membership Management ▪ Activity Registration ▪ Custom Booking and Child Care ▪ Facility Reservation ▪ Point of Sale ▪ Finance and Accounting ▪ Reporting Engine ▪ 24/7/365 Support ▪ Software Updates and Maintenance 	\$4,500.00
One-time Smart Implementation Fee <ul style="list-style-type: none"> ▪ Project Coordination and Support ▪ Recurring Project Calls (15 hours) ▪ Access to Online Project Resources ▪ Configuration ▪ Testing ▪ Training 	\$6,000.00
Total Year 1 Cost	\$10,500.00
Total Year 2 Cost	\$4,500.00
Total Year 3 Cost	\$4,500.00
Total Year 4 Cost	\$4,500.00
Total Year 5 Cost	\$4,500.00

On-site Services Pricing

By default, PerfectMind's Smart Implementation project is completed remotely. If the Shorewood Hills Pool desires staff to be on-site, the travel cost for on-site services is provided in the following table.

On-site Professional Services Pricing	
Cost of Travel (includes accommodation, transportation, food, and insurance)	\$550/day + Flight Cost

Professional Services Pricing

PerfectMind's implementation is completed as a fixed-cost project. If additional features are requested or if project scope changes, our hourly rates for professional services are:

Role	Hourly Rate
Professional Services	\$150
Project Management	\$150
Programmer/Analyst	\$250
Technical Support Analyst	\$150
Training (Post Go-Live)	\$150

SOFTWARE AS A SERVICE & PROFESSIONAL SERVICES AGREEMENT

BETWEEN

PERFECTMIND INC.

AND

SHOREWOOD HILLS POOL

DATED: [DATE]

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Exhibits:

- Exhibit A – Platform Use Fees
- Exhibit B – Statement of Work
- Exhibit C – PerfectMind Rates for Professional Services
- Exhibit D – Service Levels
- Exhibit E – Platform Features and Functionalities

SOFTWARE AS A SERVICE & PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is dated [DATE]

BY AND BETWEEN:

PerfectMind Inc.

(“**PerfectMind**”), a British Columbia corporation having an office at:

2nd Floor, 4333 Still Creek Drive
Burnaby, British Columbia
V5C 6S6

AND

Shorewood Hills Pool

(“**Customer**”), a [STATE OR PROVINCE] corporation having an office at:

[ADDRESS]
[CITY,STATE/PROVINCE]
[POSTAL/ZIP CODE]

WHEREAS PerfectMind wishes to license to Customer, and Customer wishes to use and license from PerfectMind, the Platform (as defined herein) on the terms and conditions set out in this Agreement;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

PART 1—DEFINITIONS AND INTERPRETATION

1.1 Definitions. In this Agreement, unless the context otherwise requires, capitalized terms will have the meaning assigned to them herein, including the following:

- (a) “**Account**” has the meaning set out in §5.6;
- (b) “**Account-holder**” means an individual designated by Customer to whom an Account is issued;
- (c) “**Applicable Laws**” means all applicable laws and regulations, including all applicable local, provincial, state, national and foreign laws, treaties and regulations as well as orders of courts or laws, regulations, by-laws or ordinances of applicable governmental agencies;
- (d) “**Claims**” means liabilities, actions, proceedings, claims, causes of action, demands, debts, losses, damages, charges and costs, including reasonable legal costs, any amount paid to settle any action or to satisfy a judgment and expenses of any kind and character whatsoever incurred in connection therewith;
- (e) “**Confidential Information**” has the meaning set out in §8.1;
- (f) “**Content**” means all materials and content, including designs, editorials, text, graphics, audiovisual materials, multimedia elements, photographs, videos, music, sound recordings, reports, documents, software, information, formulae, patterns, data and any other work, and

“**Customer Content**” is Content entered, uploaded or inputted into the Platform by or on behalf of Customer;

(g) “**Customer Data**” means information, materials, or data, including Customer Content, entered, uploaded or inputted into the Platform by or on behalf of Customer;

(h) “**Enhancement**” means enhancements, developments, modifications, updates, additions and improvements made to the Platform, other than New Features and Functions;

(i) “**Force Majeure**” means circumstances beyond a party’s reasonable control, including without limitation, acts of God, acts of government, flood, fire, earthquakes, civil unrest, acts of terror, strikes or other labour problems, or Internet service provider failures or delays, or hosting service provider failures or delays;

(j) “**Intellectual Property Rights**” means any and all (i) proprietary rights provided under patent law, copyright law, trade-mark law, design patent or industrial design law, semi-conductor chip or mask work law, or any other applicable statutory provision or otherwise arising at law or in equity, including, without limitation, trade secret law, that may provide a right in works, software, source code, object code, marks, ideas, formulae, algorithms, concepts, methodologies, techniques, inventions, or know-how, or the expression or use thereof, (ii) applications, registrations, licenses, sublicenses, agreements, or any other evidence of a right in any of the foregoing, and (iii) past, present, and future causes of action, rights of recovery, and claims for damage, accounting for profits, royalties, or other relief relating, referring, or pertaining to any of the foregoing;

(k) “**New Features and Functions**” means any update, revision, new version, new module or upgrade of the Platform made available by PerfectMind from time to time (i) that adds new functions or features to the Platform and (ii) for which PerfectMind charges a fee to its customers in order to obtain same;

(l) “**PerfectMind Privacy Policy**” means PerfectMind’s privacy policy made available at <http://www.perfectmind.com/academy/privacy> as amended from time to time;

(m) “**PerfectMind Technology**” means (i) any concepts, inventions, systems, processes, techniques, methodologies, know-how, data, tools, templates, technology (including software in executable code and source code), documentation or any other information, data or materials, and any expressions of the foregoing, developed by, owned by, or licensed to, PerfectMind; and (ii) the Work Product;

(n) “**Permitted Purpose**” means managing and operating Customer’s facilities located in the [ORGANIZATION NAME], including customer relationship management, facility bookings, membership sales, point of sale transaction processing and scheduling;

(o) “**Platform**” means the software and supporting hardware platform known as “PerfectMind” that is owned and operated by PerfectMind, and that will be made available to Customer as a service under this Agreement via a designated website or websites as may be designated by PerfectMind, from time to time, together with the related documentation, Content (other than Customer Content and Customer Data) and end user materials delivered therewith;

- (p) “**Professional Services**” has the meaning set out in §3.1;
- (q) “**Statement of Work**” has the meaning set out in §3.1;
- (r) “**Term**” has the meaning set out in §7.1; and
- (s) “**Work Product**” means all improvements, enhancements and derivatives thereto developed by PerfectMind for the purposes of providing the Professional Services under this Agreement or otherwise and any and all other work products developed by PerfectMind for the purposes of providing the Professional Services under this Agreement.

1.2 Interpretation. In this Agreement, unless expressly stated otherwise or the context otherwise requires, (a) headings and captions are for convenience only and will not be deemed to explain, limit or modify the provisions hereof, (b) the word “**including**”, when following a general statement or term, is not to be construed as limiting the general statement or term (whether or not used in connection with phrases such as “without limitation” or “but not limited to”) and the word “**or**”, when connecting two or more matters, will not imply an exclusive relationship between the matters, (c) a reference to a “**person**” or “**entity**” means an individual, corporation, body corporate, firm, limited liability company, partnership, syndicate, joint venture, society, association, trust or unincorporated organization or governmental authority or trustee, executor, administrator or other legal representative, including any successor to that person, (d) a word importing the masculine gender includes the feminine and neuter, a word in the singular includes the plural, a word importing a corporate entity includes an individual, and vice versa, (e) words, phrases and acronyms not otherwise defined herein that have a meaning commonly understood and accepted by persons familiar with the Internet and computing services professionals will be interpreted and understood to have that meaning herein, and (f) in the event of any conflict or inconsistency between the terms of this Agreement and the terms of the Exhibits hereto, the terms of the Exhibits hereto will prevail to the extent necessary to resolve such conflict or inconsistency.

PART 2—LICENSE

2.1 License. PerfectMind grants to Customer a non-exclusive, non-transferable, right and limited license, only during the Term, to access and use the Platform for the Permitted Purposes only. All rights not expressly granted to Customer are reserved by PerfectMind and, if applicable, its licensors.

2.2 Complete Software; Enhancements. Upon completion of the Professional Services described in the Statement of Work attached to this Agreement as Exhibit B, the Platform with the features and functionalities described in Exhibit E attached to this Agreement will be configured and made available to Customer for access and use by Account-holders. Customer agrees that its entry into this Agreement is not contingent on the delivery of any future functionality or features by PerfectMind. PerfectMind may, from time to time and its sole discretion, update the Platform (including the underlying server software or hardware) or otherwise offer Enhancements, which Enhancements will form part of the Platform being licensed and provided hereunder without further payment by Customer. PerfectMind will use commercially reasonable efforts to (a) ensure that such Enhancements are compatible with and will not adversely affect or reduce the functionality, performance, availability and accessibility of the Platform, and (b) to the

extent that such Enhancements do so adversely affect the Platform and Customer notifies PerfectMind of same, restore or reinstate the Platform or parts of it causing the adverse effects to its or their status prior to the Enhancement, as soon as may be reasonable and practicable in the circumstances. Notwithstanding any Enhancements or other changes to the Platform, PerfectMind will maintain the functionality of the Platform so it is always materially equal to or better than the functionality of the Platform as of the date that Customer first commences using the Platform.

2.3 New Features and Functions. PerfectMind may, from time to time and in its sole discretion, develop and offer New Features and Functions that will not form part of the Platform licensed hereunder and may be provided and licensed separately to Customer for an additional fee. For clarity, in no event will PerfectMind be obligated to provide any New Features and Functions free of charge.

PART 3—PROFESSIONAL SERVICES

3.1 Professional Services. Customer may, from time to time, request PerfectMind to provide customization and deployment services and other related professional services in relation to Customer's use of the Platform (the "**Professional Services**") and PerfectMind may, in its discretion, agree to provide the Professional Services. Upon agreement on the particulars of the Professional Services, including the fees payable by Customer to PerfectMind for the Professional Services, such particulars shall be included in a statement of work (a "**Statement of Work**"), which shall be signed by PerfectMind and Customer, and which shall form a schedule to and be incorporated into and form part of this Agreement. To the extent that there is any inconsistency between any provision in any Statement of Work and the rest of this Agreement, the terms of such Statement of Work will prevail. Each Statement of Work may contain, unless the parties agree otherwise, a description of the work to be conducted, the functional requirements and technical specifications applicable to the work, the work schedule and milestones, the deliverables and delivery schedule, acceptance criteria, and such other information and additional terms and conditions as the parties may mutually agree upon. As of the date of this Agreement, PerfectMind and Customer have agreed upon the Professional Services described in the Statement of Work attached to this Agreement as Exhibit B.

3.2 Change Orders. Customer may, from time to time, request changes to the scope of the Professional Services described in a Statement of Work. In response to any such request from Customer, PerfectMind shall determine the feasibility of providing such changes and shall estimate the increase in the total fees payable for providing such changes to the Professional Services. Following receipt of PerfectMind's response to Customer's request, the parties shall negotiate an amended Statement of Work which sets out the changes to the Professional Services and the additional fees payable in respect thereof.

3.3 Customer's Responsibilities. The work functions and tasks relating to the Professional Services for which Customer or a third party shall be responsible shall be described in the Statement of Work. Customer agrees to perform and cause the third party to perform such work functions and tasks in a timely fashion. Customer agrees to provide or make available and cause any third party identified in the Statement of Work as being responsible for any function or task in any way related to the Professional Services to provide or make available all information

reasonably requested by PerfectMind to perform the Professional Services. PerfectMind will not be liable for loss or damage arising from reliance on any such information.

3.4 Project Teams. Each party will be solely responsible for staffing its project team for the performance of the Professional Services by PerfectMind and relating work functions and tasks by Customer as described in a Statement of Work. Each member of a project team will possess skills and knowledge appropriate to the work functions to be performed by that team member. Either party may, by way of replacement or addition, make changes to the personnel assigned to its project team, provided that each replacement team member shall possess skills and knowledge at least equivalent to the project-related skills and knowledge of the team member being replaced. Each party shall appoint a project manager in respect of its project team. The project managers shall be available for weekly meetings to review the progress of the Professional Services.

3.5 Use of Customer's Facilities. For Professional Services to be performed at the Customer premises, Customer will provide all work space, facilities and support that are reasonably requested by PerfectMind to perform such Professional Services, including without limitation, secretarial support, telephone, and computer facilities.

3.6 No Liability for Others' Failure to Perform. Customer agrees and acknowledges that PerfectMind's performance of the Professional Services will be conditional upon, and subject to, Customer's performance of its obligations hereunder and the performance by any third party identified in the Statement of Work of its functions and task to the extent that such functions and task relate to the Professional Services, and that PerfectMind will not be liable or responsible, in any manner or to any extent, for any failure of PerfectMind to perform all, or any part of, the Professional Services to the extent that any such failure is caused by a failure of Customer to perform its obligations or the third party to perform its functions and tasks.

3.7 Third Party Hardware/Software. Customer will be solely responsible for the evaluation, selection, installation, implementation, compatibility, use and performance of and results obtained from any hardware, systems software, utility software, security software, telecommunication equipment or software, and applications software used in connection with the Professional Services, unless (and only to the extent) otherwise expressly agreed in this Agreement. Except as expressly provided in this Agreement, Customer and/or the third party vendors of the software packages selected for use by Customer will be responsible for the installation, acceptance and performance of the selected software packages.

3.8 Third Party Products. Where the Professional Services to be provided by PerfectMind involve the acquisition by Customer of products of third parties, PerfectMind will not be responsible for delays in the delivery of such products by third parties or for such product's faulty quality, defective performance, or failure to perform in accordance with published specifications or accepted standards. PerfectMind will transfer to Customer any transferable warranties provided to PerfectMind by third parties. PerfectMind makes no independent representations or warranties with respect to products provided by third parties. Any third party warranties are the exclusive remedies of Customer with respect to such products.

3.9 Use of Subcontractors. Customer acknowledges that PerfectMind may engage agents and subcontractors to perform any of the Professional Services described in a Statement of Work. PerfectMind shall be responsible for the fulfillment of its obligations hereunder, notwithstanding the performance of any of its obligations by its agents and subcontractors.

3.10 No Recruitment. Customer agrees that during the term of this Agreement, and for a period of one (1) year thereafter, it will not, without the prior written consent of PerfectMind, hire, retain or engage, or make an offer in respect of same to, any employee, independent contractor or consultant of PerfectMind.

PART 4—FEES AND PAYMENTS

4.1 Platform Use Fees. Customer will pay all fees and charges in connection with the use of the Platform in accordance with Exhibit A, which forms an integral part hereof and is incorporated herein by reference.

4.2 Platform Use Billing. The fees payable by Customer for use of the Platform in each twelve (12) month period is payable in advance at the beginning of such period. PerfectMind will invoice Customer for such fees at the beginning of each 12 month period, and Customer will pay each invoice within thirty (30) days after the date of the invoice; provided that the entire fee for the first twelve-month period in the Term is payable and due upon the signing of this Agreement. All amounts due by Customer hereunder will be paid, unless otherwise expressly set out herein, without any deduction, adjustment or set-off whatsoever.

4.3 Taxes. Fees for use of the Platform do not include any taxes, and Customer agrees to pay all applicable sales, use, value-added and other taxes or similar nature based on or due as a result of any amounts paid to PerfectMind under this Agreement.

4.4 Late Payments. If PerfectMind does not receive payment in full of an invoice within 30 days after the date of such invoice and Customer fails to make full payment within ten (10) days after written notice of the non-payment is given by PerfectMind, Customer will be deemed to be in default. Customer will pay any and all collection costs incurred by PerfectMind in collection of outstanding debts. In addition to any other rights granted to PerfectMind herein and available to PerfectMind at law or in equity, PerfectMind reserves the right to suspend the Accounts and Customer's right to use and access to the Platform if Customer is in default with respect to its payment obligations. PerfectMind reserves the right to impose a reconnection fee upon reactivation if any such suspension takes place.

4.5 Professional Services Fees. If the Professional Services are to be provided on a fixed price basis, the Statement of Work will set out the total contract price, a payment schedule, including the fees payable in respect of each deliverable and/or milestone, as applicable. If the Professional Services are to be provided by PerfectMind on a time and materials basis, the rate(s) in Exhibit C attached hereto will apply. PerfectMind may, from time to time and upon sixty (60) days' notice to Customer, amend the rate(s) for Professional Services. Per diem rates shall be based on a 7.5 hour day. Once a Statement of Work is signed by the parties, the rates structure in effect at the time of the signing of the Statement of Work shall apply for the duration of the project described in the Statement of Work. PerfectMind's fees for Professional Services (whether fixed

or based on time and materials) do not include any travel, living or any other out-of-pocket expenses incurred by PerfectMind or its subcontractors in providing Professional Services. Customer will pay PerfectMind a flat rate of \$550 per day per PerfectMind employee or subcontractor who provides on-site Professional Services to Customer to cover accommodation, meal, local transportation and other out-of-pocket expenses, except travel (airfare) expenses. Customer will reimburse PerfectMind for all reasonable travel (airfare) expenses incurred by PerfectMind's to send its employees and subcontractors to Customer's site. All such travel (airfare) expenses for which PerfectMind seeks reimbursement will be supported by documentation in a form reasonably acceptable to the Customer.

4.6 Professional Fee Billing. PerfectMind will invoice Customer for the Professional Services according to the payment terms specified in the Statement of Work, or if no payment term is specified in the Statement of Work, on a monthly basis, and Customer will pay each invoice within fifteen (15) days after receipt of invoice, unless the parties agree otherwise in writing. Customer agrees to pay interest at the rate set out in the Statement of Work, or if none specified at 1.5% per month, on any unpaid amounts from the date due to the date upon which the balance is discharged, such interest to accrue from day to day and be compounded on a monthly basis, unless the parties agree otherwise in writing. The fees for the Professional Services to be performed pursuant to the Statement of Work attached hereto as Exhibit B are set out and shall be due and payable to PerfectMind in accordance with the "Fee payment schedule" section of Exhibit B, upon Customer's receipt of PerfectMind's invoices.

4.7 Taxes and Duties Relating to Professional Fees. All amounts payable in respect of the Professional Services rendered by PerfectMind to Customer under this Agreement will be exclusive of all shipping charges, insurance charges, customs duties, sales taxes, value-added taxes, and any other like charges or taxes. Customer will be responsible for paying all such charges and taxes in connection with the provision of the Professional Services under this Agreement.

4.8 Currency. All prices in this Agreement are in US dollars.

PART 5—USE OF THE PLATFORM

5.1 PerfectMind Responsibilities. PerfectMind will provide the Platform in accordance with the service levels set out in Exhibit D. PerfectMind will provide to Customer, at no additional charge, the support for the Platform described in Exhibit D. PerfectMind will comply with all Applicable Laws in the performance of this Agreement.

5.2 Training. PerfectMind will provide training to Customer's staff during the implementation period as provided in Exhibit B. This training may be in the form of in-person/on-site training or remote/online training. Customer's staff will also have access to all on-line training materials made available by PerfectMind to its customers including live and pre-recorded webinars. Customer may purchase additional training at PerfectMind's posted standard hourly rate for professional services. For additional training purchased by Customer, Customer will reimburse PerfectMind for all reasonable travel and other out-of-pocket expenses incurred by PerfectMind's employees and subcontractors in providing on-site training. All such expenses for which

PerfectMind seeks reimbursement will be supported by documentation in a form reasonably acceptable to Customer.

5.3 Customer Responsibilities. Customer will (a) be responsible for Account-holders' compliance with all of the terms and conditions of this Agreement; (b) be solely responsible for the accuracy, quality, integrity and legality of Customer Data, including Customer Content, and of the means by which Customer Data is acquired and used, including compliance with all personal information privacy laws and regulations and ensuring that no third party Intellectual Property Rights are infringed; (c) use commercially reasonable efforts to prevent unauthorized access to or use of the Platform, and notify PerfectMind promptly of any such unauthorized access or use; and (d) use the Platform only for Permitted Purposes and in accordance with the documentation therefor and all Applicable Laws.

5.4 Prohibited Conduct. Customer will not

- (a) make the Platform available to anyone, or permit anyone to access the Platform, other than Account-holders;
- (b) license, sublicense, sell, resell, publish, republish, transfer, assign, distribute, rent, lease or time-share the rights granted to Customer under this Agreement, or copy or otherwise commercially exploit the Platform or its components in any way except in accordance with the rights granted hereunder;
- (c) use the Platform in any manner or for any purpose (i) that violates this Agreement, (ii) that contravenes, facilitates the violation of, or violates any Applicable Laws; (iii) that extracts, gathers, collects, or stores personal information about individuals except in compliance with all applicable personal information privacy laws or that involves data mining, robots or similar data gathering or extraction methods on individual's personal information without their express consent, or (iv) that interferes with or disrupts the integrity or performance of the Platform, PerfectMind's systems or networks or third-party data of Content contained therein;
- (d) attempt to gain unauthorized access to the Platform or its related systems or networks;
- (e) post, upload, reproduce, distribute or otherwise transmit on the Platform (i) pyramid schemes, (ii) any material that contains a virus, cancelbot, Trojan horse, worm or other harmful, disruptive or surreptitious component, (iii) defamatory, infringing, indecent or unlawful software, materials or information, or (iv) inappropriate, profane, or obscene software, materials or information without suitable or lawfully-required access controls;
- (f) alter, modify, reverse engineer, decompile, or disassemble, translate, extract data structures from or otherwise attempt to extract the source code from the Platform or any part thereof;
- (g) create derivative works based on the Platform or works containing a substantial part of the Platform;

- (h) copy, frame or mirror any part or content of the Platform;
- (i) disable or circumvent any access control or related process or procedure established with respect to the Platform;
- (j) remove any copyright or other proprietary or Intellectual Property Rights notices or labels on or in the Platform or any part, copy or report generated therefrom or thereof;
- (k) use the Platform to scan or probe another computer system, obstruct or bypass computer identification procedures or engage in unauthorized computer or network trespass without the express permission of the owners of such computer systems;
- (l) access the Platform in order to (i) build a competitive product or service, or (ii) copy any ideas, features, functions or graphics of the Platform;
- (m) forge headers or otherwise manipulate any protocols or identifiers used in any system or protocol in such a manner to disguise the origin of any Content transmitted using the Platform;
- (n) impersonate or falsely represent an association with any person, including a PerfectMind representative, without the prior express, written permission of such person;
or
- (o) permit any of the foregoing to be done by any person, including Customer's employees, contractors, agents, or representatives, including Account-holders.

5.5 Commercial Electronic Messages. All email messages that Customer sends using the Platform will comply with all applicable anti-spam laws and regulations, including those relating to commercial electronic messages. When using the Platform, Customer will represent itself and/or its organization accurately and will not impersonate any other person, whether actual or fictitious. Customer specifically agrees that (to the extent that the Platform permits it, and it is within Customer's control to do so) for all messages that Customer sends using the Platform (i) the "from" line of the message will accurately and in a non-deceptive manner identify Customer's organization; (ii) the "subject" line of the message will not contain any deceptive or misleading content regarding the overall subject matter of the message, and (iii) the message will include the contact information of the Account-holder who sends the message or another individual within Customer's organization who may be readily contacted by the recipient, and such contact information will remain valid for at least 60 days after the message is sent. Customer will ensure that every message sent using the Platform will contain an "unsubscribe" link that allows recipient to remove himself/herself/itself from Customer contact list and specify an electronic address on the World Wide Web that can be accessed by the recipient of the message for the purpose of unsubscribing. Customer will promptly, and in any event no later than 10 days after the receipt of the request, give effect to any unsubscription requests it receives. Customer may not charge a fee, require the recipient to provide any personally identifying information beyond an email address, or make the recipient take any step other than sending a reply email or visiting a single page on an Internet website as a condition for giving effect to an unsubscribe request. Customer acknowledges that Customer will be responsible for maintaining and giving effect to the list of unsubscribe requests following termination of this Agreement.

5.6 Account Use. PerfectMind will issue Accounts, or permit Customer to issue Accounts, to individuals selected by Customer as Account-holders. Only Account-holders may access or use the Platform and each Account-holder's access to the Platform requires valid login credentials, including at least user identification and secure passwords (each an "**Account**"). The rights of an Account-holder may not be used by more than one individual, unless the Account of the Account-holder is reassigned in its entirety to another Account-holder, in which case the prior holder of the Account shall no longer have any right to access or use the Platform. Customer acknowledges and agrees that Customer:

(a) is fully responsible for Accounts assigned by or at the request of Customer and the acts and omissions of each Account-holder, including the creation of Account credentials by any person, the maintenance, confidentiality and security of all passwords related to Accounts, and any and all activities that occur under Accounts (including persons who gain access to such Accounts, whether with or without permission);

(b) will notify PerfectMind as soon as practicable after obtaining or receiving any knowledge of (i) any unauthorized use of an Account or any password related to an Account, or (ii) any other breach of security with respect to an Account, provided that such notification will not negate Customer's liability for any unauthorized use of an Account or password until such time as PerfectMind can be reasonably expected to take corrective measures; and

(c) will provide true, current, accurate and complete information as prompted by the Account-creation process or as otherwise requested by PerfectMind from time to time and to promptly update such information when any changes occur so as to keep such information held by PerfectMind true, current, complete and accurate.

5.7 Usage Limitations. The following provisions apply with respect to the Platform:

(a) **General Practices and Limits.** Customer acknowledges and agrees that PerfectMind may establish from time to time general practices and limits concerning the use of the Platform, including: the maximum size of any Customer Data, including Customer Content, that may be stored on PerfectMind servers (the "**Storage Limit**"); the maximum amount, speed and type of Customer Data, including Customer Content, that may be sent from or received using the Platform (the "**Usage Limit**"). Such general practices and limits may be posted on PerfectMind's website or otherwise made available through the Platform. Customer agrees that Customer's usage may not exceed such limits, and that it is Customer's responsibility to monitor Account usage of the Platform. PerfectMind covenants that the Storage Limit and the Usage Limit set for Customer will not be less than the following:

Minimum Storage Limit

- Storage: 80GB (\$160 per month for every additional 80GB blocks of storage)

Usage Limit

- Accountholders: Unlimited
- Email: 25,000 emails per month (\$200 per month for additional 50,000 emails)

(b) **Internet-based Software.** The Platform depends on the Internet, including networks, cabling, equipment and facilities that are not in PerfectMind’s control; accordingly (i) any representation made by PerfectMind regarding access performance, speeds, reliability, availability, use or consistency of the Platform, to the extent that they are dependent on the underlying Internet services, are on a “commercially reasonable efforts” basis, (ii) PerfectMind cannot guarantee any minimum level regarding actual user performance, speed, reliability, availability, use or consistency based on factors depending on the Internet, and (iii) content, data, messages, information or materials sent over the Internet may not be completely private, and anonymity is not guaranteed.

PART 6—CONTENT, INTELLECTUAL PROPERTY AND PRIVACY

6.1 Reservation of Rights. All right, title and interest, including all Intellectual Property Rights, in and to the Platform and PerfectMind Technology is and will at all times be fully vested in PerfectMind or its licensors, as the case may be.

6.2 Third-Party Content—Content accessed or available through the Platform may be owned by third-parties other than PerfectMind or Customer (collectively, “**Third Party Content**”) and may be protected by applicable Intellectual Property Rights. During use of the Platform, Customer may enter into correspondence with, purchase goods, hardware or services from, or participate in promotions of advertisers or sponsors showing their goods or services through the Platform. Any such activities, and any terms, conditions, warranties or representations associated with such activities are solely between the applicable third party and Customer. PerfectMind and its licensors shall have no liability, obligation or responsibility to Customer for any such correspondence, purchases or promotions. Customer acknowledges and agrees that Customer shall be solely responsible for obtaining necessary licenses, consent and permits from third-party providers with respect to any Third Party Content or ancillary software, hardware, or services that Customer may use in connection with its use of the Platform.

6.3 Feedback. From time to time during the term of this Agreement, Customer and Account-holders may provide PerfectMind with comments, suggestions, ideas and impressions of the Platform (“**Feedback**”). Customer acknowledges and agrees that, by disclosing such Feedback to PerfectMind, the provider thereof will be deemed to have granted to PerfectMind a royalty-free, worldwide, transferable, sub-licensable, non-exclusive, irrevocable and perpetual license to use, modify, adapt, improve or incorporate such Feedback into the Platform. Customer acknowledges and agrees that the right to use the Platform is good and sufficient consideration for any contributions, through the Feedback or otherwise, to the design, improvement, or functionality of the Platform and the transfer to PerfectMind thereof.

6.4 Customer Data. PerfectMind does not claim ownership of, and assumes no liability or responsibility with respect to, any Customer Data, including Customer Content. As

between PerfectMind and Customer, all right, title and interest (including Intellectual Property Rights) in and to Customer Data will at all times be fully vested in Customer, except that, by posting, uploading, inputting, providing, submitting, entering or otherwise transmitting Customer Data to PerfectMind or any third party using the Platform, Customer agrees as follows:

- (a) Customer will have thereby granted PerfectMind a royalty-free, non-exclusive, worldwide, fully paid-up limited license to use, copy, distribute, transmit, display, edit, delete, publish and translate such Customer Data to the extent reasonably required by PerfectMind in connection with the functionality of the Platform and the performance of this Agreement as well as to ensure adherence to or enforce the terms of this Agreement;
- (b) Customer, and not PerfectMind, will have sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness and Intellectual Property Rights of all Customer Data, and PerfectMind will not be responsible or liable for the deletion, correction, destruction, damage, loss or failure to store any Customer Data; and
- (c) Customer will have thereby confirmed, represented and warranted to PerfectMind that Customer has all rights, titles and interests (including all Intellectual Property Rights as well as the power and authority necessary), to grant the license to such Customer Data set above in subsection 6.4(a).

6.5 Privacy. PerfectMind acknowledges and agree that Customer Data may contain sensitive information, and, in connection therewith, (a) PerfectMind will comply with all Applicable Laws relating to personal information privacy, including British Columbia *Personal Information Protection Act* and will adhere to the PerfectMind Privacy Policy, which forms an integral part hereof and is incorporated herein by reference; (b) PerfectMind will use industry-standard management practices, technologies and security to protect the integrity, safety and security of Customer Data in both physical and electronic form; (c) Customer acknowledges and agrees that its use of the Platform will utilize, in whole or in part, the public Internet and third party networks to transmit communications, which transmissions may be intercepted by other parties or stored, cached, routed, transmitted or received in jurisdictions outside of the jurisdiction of Customer, (d) PerfectMind will not use Customer Data for any purpose other than to provide the functionality of the Platform to Customer and its users, to ensure adherence to or enforce the terms of this Agreement, or (only in aggregate form) for site metrics; (e) PerfectMind reserves the right to modify the PerfectMind Privacy Policy and its security policies in its reasonable discretion from time to time, subject to any Applicable Laws.

6.6 Use of the Other Party's Name. Each party may use the other party's name in its news releases, marketing and promotional materials and the like provided that such will comply with any standards set by the other party from time to time. Each party will cease to use the other party's name upon any expiration or termination of this Agreement.

PART 7—TERM AND TERMINATION

7.1 Term. This Agreement commences on the date first set out above and will continue in effect for five (5) years thereafter, unless earlier terminated or renewed in accordance with the provisions of this Agreement (the “**Term**”). At the expiration of the initial five year period, the

Term will be automatically renewed for successive one year periods unless a party provides written notice to the other party of the first party's intention not to renew, at least thirty days before the expiry of the then-current Term.

7.2 Renewal Terms. The fees payable by Customer during any such renewal term will be the same as the fee for the last year during the prior term unless PerfectMind has given Customer written notice of a pricing change at least 90 days' before the end of such prior term, in which case the pricing change will be effective upon renewal and thereafter.

7.3 Termination. Either party may terminate this Agreement for cause, immediately upon written notice to the other party, if:

- (a) the other party is in default of any of its material obligations under this Agreement and such default is not remedied within thirty (30) days of the date of receipt of written notice thereof, provided that cure period with respect to default in payment obligations is ten (10) days; or
- (b) the other party ceases to conduct business in the normal course; the other party becomes insolvent or bankrupt; the other party makes any assignment for the benefit of creditors; proceedings are instituted by or against the other party seeking relief, reorganisation or rearrangement under any laws relating to insolvency; a receiver, liquidator or trustee is appointed in respect of any property or assets of the other party; or an order is made for the liquidation, dissolution or winding up of the other party.

7.4 Payment on Termination. If this Agreement is terminated by Customer due to PerfectMind's default, then PerfectMind will refund to Customer an amount equal to the fees actually paid by Customer for the year during which the termination occurs prorated based on the post-termination portion of the year. Otherwise, any termination of the Agreement will not relieve Customer of its obligation to pay the fees payable to PerfectMind for the Term of the Agreement for the use of the Platform nor does it entitle Customer to any refund. Upon the termination of this Agreement, without prejudice to any other rights PerfectMind may have, Customer will (a) remit all fees payable for the Professional Services and Work Products accepted by Customer prior to the date of such termination or suspension; (b) remit all fees payable for work-in-progress, on a time and materials basis, at the rate structure applicable to the Statement of Work Order; and (c) remit all such other costs of PerfectMind, demonstrated to the reasonable satisfaction of Customer, directly related to the permanent or temporary winding down of the Professional Services, work and deliveries which are being terminated or suspended.

7.5 Return of Customer Data. Upon request by Customer made within 30 days after the effective date of termination or expiration of this Agreement (except in the case of PerfectMind terminating this Agreement for cause under §7.3), PerfectMind will make available to Customer for download a file of the relevant Customer Data in a commercially-reasonable standard (such as comma separated value (.csv) or extendible markup language (.xml)) format along with attachments in their native format as stored by PerfectMind. After such 30-day period, PerfectMind will have no obligation to maintain or provide any such Customer Data and will thereafter, unless legally prohibited, delete all such Customer Data in PerfectMind systems or otherwise in PerfectMind's possession or under PerfectMind's control. Within 15 days of any termination for

cause of this Agreement by PerfectMind pursuant to Section 7.3, Customer may request return of Customer Data, in which case Customer will pay to PerfectMind any fees outstanding prior to the termination of this Agreement plus any fee that PerfectMind requests, based on the time required to accommodate Customer's request regarding return of Customer Data, and upon receipt of such payments, PerfectMind will make available Customer Data to Customer for download as set out above. If Customer does not make a request within the 15 day time limit or fails to make payments within five (5) days after receiving PerfectMind's fee request, Customer's right to access or use Customer Data will immediately cease, and PerfectMind will have no obligation to maintain or provide any Customer Data and will thereafter, unless legally prohibited, delete all such Customer Data in PerfectMind systems or otherwise in PerfectMind's possession or under PerfectMind's control.

7.6 Survival. Without limiting the applicability of other terms and conditions of this Agreement, the terms of this Agreement that, by their nature, are intended to survive any purported or actual termination or expiry of this Agreement will so survive, including Part 1, Part 3, Part 6, Part 7, Part 8, Part 9 (except for §9.1) and Part 10.

PART 8—CONFIDENTIALITY

8.1 Confidential Information. Neither party will, without the prior written approval of the other party, disclose or use for any purpose other than exercise of its rights or performance of its obligations under this Agreement any information, documents, know-how, trade secrets of the other party, including the terms of this Agreement and such other information that is not in the public domain including, in respect of the Customer Data and, in respect of the Platform (collectively, "**Confidential Information**") that may come to its knowledge or possession by reason of exchange of information under this Agreement or entering into this Agreement.

8.2 Obligation to Protect. Each party will protect the other's Confidential Information using the same standard of care that it would use to protect its own, similar information, but in any case no less than a reasonable standard of care for information of similar sensitivity.

8.3 Title. All right, title and interest (including all Intellectual Property Rights) in and to each party's Confidential Information will be and remain vested in such party.

8.4 Permitted Disclosures. Each party will not disclose Confidential Information of the other party to any person except to the first party's employees, agents and sub-contractors on a strictly "need-to-know" basis, and provided that such persons have are subject to confidentiality obligations equivalent to the obligations imposed hereunder. Notwithstanding such disclosures, each party will be fully responsible for any breaches of confidentiality caused by such persons to whom the Confidential Information is disclosed as if such breach were committed by such party.

8.5 Exceptions. Neither party will have an obligation with respect to Confidential Information where such party can establish, through documentary evidence, that such information (a) was previously known to it free of any obligation to keep it confidential, (b) is or becomes publicly available other than by unauthorized disclosure, (c) is legally disclosed by third parties

without restrictions of confidentiality, or (d) has been independently developed by it without reference to the other party's Confidential Information.

8.6 Governmental Disclosures. Notwithstanding anything else in this Agreement, if a party is required to disclose any Confidential Information to a government body or court of law or as otherwise required by law, it may do so provided that it gives the other party sufficient advance notice as reasonable in the circumstances subject to applicable law to enable the owner of such Confidential Information the opportunity to contest the disclosure or obtain a protective order and assists the owner of such Confidential Information in contesting or protecting same.

PART 9—WARRANTIES, DISCLAIMERS, INDEMNITIES AND LIABILITY

9.1 PerfectMind Warranties. PerfectMind represents and warrants to Customer that (a) the Platform will perform materially in accordance with the documentation therefor under normal use and circumstances; (b) the Professional Services will be performed in a diligent and workmanlike manner consistent with standards generally observed in the industry for similar services, and the Work Product will materially conform to the Statement of Work upon acceptance, and PerfectMind will use all commercially reasonable efforts to remedy any material non-conformance of the Work Product to the Statement of Work in an expeditious manner; and (c) the functionality of the Platform will not be materially decreased during the Term, subject to the other provisions of this Agreement. For clarity, PerfectMind will not be responsible for and the warranties provided by PerfectMind in this §9.1 do not apply to situations where improper or inadequate installation or maintenance of software or hardware that Customer uses to access or utilize, or otherwise in connection with, the Platform or Customer Data, or failure to properly configure the Platform for use in connection with such hardware or software is the cause of a failure or malfunction.

9.2 Mutual Warranty. Each party represents and warrants that it has the legal power and authority to enter into this Agreement and to fully abide by the terms and conditions hereof.

9.3 NO OTHER WARRANTIES. THE PLATFORM AND THE WORK PRODUCT ARE PROVIDED ON AN “AS-IS” AND “AS-AVAILABLE” BASIS AND PERFECTMIND DOES NOT GUARANTEE THAT THE PLATFORM WILL FUNCTION ERROR-FREE OR UNINTERRUPTED. CUSTOMER ACKNOWLEDGES THAT PERFECTMIND DOES NOT CONTROL THE TRANSFER OF DATA OVER COMMUNICATIONS FACILITIES, INCLUDING THE INTERNET, AND THAT THE SERVICE PROVIDED UNDER THIS AGREEMENT MAY BE SUBJECT TO LIMITATIONS, DELAYS, AND OTHER PROBLEMS INHERENT IN THE USE OF SUCH COMMUNICATIONS FACILITIES. PERFECTMIND IS NOT RESPONSIBLE FOR ANY DELAYS, DELIVERY FAILURES, OR OTHER DAMAGE RESULTING FROM SUCH PROBLEMS. THERE ARE NO REPRESENTATIONS, CONDITIONS OR WARRANTIES OTHER THAN THOSE EXPRESSLY PROVIDED IN THIS AGREEMENT. THE CONDITIONS, REPRESENTATIONS AND WARRANTIES EXPRESSLY SET OUT HEREIN ARE IN LIEU OF, AND PERFECTMIND EXPRESSLY

DISCLAIMS, ALL CONDITIONS, WARRANTIES AND REPRESENTATIONS, EXPRESS, IMPLIED OR STATUTORY, INCLUDING IMPLIED CONDITIONS, WARRANTIES OR REPRESENTATIONS IN RESPECT OF QUALITY, CONDUCT, PERFORMANCE, RELIABILITY, AVAILABILITY, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WHETHER ARISING BY USAGE OF TRADE, BY COURSE OF DEALING, BY COURSE OF PERFORMANCE, AT LAW, IN EQUITY, BY STATUTE OR OTHERWISE HOWSOEVER, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW.

9.4 Indemnification by PerfectMind. PerfectMind will indemnify and hold harmless Customer, and its officers, employees and agents (collectively, in this §9.4, the “**Indemnified Persons**”), from and against any and all Claims brought or made against, or incurred by, the Indemnified Persons, or any one of them, arising out of a claim by a third party that the Platform or the Work Product infringes the Intellectual Property Rights of a third party enforceable in Canada or the United States.

9.5 Exception to PerfectMind Indemnity. Notwithstanding §9.4, PerfectMind will not be required to defend or indemnify any Indemnified Person if, and to the extent that, the Claim would not have arisen but for (a) any Indemnified Person’s combination of the Platform or Work products with software, services or products not supplied by PerfectMind, (b) any breach by an Indemnified Person of any provision of this Agreement, or (c) any refusal by the Indemnified Person to use a non-infringing version of the Platform or the Work Product offered by PerfectMind under §9.7.

9.6 Indemnification by Customer. Customer will indemnify and hold harmless PerfectMind and its officers, employees and agents (collectively, in this §9.6, the “**Indemnified Persons**”), from and against any and all Claims brought or made against, or incurred by, the Indemnified Persons, or any one of them, arising out of a claim by a third party that Customer Data, or Customer use of Customer Data (a) infringes the Intellectual Property Rights of a third party, or (b) is inappropriate, profane, defamatory, infringing, obscene or indecent or otherwise breaches any Applicable Law.

9.7 Additional Infringement Obligations. If PerfectMind receives any knowledge of any Claim in respect of §9.4 or any circumstances in which a Claim in respect of such provision is threatened or reasonably anticipated, it will, as soon as reasonably practicable, (a) procure, at its expense, the right for Customer to use the Platform or the Work Product, as the case may be, or such infringing part thereof; (b) replace, at its expense, the Platform or the Work Product, as the case may be, or such infringing part thereof, with material of comparable functionality that does not breach this Agreement; (c) if the removal of such infringing part of the Platform or the Work Product, as the case may be, would not be a breach of this Agreement, remove such infringing part of the Platform; or (d) terminate this Agreement and refund to Customer a *pro rata* portion of the Platform use fees prepaid by Customer for the period during which the Agreement is terminated.

9.8 Conduct of Indemnities. Each party acknowledges that the indemnifying party will be given complete authority for the defence or settlement of Claims indemnified hereunder, on the understanding that, in all events, the indemnified party will have the right (at its own expense) to participate in such defence or compromise through counsel of its choosing. An

indemnifying party's obligations to provide an indemnity hereunder will be conditional upon (a) the indemnified party notifying the indemnifying party as soon as reasonably practicable after receiving notice of a Claim, (b) the indemnified party providing such information and assistance as reasonably requested by the indemnifying party, and (c) the indemnified party not compromising or settling the Claim without the indemnifying party's prior written consent, such consent not to be unreasonably withheld, conditioned or delayed.

9.9 EXCLUSION AND LIMIT OF LIABILITY. NEITHER PARTY WILL BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES OF ANY KIND WHATSOEVER AND HOWEVER CAUSED, WHETHER ARISING UNDER CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, INCLUDING (WITHOUT LIMITATION) LOSS OF PRODUCTION, LOSS OF OR CORRUPTION TO DATA, LOSS OF PROFITS OR OF CONTRACTS, LOSS OF BUSINESS, LOSS OF MANAGEMENT OR OPERATION TIME AND LOSS OF GOODWILL OR ANTICIPATED SAVINGS, EVEN IF THE PARTY HAS BEEN NOTIFIED OF THE POSSIBILITY THEREOF OR COULD HAVE FORESEEN SUCH CLAIMS. THE ENTIRE LIABILITY OF EACH PARTY TO THE OTHER PARTY FOR DIRECT DAMAGES FROM ANY CAUSE WHATSOEVER, AND REGARDLESS OF THE FORM OF ACTION OR THE CAUSE OF ACTION, WHETHER IN CONTRACT OR IN TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, BREACH OF A FUNDAMENTAL TERM, FUNDAMENTAL BREACH OR OTHERWISE IN CONNECTION WITH THIS AGREEMENT WILL BE LIMITED TO THE FEES ACTUALLY PAID TO PERFECTMIND BY CUSTOMER DURING THE THREE (3) MONTHS PRECEDING THE CIRCUMSTANCES IN WHICH SUCH LIABILITY ARISES (EXCEPT THAT NOTHING IN THIS PROVISION WILL LIMIT CUSTOMER'S OBLIGATION TO PAY THE FEES PROVIDED IN PART 4 TO PERFECTMIND).

9.10 Exclusive Remedy. This Part 9 states PerfectMind's sole liability to Customer, and Customer's exclusive remedy against PerfectMind for any type of Claim described in Part 9.

PART 10—GENERAL

10.1 Internal Escalation of Disputes. Any controversy, claim or dispute (“**Dispute**”) arising out of or related to this Agreement, including, without limitation, Disputes covering the performance of the parties’ obligations or the interpretation of the terms and conditions of this Agreement or applicable fees or payments, shall be dealt with as follows: Each Dispute initially shall be brought for resolution before a committee consisting of two (2) representatives of each of the parties- the project manager and the Account Manager from PerfectMind and the project manager and a person with a position equivalent to Account manager from Customer. If the committee is unable to resolve a Dispute within ten (10) working days, then the Dispute shall be escalated to a separate committee consisting of one (1) officer of each party – the Director of Customer Service from PerfectMind and an officer of equivalent position from Customer. If this second committee is unable to resolve the Dispute within ten (10) working days, then the Dispute shall be escalated to another separate committee consisting of two (2) executive officers of each party – the CEO and the COO of PerfectMind and two executive officers with equivalent positions with Customer. Members of each committee shall act reasonably and good faith and attempt to resolve the dispute amicably.

10.2 Arbitration. If the committee of executive officers is unable to resolve the Dispute within fifteen (15) working days then either party may refer the Dispute to formal arbitration in accordance with the *Commercial Arbitration Act* (British Columbia), and judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. Either party may refer a Dispute to arbitration by serving written notice of its intention to arbitrate. Arbitration of the Dispute shall be conducted by a single arbitrator to be mutually agreed to by the parties within five (5) working days following the referral of the Dispute to arbitration. The arbitrator shall have substantial experience in arbitrating business disputes involving information technology matters, including contractual disputes. If the parties are unable to mutually agree upon an arbitrator, either party may apply to a court of competent jurisdiction for the appointment of such arbitrator. Each of the parties agrees to co-operate promptly and fully with the other party with respect to all aspects of arbitration including, without limitation, appointment of the arbitrator and compliance with any requests or orders of the arbitrator. All arbitration shall take place in Vancouver, British Columbia, Canada. All arbitration shall be conducted in the English language. Each party shall pay an equal share of the costs of any arbitration. Any award of the arbitrator shall be final and binding on the parties. .

10.3 Marketing. PerfectMind may use Customer’s name, with an accurate reference to Customer’s use of the Platform, in PerfectMind’s marketing materials or on PerfectMind’s website, with a link to Customer’s website.

10.4 Notice. Any notice required or permitted to be given hereunder will be in writing and may be given by personal services, including by courier, or by facsimile if confirmed on the same day, or in writing by registered airmail, with postage prepaid to the following:

If to PerfectMind:
PerfectMind Inc.
2nd Floor, 4333 Still Creek Drive
Burnaby, BC, V5C 6S6
Fax:

Attention: Ali Sanei-CEO

If to Customer:
[ORGANIZATION NAME]
[ADDRESS]
[CITY, STATE/PROVINCE]
[POSTAL/ZIP CODE]

Fax: _____

Attention: [CONTACT NAME]

Any notice given by personal delivery (including courier) will be conclusively deemed to have been given on the day of actual delivery thereof and, if given by facsimile, on the day of transmittal thereof if given during the normal business hours of the recipient on a business day, and on the business day during which such normal business hours next occur if not given during such hours.

10.5 Assignments. This Agreement may not be assigned by either party without the prior written approval of the other party, such approval not to be unreasonably withheld or delayed, but may be assigned by PerfectMind to (i) a parent, subsidiary or affiliate; (ii) an acquirer of assets; or (iii) a successor by merger, on written notice to Customer. Any purported assignment in violation of this section shall be void.

10.6 Applicable Law. This Agreement will be governed by and construed in accordance with the laws of the Province of British Columbia and the laws of Canada applicable therein, without reference to conflict of laws principles, and any disputes, actions, claims or causes of action arising out of or in connection with this Agreement or the Platform shall be subject to the jurisdiction of the courts of British Columbia, Canada, to which the parties hereby irrevocably attorn.

10.7 Force Majeure. Neither party shall be liable for damages for any delay or failure of delivery arising out of an event of Force Majeure.

10.8 Waivers. No right under this Agreement will be deemed to be waived except by notice in writing signed by the party waiving its right, and any such waiver will not prejudice its rights in respect of any subsequent breach of this Agreement by the other party. Any failure by a party to enforce any clause of this Agreement or right contained in it, or any forbearance, delay or indulgence granted by a party to the other party, will not be construed as a waiver of the first-mentioned party's rights under this Agreement.

10.9 No Presumption. No presumption shall operate in favour of or against any party hereto as a result of any responsibility that any party may have had for drafting this Agreement.

10.10 Enurement. This Agreement will enure to the benefit of and be binding upon the parties and their successors, trustees, permitted assigns and receivers.

10.11 Injunctive Relief. Each party acknowledges and agrees that a breach by it of the provisions of this Agreement relating to Confidential Information, Intellectual Property Rights, or restrictive obligations may result in immediate and irreparable harm to the other party for which compensation would be an inadequate remedy. Accordingly, each party acknowledges and agrees that the other party may seek, as a matter of right and without the necessity of establishing the inadequacy of monetary damages, injunctive or other equitable relief to prevent or remedy such conduct from any court of appropriate jurisdiction.

10.12 Entire Agreement. This Agreement together with any applicable Statement of Work constitutes the entire Agreement between the parties and supersedes all prior representations, agreements, statements and understandings, whether verbal or in writing. In connection therewith, no terms or conditions stated in any Customer purchase order or other order or documentation will be incorporated into or form any part of this Agreement, and all such terms or conditions will be null and void, notwithstanding any provision therein.

10.13 Amendments. This Agreement may not be amended except by written instrument signed by an authorized representative of both parties.

10.14 Severability. If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, the same will not affect the other terms or provisions hereof or the whole of this Agreement, but such terms or provisions will be deemed modified to the extent necessary in the court's opinion to render such terms or provisions enforceable, and the rights and obligations of the parties will be construed and enforced accordingly, preserving to the fullest permissible extent the intent and agreements of the parties herein set forth.

10.15 Relationship of the Parties. The parties are independent contractors. This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary or employment relationship between the parties.

10.16 No Third-Party Beneficiaries. There are no third-party beneficiaries to this Agreement.

10.17 Counterparts. This Agreement may be signed in as many counterparts as may be necessary, each of which so signed will be deemed to be an original and each copy sent by electronic facsimile transmissions will be deemed to be an original, and such counterparts together will constitute one and the same instrument and notwithstanding the date or dates of execution will be deemed to bear the date as first above written.

IN WITNESS WHEREOF the parties have executed this Agreement with effect as of the date first above written.

PERFECTMIND INC.

[ORGANIZATION]

Per: _____
(Signature of PerfectMind Authorized Signatory)

Per: _____
(Signature of Customer Authorized Signatory)

Name: _____
(Please Print PerfectMind Signatory's Name)

Name: _____
(Please Print Customer Signatory's Name)

Title: _____
(Please Print PerfectMind Signatory's Title)

Title: _____
(Please Print Customer Signatory's Title)

EXHIBIT A
Platform Use fees

PLATFORM

The fees for the Platform use will be as follows:

Year One (from TBD, 2020 to TBD, 2021): \$4,500.00

Year Two (from TBD, 2021 to TBD, 2022): \$4,500.00

Year Three (from TBD, 2022 to TBD, 2023): \$4,500.00

Year Four (from TBD, 2023 to TBD, 2024): \$4,500.00

Year Five (from TBD, 2024 to TBD, 2025): \$4,500.00

EXHIBIT B
Statement of Work

Scope/Project Management and Planning

Customer will be responsible for overall implementation while PerfectMind will provide project planning based on timelines provided by Customer and support throughout the implementation process. PerfectMind will assign an Implementation Consultant for the project, who will be responsible for:

- Providing guidance regarding adherence to the project scope
- Communications with Customer
- Managing project issues and issue tracking
- Management of ongoing technical questions and required follow up actions related to the delivery of a successful software implementation
- Together with Customer, reviewing and updating the project tracking reports over periodical (recurring) calls with Customer, for the duration of the project
- Being reasonably available for project calls to provide ongoing project support
- Working with the designated Customer point of contact
- Deliverable acceptance and sign-off

In addition to the Implementation Consultant, PerfectMind will assign appropriate staff to complete the deliverables described in this Statement of Work, including testing, administration and ongoing support during recurring project meetings.

Timeline

Customer is planning to implement the solution with the following estimated timeline. PerfectMind is expected to recommend an overall implementation plan and timeline based on their experience with implementations of similar scope and complexity. Timely completion of the project based on this schedule will depend on adequate dedication of resources by both parties and timely completion of deliverables for both PerfectMind and the Customer .

TBD	Contract Signature
TBD	Project kick off (Milestone 1)
TBD	Software Configuration (Milestone 2)
TBD	Go-live readiness (Milestone 3)
TBD	Go-live (Milestone 4)

Technical Requirements

PerfectMind will provide a SaaS solution. The only requirement for operating and using the proposed solution will be broadband internet connection and access to the internet via a web browser with all standard browsers being supported (recommended browsers will be communicated to Customer during the implementation phase).

Customer Testing

PerfectMind will develop a test plan for Customer that covers system and functional, testing. After all of the components of the system have been completed, Customer will conduct system and functional testing. Customer will report any defects to PerfectMind immediately for correction. If any defects are found, PerfectMind will provide a plan to achieve acceptance or to make corrections or replacements.

Training

PerfectMind will provide system administrators and trainers identified by Customer (number of system administrator and trainers to be determined at the discretion of Customer) with access to a full curriculum of training media. PerfectMind has developed a training plan for Customer to fully prepare the system administrators to support the system. The training plan will include:

- In-depth understanding of the system functionalities, including:
 - Workflow Development
 - Report Development
 - Software Configuration
- A review of best practices in the configuration and use of the system.
- Training content on different modules of the system, including:
 - Contact/Account Management
 - Store/Point of Sale Training
 - Membership Management
 - Attendance Tracking
 - Billing Management
 - Activity/Program Registration
 - Facility Rental
 - Appointments and Private Lesson scheduling
 - Marketing
 - Staff Management
 - Accounting
 - Document Template creation and configuration

- Troubleshooting

PerfectMind will provide technical assistance to Customer's IT staff on the operation of the system. PerfectMind will investigate and troubleshoot any technical issues with the system that Customer's IT staff report to PerfectMind.

Deliverables and Service Acceptance

Customer designee will formalize the acceptance of the service via written acceptance of the following acceptance forms:



Project Kickoff

Purpose

The purpose of the Project Kickoff Acceptance Form is to confirm that the project kickoff has occurred and the following deliverables are completed.

Deliverables

- Contract signature and execution
- Welcome email received
- Discovery survey submitted
- Weekly recurring Q&A calls scheduled

The above deliverables are completed as of _____ and are formally accepted on behalf of the Customer.

Accepted by:
(Shorewood Hills Pool): _____ Date: _____

Title: _____

(PerfectMind): _____ Date: _____

Title: _____



Configuration

Purpose

The purpose of the Configuration Acceptance Form is to confirm that the PerfectMind system configuration has occurred and the following deliverables are completed.

Deliverables

- Login to PerfectMind University
- Login to live PerfectMind instance
- Configuration phase 1 (Settings) progress confirmation submitted
- Configuration phase 2 (Clients & Accounts) progress confirmation submitted
- Configuration phase 3 (Point of Sale) progress confirmation submitted
- Configuration phase 4 (Memberships) progress confirmation submitted
- Configuration phase 5 (Facilities Equipment) progress confirmation submitted
- Configuration phase 6 (Facilities) progress confirmation submitted
- Configuration phase 7 (Activities) progress confirmation submitted
- Configuration phase 8 (Website & Marketing) progress confirmation submitted

The above deliverables are completed as of _____ and are formally accepted on behalf of the Customer.

Accepted by:
(Shorewood Hills Pool): _____ Date: _____

Title: _____

(PerfectMind): _____ Date: _____

Title: _____



Go-Live Readiness

Purpose

The purpose of the Go-Live Readiness Acceptance Form is to confirm that all Go-Live readiness activities have occurred and the following deliverables are completed.

Deliverables

- User Acceptance Testing completed
- PerfectMind QA testing completed
- End User Training program provided
- Hardware configuration validated

The above deliverables are completed as of _____ and are formally accepted on behalf of the Customer.

Accepted by:
(Shorewood Hills Pool): _____ Date: _____

Title: _____

(PerfectMind): _____ Date: _____

Title: _____

ACCEPTANCE FORM D



Project Completion- Final Acceptance

Purpose

The purpose of the Project Completion acceptance form is to provide final acceptance of all aspects of the project package and confirms all deliverables are completed.

Deliverable

- Processing 'live' customer transactions on the PerfectMind platform

The above deliverables are completed as of _____ and are formally accepted on behalf of the Customer.

Accepted by:
(Shorewood Hills Pool): _____ Date: _____

Title: _____

(PerfectMind): _____ Date: _____

Title: _____

Fee Payment Schedule

Schedule Target Dates	Milestones & Deliverable	Subscription	Implementation	Payment Date
TBD 2020	Upon signing of the agreement <ul style="list-style-type: none"> • Contract Signature and Execution • Payments due: 	\$4,500.00	\$6,000.00	Upon signing of the Agreement
TBD	Project Kick off (Milestone 1) <ul style="list-style-type: none"> • Weekly recurring Q&A calls scheduled • Welcome email package received • Project discovery survey completed • Creation of the live production environment 			Upon completion of Acceptance Form A
TBD	Software configuration (Milestone 2) <ul style="list-style-type: none"> • Login to PerfectMind University guided configuration environment • Login to live PerfectMind instance • Completion of all guided configuration milestones 			Upon completion of Acceptance Form B
TBD	Go-Live Readiness (Milestone 3) <ul style="list-style-type: none"> • User Acceptance Testing completed • PerfectMind QA testing completed • End User Training program provided • Hardware configuration validated 			Upon completion of Acceptance Form C
TBD	Go-live (Milestone 4) The system is pushed to the Production environment.			Upon completion of Acceptance Form D
Total		\$4,500.00	\$6,000.00	\$10,500.00

PerfectMind is not expected to provide any of the Professional Services described above on-site at Customer's facilities. Should Customer require on-site Professional Services, it has to purchase them separately from PerfectMind, in which case separate fees for the Professional Services, as applicable, and compensation for travel, accommodation and other out-of-pocket expenses for providing on-site Professional Services will be charged by PerfectMind.

EXHIBIT C

PerfectMind Rate for Professional Services

Optional Services	Unit Price	Description
Importation of Data	\$150/hr	Upon termination of this Agreement, PerfectMind shall supply to Customer a basic export of the complete data in a format suitable for importation. Anything beyond will be charged at this rate.
Professional Services	\$150/hr	Services outside the agreed to Statement of Work that requires additional resourcing to accommodate Customer's requests (other than development/programming).
Integration to third party software	\$250/hr	Processing Integration with the Customer's preferred payment processor.
Training	\$150/hr	Any future additional training requested outside the Statement of Work.
Development	\$250/hr	Services outside the agreed to Statement of Work that requires additional development (programming).

The above fees do not include any travel, living or any other out-of-pocket expenses incurred by PerfectMind in providing on-site Professional Services. Customer will pay PerfectMind a flat rate of \$550 per day per PerfectMind employee or subcontractor who provides on-site Professional Services to Customer to cover accommodation, meal, local transportation and other out-of-pocket expenses, except travel (airfare) expenses. Customer will reimburse PerfectMind for all reasonable travel (airfare) expenses incurred by PerfectMind's to send its employees and subcontractors to Customer's site. All such travel (airfare) expenses for which PerfectMind seeks reimbursement will be supported by documentation in a form reasonably acceptable to the Customer.

EXHIBIT D
Service Levels

1. Platform Uptime.

The Platform will achieve a system uptime performance level of 99.9% during the Operation Hours on an annual basis inclusive of any downtime caused by the underlying telecommunication services provider. In this Exhibit, “Operation Hours” means 6 am to midnight Pacific Time, seven days a week.

PerfectMind will only be responsible for its Platform uptime performance levels and will not be responsible for any failure due to a failure of Customer’s system(s) or a Force Majeure event as described in this Agreement, and such failures shall not be counted against PerfectMind’s required system uptime performance levels.

PerfectMind may, upon not less than seven (7) days’ prior written notice to Customer, which may be email notification, cause the Platform to be unavailable for a period of time not to exceed 12 consecutive hours (“Planned Maintenance”). Planned Maintenance will be performed during the Maintenance Window, and not more than once per week, unless any such Planned Maintenance is a result of urgent events outside of PerfectMind’s direct control in which case PerfectMind will provide as much notice as is practicable. Planned Maintenance will apply against PerfectMind’s required uptime performance level unless (i) it is conducted during the Maintenance Window; or (ii) it is as result of remedial work necessary to address a material defect with third party software such as Microsoft® operating system or SQL server. In this Exhibit D, “Maintenance Window” means between 12:01 am and 6:00 am Pacific Time on any day.

2. Technical Support.

Following the reporting of a problem by Customer’s technical support personnel either via phone call or email PerfectMind’s technical support, PerfectMind will respond to the problem in accordance with the incident level and provide a fix to the problem all in accordance with the table set forth below:

24x7x365 Technical Support		
Description	Response time	Resolution Time
Customer report an incident via phone, email, or chat	A live agent will immediately discuss the issue with Customer	85% of the incidents are currently addressed on the first call
The initial call requires escalation to Level II	The initial call will be transferred to a Sr. live agent to further discuss the incident with the customer	95% of the escalated calls to level II are addressed within the first call
The escalated call to Level II requires escalation to the Development team	Level II agent create a case for the development team to further investigate the incident	Resolution time will follow the SLA table below

Service Level Agreement		
Incident Level	Description	Resolution Time
Critical	<p>This incident level is attained when the following conditions are met:</p> <ul style="list-style-type: none"> - Complete inability to use the Platform; or - A reoccurring temporary inability to use the Platform 	Within the <u>same business day</u>
High	<p>This incident level is attained when the following conditions are met:</p> <ul style="list-style-type: none"> - A significant degradation of the significant features or functions available on the Platform - Recent modifications to the Platform cause some significant features or functions to operate inconsistently 	Within <u>24 hours</u>
Low	<p>This incident level is attained when the following conditions are met:</p> <ul style="list-style-type: none"> - A minor degradation of some significant features or functions; or - A degradation of some secondary features or function occurs 	These issues will be reviewed and prioritized according to the severity of the issue. An accurate estimate will be provided to the customer within a week after the incident is reported

EXHIBIT E

Platform Features and Functionalities

PerfectMind's Platform will include the following features and functionalities:

- **Built-In Reporting Engine**
A built-in reporting engine to help the customer to create reports.
- **Integrated Workflow Engine**
Generate workflows to streamline your team's processes and communications
- **Business App Store**
PerfectMind is adaptable through our community-driven App Store.
- **Open API**
Having access to an adaptable integration with external apps allows fluid interconnectivity and collaboration across platforms
- **Data Security, Auditing and Permissions**
The ability to control app-level access, user auditing, user time limits, specific IP access, as well as group- and role-based data permissions.
- **Multi-Site Management & Reporting**
To allow client to manage multiple sites from one account.
- **24/7 Customer Service**
PerfectMind provides 24x7 operation support using live agents/chat/email.

Recreation Management Features:

- **Facility booking and Scheduling**
PerfectMind booking takes care of conflict and contract management, recurring bookings, equipment and rental inventory, capacity management and more. Your staff and your members can schedule events online or on-site. PerfectMind lets you manage facility dependencies, availability, and multiple rates. Customers can book using desktop, tablet or mobile devices on all popular web browsers.
- **Membership Management**
This allows you to manage families, multiple memberships, and related contacts.
- **Document Management**
You can create, save, print, upload and manage your documents for your organization in the cloud. Sign waivers, contracts, and other documents electronically with a digital signature and store them safely in the cloud.
- **Staff Management**
You can view all your staff schedules in one master calendar. PerfectMind provides your staff with the ability to make their own schedule and to adjust availability for vacations and time off. Manage staff wages, commissions, hours, availability and much more. Restrict access permissions for users and groups to improve security.
- **Activity Registration**
Online or on-site registration for all types of bookings including courses, private lessons, drop-in and flexible registrations to accommodate your needs. Intelligent conflict management gives you the flexibility to readily make changes to events.

- **POS and Inventory Management**
To sell products, service or event online or on-site using cutting-edge features within inventory and sales management. Track purchase orders and inventory.
- **Attendance Tracking and Check-in**
Allow customers to scan or check themselves in at the front desk using a kiosk, or manually check-in with a staff member. Improve retention with live class statistics, and much more. Guest check-ins allow for quick processing to non-members or during busy periods.
- **Calendar**
Flexible, multi-functional calendar with drag-and-drop functionality to make changes and updates to events, activities and facility booking. You can also view multiple facilities, locations and courses.
- **Marketing**
A built-in, fully-functional email solution replaces the need for any additional email applications so you can streamline your marketing for programs, campaigns, and personalized operation emails. Increase signups and enrollments using loyalty and referral programs. You can also have access to simple and customizable landing pages and lead-capture forms.
- **Task Management**
To schedule automated and recurring tasks with alerts to stay up-to-date, organized and focused. Set reminders based on predefined or custom triggers
- **Reports**
PerfectMind's built-in reporting engine enables you to create, customize and run reports. Create and schedule custom financial, attendance, utilization, and marketing reports all from the same interface. View real-time analytics and historical data in tabular or graphical format. All reports can be exported for use in a third-party application.
- **Account management**
To keep track of your clients and contacts including organizations and families

EMPLOYMENT EXPERIENCE

Start with your most recent job. Include any job related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities, or other protected status.

1.	Employer		Dates Employed		Work Performed	
			From	To		
	Address					
	Telephone Number(s)		Hourly Rate / Salary			
			Starting	Final		
	Job Title	Supervisor				
Reason for Leaving						
2.	Employer		Dates Employed		Work Performed	
			From	To		
	Address					
	Telephone Number(s)		Hourly Rate / Salary			
			Starting	Final		
	Job Title	Supervisor				
Reason for Leaving						
3.	Employer		Dates Employed		Work Performed	
			From	To		
	Address					
	Telephone Number(s)		Hourly Rate / Salary			
			Starting	Final		
	Job Title	Supervisor				
Reason for Leaving						
4.	Employer		Dates Employed		Work Performed	
			From	To		
	Address					
	Telephone Number(s)		Hourly Rate / Salary			
			Starting	Final		
	Job Title	Supervisor				
Reason for Leaving						

Please continue on a separate piece of paper, if necessary

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EDUCATIONAL HISTORY

	Name and Address of School	Course of Study	Years Completed	Diploma / Degree
Grade School (Middle School)				
High School				
Undergraduate College / Technical				
Graduate Professional				
Other (Specify)				

SPECIALIZED TRAINING

Describe any specialized training, apprenticeship, skills and extra-curricular activities:

ADDITIONAL INFORMATION

List professional, trade, business or civic activities and offices held. You may exclude memberships which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:

JOB RELATED SKILLS

Summarize special job-related skills and qualifications acquired from employment or other experience:

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

REFERENCES

1.	(Name)	(Phone #)
	(Address)	
2.	(Name)	(Phone #)
	(Address)	
3.	(Name)	(Phone #)
	(Address)	
4.	(Name)	(Phone #)
	(Address)	

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge the Employee at any time, with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized party of the Village of Shorewood Hills.

I understand that any false or misleading information given in my application or interview(s) may result in me not being considered for the position or, if hired, termination of my employment. I understand, also, that I am required to abide by all rules and regulations of the Employer.

Signature of Applicant

Date

Please return the completed form to:

Village of Shorewood Hills
810 Shorewood Boulevard
Madison, WI 53705-2115

Phone: 608-267-2680
Fax: 608-266-5929



(Revised 7-12-12)

WE ARE AN EQUAL OPPORTUNITY EMPLOYER



Contract Extension Proposal for Village of Shorewood Hills Automated Solid Waste Disposal and Collection Services



September 16, 2020.

Karl Frantz
Director of Public Works



Narrative for Village of Shorewood Hills Automated Solid Waste Disposal and Collection Services Extension Proposal

15 years ago, Pellitteri Waste Systems set out to find the first municipality to entrust us in providing fully-automated curbside trash and recycling services. Today, we continue to serve that same community who was willing to let us show that we could do it. Over the span of 15 years, Pellitteri has more than proven our ability to provide this service. Our focus has shifted from showing that we can, to showcasing what makes us the local industry leader, adding to more than 50,000 households serviced by Pellitteri Waste Systems.

- To date, we have implemented fully-automated residential refuse and recycling service systems in 27 municipalities and 22 private homeowner associations.
- Of the 27 municipal curbside residential contracts awarded since inception of our program, we have 100% renewal rate with all 27 still with us today.
- Seven of our municipalities opted within the first 18 months of a 5-year contract, to amend their terms to a 10-year contract to take advantage of our services at more favorable rates.
- Pellitteri Waste Systems was selected to receive and sort the City of Madison's 20,000 annual tons of collected recyclable material while also being the exclusive waste hauling company for Dane County, servicing County-owned facilities and parks for the last 11 years and more to come.

Meeting the needs of our customers has always been the first priority at Pellitteri Waste Systems. We are pleased to offer our 'customer first' services to the Village of Shorewood Hills and its residents with this extension proposal. In addition to our 'customer first' service approach, there are many aspects of Pellitteri Waste Systems that set us apart in our industry:

- Being a family-owned and operated company for over 41 years allows us to offer your community a personalized family-to-family approach. This approach, along with our 100+ employees and 60 + trucks, benefits all of our residential customers by providing unmatched service and response to meet each residents' individual needs.
- We own and operate a state-of-the-art recycling material recovery facility (MRF), Kipp Street Station. We are devoted to helping our customers increase the amount of items and materials that can be recycled instead of filling up a landfill. This leads to solutions for our customers that are environmentally and fiscally responsible. Managing our own processes also enables us to accept items you would not be able to recycle elsewhere such as milk cartons and pots & pans. Another benefit to partnering with Pellitteri is our ability to accept bagged recyclables, a program that has been discontinued by most other waste haulers in Wisconsin. Last, but certainly not least, we are proud to say we have never sent glass to a landfill, something that is disappointingly common in our industry. Letter of reference from Strategic Materials provided.
- **Pellitteri Data Destruction** is trusted by the above-mentioned customers to handle the confidential document destruction servicing of their organizations by our industry leading NAID AAA-rated service – a service that recycles over 99% of materials handled.



Local Family-owned and Operated Makes a Difference!

Our Mission

To continue the Pellitteri family business's tradition of service by promptly responding to customer needs, offering individualized solutions, effectively communicating and following through. These solutions will be environmentally and fiscally responsible. Our commitment to safety, professionalism, and personal growth will foster an environment which benefits our team, clients and community.

Our Business Values

- Be honest and truthful in all matters.
- Treat all people as we want to be treated.
- Work safely.
- Be good stewards of our environment.
- Follow all rules and regulations.
- Be friendly and positive, promote a spirit of excitement.



We are truly the only family-owned and family-managed waste and recycling **full-service company** in the area. We are a full-transparency company with owners who live in Dane County and proudly put their family name on the business. There is a lot at stake personally when your name is on the trucks and you are raising a family within the markets you are servicing. As you can see, Pellitteri Waste Systems is committed to staying family owned for generations to come!

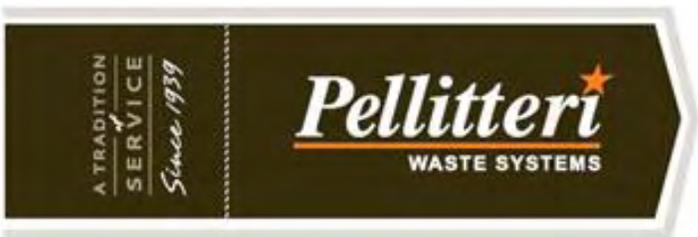
We are the only waste company in the area to own and operate a fully automated, state of the art, recycling recovery facility complete with an educational room for our customers to visit and further educate themselves on recycling via guided tours. We control the quality of our end product, and we take careful strides in our effort to ensure things get recycled properly (glass and milk cartons as examples, see attached letters).



Value Added Benefits From a Local Family Owned Company

- Coupons for our other services on the annual residential service calendars.
- Newspaper and email notification of Holiday service day changes.
- Website webpage dedicated specifically to Village of Shorewood Hills residents with holiday notices and interaction through social media.
- Prompt and timely reporting.
- A local, fully staffed, customer service team that has a committed residential specialist dedicated to helping Shorewood Hills residents and Shorewood Hills Administration with anything they may need.
 - Numerous reuse and recycling options given prior to setting up 'bulky item' pick-ups.
 - Talk to a Pellitteri anytime.





Proposal Details

- A five or ten-year extension to the current contract, effective November 1, 2020, as outlined in pricing tables (attached).
- Initiate Weekly Recycling option for Shorewood Hills residents to double the capacity of recycling material for homeowners. If selected, residents would be able to place extra bags of properly prepared recyclables for an additional charge, placed next to their recycling cart, for collection on collection day.
- The Village has the option to convert to the 10-year term and/or weekly recycling within 18 months of the contract.
- We will hold one free shred event per year for the residents of the Village of Shorewood Hills. This would be held on a weekday in either May or June at a specified location during the afternoon or early evening. The Village would be responsible for promoting the event and would need to provide staff to aid in the handling of material. Requests for event will need to be made 8 weeks in advance to secure a shred truck and give sufficient time to promote the event to the residents.
- The attached Fuel Surcharge Table will be used throughout the contract.
- Our quote includes all current landfill fees, taxes and surcharges as of September 16, 2020. Pellitteri Waste Systems will be reimbursed for any additional expenses created by any new or amended laws, statutes, or ordinances that add new or increased environmental taxes or fees or require mandatory collection and/or disposal of refuse other than the manner described in this proposal or increased rates by the Dane County Landfill.

The acceptable industry standard for contaminants in recyclables is 10%. If recyclables collected in Shorewood Hills exceed 10% contamination, Pellitteri will have the right to assess any potential contamination costs from the Village of Shorewood Hills. This will be done by way of an exclusive sort of Shorewood Hills recyclables.

All other items within the original agreement remain intact except those that contradict the current procedures that have been agreed on between Contractor and Village. Thank-you for your consideration. We look forward to extending our relationship and continuing to serve your community!



Our Efforts to Reduce Waste



With the constant evolution of technology, we continue to make strides by implementing equipment to automate processes and minimize the amount of recyclables getting through our system and not being recognized accordingly. State-of-the-art robotic arms that assist in the sorting efforts with pinpoint accuracy to ensure the efforts of the public are not going to waste by having clean recyclables discarded as trash.



We continue to expand our fleet of trucks to include compressed natural gas (CNG) vehicles to take advantage of the abundant American-generated natural gas and the growing number of CNG stations – including those popping up at landfills around the country where the gas given off from trash is converted into truck fuel.

	<p>TetraPak Empty and put the caps back on juice cartons and other TetraPak packaging items for recycling.</p>		<p>What Happens To My Recycling Items are sorted and shipped to manufacturers locally or in the Midwest to make new products.</p>
	<p>Do We Actually Recycle Your Recyclables Yes, absolutely. We use specialized state-of-the-art machinery and employees that sort clean recyclables so they can be recycled into new products. We need your help keeping recycling clean and free from contaminants.</p>		<p>To Bag or Not to Bag Use only clear plastic bags if you choose to bag your items. Items in black or non-see-through bags will not be recycled.</p>
	<p>Wine Bottles Remove the aluminum foil and tops from wine bottles before recycling.</p>		<p>Glass Tips Empty and clean glass bottles and jars. Leaving lids and labels on is acceptable, but don't include products such as Pyrex, ceramics, or windows as these are not recyclable and will contaminate goods.</p>
	<p>Tin Can Prep Empty and clean tin cans. Clean labels that list</p>		<p>Plastic Bottle Prep Clean, label, and caps on bottles. Recycle</p>

In addition to offering guided tours of our MRF, Kipp Street Station, we back up our commitment to recycling by producing videos on recycling tips in today's challenging recycling market. Our goal is to minimize any confusion on recycling by continuing to educate the public on the proper ways to recycle while minimizing contamination.

To our knowledge we are the only local private hauler to successfully complete an organics pilot program in the area. As soon as the infrastructure is proven to be in place to facilitate organics composting/recycling, we would be very pleased to explore options for providing organic waste collection to the Village of Shorewood Hills. See following slide for information/press release.



Annual Pricing Options

Pricing per household is indicated below as a monthly cost. The below costs include all current government surcharges/landfill fees as of September 16, 2020. Any new households built will be billed on the invoice following the delivery of new carts.

FEE SCHEDULE – 5YR & 10YR Options:

AUTOMATED MONTHLY COST PER HOUSEHOLD
 BASE RATE - 95 GAL TRASH, 95 GAL RECYCLING
Weekly Trash and Weekly Recycling

	5 YR TR	5 YR RC	TOTAL	10 YR TR	10 YR RC	TOTAL
2020/2021	\$ 8.10	\$ 5.40	\$ 13.50	\$ 7.98	\$ 5.27	\$ 13.25
2022	\$ 8.35	\$ 5.56	\$ 13.91	\$ 8.18	\$ 5.40	\$ 13.58
2023	\$ 8.61	\$ 5.72	\$ 14.33	\$ 8.38	\$ 5.54	\$ 13.92
2024	\$ 8.86	\$ 5.90	\$ 14.76	\$ 8.60	\$ 5.67	\$ 14.27
2025	\$ 9.12	\$ 6.08	\$ 15.20	\$ 8.82	\$ 5.81	\$ 14.63
2026				\$ 9.04	\$ 5.96	\$ 15.00
2027				\$ 9.25	\$ 6.13	\$ 15.38
2028				\$ 9.49	\$ 6.27	\$ 15.76
2029				\$ 9.73	\$ 6.42	\$ 16.15
2030				\$ 9.97	\$ 6.58	\$ 16.55

The Village has the option to go from a 5-year term to the 10-year term within the first 18 months of the contract. The Village also has the option to elect to go to weekly recycling within the first 18 months of the contract.

The resident’s annual charge for a second trash or recycling cart is \$99.00 annually and the resident will be invoiced in advance for this additional service.

Recent analysis of the increased volume of residential waste due to COVID-19 has revealed that our municipalities with weekly recycling are seeing a larger increase percentage in recyclables, while the municipalities serviced every other week are seeing a larger percentage of trash. Based on this we applaud the Services Committee inquiring about weekly recycling options, and highly recommend the consideration of weekly recycling in Shorewood Hills.



Fuel Reduction/Surcharge Table

Village of Shorewood Hills Fuel Reduction/Surcharge Table

	Fuel Price	Reduction		Fuel Price	Surcharge	
\$ 1.00	- \$ 1.04	\$ 0.50		\$ 2.50	- \$ 2.54	\$ 0.02
\$ 1.05	- \$ 1.09	\$ 0.46		\$ 2.55	- \$ 2.59	\$ 0.04
\$ 1.10	- \$ 1.14	\$ 0.44		\$ 2.60	- \$ 2.64	\$ 0.06
\$ 1.15	- \$ 1.19	\$ 0.42		\$ 2.65	- \$ 2.69	\$ 0.10
\$ 1.20	- \$ 1.24	\$ 0.40		\$ 2.70	- \$ 2.74	\$ 0.12
\$ 1.25	- \$ 1.29	\$ 0.36		\$ 2.75	- \$ 2.79	\$ 0.14
\$ 1.30	- \$ 1.34	\$ 0.34		\$ 2.80	- \$ 2.84	\$ 0.16
\$ 1.35	- \$ 1.39	\$ 0.32		\$ 2.85	- \$ 2.89	\$ 0.20
\$ 1.40	- \$ 1.44	\$ 0.30		\$ 2.90	- \$ 2.94	\$ 0.22
\$ 1.45	- \$ 1.49	\$ 0.26		\$ 2.95	- \$ 2.99	\$ 0.24
\$ 1.50	- \$ 1.54	\$ 0.24		\$ 3.00	- \$ 3.04	\$ 0.26
\$ 1.55	- \$ 1.59	\$ 0.22		\$ 3.05	- \$ 3.09	\$ 0.30
\$ 1.60	- \$ 1.64	\$ 0.20		\$ 3.10	- \$ 3.14	\$ 0.32
\$ 1.65	- \$ 1.69	\$ 0.16		\$ 3.15	- \$ 3.19	\$ 0.34
\$ 1.70	- \$ 1.74	\$ 0.14		\$ 3.20	- \$ 3.24	\$ 0.36
\$ 1.75	- \$ 1.79	\$ 0.12		\$ 3.25	- \$ 3.29	\$ 0.40
\$ 1.80	- \$ 1.84	\$ 0.10		\$ 3.30	- \$ 3.34	\$ 0.42
\$ 1.85	- \$ 1.89	\$ 0.06		\$ 3.35	- \$ 3.39	\$ 0.44
\$ 1.90	- \$ 1.94	\$ 0.04		\$ 3.40	- \$ 3.44	\$ 0.46
\$ 1.95	- \$ 1.99	\$ 0.02		\$ 3.45	- \$ 3.49	\$ 0.50
\$ 2.00	- \$ 2.04	N/A		\$ 3.50	- \$ 3.54	\$ 0.52
\$ 2.05	- \$ 2.09	N/A		\$ 3.55	- \$ 3.59	\$ 0.54
\$ 2.10	- \$ 2.14	N/A		\$ 3.60	- \$ 3.64	\$ 0.56
\$ 2.15	- \$ 2.19	N/A		\$ 3.65	- \$ 3.69	\$ 0.60
\$ 2.20	- \$ 2.24	N/A		\$ 3.70	- \$ 3.74	\$ 0.62
\$ 2.25	- \$ 2.29	N/A		\$ 3.75	- \$ 3.79	\$ 0.64
\$ 2.30	- \$ 2.34	N/A		\$ 3.80	- \$ 3.84	\$ 0.66
\$ 2.35	- \$ 2.39	N/A		\$ 3.85	- \$ 3.89	\$ 0.70
\$ 2.40	- \$ 2.44	N/A		\$ 3.90	- \$ 3.94	\$ 0.72
\$ 2.45	- \$ 2.49	N/A		\$ 3.95	- \$ 3.99	\$ 0.74

Surcharge/Reduction is a per home credit/charge. If fuel exceeds \$4.00 per gallon, or drops below \$1.00 per gallon, Fuel Table will be extended using the same pattern.



Pre-Arranged Bulky Item Pricing

Households with Bulky Items must contact Pellitteri Waste Systems prior to pick up and prepay for disposal by check, cash, or credit card (AE, Visa, MasterCard, or Discover). Those large items will be included in the next available scheduled large item pickup. Items must be at the curb or end of driveway on the scheduled pickup day. All large household items must be no more than five (5) feet from the street. Large household items needing special picked up is available weekly.

White Goods, Electronic Waste (collected at individual residences) and Other Bulk Items:

ITEM	2021	2022	2023	2024	2025
White Goods without refrigerants	\$47.00	\$48.00	\$49.00	\$50.00	\$51.00
White Goods, with refrigerants	\$57.00	\$58.00	\$59.00	\$60.00	\$61.00
Car Tire, without rim	\$19.00	\$20.00	\$21.00	\$22.00	\$23.00
Truck Tire, without rim	\$25.00	\$26.00	\$27.00	\$28.00	\$29.00
Additional Refuse, per cubic yard	\$25.00	\$26.00	\$27.00	\$28.00	\$29.00
Additional 30-Gallon Bag Refuse/Recycling	\$4.80	\$4.80	\$4.80	\$4.80	\$4.80
Construction and Demolition Waste, per cubic yard	\$37.00	\$38.00	\$39.00	\$40.00	\$41.00
Furniture, fixtures, other	\$33.00	\$34.00	\$35.00	\$36.00	\$37.00
Electronics, Computers	\$64.00	\$65.00	\$66.00	\$67.00	\$68.00

RECYCLING *Information* – All recyclables should be placed in your recycling cart

EXPANDED *Paper* RECYCLING

- Cardboard (empty)
- Catalogs, magazines & phone books
- Cereal & cracker boxes (empty)
- Computer & office paper
- Envelopes & junk mail
- Holiday gift wrapping paper (no foils)
- Newspapers
- Paper egg cartons
- Paper grocery bags
- Paper milk and juice cartons or boxes
- Pizza boxes (no food or grease)
- Shredded paper (place in clear or transparent plastic bag and tie shut; a full bag should be the size of a basketball)

EXPANDED *Plastic* RECYCLING

- All plastic bottles (no motor oils or gasoline)
- Plastic containers/cups #1-7, including #1 clamshell

RECYCLABLE *Metal & Glass*

- Aerosol cans (empty)
- Aluminum cans & aluminum pie plates
- Glass bottles & jars (clear, blue, brown or green translucent glass)
- Metal pots & pans
- Small metal appliances (toasters, blenders, etc.) – nothing larger than a basketball
- Small metal plumbing fixtures, faucets, valves
- Tin & steel cans

NON-RECYCLABLE *Items:*

- Brake rotors / drums
- Construction waste
- Deli containers – except #1 plastic
- Electronics
- Frozen food or microwave dinner plates
- Glassware & ceramics
- Metal items heavier than 10 pounds
- Mirrors & windows
- Motor oil & gasoline containers
- Plastic film, wrap & Styrofoam
- Recyclable containers containing liquids or food
- Misc.: Carpet, clothing, diapers, fishing line, food, hoses, ropes & shoes

RECYCLING *Tips*

- Containers containing food or liquids, construction waste or electronics CANNOT be placed in the recycling cart.
- Should you choose to bag recyclables you place into the cart, please use clear or transparent bags and leave open – do not tie or seal. Clear bags can be purchased at most grocery and hardware stores.
- Do not flatten or crush plastic or metal items. Do not place smaller items inside larger containers. All items should be loose and empty. Remove all food waste, plastic, Styrofoam & packing peanuts.
- Flatten cardboard boxes and cereal boxes to make room in the recycling cart.
- Your recycling cart will not be picked up if it contains trash, yard waste or prohibited items.
- Check out www.pellitteri.com for recycling tip videos and a 7-minute video showing what happens to your recyclables. Call (608) 257-4285 if you have any remaining questions.



17220 Katy Freeway, Suite 150, Houston, Texas 77094
STRATEGICMATERIALS.COM

August 06, 2019

Dear Pellitteri Waste System Customers and/or Potential Customers,

Strategic Materials Inc. is the largest glass recycling company in the U.S. We specialize in turning used glass into clean, ready to use, glass cullet. The recycling plant in Delavan manufactures glass cullet which is used to make new glass bottles. We are currently the only organization in Wisconsin that is taking mixed color glass from single stream recycling plants for the purpose of reuse and recycling. Most glass that doesn't come to us is being sent to a landfill --- never to be used again even though it has an unlimited life cycle.

Strategic Material's Delavan, Wisconsin, location recognizes Pellitteri Waste Systems for producing the cleanest, three-mix glass that comes from a single stream MRF in Wisconsin. Having clean material is essential to our operations by minimizing waste and allows us to recycle the highest percentage of material. We appreciate Pellitteri's dedication to providing quality materials to our organization. Customers of Pellitteri Waste Systems can feel confident that their mixed glass recycling efforts are resulting in the highest quality and quantity glass reuse available.

Sincerely,

Daniel VanKorn
Regional Sourcing Manager - Midwest
c. 281-755-7132 | dvankorn@strategicmaterials.com
SMI Delavan | 1849 Hobbs Drive Delavan, WI 53115

**Carton Council of North America
Midwest Office -7325 Edgehill Rd , Greendale WI 53129**

To whom it may concern,

My name is Jim Birmingham, Midwest director for The North American Carton Council. Pellitteri Waste and Recycling of Madison has always been a leader in new initiatives to add commodities to the recycling container. In 2015 when presented with the opportunity to add carton recycling to residential and school containers Pellitteri was one of the first MRF in Wisconsin to add them even though it meant disrupting and doing several changes to their processing line .

I have personally known this family run business for 25 years . They are one of the top companies in the industry .

Sincerely

Jim Birmingham

Midwest Director ,Carton Council



PELLITTERI WASTE SYSTEMS LAUDED BY CITY OF FITCHBURG FOR ROLE IN RECYCLING AWARD

FOR IMMEDIATE RELEASE

February 12, 2014

MADISON, WI – Pellitteri Waste Systems was recently recognized and thanked by the city of Fitchburg for services provided to Fitchburg's Organics Collection Pilot program. The program, which ran from April 2012 through December 2013, was honored with a Excellence in Recycling Award from the Wisconsin Department of Natural Resources late last year. In accepting the award, the city thanked Pellitteri Waste Systems for the company's role in making the pilot program possible.

"The City of Fitchburg would like to extend our sincere appreciation for Pellitteri's support during the Household Organics Collection Pilot," Paul Woodard, Fitchburg's Director of Public Works/City Engineer wrote in a January 21 letter to Pellitteri Waste Systems. "We could have never achieved this great accomplishment without your help."

"This is a great recognition. We are pleased to have played a role in the success of the Organics Collection Pilot Program," says Pellitteri Waste System VP of Finance David Pellitteri.

The city of Fitchburg reports that the pilot program engaged more than 320 of the 400 target households and "provided a wealth of logistical information and will contribute to the success of any future city-wide household organics collection program."



This article can be found at <https://www.pellitteri.com/blogs/news/pellitteri-waste-systems-lauded-by-city-of-fitchburg-for-role-in-recycling-award>

Village of Shorewood Hills
Personnel Committee
Meeting Minutes
Thursday, May 14, 2020 3:00 p.m.

1. Call to Order Chairperson Cokie Albrecht called the meeting to order at 3:01 p.m. virtually by Zoom. Present, in addition to Ms. Albrecht, were Committee member Mary Gulbrandsen, Greg Lampe, Laura Stephenson and Erica Moeser. Amy Neeno-Eckwall and Alan Goldenberg were excused. Chief Chapin, Marty Davis, Nancy Kolberg, Corey George, David Sykes, Tary Handschke and Village Administrator Karl Frantz and Village Clerk Karla Endres were also in attendance.

a. Note compliance with open meeting law Mr. Frantz confirmed the meeting had been properly posted and noticed.

Brief introductions of staff were conducted with new committee members.

2. Approve previous meeting minutes- January 27, 2020, February 3, 2020 Closed Session and April 14, 2020.

Mr. Lampe moved and Ms. Gulbrandsen seconded a motion to approve the minutes from January 27, 2020, February 3, 2020 Closed Session and April 14, 2020.

Motion passed unanimously. 5-0.

3. Virtual meeting procedures- Mr. Frantz explained the procedures of hosting a virtual meeting.

4. Consider recommendation on hire/wages of seasonal Forestry staff

Corey George gave a brief summary of his request to increase his seasonal staff wages. He explained the employees he is retaining are individuals that can work independently.

Ms. Moeser moved and Ms. Stephenson seconded a motion to recommend the Board of Trustees the hire of Annalisa Stephenson and Tory Armstrong at the proposed wages to be effective at the next pay period following approval at the Board Meeting.

5. Consider recommendation on hire/wages of seasonal DPW staff

Tary Handschke gave a brief summary of the request to hire three seasonal staff. The staff had been discussing cutting back to two seasonal staff due to the pandemic but prefers to have three seasonal with being one crew person short.

Ms. Moeser moved and Ms. Gulbrandsen seconded a motion to recommend the Board of Trustees to hire Joe Clark, Benjamin Rashid and Sawyer Ladd effective immediately.

Ms. Moeser clarified her motion for the higher wage rates for Forestry staff this summer, compared to the seasonal DPW help, was due to the skills and academic backgrounds those specific Forestry employees brought to the job. She also stated that in the future she would support the seasonal Forestry staff being on the same wage scale as the DPW seasonal.

Motion passed unanimously.

6. Consider conditional hire/wages of seasonal Pool staff

Mr. Lampe moved and Ms. Stephenson seconded a motion to recommend the Board of Trustees the hire and wages of the seasonal Pool staff.

Motion passed unanimously.

7. Consider conditional hire/wages of seasonal Four Corners staff

Ms. Gulbrandsen moved and Ms. Stephenson seconded a motion to recommend the Board of Trustees the hire and wages of the Four Corners staff.

Ms. Moeser suggested there is an argument to increase the Director's wages for future years similar to the Forestry or DPW Seasonal employees.

Motion passed unanimously.

8. Consider conditional hire/wages of seasonal Land Recreation staff

Ms. Moeser moved and Mr. Lampe seconded a motion to recommend the Board of Trustees hire the Land Recreation staff and requested by the Land Recreation Parent Committee at said wages included in the packet.

Motion passed unanimously.

9. Consider conditional hire/wages of seasonal Tennis Program staff

No staff/wages available.

10. Status report on hire of Police Lieutenant

Aaron Chapin gave a brief summary of the interview process and that he has three finalists. He is conducting Chief's interviews with each candidate next week and has requested a mandatory survey by all Police staff members on the three candidates. He expects to have his choice made by next week Thursday.

No further action was taken.

11. Resignation of DPW Crewperson and recommend process to fill vacancy

Mr. Frantz gave a brief summary of Bryan Bennett's resignation from the DPW Crew. He explained filling the vacancy may be delayed due to the current situation and the budgetary shortfalls the Village might face due to the pandemic.

No further action was taken.

12. COVID-19 Update and staffing/personnel policies

Mr. Frantz gave a brief update on how the Staff are preparing to potentially reopen and be back to full staffing levels in the near future. He mentioned the different sanitization methods the Staff has researched and that they are continuing to provide Village services as best as possible.

No further action was taken.

13. Adjourn

Ms. Moeser moved and Ms. Gulbrandsen seconded a motion to adjourn at 4:17 pm.

Motion passed unanimously.

Respectfully submitted,

Karla Endres
Village Clerk

**Village of Shorewood Hills
Finance Committee
Approved Meeting Minutes
Wednesday, June 24, 2020**

1. Call to Order

Finance Committee Chairperson John Imes called the meeting to order at 5:02 pm.

2. Roll Call Committee

Members present via Zoom were Mr. Imes, Cokie Albrecht, Carl Gulbrandsen, Gard Strother, and Karl Wellensiek. Dave Ahmann joined the meeting at 5:32 pm. Sean Cote was excused. Also in attendance were Village Administrator Karl Frantz, Police Chief Aaron Chapin and Administrative Services Manager/Deputy Clerk David Sykes.

3. Note Compliance with open meeting laws

Mr. Frantz confirmed the meeting had been properly posted and noticed.

4. Review/approve previous Finance meeting minutes

Mr. Gulbrandsen moved and Mr. Wellensiek seconded a motion to approve the May 13, 2020 meeting minutes as presented.

Vote: Approved 5-0.

5. Review of 2020 revised general fund budget projections and possible recommendations

Mr. Frantz reported that the Village Department Heads and Staff provided their best possible projections for year-end of 2020 taking in to account the COVID-19 pandemic. With the revised revenues and expenses, the Village is still projecting a surplus of about \$23K (compared to a budgeted surplus of about \$93K).

Major contributors to revenues being down are:

- Fewer parking tickets being issued
- Interest on investments is down due to plunging interest rates
- Building permits are down a small amount
- Pool rent is not being charged since they didn't open this summer

CARES Act funding has the potential of providing about \$37K in grants to cover COVID-19 expenses.

On the expenditure side of things, Department Heads have trimmed as much as possible to reduce expenses. Several job openings in DPW and the PD have saved payroll expenses, along with the part-time Admin staff being furloughed since March.

The majority of the Village's revenue comes from property taxes rather than from sales tax, which is problematic for other municipalities. Home values have remained strong in the Madison area.

6. Review Village fund balance policy and possible recommendations on revisions

Mr. Frantz discussed Baker Tilly's recommendation to reconsider the Village's fund balance policy to raise it above the 15-25% range. The policy has been in place for 10+ years and seems to be working for the Village. A email from our Financial Advisor, Brad

Viegut of Baird, indicated he was comfortable with the fund balance policy and the Village couldn't do much better than the AAA rating it has currently.

Mr. Frantz added that he is not averse to increasing the fund balance if the Committee and the Board desired to do so. But, the current policy has been able to manage recent disasters and other one-time expenses.

Mr. Gulbransen pointed out that interest rates are extraordinarily low and there is uncertainty in the future.

The Committee members agreed that the current fund balance policy has served the Village well and now may not be the time to make any changes. But, the Committee should continue to evaluate the policy from time to time during their budget review.

7. Set next meeting date

The Committee agreed it would meet in September to begin the 2021 budget review process, unless something came up in the meantime.

8. The meeting was adjourned at 5:38 pm.

Respectfully submitted,

David Sykes
Administrative Services Manager/Deputy Clerk

Village of Shorewood Hills
PARKS AND REC JOINT MEETING
September 15, 2020 - 3:00 PM Join Zoom Meeting

MINUTES (Draft)

Member	Present	Absent	Excused	Member	Present	Absent	Excused
Laura Valderrama (Chair)	X			Jeremy Rogers	x		
Roma Lenehan	X			Georgene Stratman			?
Nancy Heiden	X			Kathie Brock	x		
Dave Boutwell	X			Corey George (Forester)	x		
Mary Janet Wellensiek (GC liaison)	X			Karl Frantz	x		

Others in Attendance:

Time	Item	Materials
3:00 pm	Call to order at 3:04 pm Note compliance with open meeting law - yes Approval of last meeting's minutes - yes	August Minutes
3:05 pm	Topic 1: Summer Youth Volunteer Program Resolution	“The Parks Committee would like to recognize and thank village residents Ilana Greenspan, Jonathan Greenspan and Parks Committee member David Boutwell for their summer volunteer work in our parks and natural areas. Twice weekly, over a period of 12 weeks, they worked on a number of environmental and conservation related projects. Together, they made significant contributions to further the established goals of the Village of Shorewood Hills Parks and Open Space Plan. Projects included invasive plant identification and removal, native plant reseeding, and working with the village forestry staff on tree and shrub maintenance.”
3:15 pm	Topic 2: Google Maps Follow Up	Jeremy found instructions on how to request and update to the naming in google maps and Corey will request an update using a municipal email address that the label in google maps be updated from “Shorewood Hills Beach” to “McKenna Park and Boathouse”
3:25 pm	Topic 3: Commercial use of Village parks/rec areas working group follow up	“Perfect Minds” software will be in place in January. Motion to table this until November, passed unanimously.
3:35 pm	Topic 4: LMD Bridge discussion on saving plants and trees, drainage and runoff issues in that area	Discussed the general desire to ensure that this project should be sensitive to the area and surrounding parkland. The timing may be important as we as the Parks committee want to be sure to have a voice in the planning, but we need to see more of the plan to have an informed opinion. That opinion and input needs to be early enough that it can be taken into account. Will discuss during the Oct 12 meeting.
3:30 pm	Topic 5: Discussion on proposed dog park	Dog park soil assessment, Scout Park draft proposal

		<p>Many concerns were discussed including a) impact on adjacent areas in including pool and natural areas, b) slope and erosion potential, c) size and potential to actually provide safe play area to dogs, d) not truly an “exercise” area as described in the proposal because of the size, e) concern about dog feces not being properly taken of (a Middleton dog park has had to hire a private contractor to manage excrements because their Public Works crew refused to clean it), f) concern about parking, especially when the pool is open g) a fenced area would be “disjointed” from the rest of the Village esthetic h) concern about diseases that spread at dog parks i)</p> <p>Motion by Roma: “The Parks Committee feels that the change of use of the Scout shack area to a dog park is not appropriate as currently proposed” 5 yes 0 no.</p> <p>The Parks Committee will request a joint meeting with the Recreation Committee to provide our feedback and have a discussion about the next steps.</p> <p>It was noted that Parks Committee members need to be cognizant of the ways in which they refer to non-Village residents. Our public spaces are public to all and should therefore be welcoming to anyone who would like to enjoy them. It was also noted that not everyone - including hundreds of Village residents - has a front or backyard for their dogs and comparing the size of the proposed dog park to a yard does not take our apartment residents into consideration.</p>
4:30 pm	Close at 5:04 pm	

Resident Input / Communication			
Date	Topic	Resident	Action

Committee Follow-up			
Date	Owner	Action	Completed