

VILLAGE OF SHOREWOOD HILLS

BOARD OF TRUSTEES

*Meeting Announcement & Agenda at 7:00 p.m.
immediately following the caucus*
Tuesday, January 16, 2018
Village Hall, 810 Shorewood Boulevard

1. Call to Order
2. Roll Call
3. Statement of Public Notice
4. Procedures Orientation
5. Appearances and Communications
6. Board Matters
 - A. Payment of Bills
 - B. Consent Agenda
 - i) Regular and Closed Session Minutes of December 18, 2017
 - ii) Transient Merchant Permit: Fabian Seafood
 - C. Ordinances
 - D. New Business Resolutions and Motions
 - i) Consider accepting offer of Ms. Gwen Drury to conduct a three hour session on planning principles as the Village considers the future of the Community Center, DPW Building and Heiden Haus renovations and set date
 - ii) Consider five-year Village capital plan
 - iii) Resolution R-2017-11 statement regarding Village rights of way
 - iv) Consider agreement with Baker Tilly for Public Fire Protection study and payment options fee vs tax levy
 - v) Resolution R-2018-1 International Migratory Bird Day
 - vi) Resolution R-2018-2 certified survey map combining parcels at 2712 and 2716 Marshall Court
 - vii) Consider Arbor Day Proclamation
 - viii) Consider amended 2018 Pool Budget
 - E. Appointments
 - i) Village bargaining team for police union negotiations
 - F. Reports of Officials and Committees
 - i) Village President
 - a) Good neighbor residential building meeting procedure
 - ii) Village Administrator
 - a) Blackhawk membership census
 - G. Personnel Committee
 - H. Finance Committee
 - I. Plan Commission

- J. Public Works Committee
 - K. Services Committee
 - L. Public Health & Safety Committee
 - M. Recreation Committee
 - N. Ad hoc Sustainability Committee
 - O. Parks Committee
 - P. Blackhawk Liaison Committee
 - Q. Golf Committee
 - R. Pool Committee
 - S. Waterfront Committee
 - T. Joint West Committee
7. Adjourn

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 location or 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 JANUARY 16, 2108

Payment of Bills - December prepaids \$36,062.63 January Board Bills \$129,347.58
Total: \$165,410.21

Consent Agenda

Regular and Closed Session Minutes of December 18, 2017 – Enclosed.

Transient Merchant Permit: Fabian Seafood - Enclosed and recommend for approval.

New Business Resolutions and Motions

Consider accepting offer of Ms. Gwen Drury to conduct a three hour session on planning principles as the Village considers the future of the Community Center, DPW Building and Heiden Haus renovations and set date – The Village Board has been considering holding a special session devoted to discussion of Village facilities and needs. Village resident Gwen Drury has offered her facilitation services to help initiate this discussion.

Ms. Drury has been helping communities think about building spaces for social interaction and has come up with a matrix for community members/users of the space, architects, and engineer/builders, which were incorporated in the designs of three buildings on the UW-Madison campus: The Wisconsin Institute of Discovery, the "New" Union South, and the renovations of Memorial Union.

Her interest in Village facilities was precipitated by all of the activities and social interactions she has witnessed taking place near the DPW Building and the school area. Since her initial observations, she has been briefed on the status and uses of the Community Center, DPW Building and Heiden Haus and the Board's interest in planning the future of these facilities and their interrelationships and uses. After hearing from Ms. Drury and if the process seems like one the Board would like to take on, a date and time for a three-hour session be set.

Consider five-year Village capital plan – An updated capital plan is included in your packet as well as two hypothetical debt options that are tailored to maintain Village conformance with its internal debt limit policy. One shows a \$2,000,000 issuance in 2022 and the other shows that \$2,000,000 issuance and adds \$4,000,000 in 2024. The major takeaway is that Village ability to consider major debt issuance (if it wishes to conform to its internal policy that annual debt payments shall not exceed 25% of annual operating revenues) will not occur until 2022 and at that point and in succeeding years, the debt window opens considerably. The Village is well below statutory debt limits at about 70% of capacity.

The Village has roughly \$200,000 left in the 2017 debt issue and close to \$500,000 coming back to the capital fund in \$100,000 annual increments. It appears that \$700,000 could be adequate to fund non-TIF capital projects through 2021 but we will need to be judicious and conservative. A possible project that is arising that is not yet enumerated relates to erosion occurring in and around the outfall at the Marina. The phone system also just suffered another setback, which may lead to its needed replacement sooner than later.

Resolution R-2017-11 statement regarding Village rights of way –

Notes from Village Attorney

I have attached a revised resolution with the changes requested at the meeting last night. I took the liberty of modifying section 5 of the resolution to say that the Village Board “deems the construction of a new parking area within public right-of-way, or the expansion of a legacy parking area, without prior approval by the Village pursuant to Wis. Stat. § 66.0425, to be an unauthorized use of Village right-of-way.”

Section 66.0425 appears to be the exclusive means by which the Village may grant a “privilege” to “place an obstruction or excavation beyond a lot line, or within a highway” Under the statute, a privilege may be granted if the applicant assumes primary liability for damages, is obligated to remove the obstruction or excavation upon 10 days’ notice, and waives the right to contest the validity of the statute or the amount of compensation the Village charges for the privilege. The Village may require the applicant to file a bond that does not exceed \$10,000. The Village may require the applicant to pay for the privilege.

If the Village wants to establish a process for authorizing the construction of a new parking pad, it looks like we would need to follow Section 66.0425.

I think I should revise my answer to one of Mark Lederer’s questions. Mark asked if there is middle ground between stating that the continued use of a legacy parking area is permissive, and ordering the removal of the legacy parking area. I couldn’t think of a middle ground last night. One possible middle ground is to say that legacy parking areas must be removed unless the adjacent owner obtains a privilege to use public right of way for the parking area pursuant to Wis. Stat. 66.0425. This would of course invite some degree of potential conflict between the Village and the affected property owners.

Also from the Village Attorney

I have reviewed Fred’s revisions to the resolution and offer the following comments.

- 1. Where the resolution refers to “such parking areas” in Recital F and Section 3, it is unclear what “such parking areas” refers to.*
- 2. The deleted language in Recital E (referring to the “tacit consent of the Village”) was intended to make a record that the legacy parking areas have been created and maintained with the Village’s consent. To establish a claim based on adverse possession, an owner would need to show that the parking pad has been created and maintained without the Village’s consent for the requisite time. It is not clear that my language would be effective in defeating an adverse possession claim, but it might be helpful. It is probably most accurate to say that if there were a*

dispute about whether someone has an adverse possession claim, the facts about that claim would need to be from a time period before the adoption of this resolution.

3. *The resolution does not expressly address the Village Board's position regarding the status of existing parking pads. I read the resolution to imply that people may continue to maintain existing parking pads.*

4. *The resolution does not address the Village Board's position regarding the creation of new parking pads. If the resolution is adopted, I would advise staff to tell people that new parking pads may not be created without prior Village approval pursuant to Wis. Stat. sec. 66.0425.*

Two copies of the resolution are enclosed. One shows redlined revisions made by the Village Attorney after direction at the last Board meeting. The second is a blue lined version showing changes from the revised redlined versions suggested by Trustee Wade.

Consider agreement with Baker Tilly for Public Fire Protection study and payment options fee vs tax levy – The Finance Committee and Board began to discuss the possibility of moving some Village expenses off of the tax levy to a fee. The two options under consideration are some or all of the expenses associated with Forestry including possible expanded services and some, or all of the expenses termed public fire protection or hydrant rental. These are not mutually exclusive options. The Board asked that staff work on this matter such that the Board could be in decision-making mode by the end of the first quarter of the year.

The Public Service Commission requires that the expense of maintaining the Village water supply infrastructure that is devoted to fire protection not be paid for through water utility rates. In simple terms, Village water mains could be much smaller if we were just supplying water for domestic use. Large water mains are necessary to be able to fight fires. The Village currently pays this expense back to the water utility through a tax-levied amount of \$168,221 per year. It is lawful to charge this amount through a separate user fee and many municipalities do so. One of the major reasons to consider this is that tax-exempt entities such as schools, nonprofits churches and government facilities that also contribute to the cost and need for public fire protection will pay and that a more equitable distribution of costs across customer classes may be possible. In order for the Village to consider this option, it will be necessary to analyze the impacts of such a change to see if it makes sense to do so and if it does, decide from a number of options on how to apportion the fee. A proposal letter from Baker Tilly is enclosed in the packet. The cost is \$3,000 and the expense can be borne by the water utility through its expense budget.

Resolution R-2018-1 International Migratory Bird Day – The Parks Committee recommends adoption. The resolution is enclosed.

Resolution R-2018-2 certified survey map combining parcels at 2712 and 2716 Marshall Court – The Plan Commission recommends approval. A copy of the certified survey is enclosed in the packet. There will be one correction made to the recordable copy and that is the name of the Village Clerk. Construction of the expansion to the Ronald McDonald House is anticipated in 2018. The Village Engineer has also reviewed the CSM and his memo is pasted below. The

Board previously dealt with the issue raised in that letter related to taxes and the resulting agreement is enclosed.

Date: January 8, 2018

To: Mr. Karl Frantz

Village Administrator

From: Brian Berquist, P.E.

Subject: Ronald McDonald House Certified Survey Map

We have received a proposed certified survey map on behalf of the Ronald McDonald House from Vierbicher, and have completed our review.

From a technical standpoint, the CSM satisfies the Village requirements. A note on the CSM indicates that the Prest building will be demolished. The Village should determine if any particular schedule should be maintained for demolition of the existing building at 2712 Marshall Court, as well as the proper abandoning of the sewer and water laterals to the former building site unless the Ronald McDonald House has future plans for them. Sewer and water laterals were jointly extended to this and the adjacent Garment Center property several years ago, anticipating a future redevelopment.

The CSM proposes to combine two existing properties: the existing Ronald McDonald House property at 2716 Marshall Court and the former Prest building located at 2712 Marshall Court. The combining of these two lots is unique in that the existing lot at 2712 Marshall Court is taxable, while the Ronald McDonald House lot is not. The Village would have to decide how to proceed with the change in tax payments, given that this area is within a Tax Increment District.

A representative from RMD is expected to attend.

Consider Arbor Day Proclamation – The Parks Committee recommends the proclamation. It is one is one component to maintain status as a Tree City. A copy of the proclamation is enclosed

Consider amended 2018 Pool Budget - The Pool Committee has submitted its 2018 budget. Some changes have been made from the approved 2108 budget. The amended budget is enclosed for consideration. The worksheet shows where each change has been made and in what amount.

Village President

Good neighbor residential building meeting procedure – A copy of the procedure that is recommended by the Plan Commission is enclosed. Currently there are three pending new home projects in 2018. Two involve teardowns. One is on a vacant lot.

Village Administrator

Blackhawk membership census – The Club has provided the required documentation on a timely basis in conformance with the lease. A copy of the document is available. Staff will be crosschecking it with the previous submittal. Based on the census, 2018 rent will remain at \$100,000. The Board also asked if rent payments are current and they are.

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	4116	12/18/2017	1,162.44	1,162.44	12/18/2017
Total 100-211539 DENTAL INSURANCE - EMPLOYEE:					1,162.44	1,162.44	
100-51-5143-300 PERSONNEL: RETIREES INS PREM							
4213	DELTA DENTAL OF WISCONSIN	ANNUITANT PREMIUM	4116	12/18/2017	129.48	129.48	12/18/2017
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					129.48	129.48	
100-51-5111-310 VILLAGE BOARD: SUP & EXPENSE							
10635	JP MORGAN CHASE BANK NA	MODELLSPORT-POND HOCK	12252017	12/25/2017	285.98	285.98	12/31/2017
Total 100-51-5111-310 VILLAGE BOARD: SUP & EXPENSE:					285.98	285.98	
100-51-5130-210 LEGAL: GEN. ADVICE & COUNSEL							
10635	JP MORGAN CHASE BANK NA	STAFFORD-COMPUTER MAGIC	12252017	12/25/2017	39.00	39.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	STAFFORD-SHACKLETON PAR	12252017	12/25/2017	288.00	288.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	STAFFORD-PROPERTY MAINT	12252017	12/25/2017	523.50	523.50	12/31/2017
10635	JP MORGAN CHASE BANK NA	STAFFORD-GEN MUNI ADVICE	12252017	12/25/2017	136.50	136.50	12/31/2017
10635	JP MORGAN CHASE BANK NA	BOARDMAN CLARK-EMPLOYM	12252017	12/25/2017	1,180.00	1,180.00	12/31/2017
Total 100-51-5130-210 LEGAL: GEN. ADVICE & COUNSEL:					2,167.00	2,167.00	
100-51-5130-211 LEGAL: ORDINANCE PROSECUTIONS							
10635	JP MORGAN CHASE BANK NA	STAFFORD-ORD ENFORCEME	12252017	12/25/2017	1,321.82	1,321.82	12/31/2017
Total 100-51-5130-211 LEGAL: ORDINANCE PROSECUTIONS:					1,321.82	1,321.82	
100-51-5141-380 ADMIN: STAFF SUNSHINE FUND							
10635	JP MORGAN CHASE BANK NA	PICK N SAVE-SUNSHINE FUND	12252017	12/25/2017	37.38	37.38	12/31/2017
10635	JP MORGAN CHASE BANK NA	FELLYS-FLOWERS FOR CARBO	12252017	12/25/2017	47.37	47.37	12/31/2017
Total 100-51-5141-380 ADMIN: STAFF SUNSHINE FUND:					84.75	84.75	
100-51-5142-310 CLERK: SUP & EXPENSES							
10635	JP MORGAN CHASE BANK NA	US CELL-ADMIN	12252017	12/25/2017	1.50	1.50	12/31/2017
10635	JP MORGAN CHASE BANK NA	DOUGLAS ART-FRAMING FO 2	12252017	12/25/2017	36.61	36.61	12/31/2017
10635	JP MORGAN CHASE BANK NA	GORDON FLESCH-ADMIN COPI	12252017	12/25/2017	184.04	184.04	12/31/2017
10635	JP MORGAN CHASE BANK NA	CAP NEWS-LIQUOR LIC NOTIC	12252017	12/25/2017	56.69	56.69	12/31/2017
10635	JP MORGAN CHASE BANK NA	STAPLES-ADMIN DATE STAMP	12252017	12/25/2017	28.15	28.15	12/31/2017
10635	JP MORGAN CHASE BANK NA	STAPLES-ADMIN SUPPLIES	12252017	12/25/2017	15.04	15.04	12/31/2017
10635	JP MORGAN CHASE BANK NA	STAPLES-ADMIN OFFICE SUPP	12252017	12/25/2017	67.33	67.33	12/31/2017
Total 100-51-5142-310 CLERK: SUP & EXPENSES:					389.36	389.36	
100-51-5143-200 PERSONNEL: RECRUITMENT							
10635	JP MORGAN CHASE BANK NA	CRAIGSLIST-AD FOR ACCOUN	12252017	12/25/2017	50.00	50.00	12/31/2017
Total 100-51-5143-200 PERSONNEL: RECRUITMENT:					50.00	50.00	
100-51-5145-210 D.P.: CONTRACTUAL SERVICES							
10635	JP MORGAN CHASE BANK NA	GOOGLE-APP USAGE-NOVEMB	12252017	12/25/2017	155.00	155.00	12/31/2017

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-51-5145-210 D.P.: CONTRACTUAL SERVICES:					155.00	155.00	
100-51-5145-340 D.P.: OPERATIONS EXPENSE							
10635	JP MORGAN CHASE BANK NA	CHARTER-SPECTRUM TV & INT	12252017	12/25/2017	202.27	202.27	12/31/2017
Total 100-51-5145-340 D.P.: OPERATIONS EXPENSE:					202.27	202.27	
100-51-5160-222 BLDGS & PLANT: TELEPHONE							
10635	JP MORGAN CHASE BANK NA	ATT-MONTHLY PHONES-DECE	12252017	12/25/2017	401.00	401.00	12/31/2017
Total 100-51-5160-222 BLDGS & PLANT: TELEPHONE:					401.00	401.00	
100-51-5160-240 BLDGS & PLANT: CONTRACTUAL							
10635	JP MORGAN CHASE BANK NA	BAY TOWEL-MATS & TOWELS	12252017	12/25/2017	125.62	125.62	12/31/2017
Total 100-51-5160-240 BLDGS & PLANT: CONTRACTUAL:					125.62	125.62	
100-52-5210-310 POLICE: OFFICE SUPPLIES & EXP							
10635	JP MORGAN CHASE BANK NA	GORDON FLESCH-PD COPIER	12252017	12/25/2017	37.67	37.67	12/31/2017
Total 100-52-5210-310 POLICE: OFFICE SUPPLIES & EXP:					37.67	37.67	
100-52-5210-321 POLICE: DUES & SEMINARS							
10635	JP MORGAN CHASE BANK NA	PAYPAL-CHIEF'S CONF AC, CD	12252017	12/25/2017	320.00	320.00	12/31/2017
Total 100-52-5210-321 POLICE: DUES & SEMINARS:					320.00	320.00	
100-52-5210-322 POLICE: TRAINING EXPENSES							
10635	JP MORGAN CHASE BANK NA	WCTC REG-RADAR/LASER TRA	12252017	12/25/2017	125.36	125.36	12/31/2017
Total 100-52-5210-322 POLICE: TRAINING EXPENSES:					125.36	125.36	
100-52-5210-340 POLICE: OPERATING EXPENSE							
10635	JP MORGAN CHASE BANK NA	R&R DOORS-GARAGE DOOR R	12252017	12/25/2017	140.00	140.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	CONNEY SAFETY-SUITS FOR V	12252017	12/25/2017	48.30	48.30	12/31/2017
10635	JP MORGAN CHASE BANK NA	PANERA-LUNCH FOR INTERVIE	12252017	12/25/2017	50.96	50.96	12/31/2017
10635	JP MORGAN CHASE BANK NA	BAGELS-SNACKS FOR INTERVI	12252017	12/25/2017	29.20	29.20	12/31/2017
10635	JP MORGAN CHASE BANK NA	US CELL-POLICE	12252017	12/25/2017	665.32	665.32	12/31/2017
10635	JP MORGAN CHASE BANK NA	JEFFERSON-PD COLD STORAG	12252017	12/25/2017	85.00	85.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	STLAS BUS SOLN-SCHEDULE A	12252017	12/25/2017	50.00	50.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	SCHMIDT AUTO-TOW FOR STO	12252017	12/25/2017	125.00	125.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	WALGREENS-PHOTO PRINTS F	12252017	12/25/2017	28.21	28.21	12/31/2017
10635	JP MORGAN CHASE BANK NA	PICK N SAVE-COFFEE	12252017	12/25/2017	26.45	26.45	12/31/2017
10635	JP MORGAN CHASE BANK NA	TARGET-EVIDENTIARY DRIVE	12252017	12/25/2017	59.99	59.99	12/31/2017
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					1,308.43	1,308.43	
100-52-5210-341 POLICE: UNIFORM EXPENSE							
10635	JP MORGAN CHASE BANK NA	LARK-CD SHIRT/EMBROIDERY	12252017	12/25/2017	69.70	69.70	12/31/2017
10635	JP MORGAN CHASE BANK NA	MONETTI TAILOR-REHBERG JA	12252017	12/25/2017	10.00	10.00	12/31/2017
Total 100-52-5210-341 POLICE: UNIFORM EXPENSE:					79.70	79.70	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
10635	JP MORGAN CHASE BANK NA	DECKER SUPPLY-BUMP SIGNS	12252017	12/25/2017	87.60	87.60	12/31/2017
10635	JP MORGAN CHASE BANK NA	JEFFERSON-COLD STORAGE	12252017	12/25/2017	255.00	255.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	FASTENAL-SIGN BOLTS	12252017	12/25/2017	7.73	7.73	12/31/2017

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
10635	JP MORGAN CHASE BANK NA	DECKER SUPPLY-ROSE PLACE	12252017	12/25/2017	34.50	34.50	12/31/2017
10635	JP MORGAN CHASE BANK NA	MOTOR PARTS CORP-SALTER	12252017	12/25/2017	46.46	46.46	12/31/2017
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					431.29	431.29	
100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT							
10635	JP MORGAN CHASE BANK NA	BILLS TOWING-TK 5 REPAIR	12252017	12/25/2017	553.60	553.60	12/31/2017
10635	JP MORGAN CHASE BANK NA	AMAZON-LEAF BLOWER STRA	12252017	12/25/2017	31.95	31.95	12/31/2017
Total 100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT:					585.55	585.55	
100-53-5362-290 REFUSE COLL: CONTRACTUAL SERVC							
10635	JP MORGAN CHASE BANK NA	PELLITTERI-SHACKLETON & N	12252017	12/25/2017	8,210.61	8,210.61	12/31/2017
Total 100-53-5362-290 REFUSE COLL: CONTRACTUAL SERVC:					8,210.61	8,210.61	
100-53-5365-340 RECYCLING/YARDWASTE: SUP EXP							
10635	JP MORGAN CHASE BANK NA	POMPS-CHIPPER TK REPAIR	12252017	12/25/2017	897.90	897.90	12/31/2017
10635	JP MORGAN CHASE BANK NA	POMPS-MOWER REPAIR	12252017	12/25/2017	51.03	51.03	12/31/2017
Total 100-53-5365-340 RECYCLING/YARDWASTE: SUP EXP:					948.93	948.93	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
10635	JP MORGAN CHASE BANK NA	CRESCENT ELECT-STREET LIG	12252017	12/25/2017	29.27	29.27	12/31/2017
10635	JP MORGAN CHASE BANK NA	HILL ELECT-SKATING RINK LIG	12252017	12/25/2017	432.88	432.88	12/31/2017
10635	JP MORGAN CHASE BANK NA	INTERSTATE-EXIT LIGHT BATT	12252017	12/25/2017	50.80	50.80	12/31/2017
10635	JP MORGAN CHASE BANK NA	FASTENAL-HOCKEY BOARD SC	12252017	12/25/2017	19.21	19.21	12/31/2017
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					532.16	532.16	
100-55-5520-320 PARKS:PROJECTS							
10635	JP MORGAN CHASE BANK NA	VONDRA ENGRAV-MEMORIAL	12252017	12/25/2017	370.70	370.70	12/31/2017
Total 100-55-5520-320 PARKS:PROJECTS:					370.70	370.70	
100-55-5520-340 PARKS:OPERATING EXPENSE							
10635	JP MORGAN CHASE BANK NA	AM LEONARD-PRUNING TOOLS	12252017	12/25/2017	167.42	167.42	12/31/2017
10635	JP MORGAN CHASE BANK NA	US CELL-FORESTER	12252017	12/25/2017	41.50	41.50	12/31/2017
Total 100-55-5520-340 PARKS:OPERATING EXPENSE:					208.92	208.92	
200-53-5361-350 OUTSIDE SERVICES							
10635	JP MORGAN CHASE BANK NA	INTERSTATE-AAA BATT & FLAS	12252017	12/25/2017	9.98	9.98	12/31/2017
10635	JP MORGAN CHASE BANK NA	ATT-TELEMETRY LINE-DECEM	12252017	12/25/2017	128.40	128.40	12/31/2017
Total 200-53-5361-350 OUTSIDE SERVICES:					138.38	138.38	
210-51-5160-222 BLDG/PLANT: TELEPHONE							
10635	JP MORGAN CHASE BANK NA	MICROSOFT-OFFICE SUBSCRI	12252017	12/25/2017	4.82	4.82	12/31/2017
10635	JP MORGAN CHASE BANK NA	5NINES DATA-WIRELESS SERV	12252017	12/25/2017	75.00	75.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	SURVEYMONKEY-SURVEY MO	12252017	12/25/2017	35.00	35.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	MAILCHIMP-E-MAIL SYSTEM	12252017	12/25/2017	25.00	25.00	12/31/2017
Total 210-51-5160-222 BLDG/PLANT: TELEPHONE:					139.82	139.82	
210-55-5542-340 POOL: OPERATING SUPPLY & EXP.							
10635	JP MORGAN CHASE BANK NA	SHOPKEEP-FRONT DESK POS	12252017	12/25/2017	9.99	9.99	12/31/2017

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 210-55-5542-340 POOL: OPERATING SUPPLY & EXP.:					9.99	9.99	
210-55-5542-343 CONCESSIONS EXPENSE							
10635	JP MORGAN CHASE BANK NA	SHOPKEEP-CONCESSIONS PO	12252017	12/25/2017	9.99	9.99	12/31/2017
Total 210-55-5542-343 CONCESSIONS EXPENSE:					9.99	9.99	
450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN							
10635	JP MORGAN CHASE BANK NA	STAFFORD-ATT PLAZA	12252017	12/25/2017	168.00	168.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	STAFFORD-LENHART PROJEC	12252017	12/25/2017	336.00	336.00	12/31/2017
Total 450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN:					504.00	504.00	
470-51-5141-120 PLANNING LEGAL & ADMIN-PYARE							
10635	JP MORGAN CHASE BANK NA	STAFFORD-PYARE LODGE RE	12252017	12/25/2017	168.00	168.00	12/31/2017
10635	JP MORGAN CHASE BANK NA	STAFFORD-WALNUT GROVE R	12252017	12/25/2017	168.00	168.00	12/31/2017
Total 470-51-5141-120 PLANNING LEGAL & ADMIN-PYARE:					336.00	336.00	
600-53-0630-340 SUPPLIES AND EXPENSE							
10635	JP MORGAN CHASE BANK NA	US CELL-DPW	12252017	12/25/2017	129.17	129.17	12/31/2017
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					129.17	129.17	
100-211531 HEALTH INSURANCE - EMPLOYEE							
23370	WI DEPT OF EMPLOYE TRUST FUN	HEALTH CARE PREMIUM	122017	12/20/2017	12,965.22	12,965.22	12/31/2017
Total 100-211531 HEALTH INSURANCE - EMPLOYEE:					12,965.22	12,965.22	
100-51-5143-300 PERSONNEL: RETIREES INS PREM							
23370	WI DEPT OF EMPLOYE TRUST FUN	ANNUITANT PREMIUM	122017	12/20/2017	2,196.02	2,196.02	12/31/2017
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					2,196.02	2,196.02	
Grand Totals:					36,062.63	36,062.63	

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	PRINT, MAIL & STUFF UTILITY	32089	01/02/2018	410.88	.00	
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					410.88	.00	
100-53-5365-340 RECYCLING/YARDWASTE: SUP EXP							
1106	ACE HILLDALE (DPW)	COLD STORAGE LEAF	34093	11/10/2017	3.50	.00	
1106	ACE HILLDALE (DPW)	LEAF PICKER	34218	11/28/2017	16.18	.00	
Total 100-53-5365-340 RECYCLING/YARDWASTE: SUP EXP:					19.68	.00	
100-52-5210-340 POLICE: OPERATING EXPENSE							
1108	ACE HILLDALE (POLICE)	BATTERIES	34292	12/04/2017	14.99	.00	
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					14.99	.00	
100-55-5520-340 PARKS:OPERATING EXPENSE							
1111	ACE HILLDALE (FORESTER) 1111	FERTILIZER	33962	10/25/2017	19.18	.00	
1111	ACE HILLDALE (FORESTER) 1111	LANDSCAPE FABRIC	33966	10/25/2017	29.17	.00	
1111	ACE HILLDALE (FORESTER) 1111	COMPOST/SOIL	33967	10/25/2017	27.93	.00	
Total 100-55-5520-340 PARKS:OPERATING EXPENSE:					76.28	.00	
100-51-5153-210 ASSESSOR: CONTRACTUAL EXPENSE							
1730	ASSOCIATED APPRAISAL CONSUL	INTERNET POSTING OF PARCE	132199	01/01/2018	11.93	.00	
1730	ASSOCIATED APPRAISAL CONSUL	REVALUATION PROGRAM/PRO	132199	01/01/2018	849.17	.00	
Total 100-51-5153-210 ASSESSOR: CONTRACTUAL EXPENSE:					861.10	.00	
100-51-5143-160 PERSONNEL: WORKMAN'S COMP INS							
2049	BAER INSURANCE SERVICES LLC	1ST QTR WORKERS COMP	618	12/18/2017	12,484.00	.00	
Total 100-51-5143-160 PERSONNEL: WORKMAN'S COMP INS:					12,484.00	.00	
100-51-5154-511 LIABILITY INS (LEAGUE)							
2049	BAER INSURANCE SERVICES LLC	1ST QTR GENERAL LIABILITY &	563	12/12/2017	11,188.00	.00	
2049	BAER INSURANCE SERVICES LLC	RENEWAL OF CRIME COVERA	708	12/27/2017	1,519.00	.00	
Total 100-51-5154-511 LIABILITY INS (LEAGUE):					12,707.00	.00	
100-57-5751-825 CAP OUTLAY: ADMIN DP SOFTWARE							
3140	CDW GOVERNMENT INC	MONITORS FOR COURT CLERK	LC51867	12/13/2017	203.04	.00	
Total 100-57-5751-825 CAP OUTLAY: ADMIN DP SOFTWARE:					203.04	.00	
100-51-5160-222 BLDGS & PLANT: TELEPHONE							
3220	CENTURY LINK	CENTREX LINES	1429435052	12/31/2017	10.52	.00	
Total 100-51-5160-222 BLDGS & PLANT: TELEPHONE:					10.52	.00	
100-51-5145-210 D.P.: CONTRACTUAL SERVICES							
3356	CIVIC SYSTEMS LLC	SEMI ANNUAL SUPPORT FEE	CVC16255	12/28/2017	4,306.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-51-5145-210 D.P.: CONTRACTUAL SERVICES:					4,306.00	.00	
400-57-5714-830 CAPITAL EQUIPMENT							
3356	CIVIC SYSTEMS LLC	FINAL 1/3 INSTALLMENT ON CL	CVC16366	01/02/2018	13,000.00	.00	
Total 400-57-5714-830 CAPITAL EQUIPMENT:					13,000.00	.00	
600-53-0682-210 OUTSIDE SERVICES							
3356	CIVIC SYSTEMS LLC	UTILITY BILLING SUPPORT	CVC16255	12/28/2017	1,002.00	.00	
Total 600-53-0682-210 OUTSIDE SERVICES:					1,002.00	.00	
100-51-5111-310 VILLAGE BOARD: SUP & EXPENSE							
4007	DANE CO CITIES AND VILLAGES	2018 MEMBERSHIP DUES	1082018	01/08/2018	1,095.00	.00	
Total 100-51-5111-310 VILLAGE BOARD: SUP & EXPENSE:					1,095.00	.00	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
4017	DANE CO HWY & TRANS DEPT	GUARD RAIL	26937	11/30/2017	161.03	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					161.03	.00	
100-52-5210-321 POLICE: DUES & SEMINARS							
4026	DANE CO POLICE CHIEFS' ASSOC	2018 MEMBERSHIP-CHAPIN	2018-SHPD	01/05/2017	40.00	.00	
Total 100-52-5210-321 POLICE: DUES & SEMINARS:					40.00	.00	
100-51-5142-310 CLERK: SUP & EXPENSES							
4036	DANE CO TREASURER	TAX BILL ENVELOPES 2017	31729	12/13/2017	29.56	.00	
Total 100-51-5142-310 CLERK: SUP & EXPENSES:					29.56	.00	
100-45-4511-000 COURT FINES							
4038	DANE CO TREASURER	SHARED COURT FINES	1082018	01/08/2018	300.00	.00	
Total 100-45-4511-000 COURT FINES:					300.00	.00	
100-51-5160-530 BLDGS & PLANT: RENTAL EXPENSE							
4207	DEGEN AND ASSOCIATES LLC	FEBRUARY FINAL RENT (MINU	10918	01/09/2018	677.70	.00	
4207	DEGEN AND ASSOCIATES LLC	JANUARY RENT	10918	01/09/2018	2,177.07	.00	
Total 100-51-5160-530 BLDGS & PLANT: RENTAL EXPENSE:					2,854.77	.00	
400-57-5714-810 VILLAGE HALL							
8035	HARKER HEATING & COOLING INC	ROOF TOP UNIT 810 SH	1278495	12/22/2017	16,336.00	.00	
Total 400-57-5714-810 VILLAGE HALL:					16,336.00	.00	
100-51-5160-220 BLDGS & PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	810/ 1008 SHOREWOOD	40491581	01/09/2018	3,718.65	.00	
Total 100-51-5160-220 BLDGS & PLANT: GAS & ELECTRIC:					3,718.65	.00	
100-51-5160-530 BLDGS & PLANT: RENTAL EXPENSE							
13040	MADISON GAS & ELECTRIC	5133 UNIVERSITY AVE	40491581	01/09/2018	24.34	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-51-5160-530 BLDGS & PLANT: RENTAL EXPENSE:					24.34	.00	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
13040	MADISON GAS & ELECTRIC	4502 OLD MIDDLETON	40491581	01/09/2018	109.43	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					109.43	.00	
100-53-5342-220 STREET LIGHTING: POWER							
13040	MADISON GAS & ELECTRIC	STREET LIGHTING	40491581	01/09/2018	1,559.97	.00	
13040	MADISON GAS & ELECTRIC	2914 OXFORD/900 SHOREWOO	40491581	01/09/2018	57.22	.00	
Total 100-53-5342-220 STREET LIGHTING: POWER:					1,617.19	.00	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
13040	MADISON GAS & ELECTRIC	3302 BLACKHAWK/3100 HARVA	40491581	01/09/2018	150.05	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					150.05	.00	
100-55-5514-220 COMMUNITY CTR: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	901 SWARTHMORE-COMMUNIT	40491581	01/09/2018	1,151.59	.00	
Total 100-55-5514-220 COMMUNITY CTR: GAS & ELECTRIC:					1,151.59	.00	
200-51-5160-220 BLDG/PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	3336 LMD	40491581	01/09/2018	111.22	.00	
Total 200-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					111.22	.00	
210-51-5160-220 BLDG/PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	901 SWARTHMORE-CONCESSI	40491581	01/09/2018	86.52	.00	
Total 210-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					86.52	.00	
220-51-5160-220 BLDG/PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	3400/ 4898 LMD	40491581	01/09/2018	78.07	.00	
Total 220-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					78.07	.00	
600-53-0620-220 POWER FOR PUMPING							
13040	MADISON GAS & ELECTRIC	3302 BLACKHAWK/3561 TALLY	40491581	01/09/2018	1,533.29	.00	
Total 600-53-0620-220 POWER FOR PUMPING:					1,533.29	.00	
500-53-5364-340 OPERATING SUPPLIES AND EXPENSE							
13046	MADISON METRO SEWERAGE DIS	YAHARA WATERSHED ADAPTI	AC000002480	01/01/2018	10,990.00	.00	
Total 500-53-5364-340 OPERATING SUPPLIES AND EXPENSE:					10,990.00	.00	
100-53-5344-350 STORM SEWERS: DISCHARGE PERMIT							
13085	MADISON TREASURER, CITY OF	4694 UNIVERSITY AVE-STORM	12499684	12/21/2017	14.88	.00	
Total 100-53-5344-350 STORM SEWERS: DISCHARGE PERMIT:					14.88	.00	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
13085	MADISON TREASURER, CITY OF	810 SW BLVD-FIRE PROTECTIO	12497797	12/20/2017	43.25	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					43.25	.00	
600-53-0610-601 PURCHASED WATER							
13085	MADISON TREASURER, CITY OF	810 SW BLVD-FLAT RATE	12497792	12/21/2017	447.60	.00	
13085	MADISON TREASURER, CITY OF	PIT-LAKE MENDOTA DRIVE	12497793	12/20/2017	1,913.85	.00	
13085	MADISON TREASURER, CITY OF	PIT-SW BLVD AT RAILROAD TR	12497794	12/20/2017	150.15	.00	
13085	MADISON TREASURER, CITY OF	PIT-MAPLE TER-LOCUST	12497796	12/20/2017	16,483.42	.00	
Total 600-53-0610-601 PURCHASED WATER:					18,995.02	.00	
100-211532 LIFE INSURANCE - EMPLOYEE							
13397	SECURIAN FINANCIAL GROUP, INC	PREMIUM	1122018	01/12/2018	713.29	.00	
Total 100-211532 LIFE INSURANCE - EMPLOYEE:					713.29	.00	
100-55-5523-650 TREE REMOVALS							
13950	MY TREE GUY LLC	TREE REMOVALS-SUNSET	121417	12/21/2017	1,000.00	.00	
13950	MY TREE GUY LLC	TREE REMOVALS-MARINA	122117	12/21/2017	1,200.00	.00	
13950	MY TREE GUY LLC	TREE REMOVALS ON AMHERS	1418	01/04/2018	1,200.00	.00	
Total 100-55-5523-650 TREE REMOVALS:					3,400.00	.00	
100-51-5120-310 JUDICIAL: OFFC. SUP & EXPENSE							
16700	PRAXIS CONSULTING- QUICK CLE	2018 MAINTENANCE FEES-COU	20100453	12/06/2017	1,000.00	.00	
Total 100-51-5120-310 JUDICIAL: OFFC. SUP & EXPENSE:					1,000.00	.00	
100-52-5210-340 POLICE: OPERATING EXPENSE							
16700	PRAXIS CONSULTING- QUICK CLE	2018 MAINTENANCE FEES	20100453	12/06/2017	1,000.00	.00	
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					1,000.00	.00	
100-55-5537-340 SPEC EVENTS: JULY 4th EXPENSE							
19222	METCALFE SENTRY	4TH JULY PICNIC-2017	01082018	01/08/2018	1,341.09	.00	
Total 100-55-5537-340 SPEC EVENTS: JULY 4th EXPENSE:					1,341.09	.00	
100-52-5210-370 POLICE: FUEL & OIL							
19311	SHELL OIL CO:POLICE ACCT	FUEL FOR SQUADS	1052017	01/05/2017	647.40	.00	
Total 100-52-5210-370 POLICE: FUEL & OIL:					647.40	.00	
100-51-5160-221 BLDGS & PLANT: WATER							
19337	SHOREWOOD HILLS WATER & SE	910100 W/S 810 SHOREWOOD	12292017	12/29/2017	10.81	.00	
19337	SHOREWOOD HILLS WATER & SE	1058300 W/S RINK	12292017	12/29/2017	272.63	.00	
19337	SHOREWOOD HILLS WATER & SE	3403200 W/S GARDENS	12292017	12/29/2017	16.00	.00	
19337	SHOREWOOD HILLS WATER & SE	3403000 FIXED FEE COMMUNIT	12292017	12/29/2017	114.61	.00	
19337	SHOREWOOD HILLS WATER & SE	3589000 W/S HEIDEN	12292017	12/29/2017	28.82	.00	
19337	SHOREWOOD HILLS WATER & SE	1058000 W/S 1008 SHOREWOO	12292017	12/29/2017	67.84	.00	
Total 100-51-5160-221 BLDGS & PLANT: WATER:					510.71	.00	
100-51-5160-223 BLDGS & PLANT:STORMWATER CHR							
19337	SHOREWOOD HILLS WATER & SE	2285500 SE KOVAL WOODS	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	1056500 SE ENTRYWAY PARKS	12292017	12/29/2017	18.36	.00	
19337	SHOREWOOD HILLS WATER & SE	910300 SE 810 SHOREWOOD B	12292017	12/29/2017	13.77	.00	
19337	SHOREWOOD HILLS WATER & SE	2331400 SE MCKENNA PARK	12292017	12/29/2017	36.72	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
19337	SHOREWOOD HILLS WATER & SE	910200 SE 810 SHOREWOOD B	12292017	12/29/2017	77.11	.00	
19337	SHOREWOOD HILLS WATER & SE	1058000 SE 1008 SHOREWOOD	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	3403200 SE GARDENS	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	3477500 SE 2700 OXFORD	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	1058500 SE 1008 SHOREWOOD	12292017	12/29/2017	51.41	.00	
19337	SHOREWOOD HILLS WATER & SE	1030500 SE TALLY HO BOOSTE	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	3378500 SE BRADLEY PARK	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	2303000 SE BIG FOOT PARK	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	3403000 SE COMMUNITY CTR/P	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	1128500 SE OAK WAY LOTS	12292017	12/29/2017	27.54	.00	
19337	SHOREWOOD HILLS WATER & SE	3589000 SE HEIDEN	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	1112500 SE 1001 EDGEHILL LO	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	3403100 SE POST FARM LOT	12292017	12/29/2017	303.86	.00	
19337	SHOREWOOD HILLS WATER & SE	908700 SE 3264 UNIV AVE LOT	12292017	12/29/2017	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	2237500 SE FOUR CORNER LO	12292017	12/29/2017	18.36	.00	
19337	SHOREWOOD HILLS WATER & SE	1126300 SE QUARRY	12292017	12/29/2017	55.08	.00	
Total 100-51-5160-223 BLDGS & PLANT:STORMWATER CHRGR:					703.19	.00	
210-51-5160-221 BLDG/PLANT: WATER							
19337	SHOREWOOD HILLS WATER & SE	3402900 W/S CONCESSIONS	12292017	12/29/2017	21.81	.00	
19337	SHOREWOOD HILLS WATER & SE	3403000 W/S COMMUNITY CTR/	12292017	12/29/2017	1,986.91	.00	
Total 210-51-5160-221 BLDG/PLANT: WATER:					2,008.72	.00	
210-51-5160-223 BLDGS & PLANT:STORMWATER CHRGR							
19337	SHOREWOOD HILLS WATER & SE	3402900 SE CONCESSIONS	12292017	12/29/2017	9.18	.00	
Total 210-51-5160-223 BLDGS & PLANT:STORMWATER CHRGR:					9.18	.00	
100-53-5365-370 RECYCLING/YARDWASTE:FUEL & OIL							
19841	STOP-N-GO DPW GAS	GAS - DPW	12312017	12/17/2017	380.78	.00	
Total 100-53-5365-370 RECYCLING/YARDWASTE:FUEL & OIL:					380.78	.00	
100-53-5365-370 RECYCLING/YARDWASTE:FUEL & OIL							
19845	STOP-N-GO DPW DIESEL	DIESEL FUEL	12312017	12/17/2017	524.88	.00	
Total 100-53-5365-370 RECYCLING/YARDWASTE:FUEL & OIL:					524.88	.00	
100-52-5240-340 INSPECTIONS: OPERATIONS							
19940	SWWBIA	C ANDERSON-CODE REGISTR	1092018	01/09/2017	99.00	.00	
Total 100-52-5240-340 INSPECTIONS: OPERATIONS:					99.00	.00	
100-52-5210-341 POLICE: UNIFORM EXPENSE							
20630	TOP PACK DEFENSE LLC	TIE & TIE PIN FOR CHIEF	12212017	12/21/2017	21.65	.00	
20630	TOP PACK DEFENSE LLC	SIG M400 ELITE RIFLE	667	12/28/2017	1,175.00	.00	
Total 100-52-5210-341 POLICE: UNIFORM EXPENSE:					1,196.65	.00	
100-56-5640-210 PROF CONSULTANT:PLAN REVIEW							
20670	TOWN & COUNTRY ENGINEERING I	2016 MISCELLANEOUS	18412	01/04/2018	140.00	.00	
Total 100-56-5640-210 PROF CONSULTANT:PLAN REVIEW:					140.00	.00	
400-52-5210-814 TRAFFIC CALMING MEASURES							
20670	TOWN & COUNTRY ENGINEERING I	2017 UBD TRAFFIC CALMING	18414	01/04/2018	210.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 400-52-5210-814 TRAFFIC CALMING MEASURES:					210.00	.00	
450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS							
20670	TOWN & COUNTRY ENGINEERING I	BLACKHAWK PATH EXTENSIO	18415	01/04/2018	661.50	.00	
Total 450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS:					661.50	.00	
470-51-5141-120 PLANNING LEGAL & ADMIN-PYARE							
20670	TOWN & COUNTRY ENGINEERING I	LOCUST ST AREA IMPROVEME	18413	01/04/2018	852.50	.00	
Total 470-51-5141-120 PLANNING LEGAL & ADMIN-PYARE:					852.50	.00	
200-53-5361-223 SEWER TREATMENT EXPENSE							
21577	UNIVERSITY OF WIS-MADISON	ANNUAL SEWER FEE-UW	719703002852	12/27/2017	2,000.00	.00	
Total 200-53-5361-223 SEWER TREATMENT EXPENSE:					2,000.00	.00	
100-51-5151-210 FINANCE: AUDIT SERVICES							
22370	BAKER TILLY VIRCHOW KRAUSE L	2017 DEBIT ISSUANCE & JE	BT1192831	12/28/2017	127.00	.00	
22370	BAKER TILLY VIRCHOW KRAUSE L	PROFESSIONAL AUDIT SERVIC	BT1192831	12/28/2017	298.00	.00	
22370	BAKER TILLY VIRCHOW KRAUSE L	PROFESSIONAL AUDIT SERVIC	BT1192831	12/28/2017	4,452.00	.00	
Total 100-51-5151-210 FINANCE: AUDIT SERVICES:					4,877.00	.00	
450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN							
22370	BAKER TILLY VIRCHOW KRAUSE L	PROFESSIONAL AUDIT TID #3	BT1192831	12/28/2017	62.66	.00	
Total 450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN:					62.66	.00	
470-51-5141-120 PLANNING LEGAL & ADMIN-PYARE							
22370	BAKER TILLY VIRCHOW KRAUSE L	PROFESSIONAL AUDIT TID #4	BT1192831	12/28/2017	62.66	.00	
Total 470-51-5141-120 PLANNING LEGAL & ADMIN-PYARE:					62.66	.00	
480-51-5141-120 PLANNING, LEGAL & ADMIN							
22370	BAKER TILLY VIRCHOW KRAUSE L	PROFESSIONAL AUDIT TID #5	BT1192831	12/28/2017	62.68	.00	
Total 480-51-5141-120 PLANNING, LEGAL & ADMIN:					62.68	.00	
600-53-0682-210 OUTSIDE SERVICES							
22370	BAKER TILLY VIRCHOW KRAUSE L	PROFESSIONAL AUDIT SERVIC	BT1192831	12/28/2017	370.00	.00	
Total 600-53-0682-210 OUTSIDE SERVICES:					370.00	.00	
100-211534 UNION DUES							
23342	WI PROFESSIONAL POLICE ASSOC	UNION DUES-JANUARY	1012018	01/01/2018	167.20	.00	
Total 100-211534 UNION DUES:					167.20	.00	
100-51-5120-321 JUDICIAL: DUES							
23349	WI MUNICIPAL COURT CLERK ASS	2018 DUES WI MUNI COURT CL	1092018	12/20/2017	40.00	.00	
Total 100-51-5120-321 JUDICIAL: DUES :					40.00	.00	
100-45-4511-000 COURT FINES							
23350	WI DEPT ADMINISTRATION: COURT	SHARED COURT FINES	1082018	01/08/2018	779.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-45-4511-000 COURT FINES:					779.00	.00	
600-53-0630-340 SUPPLIES AND EXPENSE							
23380	WI DEPT OF NATURAL RESOURCE	LICENSE RENEWAL-MOYER	1082018	01/08/2017	45.00	.00	
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					45.00	.00	
100-52-5210-340 POLICE: OPERATING EXPENSE							
23400	WI DEPT OF TRANSPORTATION	SUSPENSION FEES	01092018	01/09/2018	400.00	.00	
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					400.00	.00	
100-51-5141-320 ADMIN: DUES & SEMINARS							
23508	WIS CITY/COUNTY MNG'T ASSOC	MEMBERSHIP DUES 2018	1112018	01/11/2018	171.00	.00	
Total 100-51-5141-320 ADMIN: DUES & SEMINARS:					171.00	.00	
100-52-5210-340 POLICE: OPERATING EXPENSE							
1000677	DEER CREEK TECHNOLOGIES	DOCUMENT MGMT SOFTWARE	2018-132	12/17/2017	300.00	.00	
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					300.00	.00	
001-111106 CASH CLEARING UTILITY							
2000022	YOUNG, MELINDA	REFUND OVERPAYMENT ON FI	12282017	12/28/2017	36.14	.00	
Total 001-111106 CASH CLEARING UTILITY:					36.14	.00	
100-45-4513-000 PARKING VIOLATIONS							
2000023	SUTINEN, MARGARET A.	REFUND PARKING TICKET	01092018	01/09/2018	40.00	40.00	01/17/2018
Total 100-45-4513-000 PARKING VIOLATIONS:					40.00	40.00	
Grand Totals:					129,347.58	40.00	

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

VILLAGE OF SHOREWOOD HILLS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>TAXES</u>						
100-41-4111-000	GENERAL PROPERTY TAXES	.00	.00	2,563,496.00	(2,563,496.00)	.00
100-41-4131-000	PAYMENTS IN LIEU OF TAX	.00	.00	60,000.00	(60,000.00)	.00
100-41-4181-000	INTEREST & PENALTIES ON TAXES	.00	15.40	500.00	(484.60)	3.08
	TOTAL TAXES	.00	15.40	2,623,996.00	(2,623,980.60)	.00
<u>INTERGOVERNMENTAL REVENUE</u>						
100-43-4330-000	FED/STATE DISASTER RELIEF	.00	.00	.00	.00	.00
100-43-4341-000	STATE SHARED REVENUE	.00	20,888.82	20,889.00	(.18)	100.00
100-43-4342-000	FIRE INSURANCE PREMIUM-2% DUES	.00	21,217.17	19,576.00	1,641.17	108.38
100-43-4351-000	STATE AID: EXEMPT COMPUTERS	.00	17,373.00	44,075.00	(26,702.00)	39.42
100-43-4352-100	LAW ENFORCEMENT TRAINING AIDS	.00	.00	1,800.00	(1,800.00)	.00
100-43-4352-105	PUBLIC SAFETY EQUIPMENT AIDS	.00	.00	.00	.00	.00
100-43-4352-110	GRANTS TO POLICE DEPARTMENT	.00	896.50	.00	896.50	.00
100-43-4353-000	STATE AID: HIGHWAY	.00	298,215.74	298,862.00	(646.26)	99.78
100-43-4353-100	LOCAL ROADS GRANT	19,000.00	19,000.00	.00	19,000.00	.00
100-43-4353-300	STATE FEMA GRANT	.00	.00	.00	.00	.00
100-43-4358-000	FORESTRY GRANTS	.00	.00	.00	.00	.00
100-43-4360-000	DANE CTY GRANT: LAND CONS DEPT	.00	.00	.00	.00	.00
	TOTAL INTERGOVERNMENTAL REVENUE	19,000.00	377,591.23	385,202.00	(7,610.77)	98.02
<u>LICENSES & PERMITS</u>						
100-44-4411-000	LICENSES: LIQUOR/MALT BEVERAGE	380.00	5,495.00	5,050.00	445.00	108.81
100-44-4412-000	LICENSES: OTHER BUS/OCCUPATION	90.00	3,095.00	3,000.00	95.00	103.17
100-44-4421-000	LICENSES: BICYCLE	.00	6.00	60.00	(54.00)	10.00
100-44-4422-000	LICENSES: DOG & CAT	(25.75)	1,267.50	4,000.00	(2,732.50)	31.69
100-44-4423-000	LICENSES: MISC	.00	1,030.00	700.00	330.00	147.14
100-44-4431-000	PERMIT/INSPCTN FEES: BUILDINGS	1,108.76	29,995.74	17,000.00	12,995.74	176.45
100-44-4432-000	PERMIT/INSPCTN FEES: HVAC	810.00	11,252.47	6,000.00	5,252.47	187.54
100-44-4433-000	PERMIT/INSPCTN FEES: ELECTRICL	841.76	10,363.88	7,000.00	3,363.88	148.06
100-44-4434-000	PERMIT/INSPCTN FEES: PLUMBING	325.00	7,740.00	5,000.00	2,740.00	154.80
100-44-4435-000	PERMIT/INSPCTN FEES: SIGNS	128.10	2,378.92	100.00	2,278.92	2,378.92
100-44-4436-000	PERMIT/INSPCTN FEES:SPRNK/FIRE	.00	.00	.00	.00	.00
100-44-4439-000	PERMIT/INSPCTN FEES: MISC.	75.00	525.00	450.00	75.00	116.67
100-44-4441-000	ZONING FEES	350.00	3,200.00	2,300.00	900.00	139.13
100-44-4491-000	CABLE TV FRANCHISE FEES	.00	26,863.87	29,000.00	(2,136.13)	92.63
100-44-4492-000	% SURCHARGE FOR RECREATION	.00	7,419.71	7,500.00	(80.29)	98.93
	TOTAL LICENSES & PERMITS	4,082.87	110,633.09	87,160.00	23,473.09	126.93
<u>FINES, FORFEITS, & PENALTIES</u>						
100-45-4511-000	COURT FINES	1,285.70	30,154.07	30,000.00	154.07	100.51
100-45-4513-000	PARKING VIOLATIONS	1,705.00	39,108.50	45,000.00	(5,891.50)	86.91

VILLAGE OF SHOREWOOD HILLS
REVENUES WITH COMPARISON TO BUDGET
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
100-45-4514-000 POLICE DONATIONS/MISC REVENUES	1,986.62	5,720.15	.00	5,720.15	.00
TOTAL FINES, FORFEITS, & PENALTIES	4,977.32	74,982.72	75,000.00	(17.28)	99.98
<u>PUBLIC CHARGES FOR SERVICES</u>					
100-46-4611-000 CLERK: MATERIAL & SUPPLY SALES	24.62	63.32	.00	63.32	.00
100-46-4612-000 CLERK: EMPLOYEE SUNSHINE FUND	170.51	776.31	200.00	576.31	388.16
100-46-4613-000 CLERK: PARKING PERMITS	12.00	555.00	800.00	(245.00)	69.38
100-46-4621-000 LAW ENFORCEMENT FEES	64.00	575.54	400.00	175.54	143.89
100-46-4642-000 WIS MUNICIPAL RECYCLING GRANT	.00	14,891.96	14,138.00	753.96	105.33
100-46-4642-100 RECYCLING PROCEEDS	.00	.00	.00	.00	.00
100-46-4645-000 DISPOSAL REPAIR FEES	.00	.00	.00	.00	.00
100-46-4670-000 BOOK PUBLISHING REVENUES	31.65	241.56	250.00	(8.44)	96.62
100-46-4670-100 RESALE BOOK PUBLISHING REVENUE	.00	.00	.00	.00	.00
100-46-4671-000 BOOK SHIPPING INCOME	.00	.00	.00	.00	.00
100-46-4672-000 CONTRIBUTIONS: PARKS & FORESTRY	5,414.00	13,490.00	.00	13,490.00	.00
100-46-4672-100 GARDEN PLOT REVENUES	.00	2,520.00	2,000.00	520.00	126.00
100-46-4672-110 CONTRIBUTIONS: GARDEN CLUB	.00	2,500.00	2,500.00	.00	100.00
100-46-4672-130 CONTRIBUTIONS: HORT CONSULTANT	.00	.00	.00	.00	.00
100-46-4673-100 RECREATION: FOUR CORNERS	.00	15,135.00	14,000.00	1,135.00	108.11
100-46-4673-200 RECREATION: LAND REC	.00	16,888.30	14,250.00	2,638.30	118.51
100-46-4673-210 RECREATION: LAND REC GRANT	.00	.00	.00	.00	.00
100-46-4673-300 RECREATION: TENNIS	.00	25,529.00	28,000.00	(2,471.00)	91.18
100-46-4673-400 RECREATION: BASEBALL	.00	.00	.00	.00	.00
100-46-4673-500 RECREATION: BASKETBALL	.00	2,210.00	2,200.00	10.00	100.45
100-46-4673-600 RECREATION: GOLF	.00	3,823.75	7,000.00	(3,176.25)	54.63
100-46-4673-700 RECREATION: KAYAK/CANOE	.00	806.00	700.00	106.00	115.14
100-46-4673-800 RECREATION: INDOOR SOCCER	.00	.00	.00	.00	.00
100-46-4673-900 RECREATION: OUTDOOR SOCCER	.00	9,805.00	8,780.00	1,025.00	111.67
100-46-4674-100 COMMUNITY CENTER RENTALS	18.00	321.00	3,500.00	(3,179.00)	9.17
100-46-4674-210 JULY 4TH FAMILY PICNIC	.00	1,254.00	1,200.00	54.00	104.50
100-46-4674-220 JULY 4TH FIREWORKS	.00	7,958.79	8,100.00	(141.21)	98.26
TOTAL PUBLIC CHARGES FOR SERVICES	5,734.78	119,344.53	108,018.00	11,326.53	110.49
<u>INTERGOVERNMENTAL SERV CHGS</u>					
100-47-4741-000 WATER DEPT: REIMB FOR SERVICES	.00	13,230.00	13,230.00	.00	100.00
100-47-4742-000 SEWER DIV: REIMB FOR SERVICES	.00	10,710.00	10,710.00	.00	100.00
100-47-4743-000 WATERFRONT: REIMB FOR SERVICES	.00	16,700.00	16,700.00	.00	100.00
100-47-4744-000 STORMWATER:REIMB FOR SERVICES	.00	9,000.00	9,000.00	.00	100.00
TOTAL INTERGOVERNMENTAL SERV CHGS	.00	49,640.00	49,640.00	.00	100.00
<u>MISCELLANEOUS REVENUE</u>					
100-48-4810-000 INTEREST ON INVESTMENTS	.00	20,992.69	10,000.00	10,992.69	209.93
100-48-4810-100 BUILD AMERICA BOND SUBSIDY	.00	8,492.95	8,502.00	(9.05)	99.89
100-48-4812-000 CAPITAL PROJECT BOND INTEREST	.00	.00	.00	.00	.00

VILLAGE OF SHOREWOOD HILLS
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
100-48-4815-000	REPAYMENT: WATER UTILTY ADVANC	.00	.00	.00	.00	
100-48-4821-000	RENT: DUE FROM POOL	.00	37,778.00	40,000.00	(2,222.00)	94.45
100-48-4822-000	RENT: BLACKHAWK C.C.	16,666.00	116,662.00	100,300.00	16,362.00	116.31
100-48-4823-000	BCC INSURANCE REIMBURSEMENT	.00	.00	.00	.00	.00
100-48-4825-000	RENT: PARKING SPACES	.00	.00	.00	.00	.00
100-48-4827-000	DEVELPR SHARE MAD FIRE EXPENSE	.00	.00	9,584.00	(9,584.00)	.00
100-48-4830-000	MISCELLANEOUS SALES	.00	.00	.00	.00	.00
100-48-4831-000	POLICE/ FIRE SALES	.00	4,801.99	3,500.00	1,301.99	137.20
100-48-4833-000	VILLAGE TREE SALES	1,112.75	12,852.51	4,000.00	8,852.51	321.31
100-48-4836-000	DPW VEHICLE SALES	.00	.00	.00	.00	.00
100-48-4838-000	DANE CTY CALENDARS	.00	796.21	600.00	196.21	132.70
100-48-4840-000	INSURANCE DIVIDENDS	.00	8,888.00	.00	8,888.00	.00
100-48-4850-000	INSURANCE CLAIMS	.00	.00	.00	.00	.00
100-48-4855-000	SHWD LEAGUE/FOUNDATN RECEIPTS	.00	.00	.00	.00	.00
100-48-4895-000	REPAYMENT: TIF ADVANCE	.00	.00	.00	.00	.00
	TOTAL MISCELLANEOUS REVENUE	17,778.75	211,264.35	176,486.00	34,778.35	119.71
	OTHER FINANCING SOURCES					
100-49-4941-000	MISCELLANEOUS REVENUES	3,135.97	19,632.72	17,000.00	2,632.72	115.49
100-49-4944-000	FUND BALANCE APPLIED	.00	.00	141,401.00	(141,401.00)	.00
	TOTAL OTHER FINANCING SOURCES	3,135.97	19,632.72	158,401.00	(138,768.28)	12.39
	TOTAL FUND REVENUE	54,709.69	963,104.04	3,663,903.00	(2,700,798.96)	26.29

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>VILLAGE BOARD</u>					
100-51-5111-310	VILLAGE BOARD: SUP & EXPENSE	.00	3,375.51	1,500.00 (1,875.51)	225.03
100-51-5111-720	VILLAGE BOARD: DONATIONS	.00	.00	.00 .00	.00
	TOTAL VILLAGE BOARD	.00	3,375.51	1,500.00 (1,875.51)	225.03
<u>COMMITTEES</u>					
100-51-5112-310	COMMITTEES: SUP & EXPENSE	.00	396.54	900.00 503.46	44.06
	TOTAL COMMITTEES	.00	396.54	900.00 503.46	44.06
<u>JUDICIAL</u>					
100-51-5120-110	JUDICIAL: SALARY & ALLOWANCES	228.00	2,907.00	2,965.00 58.00	98.04
100-51-5120-120	JUDICIAL: COURT CLERK WAGES	1,937.74	22,527.94	21,822.00 (705.94)	103.23
100-51-5120-150	JUDICIAL: BENEFITS	563.21	6,378.04	6,237.00 (141.04)	102.26
100-51-5120-310	JUDICIAL: OFFC. SUP & EXPENSE	.00	1,340.22	1,700.00 359.78	78.84
100-51-5120-321	JUDICIAL: DUES	.00	140.00	140.00 .00	100.00
100-51-5120-322	JUDICIAL: SEMINARS & TRAINING	.00	1,031.23	1,665.00 633.77	61.94
	TOTAL JUDICIAL	2,728.95	34,324.43	34,529.00 204.57	99.41
<u>LEGAL</u>					
100-51-5130-210	LEGAL: GEN. ADVICE & COUNSEL	.00	20,162.20	18,000.00 (2,162.20)	112.01
100-51-5130-211	LEGAL: ORDINANCE PROSECUTIONS	126.80	31,352.22	27,000.00 (4,352.22)	116.12
	TOTAL LEGAL	126.80	51,514.42	45,000.00 (6,514.42)	114.48
<u>ADMINISTRATION</u>					
100-51-5141-120	ADMIN: WAGES	9,128.60	91,229.21	86,769.00 (4,460.21)	105.14
100-51-5141-150	ADMIN: BENEFITS	2,153.73	22,344.00	19,447.00 (2,897.00)	114.90
100-51-5141-320	ADMIN: DUES & SEMINARS	.00	1,614.00	1,700.00 86.00	94.94
100-51-5141-340	ADMIN: MONTHLY BULLETIN	.00	.00	.00 .00	.00
100-51-5141-380	ADMIN: STAFF SUNSHINE FUND	.00	848.81	300.00 (548.81)	282.94
	TOTAL ADMINISTRATION	11,282.33	116,036.02	108,216.00 (7,820.02)	107.23

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>CLERK</u>					
100-51-5142-120	CLERK: WAGES	9,992.66	94,462.13	84,014.00 (10,448.13)	112.44
100-51-5142-130	EXTRA OFFICE HELP	1,761.77	20,495.84	17,919.00 (2,576.84)	114.38
100-51-5142-150	CLERK: BENEFITS	2,158.55	21,493.35	18,862.00 (2,631.35)	113.95
100-51-5142-310	CLERK: SUP & EXPENSES	(319.97)	3,117.89	3,900.00	782.11
100-51-5142-322	CLERK: TRAINING/SEMINARS	.00	1,690.95	800.00 (890.95)	211.37
100-51-5142-340	CLERK: POSTAL EXPENSES	(13.42)	1,931.93	3,500.00	1,568.07
100-51-5142-500	CLERK: DANE CTY CALENDARS	.00	.00	600.00	600.00
100-51-5142-700	CLERK: LICENSE COSTS	.00	.00	.00	.00
TOTAL CLERK		13,579.59	143,192.09	129,595.00 (13,597.09)	110.49
<u>PERSONNEL</u>					
100-51-5143-158	PERSONNEL: UNEMPLOYMENT COMP	.00	194.40	.00 (194.40)	.00
100-51-5143-160	PERSONNEL: WORKMAN'S COMP INS	.00	43,253.00	42,547.00 (706.00)	101.66
100-51-5143-190	PERSONNEL: PROVIDED FOR EVALS	.00	1,112.50	.00 (1,112.50)	.00
100-51-5143-200	PERSONNEL: RECRUITMENT	.00	25,457.37	.00 (25,457.37)	.00
100-51-5143-210	PERSONNEL: MEDICAL EVALUATIONS	.00	490.78	.00 (490.78)	.00
100-51-5143-300	PERSONNEL: RETIREES INS PREM	96.39	24,864.51	9,600.00 (15,264.51)	259.01
TOTAL PERSONNEL		96.39	95,372.56	52,147.00 (43,225.56)	182.89
<u>ELECTIONS</u>					
100-51-5144-140	ELECTIONS: PER DIEM WAGES	.00	1,526.23	1,100.00 (426.23)	138.75
100-51-5144-340	ELECTIONS: OPERATING SUPPLIES	.00	601.52	400.00 (201.52)	150.38
TOTAL ELECTIONS		.00	2,127.75	1,500.00 (627.75)	141.85
<u>DATA PROCESSING</u>					
100-51-5145-210	D.P.: CONTRACTUAL SERVICES	828.13	28,176.20	19,000.00 (9,176.20)	148.30
100-51-5145-340	D.P.: OPERATIONS EXPENSE	.00	1,966.49	2,700.00	733.51
100-51-5145-350	WEBSITE COSTS	.00	820.91	570.00 (250.91)	144.02
TOTAL DATA PROCESSING		828.13	30,963.60	22,270.00 (8,693.60)	139.04
<u>FINANCE</u>					
100-51-5151-210	FINANCE: AUDIT SERVICES	.00	23,548.00	26,000.00	2,452.00
100-51-5151-290	LIFE QUEST FEES/OTHER PAYMENTS	.00	.00	.00	.00
100-51-5151-300	BOND ISSUE EXPENSES	.00	3,425.00	.00 (3,425.00)	.00
TOTAL FINANCE		.00	26,973.00	26,000.00 (973.00)	103.74

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
<u>TREASURY</u>						
100-51-5152-340	TREASURY: OPERATIONS	.00	.00	.00	.00	.00
100-51-5152-390	TREASURY: WRITE-OFF EXPENSE	.00	.00	.00	.00	.00
TOTAL TREASURY		.00	.00	.00	.00	.00
<u>ASSESSOR</u>						
100-51-5153-210	ASSESSOR: CONTRACTUAL EXPENSE	(8,350.96)	32,108.18	32,000.00	(108.18)	100.34
TOTAL ASSESSOR		(8,350.96)	32,108.18	32,000.00	(108.18)	100.34
<u>RISK & PROPERTY MANAGEMENT</u>						
100-51-5154-511	LIABILITY INS (LEAGUE)	.00	39,338.00	43,729.00	4,391.00	89.96
100-51-5154-512	PROPERTY INS (LGPIF)	.00	13,483.00	14,708.00	1,225.00	91.67
TOTAL RISK & PROPERTY MANAGEMENT		.00	52,821.00	58,437.00	5,616.00	90.39
<u>BUILDINGS & PLANT</u>						
100-51-5160-220	BLDGS & PLANT: GAS & ELECTRIC	2,778.34	40,142.42	41,000.00	857.58	97.91
100-51-5160-221	BLDGS & PLANT: WATER	685.27	4,812.34	8,000.00	3,187.66	60.15
100-51-5160-222	BLDGS & PLANT: TELEPHONE	7.67	4,610.07	5,000.00	389.93	92.20
100-51-5160-223	BLDGS & PLANT:STORMWATER CHRG	703.19	5,829.31	5,500.00	(329.31)	105.99
100-51-5160-240	BLDGS & PLANT: CONTRACTUAL	165.00	4,423.38	3,410.00	(1,013.38)	129.72
100-51-5160-530	BLDGS & PLANT: RENTAL EXPENSE	26.05	27,055.34	17,290.00	(9,765.34)	156.48
TOTAL BUILDINGS & PLANT		4,365.52	86,872.86	80,200.00	(6,672.86)	108.32

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

	PERIOD		BUDGET		% OF	
	ACTUAL	YTD ACTUAL	AMOUNT		BUDGET	
<u>POLICE DEPARTMENT</u>						
100-52-5210-110	POLICE: SALARIES & ALLOWANCES	7,153.60	85,663.76	90,282.00	4,618.24	94.88
100-52-5210-120	POLICE: CLERICAL WAGES	5,819.90	69,990.56	71,238.00	1,247.44	98.25
100-52-5210-121	POLICE: OFFICER WAGE & HOLIDAY	29,922.37	310,271.85	312,868.00	2,596.15	99.17
100-52-5210-122	POLICE: OVERTIME WAGES	2,499.31	16,513.93	8,500.00	(8,013.93)	194.28
100-52-5210-124	POLICE: PART-TIME DUTY WAGES	5,200.00	65,882.20	48,000.00	(17,882.20)	137.25
100-52-5210-125	POLICE: DIFFERENTIAL	184.80	1,998.32	2,000.00	1.68	99.92
100-52-5210-128	POLICE: COM SERVICE OFFICERS	.00	5,058.00	4,400.00	(658.00)	114.95
100-52-5210-129	POLICE: CROSSING GUARD WAG	482.00	5,591.20	5,500.00	(91.20)	101.66
100-52-5210-130	POLICE: EMPLOYMENT BONUS	.00	.00	.00	.00	.00
100-52-5210-150	POLICE: BENEFITS	17,356.34	182,281.90	189,482.00	7,200.10	96.20
100-52-5210-170	POLICE: EDUCATION REIMB	.00	.00	.00	.00	.00
100-52-5210-210	POLICE: CONTRACTUAL SERVICES	.00	9,086.74	11,000.00	1,913.26	82.61
100-52-5210-310	POLICE: OFFICE SUPPLIES & EXP	.00	2,825.06	2,900.00	74.94	97.42
100-52-5210-321	POLICE: DUES & SEMINARS	.00	1,592.00	1,500.00	(92.00)	106.13
100-52-5210-322	POLICE: TRAINING EXPENSES	130.95	7,971.99	8,000.00	28.01	99.65
100-52-5210-340	POLICE: OPERATING EXPENSE	.00	13,930.30	14,200.00	269.70	98.10
100-52-5210-341	POLICE: UNIFORM EXPENSE	.00	6,397.70	4,500.00	(1,897.70)	142.17
100-52-5210-345	POLICE: PROMOTION	.00	.00	.00	.00	.00
100-52-5210-350	POLICE: VEHICLE REPAIR & MAINT	6.00	6,668.95	4,000.00	(2,668.95)	166.72
100-52-5210-370	POLICE: FUEL & OIL	681.79	8,129.18	7,000.00	(1,129.18)	116.13
100-52-5210-380	POLICE: DRUG PREVENTION	.00	.00	200.00	200.00	.00
100-52-5210-390	POLICE: INSURANCE COSTS	.00	.00	.00	.00	.00
	TOTAL POLICE DEPARTMENT	69,437.06	799,853.64	785,570.00	(14,283.64)	101.82
<u>FIRE DEPARTMENT</u>						
100-52-5220-210	FIRE: CONTRACTUAL EXPENSE	.00	522,280.06	522,280.00	(.06)	100.00
100-52-5220-215	FIRE: 2% DUES TO MAD FIRE DEPT	.00	21,217.17	19,576.00	(1,641.17)	108.38
100-52-5220-310	FIRE: OFFICE SUPPLIES & EXP.	.00	.00	.00	.00	.00
100-52-5220-590	FIRE: HYDRANT RENTAL	.00	169,045.00	168,281.00	(764.00)	100.45
	TOTAL FIRE DEPARTMENT	.00	712,542.23	710,137.00	(2,405.23)	100.34
<u>INSPECTIONS</u>						
100-52-5240-150	INSPECTIONS: BENEFITS	167.27	3,106.57	2,333.00	(773.57)	133.16
100-52-5240-211	INSPECTIONS: BUILDINGS	874.23	18,851.76	18,000.00	(851.76)	104.73
100-52-5240-212	INSPECTIONS: HVAC	374.67	7,077.10	5,000.00	(2,077.10)	141.54
100-52-5240-213	INSPECTIONS: ELECTRICAL	999.12	11,541.51	5,000.00	(6,541.51)	230.83
100-52-5240-214	INSPECTIONS: PLUMBING	.00	3,871.59	2,500.00	(1,371.59)	154.86
100-52-5240-340	INSPECTIONS: OPERATIONS	.00	792.24	323.00	(469.24)	245.28
	TOTAL INSPECTIONS	2,415.29	45,240.77	33,156.00	(12,084.77)	136.45

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>EMERGENCY COMMUNICATION</u>					
100-52-5260-290	.00	4,851.00	2,600.00	(2,251.00)	186.58
	.00	4,851.00	2,600.00	(2,251.00)	186.58
<u>PUBLIC WORKS</u>					
100-53-5300-121	7,526.38	63,277.95	62,841.00	(436.95)	100.70
100-53-5300-150	1,435.51	13,151.87	13,416.00	264.13	98.03
100-53-5300-340	71.48	15,511.08	19,000.00	3,488.92	81.64
100-53-5300-450	.00	.00	.00	.00	.00
100-53-5300-600	.00	.00	.00	.00	.00
	9,033.37	91,940.90	95,257.00	3,316.10	96.52
<u>MUNICIPAL GARAGE</u>					
100-53-5320-350	253.70	14,841.54	18,000.00	3,158.46	82.45
100-53-5320-370	.00	9,069.92	9,000.00	(69.92)	100.78
	253.70	23,911.46	27,000.00	3,088.54	88.56
<u>STREET MAINTENANCE & REPAIR</u>					
100-53-5330-210	.00	782.72	.00	(782.72)	.00
100-53-5330-230	.00	8,000.00	10,000.00	2,000.00	80.00
	.00	8,782.72	10,000.00	1,217.28	87.83
<u>STREET LIGHTING</u>					
100-53-5342-220	1,198.21	18,342.42	16,000.00	(2,342.42)	114.64
100-53-5342-340	.00	6,028.51	20,000.00	13,971.49	30.14
	1,198.21	24,370.93	36,000.00	11,629.07	67.70
<u>STORM SEWERS</u>					
100-53-5344-350	14.88	159.86	33.00	(126.86)	484.42
	14.88	159.86	33.00	(126.86)	484.42

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
<u>COMMUNITY CENTER</u>						
100-55-5514-121	COMMUNITY CTR: WAGES	.00	730.48	415.00	(315.48)	176.02
100-55-5514-150	COMMUNITY CTR: WAGE BENEFITS	.00	105.72	89.00	(16.72)	118.79
100-55-5514-220	COMMUNITY CTR: GAS & ELECTRIC	883.32	5,985.57	7,000.00	1,014.43	85.51
TOTAL COMMUNITY CENTER		883.32	6,821.77	7,504.00	682.23	90.91
<u>PARKS</u>						
100-55-5520-121	FORESTER: WAGES	7,798.18	59,384.34	60,964.00	1,579.66	97.41
100-55-5520-122	GRANT FUNDED HORT WAGES	.00	.00	.00	.00	.00
100-55-5520-125	HORT ASSISTANT WAGES	270.00	13,395.50	14,500.00	1,104.50	92.38
100-55-5520-150	FORESTER: WAGE BENEFITS	1,766.58	16,495.78	17,022.00	526.22	96.91
100-55-5520-320	PARKS:PROJECTS	1,046.00	7,283.80	6,500.00	(783.80)	112.06
100-55-5520-340	PARKS:OPERATING EXPENSE	.00	4,504.64	4,350.00	(154.64)	103.55
100-55-5520-342	VILLAGE TREE SALES COSTS	34.48	11,827.93	4,000.00	(7,827.93)	295.70
100-55-5520-350	MCKENNA PARK	.00	.00	.00	.00	.00
100-55-5520-370	FORESTER: FUEL & OIL	.00	.00	.00	.00	.00
TOTAL PARKS		10,915.24	112,891.99	107,336.00	(5,555.99)	105.18
<u>HORTICULTURIST</u>						
100-55-5523-341	HORTICULTURE: CONSULTANT	.00	2,067.67	.00	(2,067.67)	.00
100-55-5523-343	HORTICULTURE: REFORESTATION	.00	7,736.50	8,000.00	263.50	96.71
100-55-5523-350	HORTICULTURE:PLANTINGS	.00	2,555.12	1,700.00	(855.12)	150.30
100-55-5523-550	FORESTRY GRANTS	.00	.00	.00	.00	.00
100-55-5523-600	TREE MAINTENANCE	10,100.00	34,699.50	32,000.00	(2,699.50)	108.44
100-55-5523-650	TREE REMOVALS	.00	19,073.00	20,000.00	927.00	95.37
TOTAL HORTICULTURIST		10,100.00	66,131.79	61,700.00	(4,431.79)	107.18
<u>FOUR CORNERS PROGRAM</u>						
100-55-5531-121	FOUR CORNERS: WAGES	.00	14,299.19	14,000.00	(299.19)	102.14
100-55-5531-150	FOUR-CORNERS: BENEFITS	.00	1,093.95	1,071.00	(22.95)	102.14
100-55-5531-340	FOUR CORNERS: OPERATING EXPNSE	.00	3,604.74	2,600.00	(1,004.74)	138.64
TOTAL FOUR CORNERS PROGRAM		.00	18,997.88	17,671.00	(1,326.88)	107.51

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

		PERIOD			BUDGET			% OF
		ACTUAL	YTD ACTUAL	AMOUNT	()	BUDGET	
<u>LAND RECREATION PROGRAM</u>								
100-55-5532-121	LAND RECREATION: WAGES	.00	15,681.26	13,300.00	(2,381.26)		117.90
100-55-5532-150	LAND RECREATION: BENEFITS	.00	1,198.78	1,017.00	(181.78)		117.87
100-55-5532-340	LAND RECREATION: OPERATING EXP	.00	3,976.84	2,000.00	(1,976.84)		198.84
TOTAL LAND RECREATION PROGRAM		.00	20,856.88	16,317.00	(4,539.88)		127.82
<u>TENNIS PROGRAM</u>								
100-55-5533-121	TENNIS: WAGES	.00	18,699.75	18,500.00	(199.75)		101.08
100-55-5533-150	TENNIS: BENEFITS	.00	1,430.54	1,415.00	(15.54)		101.10
100-55-5533-340	TENNIS: OPERATING EXPENSES	1,324.59	6,023.54	3,500.00	(2,523.54)		172.10
TOTAL TENNIS PROGRAM		1,324.59	26,153.83	23,415.00	(2,738.83)		111.70
<u>BASEBALL PROGRAM</u>								
100-55-5534-140	BASEBALL: UMPIRE PER DIEM EXP	.00	.00	.00		.00		.00
100-55-5534-340	BASEBALL: OPERATING EXPENSES	.00	.00	.00		.00		.00
TOTAL BASEBALL PROGRAM		.00	.00	.00		.00		.00
<u>BASKETBALL PROGRAM</u>								
100-55-5535-121	BASKETBALL: WAGES	.00	1,486.60	1,000.00	(486.60)		148.66
100-55-5535-150	BASKETBALL: BENEFITS	.00	113.74	77.00	(36.74)		147.71
100-55-5535-340	BASKETBALL: OPERATING EXPENSE	.00	1,397.71	775.00	(622.71)		180.35
TOTAL BASKETBALL PROGRAM		.00	2,998.05	1,852.00	(1,146.05)		161.88
<u>MISC RECREATION PROGRAMS</u>								
100-55-5536-121	INDOOR SOCCER: WAGES	.00	.00	.00		.00		.00
100-55-5536-150	INDOOR SOCCER: BENEFITS	.00	.00	.00		.00		.00
100-55-5536-340	INDOOR SOCCER: OPERATING EXPEN	.00	.00	.00		.00		.00
TOTAL MISC RECREATION PROGRAMS		.00	.00	.00		.00		.00

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
<u>DEPARTMENT 5537</u>						
100-55-5537-340	SPEC EVENTS: JULY 4TH EXPENSE	.00	.00	1,300.00	1,300.00	.00
100-55-5537-341	SPEC EVENTS: FIREWORKS EXPENSE	.00	8,740.89	9,000.00	259.11	97.12
100-55-5537-342	SPEC EVENTS: RECOGNITION NIGHT	.00	4,306.81	4,300.00	(6.81)	100.16
TOTAL DEPARTMENT 5537		.00	13,047.70	14,600.00	1,552.30	89.37
<u>DEPARTMENT 5538</u>						
100-55-5538-340	OUTDOOR SOCCER: OPERATNG EXPEN	3,002.90	8,823.90	8,200.00	(623.90)	107.61
TOTAL DEPARTMENT 5538		3,002.90	8,823.90	8,200.00	(623.90)	107.61
<u>DEPARTMENT 5540</u>						
100-55-5540-340	GOLF: OPERATING EXPENSES	.00	3,917.38	6,000.00	2,082.62	65.29
TOTAL DEPARTMENT 5540		.00	3,917.38	6,000.00	2,082.62	65.29
<u>DEPARTMENT 5550</u>						
100-55-5550-390	KAYAK/CANOE RENTAL EXPENSES	.00	806.00	550.00	(256.00)	146.55
TOTAL DEPARTMENT 5550		.00	806.00	550.00	(256.00)	146.55
<u>DEPARTMENT 5630</u>						
100-56-5630-150	PLANNER	.00	750.00	.00	(750.00)	.00
TOTAL DEPARTMENT 5630		.00	750.00	.00	(750.00)	.00
<u>DEPARTMENT 5640</u>						
100-56-5640-210	PROF CONSULTANT:PLAN REVIEW	312.70	2,942.73	.00	(2,942.73)	.00
TOTAL DEPARTMENT 5640		312.70	2,942.73	.00	(2,942.73)	.00
<u>DEPARTMENT 5735</u>						
100-57-5735-775	CAP OUTLAY: CREW MOWER UNIT	.00	.00	.00	.00	.00
TOTAL DEPARTMENT 5735		.00	.00	.00	.00	.00

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>CAPITAL OUTLAY: GEN'L GOV'T</u>					
100-57-5751-800	CAP OUTLAY: COMPUTERS	802.47	802.47	.00 (802.47)	.00
100-57-5751-810	CAP OUTLAY: GEN ADM EQUIPMENT	.00	.00	.00 .00	.00
100-57-5751-825	CAP OUTLAY: ADMIN DP SOFTWARE	.00	.00	1,500.00 1,500.00	.00
100-57-5751-830	CAP OUTLAY:FD/EMS CAPITL EQUIP	.00	.00	.00 .00	.00
100-57-5751-845	CAP OUTLAY:PAINT BURBANK RAIL	.00	.00	.00 .00	.00
100-57-5751-850	CAP OUTLAY:DPW CAPITAL EQUIPMT	.00	.00	.00 .00	.00
	TOTAL CAPITAL OUTLAY: GEN'L GOV'T	802.47	802.47	1,500.00 697.53	53.50
<u>CAPITAL OUTLAY: PUBLIC SAFETY</u>					
100-57-5752-811	CAP OUTLAY: PD COMMNCTNS EQPT	.00	.00	.00 .00	.00
100-57-5752-813	CAP OUTLAY: PD VEHICLE REPL	.00	.00	.00 .00	.00
100-57-5752-815	CAP OUTLAY: PD SAFETY EQPT	.00	3,885.50	.00 (3,885.50)	.00
100-57-5752-817	CAP OUTLAY: PD EQUIPMENT	.00	.00	.00 .00	.00
100-57-5752-821	CAP OUTLAY: FD COMMNCTNS EQPT	.00	.00	.00 .00	.00
100-57-5752-822	CAP OUTLAY: FD OPERATING EQUIP	.00	.00	.00 .00	.00
100-57-5752-825	CAP OUTLAY: FD SAFETY EQPT	.00	.00	.00 .00	.00
100-57-5752-826	CAP OUTLAY: FD HOSE & APPLNCS	.00	.00	.00 .00	.00
100-57-5752-828	CAP OUTLAY: FD VEHICLE REPLACE	.00	.00	.00 .00	.00
100-57-5752-831	CAP OUTLAY: EMS COMMNCTN EQPT	.00	.00	.00 .00	.00
100-57-5752-832	CAP OUTLAY: EMS OPERATING EQPT	.00	.00	.00 .00	.00
	TOTAL CAPITAL OUTLAY: PUBLIC SAFETY	.00	3,885.50	.00 (3,885.50)	.00
<u>DEPARTMENT 5910</u>					
100-59-5910-900	CONTINGENT ACCOUNT	.00	.00	.00 .00	.00
	TOTAL DEPARTMENT 5910	.00	.00	.00 .00	.00
<u>DEPARTMENT 5920</u>					
100-59-5920-900	DUE TO DEBT SERVICE	.00	758,810.63	772,327.00 13,516.37	98.25
	TOTAL DEPARTMENT 5920	.00	758,810.63	772,327.00 13,516.37	98.25
<u>TOTAL FUND EXPENDITURES</u>					
		148,270.23	3,771,083.74	3,663,903.00 (107,180.74)	102.93
<u>NET REVENUES OVER EXPENDITURES</u>					
		(93,560.54)	(2,807,979.70)	.00 (2,593,618.22)	.00

Village of Shorewood Hills
Draft Minutes
Monday, December 18, 2017

1. Called to Order Village President David Benforado called the meeting to order at 7:00 p.m.

2. Roll Call Members of the Board present were Mr. Benforado and Trustees Fred Wade, Felice Borisy-Rudin, Mark Lederer, David DeVito and John Imes. Trustee Anne Readell was excused. Also in attendance were Village Treasurer Sean Cote, Village Administrator Karl Frantz, Department of Public Works Chief John Mitmoen, Police Chief Aaron Chapin, Administrative Services Coordinator/Deputy Clerk David Sykes and Village Clerk Karla Endres.

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

4. Procedures Orientation nothing to report

5. Appearances and Communications

i) Tracy Koziol-Ad hoc Heiden Haus Committee project report

Tracy Koziol, resident at 3414 Lake Mendota Drive and Kelly Thompson, Architect from Kontext Architects were in attendance.

Tracy gave a brief presentation on the proposal for the Heiden Haus. The next step would be a public open house. The committee's proposal includes keeping the Heiden Haus as a warming house and adding bathrooms and storage for Village programs as well as changing the entrance look from the corner of Shorewood Boulevard. The proposal includes a pavilion with a green roof and possible solar panels. There is an existing memorial site that would be relocated with a new bench and tree based on what the family would prefer.

Kelly Thompson, Architect, stated he understood the committee's desire for a transparent structure that is inviting to the public. The goal is accessibility and connectivity between streets.

Ms. Borisy-Rudin asked about who would be responsible for the maintenance of the doors, glass and green roof.

Tracy stated that Corey George has been included in all conversations about the green space and indicated that the Village would be able to maintain the building.

Kelly stated the maintenance of the green roof, if they are specific as to what is planted, is something that will maintain itself. There is a variety of plantings available that don't require a lot of maintenance.

The garage doors would be commercial grade garage doors and will have Plexiglas like you would see in a hockey rink.

Tracy stated the building would be used for parties, gatherings, Land Rec, July 4th, soccer, school functions, and the possibility of renting the space out for various functions.

Mr. Imes stated the idea of solar energy is a great idea and an analysis should be done.

Mr. DeVito believes the garage doors would need to be locked to avoid any potential liability. He feels this would be a great attribute to the Village and would be viewed more as a Village Park that it would be maintained by the Village.

Mr. Lederer asked what type of involvement would be needed by MMSD

Tracy stated she has been in conversation with them once a month and they are excited about the project but do not have the funds to help pay for it. They also suggested the Village draft an agreement for the use of the building and playground and they will work at approving it.

No further action was taken.

6. Board Matters

D. New Business Resolutions and Motions

i.) Resolution R-2017-11 Statement regarding Village rights of way Mr. Benforado gave a brief background of situations that have arose in the Village that effect the right of way.

Mr. DeVito recused himself at 7:38 prior to discussion and sat in the audience.

Mr. Dregne explained the resolution he drafted. He stated it would be beneficial to have the factual background on the right of way parking spaces and adverse possession.

Beginning 1993 and forward the state determined one may not go forward and claim adverse possession.

Mr. Dregne went through the draft and discussed the various options on how to deal with situations that involve village right of way.

Mr. Wade stated he doesn't like the use of the word "unlawful" because of the strength of the action it gives.

Mr. Dregne stated using "an unauthorized use of village property" instead of "unlawful".

Ms. Borisy-Rudin is concerned with the vague nature that it includes personal driveways. She stated E should be defined so that it doesn't refer to driveways.

Mr. Dregne stated there was not a helpful definition that defined driveways. He suggested adding to E to state "which are not lawful driveways".

Ms. Borisy-Rudin stated that resolution item 6, should state "unless removal of vegetation" is deemed to be in public interest.

Mr. Lederer asked if there was an action that would be in between giving residents permission versus removal of their encroachment in the Village's right of way. He asked if the Village would rather wait and deal with the issue as it arises.

Mr. Wade stated that in recital D the change should be made to state "unusual for property owners "to use" and "as part of their yard".

Ms. Borisy-Rudin has a problem with the fact that residents have been able to use these parking pads for personal use and now the Board is considering that these are available for the general public. She feels we need to define driveways before we act on this resolution.

Mr. Benforado is comfortable with the resolution and taking a vote tonight.

Mr. Wade stated he would like to have a process in place for permission, prior to taking a vote.

Mr. Imes stated the City of Madison charges residents a fee for parking pad space.

Mr. Dregne stated he will revise the resolution with the given suggested changes and provide a clean copy.

No further action was taken.

8:22 pm went into closed session.

Went into open session at 8:59 pm

A. Payment of Bills

Mr. Cote gave a brief summary of the bills and recommended approval in the amount of \$131,662.20.

Mr. Wade moved and Mr. Imes seconded a motion to approve the bills in the amount of \$131,622.20.

Motion passed unanimously

Ms. Borisy Rudin was excused at 9:02 p.m.

B. Consent Agenda

i) Regular and Closed Session Minutes of November 20, 2017

Mr. Imes moved and Mr. Wade seconded the minutes from November 20, 2017 and closed session minutes with changes noted.

Motion passed unanimously.

C. Ordinances

i) First, Second and possible third reading of an Ordinance L-2017-5 Amending Section 2.02(10) (b) and (10) (b) 7 of the municipal code Standing Committees

Mr. Lederer moved and Mr. Wade seconded a motion to waive the first, second and third readings and to approve ordinance L-2017-5.

Motion passed unanimously.

D. New Business Resolutions and Motions

ii) Resolution R-2017-12 Consider 2018 Wages

Mr. Imes moved and Mr. Lederer seconded approval of Resolution R-2017-12 to approve 2018 wages consistent with the Village Board adoption of the 2018 budgets on November 20, 2018.

Motion passed unanimously.

iii) Consider five-year Village capital plan

Mr. Benforado would like to see the capital plan updated prior to discussion.

Mr. Lederer stated the updated capital plan will be a good comparison to the Baird analysis to give the Board of Trustees the necessary information of what the Village needs to decide if they borrow or not. He asked that an updated debt analysis be developed showing debt issuance that stay within village internal limits.

There was a discussion on the Village debt load and the future expenses.

Mr. Devito excused himself at 9:35 p.m.

Mr. Cote excused at 9:38 p.m.

No further action was taken.

iv) Set 2018 meeting dates

Consensus approval for meeting

Mr. Lederer moved and Mr. Imes seconded a motion to approve the meeting dates and the Village Caucus being Tuesday January 16, 2018.

Motion passed unanimously.

E. Appointments

i) Sarah Goldenberg, Karen Rebholz – Blackhawk Liason Committee

Sarah Goldenberg, 3415 Edgehill Pkwy

Karen Rebholz, 3535 Lake Mendota Drive

ii) Tu Le – Public Works Committee

Tu Le for Public Works 2715 Marshall Ct, Apt 322

Mr. Lederer moved and Mr. Wade seconded a motion to approve Sarah Goldenberg and Karen Rebholz to the Blackhawk Liason Committee and Tu Le to the Public Works Committee.

Motion passed unanimously.

iii) Appoint poll workers

Mr. Wade moved and Mr. Imes seconded approval of the provided list of poll workers

Motion passed unanimously.

F. Reports of Officials and Committees

i) Village President

a. **Committee vacancies** Mr. Benforado suggested that committee chairs fill any vacancies on their committees.

Mr. Wade suggested advertising in the Village Bulletin.

ii) Village Administrator-no report

G. Personnel Mr. Imes provided a brief update that staff is in the process of hiring Administrative Assistant and Part time Police Officers

H. Finance-no report

I. Plan Commission- Plan Commission talked about the fence ordinance and decided they would rather not change it based on one resident or a particular situation. For new home construction, there would be a preconstruction meeting to discuss the building process with neighbors.

J. Public Works-working on revising traffic management plan.

K. Services Committee- Meet December 19, 2017.

L. Public Health & Safety Committee -no report

M. Recreation Committee-No report

N. Ad Hoc Sustainability-No report

O. Parks Committee- No report

P. Blackhawk Liaison-Meeting December 20, 2017

Q. Golf Committee-no report

R. Pool Committee-meets December 19, 2017

S. Waterfront Committee-Minutes included

T. Joint West Committee- The City would like to combine the Joint South East and Joint West Committee and reduce the members. They asked us to reduce from three to one and we are going to ask them to go to two at a minimum.

Adjourn 10:19 p.m. Meeting adjourned at 10:19 p.m.

Respectfully submitted,

Karla Endres, Village Clerk

Village of Shorewood Hills

810 Shorewood Boulevard
Madison, WI 53705-2115
608/267-2680

Registration and License Application

for Peddlers, Canvassers, Solicitors, Transient Merchants, and other street trades (Section 17.05 of the Municipal Code)

- Applicant FABIAN STEPHEN F Date of Birth 8-1-52
Last First M.I.
Residence Street Address 2401 AVE N Telephone 409-768-9522
City, State, Zip GALVESTON, TX 77550
Driver's License Number [REDACTED] State TX
Sex M Height 6'0" Weight 190 Eye Color BR Hair Color BR
- Name of Business or Employer FABIAN SEAFOOD (self)
Street Address P.O. BOX 1405 Telephone 409-768-9522
City, State, Zip GALVESTON, TX 77553
- Brief description or nature of business, activity, or goods to be sold sale of fresh
shrimp & seafood direct to the consumer
from a fixed location from our truck ^{3618 University Ave} ~~store~~ ^{Galveston}
- Date(s) & Hours of the day you intend to do business in Shorewood Hills one day every
3-4 weeks April thru Nov. Noon-6pm
- Names and addresses of at least two Dane County property owners who can certify to your good character and business responsibility
we have been selling in Shorewood Hills
for 34 years

6. List all residences in the past five years

Dates	Street Address	City, State, Zip
1999 present	2401 Ave N	Garrettsville, TX 77550

7. Have you ever been convicted of the following violations?

- Felonies No Yes (list below)
- Misdemeanors (past five years) No Yes (list below)
- Traffic or Local Ordinance Offenses (past five years) No Yes (list below)

Date	Location	Offense	Disposition

8. List three cities/villages where you have conducted similar business _____
Appleton, WI; Allouez, WI, Iowa City, IA

9. Applicant will present the following items to the Village Clerk for examination:

- _____ Driver's License / Photo ID
- _____ State Certification of Examination and Approval from the Sealer of Weights and Measures (when applicant's business requires weighing and measuring devices)
- _____ Other: _____

10. Description of vehicle(s) involved in sales or solicitations leased Penske refrigerated
truck

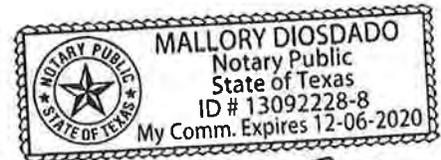
11. I, Stephen Fabian, applicant for Registration/License under Section 17.05 of the Shorewood Hills Municipal Code, hereby appoint _____, Village Clerk of the Village of Shorewood Hills, my agent to accept service and process in any civil action brought against me arising out of any sale, service performed, or solicitation activities be me in the event that I cannot, after reasonable effort, be served personally.

I have read Section 17.05 of the Shorewood Hills Municipal Code and fully understand the prohibitive practices relating to my license application and agree to comply with those requirements.

Having been duly sworn on oath, say that I am the person who made and signed the foregoing application for a Solicitor's License, and that all statements made by me are true.

Subscribed and sworn to me this 11 day of December, 2017,

in Galveston County, Wisconsin. TEXAS



[Redacted Signature]

Applicant's Signature

Notary Public: [Redacted]

My Commission expires: 12/06/2020

FOR OFFICIAL USE ONLY		
Fee Collected \$ <u>150.00</u>	Received by <u>DB</u>	Date <u>12/15/17</u>
<input checked="" type="checkbox"/>	Investigator finds no reason why this License should not be granted.	
<input type="checkbox"/>	Investigator cannot recommend this application for the reasons contained in the attached report.	
Case No. <u>_____</u>	<u>[Signature]</u> Investigator's Signature	<u>62242115.17</u> Date
Presented to the Village Board on _____, 20____.		
Action: <input checked="" type="checkbox"/> Approved _____ Approved with conditions: _____		
<input type="checkbox"/> Disapproved		
License expires on _____		_____ Village Clerk Signature

~ 5 year projection of capital needs

Capital Need	Year	Paid to Date	Est. Amt. Needed	Funding Source(s)	Suggested Committee Referral	Comments	Category	
1 Cold storage building	2017	601,348	653,760	Capital Fund	Services/ Board	Scheduled loss of Degen storage building prior to 2018. Amount for construction of ~60'x100' building for storage of DPW, Police and EMS/Fire Association equipment. Cost estimate \$624K + site prep.	Facilities	completed
2 Playground equipment at Post Farm Park & 4 Corners Park	2017	47,442	31,000	Donations/Capital Fund	Recreation/ Parks	Cost of new equipment to be offset or paid for entirely by fundraising. Address safety of some of the playground equipment. \$10K contribution from the Foundation.	Facilities	completed
3 Chipper	2017	41,385	42,000	Capital Fund	Services	Replaced 2007 model, worth ~\$5,000.	Equipment	purchased
4 squad car	2017	29,031	29,500	General Fund/ Operating	PHS	Two Year rotation of vehicles. Includes equipment. Est. \$29,500.	Equipment	purchased
5 Update accounting software	2017	13,000	13,000	Capital Fund/ All Funds-Operating	Board	Share amongst all department, utilities, pool. Total \$39K paid over 3 years. Payment 2 of 3.	Equipment	purchased
6 Locust Drive, bike path at Maple Terrace	2017	157,553	220,000	Capital Fund	Board	TID 4 - Improvement to bike path intersections with Locust Drive and Maple Terrace. Est. \$100-200K	TID	completed
7 University Bay Drive Traffic Calming	2017	48,113	76,000	Capital Fund	Board	Traffic calming bumpouts on 900 block of University Bay Drive.	Streets	completed
8 Tallyho Booster Station - Replace 1 of 3 pumps	2017	4,300	4,300	Operating		Emergency Repair for failing pump. All three pumps have been repaired or replaced in recent years (est. 25 year life).	Equipment	completed
9 Rooftop Air handling unit at Village Hall	2017	16,336	16,500	Capital Fund	Services	20 years old. Maintenance costs, beyond expected life. Bill to be paid in January 2018.	Facilities	completed
Subtotal 2017		958,507	1,086,060					
10 Leaf Picker	2018	0	40,000	Capital Fund	Services	Replaces 2002 model (orange), worth ~\$1,000. Pending Board approval in January 2018.	Equipment	
11 Squad car	2018	0	39,000	General Fund/ Operating	PHS	Two Year rotation of vehicles. Includes equipment. Moved up to 2018 from 2019 to make a vehicle available for Police Chief (includes radio/lights install).	Equipment	ordered
12 McKenna Park Beach House roof repairs and railing replacement	2018	0	15,000	Marina Program/ Capital Fund	Waterfront/ Services	Pay using fund balance. Reimbursed by Marina program. On hold pending Waterfront Committee decision. Metal railing was shored up in 2015. Still needs to be replaced for ~\$5,000.	Facilities	may not be done in 2018
13 4 Corners bathroom & shelter improvements	2018	0	20,000	Donations/Capital Fund	Services	The improvements would need to bring the building into compliance with ADA requirements: Expand bathroom, ramp to shelter deck. Could be partially or totally funded by donations.	Facilities	may not be done in 2018
14 Repair Roof at Community Center	2018	0	26,500	Capital Fund/ Pool Fund/General Fund-Operating	Services/ Pool	Portion of expense to be shared by Pool (50/50). Minor repairs completed in 2015. Major repairs needed (2 new leaks in 2017). ~\$26.5K to replace roof as is. ~\$50K to replace with improvements. ~\$10-12K to do major patch repairs (without guarantee from installer).	Facilities	
15 Phone system	2018	0	20,000	Capital Fund/ All Funds-Operating	Board	Share amongst all departments. The present phone system is problematic. Yet to determine upgrade vs. new and hosted vs. in-house.	Equipment	may not be done in 2018
16 Update accounting software	2018	0	13,000	Capital Fund/ All Funds-Operating	Board	Share amongst all department, utilities, pool. Total \$39K paid over 3 years. Payment 3 of 3.	Equipment	
17 Booster stations repainting	2018	0	7,400	Water Utility	Public Works	Paid for by water utility. Tally Ho ~\$5,700. 4 Corners ~\$1,700.	Facilities	
18 Completion of bike path south of Marshall Court	2018	0	311,000	Capital Fund	Board	TID 3 - University Station to University Bay Drive. Partially reimbursed by PARC grant.	TID	TID 3
19 BodyWorn Camera System	2018	0	2,500	General Fund/ Operating	PHS	Initial purchase of body worn camera by police officers. Video storage system already in place (3 cameras to be shared initially).	Equipment	New
20 Card Access Control System	2018	0	11,000	General Fund/ Operating	PHS	Upgrade Access Card System for Police Department and add front entrance to Village Hall. Expandable for future uses.	Equipment	New
21 Building Security Camera System	2018	0	14,000	General Fund/ Operating	PHS	Recommendation from Rising Group to expand camera system in Police Department and Evidence Storage.	Equipment	New
22 Demolition of Scout Shack build park pavillion	2018	0	0	Donations	Parks/ Recreation	Cold storage complete and fireworks equipment stored has been moved from Scout Shack. Demolish building, could use foundation for a simple park shelter or remove entirely. Est. cost of shelter \$50K.	Facilities	
Subtotal 2018		0	519,400					

~ 5 year projection of capital needs

Capital Need	Year	Paid to Date	Est. Amt. Needed	Funding Source(s)	Suggested Committee Referral	Comments	Category
23 Marshall Court: Street & Utility Improvements	2019	0	400,000	Capital Fund	Board	TID 3 - Extend water and sewer from Arbor Crossing west to railroad tracks. Improve streetscape, road, etc. with utilities.	TID
24 Mid-sized plow truck	2019	0	90,000	Capital Fund	Services	Replaces 2008 model TK #8, worth ~\$4,000.	Equipment
25 Raised median on University Ave (near McDonalds)	2019	0	100,000	Capital Fund	Board	TID 4 - Mid-block crosswalk on University Avenue. Cost share with the City of Madison.	TID
Subtotal 2019		0	590,000				
26 Boiler at Community Center	2020	0	100,000	Capital Fund/ Pool Fund	Services/ Pool	Expense to be shared 25/75: Village/Pool. Could be part of building remodel/replacement.	Facilities
27 Restain/paint Village Hall	2020	0	17,000	General Fund-Operating	Services	Maintenance, paint and siding repairs.	Facilities
28 Toro 4wd snow machine	2020	0	49,440	Capital Fund	Services	Replaces 2008 model, worth ~\$10,000	Equipment
29 Tow-behind Bucket Truck (used)	2020	0	30,000	Capital Fund	Services	Shared between Forester and DPW	Equipment
Subtotal 2020		0	196,440				
30 Boiler at DPW Building	2021	0	30,000	Capital Fund	Services	Replaces 2001 model. Could be part of building remodel/replacement.	Equipment
31 Full-size dump truck	2021	0	165,000	Capital Fund	Services	Replaces 2001 model TK #5	Equipment
32 Toro zero-turn mower	2021	0	19,000	Capital Fund	Services	Replaces 2012 model, worth \$3,000	Equipment
33 Squad car	2021	0	39,000	General Fund/ Operating	PHS	Two Year rotation of vehicles. Includes radio/lights install.	Equipment
Subtotal 2021		0	253,000				
34 Forester's Truck	2022	0	60,000	Capital Fund	Services	Replaces 2005 TK #3	Equipment
35 Street Sweeper	2022	0	200,000	Capital Fund/ Stormwater Fund	Services	Replaces 2007 Elgin Street Sweeper. All or partially paid for by Utility Fund(s).	Equipment
36 Widening East side of University Bay Dr	2022	0	850,000	Capital Fund	Board	Work to be done in conjunction with redesign of University Avenue / UBD bike path overpass project	TID
37 University Ave Reconstruction (Shorewood to Campus Dr)	2022	0	2,500,000	Capital Fund	Board	Est. cost \$2-3M. Village to incur design costs up to ~500K beginning in 2018.	TID
Subtotal 2022		0	3,610,000				
38 Backhoe Loader	2023	0	100,280	Capital Fund	Services	Replaces 2005 John Deere310SG Backhoe Loader	Equipment
39 Squad car	2023	0	39,000	General Fund/ Operating	PHS	Two Year rotation of vehicles. Includes radio/lights install.	Equipment
Subtotal 2023		0	139,280				
40 Dump Truck, one ton	2024	0	70,000	Capital Fund	Services	Replaces 2012 model TK #7	Equipment
41 Leaf picker	2024	0	40,000	Capital Fund	Services	Replaces 2008 model (green), worth ~\$1,000.	Equipment
Subtotal 2024		0	70,000				
COLUMN TOTALS			6,464,180				
A DPW Building	2024	0	2,000,000	Capital Fund	Services	Reason: Building underutilized, garages overcrowded, operational deficiencies. Est. cost ~\$2M	Facilities
B Community Center/Pool	2026	0	1,500,000	Capital Fund/ Pool Fund/General Fund-Operating	Pool	Reason: Becoming obsolete. Limited accessibility. Locker room/ showers renovation. Est. cost \$1-2M	Facilities
C West Side Road & Utility Reconstruction	2024-2030	0	10,000,000	Capital Fund/Water Utility/Sewer Utility/ Stormwater Fund	Public Works/ Board	Replace road base, utilities and maintenance as need on street of west side of Village possibly over several years. Est. \$6.1M Roads, \$3.2M Utilities.	Streets

Village of Shorewood Hills
Hypothetical Financing Illustration
Scenario 3 - No 2018 & No 2020 borrowing

\$1,000,000 G.O. Promissory Notes <i>Dated November 1, 2022</i> <i>(First interest 5/1/23)</i>									
LEVY YEAR	YEAR DUE	NET EXISTING DEBT (A)	PRINCIPAL (5/1)	INTEREST (5/1 & 11/1) AVG= 4.00%	TOTAL	COMBINED DEBT SERVICE	COMBINED MILL RATE (B)	INCREASE (DECREASE) OVER PRIOR YEAR	YEAR DUE
2016	2017	\$756,829				\$756,829	\$1.62		2017
2017	2018	\$911,062				\$911,062	\$1.76	\$0.14	2018
2018	2019	\$951,203				\$951,203	\$1.80	\$0.04	2019
2019	2020	\$963,525				\$963,525	\$1.79	(\$0.01)	2020
2020	2021	\$952,688				\$952,688	\$1.73	(\$0.06)	2021
2021	2022	\$971,844				\$971,844	\$1.73	\$0.00	2022
2022	2023	\$973,123		\$40,000	\$40,000	\$1,013,123	\$1.77	\$0.04	2023
2023	2024	\$981,583		\$40,000	\$40,000	\$1,021,583	\$1.75	(\$0.02)	2024
2024	2025	\$635,528	\$110,000	\$37,800	\$147,800	\$783,328	\$1.32	(\$0.43)	2025
2025	2026	\$314,309	\$115,000	\$33,300	\$148,300	\$462,609	\$0.76	(\$0.56)	2026
2026	2027	\$309,510	\$115,000	\$28,700	\$143,700	\$453,210	\$0.73	(\$0.03)	2027
2027	2028	\$122,030	\$120,000	\$24,000	\$144,000	\$266,030	\$0.42	(\$0.31)	2028
2028	2029	\$121,783	\$125,000	\$19,100	\$144,100	\$265,883	\$0.41	(\$0.01)	2029
2029	2030	\$121,147	\$130,000	\$14,000	\$144,000	\$265,147	\$0.40	(\$0.01)	2030
2030	2031	\$116,906	\$140,000	\$8,600	\$148,600	\$265,506	\$0.40	\$0.00	2031
2031	2032	\$116,128	\$145,000	\$2,900	\$147,900	\$264,028	\$0.39	(\$0.01)	2032
2032	2033	\$111,746				\$111,746	\$0.16	(\$0.23)	2033
		<u>\$9,430,943</u>	<u>\$1,000,000</u>	<u>\$248,400</u>	<u>\$1,248,400</u>	<u>\$10,679,343</u>			

(A) Net of Build America Bonds subsidy and 2017 bid premium. Assumes amounts borrowed for TIF, Pool, Sewer, Water, Storm, and Marina are self supporting.

(B) Mill Rate based on 2016 & 2017 Assessed Valuation (TID OUT) of \$466,654,221 & \$518,166,830, respectively, with 2.00% annual growth.

Village of Shorewood Hills

Summary of Debt Policy

YEAR		TOTAL OPERATING REVENUE 2%	DEBT SERVICE POLICY 25%	COMBINED LEVY SUPPORTED DEBT PAYMENTS	FUTURE LEVY SUPPORTED DEBT PAYMENTS Includes Example Future Debt	REMAINING CAPACITY NOT USED	DEBT CAPACITY USED	DEBT CAPACITY UNUSED
Actual	2015	\$3,445,643						
Actual	2016	\$3,850,661	\$962,665					
Est	2017	\$3,603,903	\$900,976	\$756,829	\$756,829	\$144,147	84.00%	16.00%
	2018	\$3,675,981	\$918,995	\$911,062	\$911,062	\$7,933	99.14%	0.86%
	2019	\$3,749,501	\$937,375	\$951,203	\$951,203	\$0	101.48%	0.00%
	2020	\$3,824,491	\$956,123	\$963,525	\$963,525	\$0	100.77%	0.00%
	2021	\$3,900,981	\$975,245	\$952,688	\$952,688	\$22,557	97.69%	2.31%
	2022	\$3,979,000	\$994,750	\$971,844	\$971,844	\$22,906	97.70%	2.30%
	2023	\$4,058,580	\$1,014,645	\$973,123	\$1,013,123	\$1,522	99.85%	0.15%
	2024	\$4,139,752	\$1,034,938	\$981,583	\$1,021,583	\$13,355	98.71%	1.29%
	2025	\$4,222,547	\$1,055,637	\$635,528	\$783,328	\$272,309	74.20%	25.80%
	2026	\$4,306,998	\$1,076,749	\$314,309	\$462,609	\$614,141	42.96%	57.04%
	2027	\$4,393,138	\$1,098,284	\$309,510	\$453,210	\$645,074	41.27%	58.73%
	2028	\$4,481,000	\$1,120,250	\$122,030	\$266,030	\$854,220	23.75%	76.25%
	2029	\$4,570,620	\$1,142,655	\$121,783	\$265,883	\$876,772	23.27%	76.73%
	2030	\$4,662,033	\$1,165,508	\$121,147	\$265,147	\$900,362	22.75%	77.25%
	2031	\$4,755,273	\$1,188,818	\$116,906	\$265,506	\$923,313	22.33%	77.67%
	2032	\$4,850,379	\$1,212,595	\$116,128	\$264,028	\$948,566	21.77%	78.23%
	2033	\$4,947,387	\$1,236,847	\$111,746	\$111,746	\$1,125,101	9.03%	90.97%
	2034	\$5,046,334	\$1,261,584	\$0	\$0	\$1,261,584	0.00%	100.00%
	2035	\$5,147,261	\$1,286,815	\$0	\$0	\$1,286,815	0.00%	100.00%
	2036	\$5,250,206	\$1,312,552	\$0	\$0	\$1,312,552	0.00%	100.00%
	2037	\$5,355,210	\$1,338,803	\$0	\$0	\$1,338,803	0.00%	100.00%
	2038	\$5,462,314	\$1,365,579	\$0	\$0	\$1,365,579	0.00%	100.00%
	2039	\$5,571,561	\$1,392,890	\$0	\$0	\$1,392,890	0.00%	100.00%
	2040	\$5,682,992	\$1,420,748	\$0	\$0	\$1,420,748	0.00%	100.00%

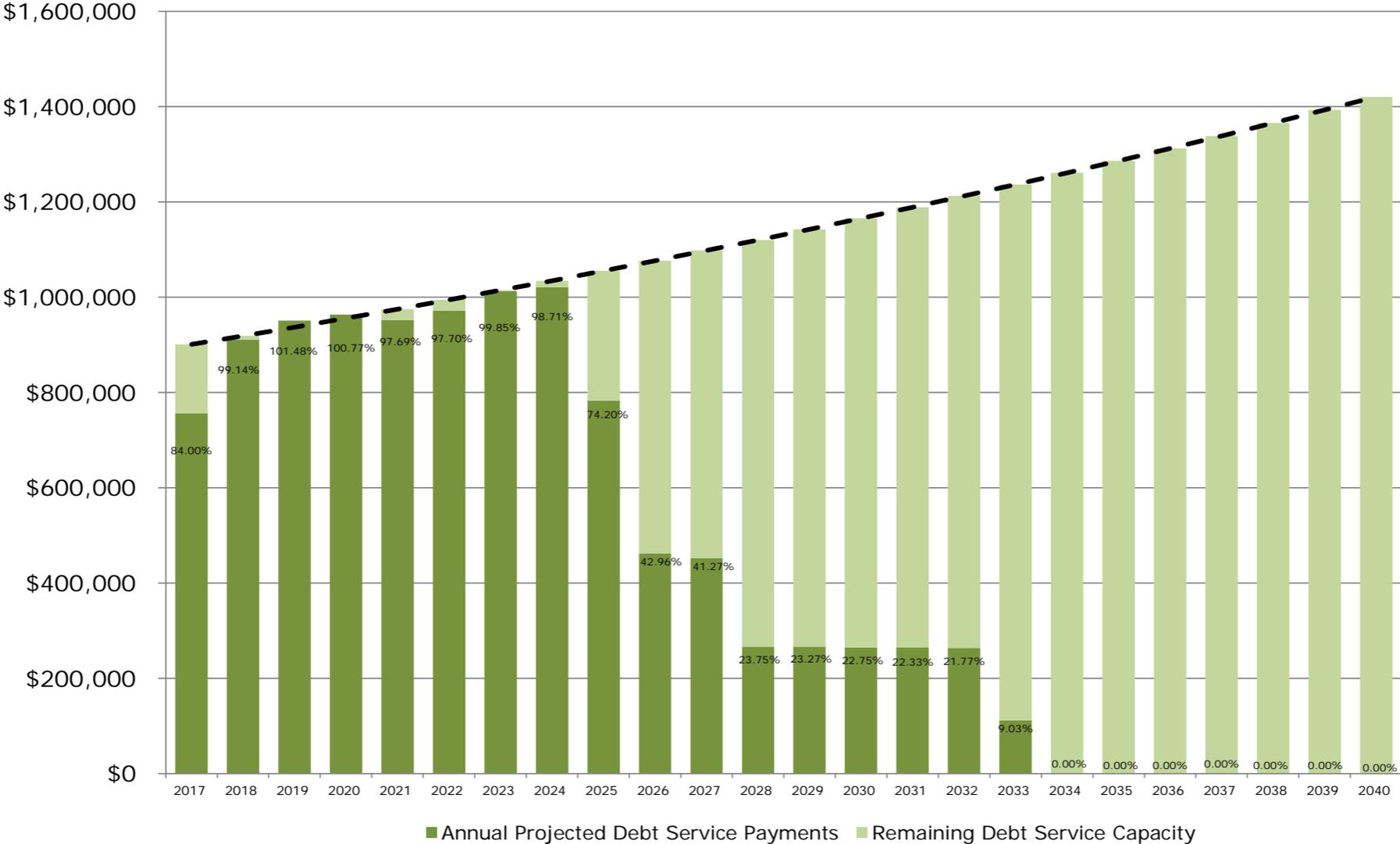
Village of Shorewood Hills

Debt Policy with Future Issuances

Proposed tax-supported debt service near the current Village Debt Policy (2018-2024)

Village Debt Limit Policy

Principal and interest payments shall not exceed 25% of operating revenue



Based on 25% of Total Operating Revenue with 2% annual growth.
 Annual debt service payments on tax-supported debt, excluding revenue and tax increment finance supported debt.
 Note: Includes G.O. Borrowing in 2022.



Village of Shorewood Hills
 Hypothetical Financing Illustration
 Scenario 4 - No 2018 & No 2020 borrowing, Includes 2024 borrowing

LEVY YEAR	YEAR DUE	NET EXISTING DEBT (A)	\$1,000,000 G.O. Promissory Notes Dated November 1, 2022 (First interest 5/1/23)			\$4,000,000 G.O. Promissory Notes Dated May 1, 2024 (First interest 5/1/25)			COMBINED DEBT SERVICE	COMBINED MILL RATE (B)	INCREASE (DECREASE) OVER PRIOR YEAR	YEAR DUE
			PRINCIPAL (5/1)	INTEREST (5/1 & 11/1) AVG= 4.00%	TOTAL	PRINCIPAL (5/1)	INTEREST (5/1 & 11/1) AVG= 4.50%	TOTAL				
2016	2017	\$756,829							\$756,829	\$1.62		2017
2017	2018	\$911,062							\$911,062	\$1.76	\$0.14	2018
2018	2019	\$951,203							\$951,203	\$1.80	\$0.04	2019
2019	2020	\$963,525							\$963,525	\$1.79	(\$0.01)	2020
2020	2021	\$952,688							\$952,688	\$1.73	(\$0.06)	2021
2021	2022	\$971,844							\$971,844	\$1.73	\$0.00	2022
2022	2023	\$973,123		\$40,000	\$40,000				\$1,013,123	\$1.77	\$0.04	2023
2023	2024	\$981,583		\$40,000	\$40,000				\$1,021,583	\$1.75	(\$0.02)	2024
2024	2025	\$635,528	\$110,000	\$37,800	\$147,800		\$270,000	\$270,000	\$1,053,328	\$1.77	\$0.02	2025
2025	2026	\$314,309	\$115,000	\$33,300	\$148,300	\$370,000	\$171,675	\$541,675	\$1,004,284	\$1.65	(\$0.12)	2026
2026	2027	\$309,510	\$115,000	\$28,700	\$143,700	\$385,000	\$154,688	\$539,688	\$992,898	\$1.60	(\$0.05)	2027
2027	2028	\$122,030	\$120,000	\$24,000	\$144,000	\$405,000	\$136,913	\$541,913	\$807,943	\$1.28	(\$0.32)	2028
2028	2029	\$121,783	\$125,000	\$19,100	\$144,100	\$420,000	\$118,350	\$538,350	\$804,233	\$1.25	(\$0.03)	2029
2029	2030	\$121,147	\$130,000	\$14,000	\$144,000	\$440,000	\$99,000	\$539,000	\$804,147	\$1.22	(\$0.03)	2030
2030	2031	\$116,906	\$140,000	\$8,600	\$148,600	\$460,000	\$78,750	\$538,750	\$804,256	\$1.20	(\$0.02)	2031
2031	2032	\$116,128	\$145,000	\$2,900	\$147,900	\$485,000	\$57,488	\$542,488	\$806,516	\$1.18	(\$0.02)	2032
2032	2033	\$111,746				\$505,000	\$35,213	\$540,213	\$651,959	\$0.93	(\$0.25)	2033
2033	2034					\$530,000	\$11,925	\$541,925	\$541,925	\$0.76	(\$0.17)	2034
		<u>\$9,430,943</u>	<u>\$1,000,000</u>	<u>\$248,400</u>	<u>\$1,248,400</u>	<u>\$4,000,000</u>	<u>\$1,134,000</u>	<u>\$5,134,000</u>	<u>\$15,813,343</u>			

(A) Net of Build America Bonds subsidy and 2017 bid premium. Assumes amounts borrowed for TIF, Pool, Sewer, Water, Storm, and Marina are self supporting.

(B) Mill Rate based on 2016 & 2017 Assessed Valuation (TID OUT) of \$466,654,221 & \$518,166,830, respectively, with 2.00% annual growth.

Village of Shorewood Hills

Summary of Debt Policy

YEAR		TOTAL OPERATING REVENUE 2%	DEBT SERVICE POLICY 25%	COMBINED LEVY SUPPORTED DEBT PAYMENTS	FUTURE LEVY SUPPORTED DEBT PAYMENTS Includes Example Future Debt	REMAINING CAPACITY NOT USED	DEBT CAPACITY USED	DEBT CAPACITY UNUSED
Actual	2015	\$3,445,643						
Actual	2016	\$3,850,661	\$962,665					
Est	2017	\$3,603,903	\$900,976	\$756,829	\$756,829	\$144,147	84.00%	16.00%
	2018	\$3,675,981	\$918,995	\$911,062	\$911,062	\$7,933	99.14%	0.86%
	2019	\$3,749,501	\$937,375	\$951,203	\$951,203	\$0	101.48%	0.00%
	2020	\$3,824,491	\$956,123	\$963,525	\$963,525	\$0	100.77%	0.00%
	2021	\$3,900,981	\$975,245	\$952,688	\$952,688	\$22,557	97.69%	2.31%
	2022	\$3,979,000	\$994,750	\$971,844	\$971,844	\$22,906	97.70%	2.30%
	2023	\$4,058,580	\$1,014,645	\$973,123	\$1,013,123	\$1,522	99.85%	0.15%
	2024	\$4,139,752	\$1,034,938	\$981,583	\$1,021,583	\$13,355	98.71%	1.29%
	2025	\$4,222,547	\$1,055,637	\$635,528	\$1,053,328	\$2,309	99.78%	0.22%
	2026	\$4,306,998	\$1,076,749	\$314,309	\$1,004,284	\$72,466	93.27%	6.73%
	2027	\$4,393,138	\$1,098,284	\$309,510	\$992,898	\$105,387	90.40%	9.60%
	2028	\$4,481,000	\$1,120,250	\$122,030	\$807,943	\$312,307	72.12%	27.88%
	2029	\$4,570,620	\$1,142,655	\$121,783	\$804,233	\$338,422	70.38%	29.62%
	2030	\$4,662,033	\$1,165,508	\$121,147	\$804,147	\$361,362	69.00%	31.00%
	2031	\$4,755,273	\$1,188,818	\$116,906	\$804,256	\$384,563	67.65%	32.35%
	2032	\$4,850,379	\$1,212,595	\$116,128	\$806,516	\$406,079	66.51%	33.49%
	2033	\$4,947,387	\$1,236,847	\$111,746	\$651,959	\$584,888	52.71%	47.29%
	2034	\$5,046,334	\$1,261,584	\$0	\$541,925	\$719,659	42.96%	57.04%
	2035	\$5,147,261	\$1,286,815	\$0	\$0	\$1,286,815	0.00%	100.00%
	2036	\$5,250,206	\$1,312,552	\$0	\$0	\$1,312,552	0.00%	100.00%
	2037	\$5,355,210	\$1,338,803	\$0	\$0	\$1,338,803	0.00%	100.00%
	2038	\$5,462,314	\$1,365,579	\$0	\$0	\$1,365,579	0.00%	100.00%
	2039	\$5,571,561	\$1,392,890	\$0	\$0	\$1,392,890	0.00%	100.00%
	2040	\$5,682,992	\$1,420,748	\$0	\$0	\$1,420,748	0.00%	100.00%

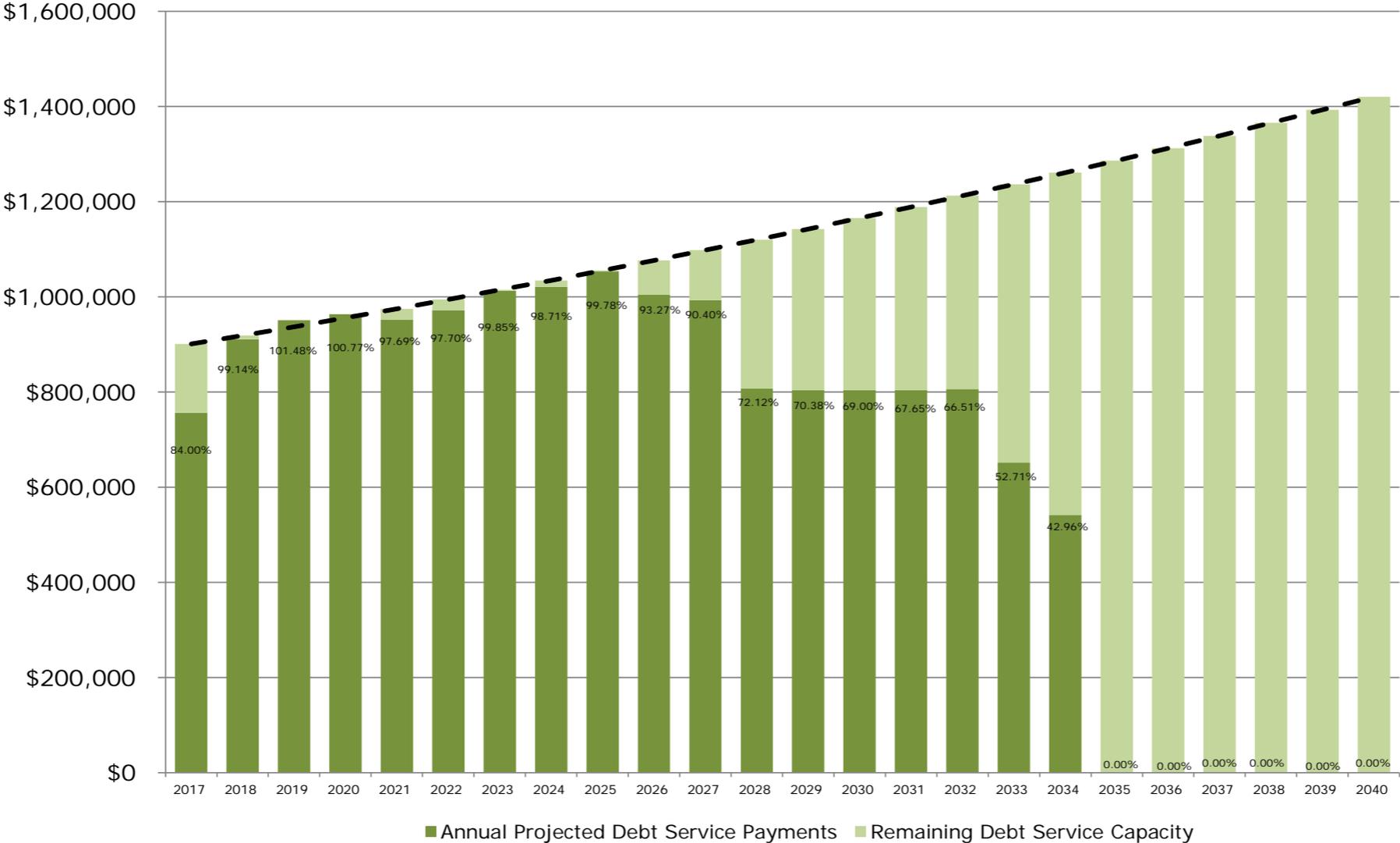
Village of Shorewood Hills

Debt Policy with Future Issuances

Proposed tax-supported debt service near the current Village Debt Policy (2018-2027)

Village Debt Limit Policy

Principal and interest payments shall not exceed 25% of operating revenue



Based on 25% of Total Operating Revenue with 2% annual growth.
 Annual debt service payments on tax-supported debt, excluding revenue and tax increment finance supported debt.
 Note: Includes G.O. Borrowings in 2022 and 2024.

VILLAGE OF SHOREWOOD HILLS
VILLAGE BOARD RESOLUTION NO. R-2017-11

Relating to Village Rights-of-Way

RECITALS

- A. Village streets and sidewalks are constructed within areas commonly referred to as “public right-of-way.”
- B. Public rights-of-way are used or reserved for significant elements of our transportation and utility infrastructure. Public right-of-way might contain a paved public street, sidewalks, underground water main, underground sanitary sewer mains, storm water management and water quality infrastructure including but not limited to bio-retention and rain garden facilities and storm water conveyance systems, gas mains, and electric and telecommunication infrastructure, or nothing at all.
- C. The paved area of a street is typically much narrower than the actual right-of-way. For example, a paved street that is 30 feet wide is likely to be in a right-of-way that is 60 feet wide.
- D. Because paved streets tend to be narrower than the actual public right-of-way, unpaved areas on either side of the street often appear to be part of the neighboring property. Consequently, it is not unusual for property owners to use perceive unpaved portions of public right-of-way as if it were part of their ~~front~~ yard.
- E. In some areas of the Village, property owners have constructed parking areas adjacent to paved streets, and entirely or partially within public right-of-way, and which are not lawful driveways, with at least the tacit consent of the Village. For purposes of this resolution, those parking areas are referred to as “legacy parking areas.”
- F. Under Wisconsin law, the Village Board has the legal authority to order the removal of any structure or object that encroaches on, under or over public right-of-way, and may order the removal of legacy parking areas. Wis. Stat. § 86.04.

RESOLUTION

The Village Board of the Village of Shorewood Hills resolves as follows:

1. The Village Board does not intend to order the removal of legacy parking areas, unless the Village Board determines that the public interest requires such removal.
2. The Village deems legacy parking areas constructed within public right-of-way to be available for parking by the general public, where not otherwise prohibited by Village parking regulations.
3. Until such time as the Village Board determines that a legacy parking area should be removed, the Village will not interfere with maintenance of legacy parking areas. The Village Board deems the continued use and maintenance of any legacy parking area to be a permissive use of Village right-of-way, until such time as the Board determines that the public interest requires removal of such legacy parking area.
4. The Village may, but is not required, to remove snow and ice from legacy parking areas, and the Village may leave plowed snow in legacy parking areas. The Village assumes no responsibility for maintaining legacy parking areas.
5. The Village Board deems the construction of a new parking area within public right-of-way, or the expansion of a legacy parking area, without prior approval by the Village pursuant to Wis. Stat. § 66.0425, to be an unauthorized use of Village right-of-way.~~to be unlawful.~~
6. The Village Board does not intend to interfere with the planting and maintenance of vegetation (other than trees or woody shrubs) in unpaved areas of public rights-of-way, unless removal of such vegetation is deemed~~poses a risk to be in the public interestsafety, or to public or utility infrastructure, or is prohibited by law.~~ Property owners who plant vegetation within public rights-of-way do so at the risk of having such vegetation removed.

The above and foregoing resolution was duly adopted by the Village Board of the Village of Shorewood Hills at its meeting held on _____, 201__, by a vote of _____ in favor, _____ opposed, and _____ not voting.

ADOPTED: _____

APPROVED:

By _____
David Benforado, Village President

ATTEST

By _____
Karla Endres, Village Clerk

VILLAGE OF SHOREWOOD HILLS
VILLAGE BOARD RESOLUTION NO. R-2017-11

Relating to Village Rights-of-Way

RECITALS

- A. Village streets and sidewalks are constructed within areas commonly referred to as “public right-of-way.”
- B. Public rights-of-way are used or reserved for significant elements of our transportation and utility infrastructure. Public right-of-way might contain a paved public street, sidewalks, underground water main, underground sanitary sewer mains, storm water management and water quality infrastructure including but not limited to bio-retention and rain garden facilities and storm water conveyance systems, gas mains, and electric and telecommunication infrastructure, or nothing at all.
- C. The paved area of a street is typically much narrower than the actual right-of-way. For example, a paved street that is 30 feet wide is likely to be in a right-of-way that is 60 feet wide.
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- E. In some areas of the Village, property owners have constructed parking areas adjacent to paved streets, and entirely or partially within public right-of-way, and which are not lawful driveways. ~~with at least the tacit consent of the Village. For purposes of this resolution, those parking areas are referred to as “legacy parking areas.”~~
- F. Under Wisconsin law, the Village Board has the legal authority to order the removal of any structure or object that encroaches on, under or over public right-of-way, and may order the removal of such legacy parking areas. Wis. Stat. § 86.04.

RESOLUTION

The Village Board of the Village of Shorewood Hills resolves as follows:

- ~~1. The Village Board does not intend to order the removal of legacy parking areas, unless the Village Board determines that the public interest requires such removal.~~
1. The Village deems legacy parking areas constructed within the public right-of-way are to be available for parking by the general public, where not otherwise prohibited by Village parking regulations.
2. 'No Parking Signs' may not be posted by property owners to deter parking in public right-of-way, and any such signs will be removed.
- ~~2. Until such time as the Village Board determines that a legacy parking area should be removed, the Village will not interfere with maintenance of legacy parking areas. The Village Board deems the continued use and maintenance of any legacy parking area to be a permissive use of Village right of way, until such time as the Board determines that the public interest requires removal of such legacy parking area.~~
3. The Village may, but is not required, to remove snow and ice from such legacy parking areas, and the Village may leave plowed snow in such legacy parking areas. The Village assumes no responsibility for maintaining such legacy parking areas.
- ~~5. The Village Board deems the construction of a new parking area within public right-of-way, or the expansion of a legacy parking area, without prior approval by the Village pursuant to Wis. Stat. § 66.0425, to be an unauthorized use of Village right-of-way to be unlawful.~~
- ~~6. The Village Board does not intend to interfere with the planting and maintenance of vegetation (other than trees or woody shrubs) in unpaved areas of public rights of way, unless removal of such vegetation is deemed poses a risk to be in the public interestsafety, or to public or utility infrastructure, or is prohibited by law. Property owners who plant vegetation within public rights-of-way do so at the risk of having such vegetation removed.~~

The above and foregoing resolution was duly adopted by the Village Board of the Village of Shorewood Hills at its meeting held on _____, 201__, by a vote of _____ in favor, _____ opposed, and _____ not voting.

ADOPTED: _____

APPROVED:

By _____
David Benforado, Village President

ATTEST

By _____
Karla Endres, Village Clerk



Baker Tilly Virchow Krause, LLP
Ten Terrace Ct, PO Box 7398
Madison, WI 53707-7398
tel 608 249 6622
fax 608 249 8532
bakertilly.com

January 5, 2018

Karl Frantz, Village Administrator
Village of Shorewood Hills
810 Shorewood Blvd.
Madison, WI 53705

Dear Karl;

Thank you for engaging Baker Tilly Virchow Krause, LLP ("we" or "our") to assist the Village of Shorewood Hills ("Village" or "Client") with the project as described below. We appreciate the opportunity to serve the Village. The terms and conditions of our audit engagement letter also pertain to this service.

The purpose of this letter is to confirm our understanding of the objectives of this engagement and the nature of the services we will provide.

Services

The services ("Services") we provide under this letter will be directed by Client's management. The types of Services to be provided are as follows:

- > Analyze your current public fire protection revenue stream and payors (tax payors) or provide assistance to the Village to determine the types of properties where costs will shift
- > Document the changes for the Village board to analyze
- > Provide discussion points on the various allocation methods the PSC allows
- > Guide the Village through the PSC process

None of these services can be relied on to detect errors, fraud, or illegal acts that may exist; however, we will inform the appropriate level of management of any material errors that come to our attention and any fraud or illegal acts that come to our attention, unless they are clearly inconsequential.

Non-Attest Services

The services that we will be providing are non-attest services. You are responsible for reviewing our work and understanding the nature of our work.

We will not perform any management functions or make management decisions on your behalf with respect to any non-attest services we provide.

Karl Frantz, Village Administrator
Village of Shorewood Hills

January 5, 2018
Page 2

In connection with our performance of any non-attest services, you agree that you will:

- > Continue to make all management decisions and perform all management functions, including approving our work product when it is submitted to you.
- > Designate an employee with suitable skill, knowledge and/or experience, preferably within senior management, to oversee the services we perform.
- > Evaluate the adequacy and results of the non-attest services we perform.
- > Accept responsibility for the results of our non-attest services.
- > Establish and maintain internal controls, including monitoring ongoing activities related to the non-attest function.

We appreciate the opportunity to be of service to you.

We anticipate fees for this analysis to be \$3,000 including two meetings. We will, of course, be happy to provide the Village with any other services you may find necessary or desirable. For the sake of convenience, either party may terminate this contract at any time.

In there are any questions regarding the engagement letter, please contact Vicki Hellenbrand, the engagement partner on this engagement who is responsible for the overall supervision and review of the engagement and determining that the engagement has been completed in accordance with professional standards. Vicki is available at 608.240.2387 or vicki.hellenbrand@bakertilly.com.

Sincerely,

BAKER TILLY VIRCHOW KRAUSE, LLP

Baker Tilly Virchow Krause, LLP

Enclosures

The services and terms as set forth in the Engagement Letter are agreed to by:

Official's Name

Official's Signature

Title

Date

**RESOLUTION NO. R-2018-1
OF THE VILLAGE OF SHOREWOOD HILLS,
DANE COUNTY, WISCONSIN**

INTERNATIONAL MIGRATORY BIRD DAY

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities, *and*

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring, *and*

WHEREAS, these migrant species also play an important role in our community, controlling insect pests and generating recreational value statewide, *and*

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes, *and*

WHEREAS, public awareness and concern are crucial components of migratory bird conservation, *and*

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations, *and*

WHEREAS, since 1993 International Migratory Bird Day (IMBD) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S., *and*

WHEREAS, hundreds of thousands of people will observe IMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun, *and*

WHEREAS, while IMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants, *and*

WHEREAS, IMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action,

NOW THEREFORE I, David J. Benforado as Village President of the Village of Shorewood Hills, Wisconsin, do hereby proclaim March 1, 2018 as

International Migratory Bird Day

in the Village of Shorewood Hills, and I urge all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Passed and approved by the Shorewood Hills Board of Trustees this 16th day of January, 2018.

APPROVED:

David J. Benforado, President

Attest:

Karla Endres, Village Clerk

**AGREEMENT CONCERNING VILLAGE OF
SHOREWOOD HILLS TID NO. 3**

(Ronald McDonald House)

THIS AGREEMENT CONCERNING VILLAGE OF SHOREWOOD HILLS TID NO. 3 (this "Agreement") is entered into by and between the Village of Shorewood Hills, a Wisconsin municipal corporation (the "Village"), and Ronald McDonald House Charities of Madison, Inc., a Wisconsin non-stock corporation (the "RMH"), as of as of the 18 day of April, 2016 (the "Effective Date").

RECITALS:

A. RMH is the owner of the real property located at 2712 Marshall Court in the Village of Shorewood Hills (the "Subject Property"), more fully described in Exhibit A.

B. The Subject Property, which is currently subject to all local property taxes, is located within the boundaries of the Village's Tax Increment District No. 3, created September 15, 2008 and amended January 19, 2010 (the "TID").

C. When the TID was established by the Village, it was based on certain assumptions regarding the tax revenue that would be generated by the Subject Property until closure of the TID, which is expected to occur no later than 2028.

D. If the Subject Property becomes exempt from property tax prior to closure of the TID, the TID will not perform as well, financially, as it otherwise would have if the Subject Property remained on the tax roll.

E. RMH is proposing to combine the Subject Property with its existing facility at 2716 Marshall Court to facilitate an expansion of RMH's existing facility (the "Expansion Project").

F. RMH and the Village anticipate that, upon completion of the Expansion Project, the Subject Property will qualify for property tax exemption under state law.

G. According to the current development schedule for the Expansion Project, it will likely be several years before RMH is ready to commence construction of the Expansion Project. Until such time as the Subject Property qualifies for property tax exemption, RMH will continue to pay all property taxes assessed against the Subject Property.

THIS SPACE RESERVED FOR RECORDING DATA

RETURN TO

Matthew P. Dregne
Stafford Rosenbaum LLP
P.O. Box 1784
Madison, WI 53701-1784

P.L.N.

181/0709-212-0078-0

I. Owing to the special circumstances surrounding the TID, RMH is willing to make a one-time, lump-sum payment to the Village if the Expansion Project moves forward and the Subject Property becomes exempt from property tax prior to closure of the TID, which payment is intended to offset any potentially negative impact to the TID's financial performance that may occur as a result of the tax exempt status of the Expansion Project.

AGREEMENT:

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual promises, obligations and benefits provided under this Agreement, the receipt and adequacy of which are hereby acknowledged, RMH and the Village agree as follows:

1. Recitals Incorporated. The recitals stated above are incorporated in this Agreement by reference.

2. Current Tax Status of the Subject Property. The Subject Property is currently subject to property taxation and RMH will continue paying all property taxes levied against the Subject Property, as required by law, unless and until such time as the use, occupancy or ownership of the Subject Property qualifies for a property tax exemption under Wis. Stat. § 70.11.

3. Lump-Sum Payment Due. In the event RMH moves forward with construction of the Expansion Project prior to closure of the TID, RMH shall make a one-time, lump-sum payment to the Village (the "Lump-sum Payment") in an amount equal to the net present value, calculated using a discount rate of 4.0%, annual payment of \$14,500 beginning in the year the Subject Property first qualifies for property tax exemption through (and including) the year the TID is reasonably projected by the Village to close. A sample calculation is attached hereto as Exhibit B. The Lump-sum Payment shall be due within thirty (30) days following receipt of an invoice from the Village showing the calculation. If the TID has been closed or retired prior to the date the Subject Property first becomes eligible for a property tax exemption, or if RMH abandons its plans for the Expansion Project (as evidenced by a written notice from RMH to the Village pursuant to Section 13 below), no payment shall be due under this Agreement.

4. Binding Effect of Calculation; Dispute Resolution. The amount of the Lump-sum Payment, determined as provided in this Agreement, shall be binding on the parties unless determined to be excessive in an arbitration proceeding conducted in accordance with chapter 788, Wisconsin Statutes, or any successor statute, by a single arbitrator, chosen by mutual agreement of the Parties or, if they do not agree, by the Circuit Court for Dane County, Wisconsin, on application of either party. The arbitrator shall be an assessor or appraiser licensed by the State of Wisconsin with at least ten years experience in the valuation of commercial property. Any demand for arbitration shall be made within thirty days after an invoice for the Lump-sum Payment is sent by the Village to RMH. If a demand for arbitration is not made within that time, the parties shall be deemed to have waived arbitration. The party demanding arbitration shall bear all the costs of arbitration. Chapter 788, Wisconsin Statutes, or any successor statute, shall govern the arbitration proceeding, except that RMH and the Village each waive any right to trial by jury. Any other dispute between the parties arising out of, related to, or connected with this Agreement shall be arbitrated in the same manner.

5. Term of Agreement. The term of this Agreement shall begin on the date the Agreement is signed by both parties and shall continue until the earlier of: (i) the date on which the Lump-sum Payment required under Section 3 above is received by the Village; (ii) the Village's receipt of written notice that RMH has abandoned its plans for the Expansion Project; or (iii) December 31st of the year in which the TID is closed.

6. Representations and Warranties by RMH. RMH represents and warrants that RMH: (1) is a Wisconsin corporation duly incorporated and existing under the laws of the State of Wisconsin; (2) has taken all action necessary to enter into this Agreement; (3) has duly authorized the individual signers of this Agreement to do so; and (4) is the sole owner of the Property, in fee simple.

7. Successors and Assigns. This Agreement is binding on the successors and assigns of the parties, including, but not limited to, any subsequent owner of the Subject Property, any part of the Subject Property, or any real Subject Property interest in the Subject Property or any part of the Subject Property.

8. Recording. Either party may record this Agreement with the Register of Deeds for Dane County. Following termination of this Agreement, the parties shall cooperate with one another in executing and recording any termination/release that may reasonable be required in order to clear title to the Subject Property.

9. Entire Agreement; Amendments. This Agreement encompasses the entire agreement of the parties. Any amendment hereto shall be made in writing, signed by both parties.

10. Severability. If any part of this Agreement is determined to be invalid or unenforceable, the rest of the Agreement shall remain in effect.

11. Waiver. No waiver of any breach of this Agreement shall be deemed a continuing waiver of that breach or a waiver of any other breach of this Agreement.

12. Interpretation of Agreement. The parties acknowledge that this Agreement is the product of joint negotiations. If any dispute arises concerning the interpretation of this Agreement, neither party shall be deemed the drafter of this Agreement for purposes of its interpretation.

13. Notices. Any notice required to be given under this Agreement shall be deemed given when deposited in the United States mail, postage prepaid, to the party at the address stated below or when actually received by the party, whichever is first. The addresses are:

To Village:

Karl Franz, Village Administrator
Village of Shorewood Hills
Shorewood Hills Village Hall
810 Shorewood Boulevard
Madison, WI 53705

Village Attorney: Matthew P. Dregne
222 W. Washington Avenue, Suite 900
P.O. Box 1784
Madison, WI 53701-1784

To RMH: Kevin Huddleston, Executive Director
Ronald McDonald House Charities of
Madison, Inc.
2716 Marshall Ct.
Madison WI 53705

RMH's Attorney: Daniel O'Callaghan
Michael Best & Friedrich LLP
1 South Pinckney Street, Suite 700
Madison, WI 53701-1806

Addresses may be changed by notice given in the manner provided in this section.

14. No Repeal. This Agreement shall not operate to waive, repeal, rescind, modify or amend any statute granting an exemption from real property taxation

15. Governing Law. This Agreement has been negotiated and signed in the State of Wisconsin and shall be governed, interpreted, and enforced in accordance with the laws of the United States and the State of Wisconsin.

16. No Third Party Beneficiaries. Nothing in this Agreement shall create, or be construed to create, any third party beneficiary rights in any person or entity not a signatory to this Agreement.

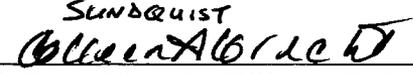
17. Counterparts. This Agreement may be executed in one or more counterparts, all of which together shall constitute one and the same original instrument. This Agreement may be executed by facsimile or electronic signature, which shall be deemed original signatures binding the signing party to this Agreement.

[Signature pages follow.]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

VILLAGE:
VILLAGE OF SHOREWOOD HILLS

By: 
Mark Subdquist, President

By: 
Colleen Albrecht, Village Clerk

ACKNOWLEDGMENT

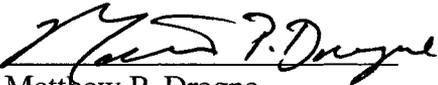
STATE OF WISCONSIN)
) ss
COUNTY OF DANE)

Personally came before me this 18 day of April, 2016, the above-named Mark Subdquist and Colleen Albrecht, to me known to be the persons who executed the foregoing instrument and acknowledged the same.


Notary Public, State of Wisconsin
My Commission: 2-5-17

KARLA ENDRES
NOTARY PUBLIC
STATE OF WISCONSIN

Approved as to form:


Matthew P. Dregne
Village Attorney

RMH:
RONALD MCDONALD HOUSE
CHARITIES OF MADISON, INC.

By: [Signature]
Name: KEVIN HUDDLESTON
Title: EXECUTIVE DIRECTOR

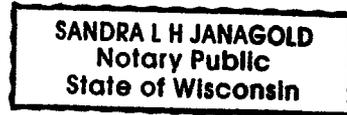
ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss
COUNTY OF DANE)

Personally came before me this 18 day of April, 2016, the above-named Kevin Huddleston to me known to be the person who executed the foregoing instrument and acknowledged the same.

[Signature]
Notary Public, State of Wisconsin
My Commission: September 2, 2018

Exhibit A – Description of the Property



This instrument drafted by:
Daniel A. O'Callaghan
Michael Best & Friedrich LLP
1 S. Pinckney St., Ste. 700
Madison, WI 53703

Exhibit A

Legal Description of the Subject Property

Lot Eight (8), Farley Plat, in the Village of Shorewood Hills, Dane County, Wisconsin, EXCEPT the Southerly 8 feet thereof; also part of the Southeast 1/4 of the Southwest 1/4 of Section 16, Township 7 North, Range 9 East, in the Village of Shorewood Mills, Dane County, Wisconsin, described as follows: Commencing at the Northwest corner of Lot 8, Farley Plat; thence Northeasterly on an extension of the Westerly line of said Lot 8, a distance of 34.1 feet; thence South 72 degrees 13 minutes East, 110 feet to the Northeast corner of said Lot 8: thence North 89 degrees 30 minutes West along the Northerly line of said Lot 8, 115.2 feet to the point of beginning.

Exhibit B

Sample Calculation of Lump-sum Payment

The following sample calculation is based on a scenario where (i) the Subject Property first qualifies for property tax exemption in tax year 2021; and (ii) the Village estimates that the TID will close in 2027. Accordingly, there would be seven full tax years prior to TID closure. As shown below, the Lump-sum Payment in this scenario would be \$87,029.79, due in early 2021.

Annual Discount Rate: 4.0%
(Cash flows paid in arrears.)

Tax Year	Tax Payment (Base Year)	Present Value
2021	\$14,500.00	\$13,942.31
2022	\$14,500.00	\$13,406.07
2023	\$14,500.00	\$12,890.45
2024	\$14,500.00	\$12,394.66
2025	\$14,500.00	\$11,917.94
2026	\$14,500.00	\$11,459.56
2027	\$14,500.00	\$11,018.81
	Total:	\$87,029.79

VILLAGE OF SHOREWOOD HILLS

A PROCLAMATION RELATING TO 2018 OBSERVANCE OF ARBOR DAY

Whereas, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, 2018 is the 146th anniversary of the holiday and Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, replenish atmospheric oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beauty to our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, David Benforado, Village President, do hereby proclaim April 27th, 2018 as



ARBOR DAY

in the Village of Shorewood Hills, and I urge all citizens to celebrate Arbor Day and support efforts to protect our trees and woodlands, and

Further I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 16th day of January, 2018.

Village President _____
David J. Benforado

**Good Neighbor Residential Building Meeting
Required Notifications and Neighborhood Meeting for Demolition, New Home
Construction and Certain Additions**

For home demolitions (teardowns) , new construction and exterior additions of 350 square feet or more at least fifteen (15) calendar days before the project commences, the permit holder must provide written notification to all property owners within three hundred (300) feet of the site of the proposed addition, new home construction, or demolition and invite them to an evening neighborhood meeting to be hosted by the permit holder.

The meeting is to be held at Village Hall at a time and date approved by Village staff. The neighborhood meeting must be held at least five (5) days before the project commences.

The purpose of the meeting is to provide an opportunity for interested parties to become informed about:

- Building layout and design
- Construction sequence and expected duration
- Hours of Construction
- Parking
- Erosion Control
- Anticipated inconveniences such as mobilizations and materials deliveries and their timing.
- Address specific concerns that may be raised

The meeting is not intended to be a forum to debate the project itself. At the point in time this meeting is held, the project has been approved or is approvable and meets Village code requirements.

01/11/2018

Good Neighbor Residential Building Meeting Redevelopment Fact Sheet

The Village reviews plans for all new construction permits before a building permit is issued. The Village checks a plan's setbacks, lot coverage floor area and height and ensures the plans abide by the Village's zoning code. The Village Engineer checks storm water and drainage, and erosion control. Before, during and after construction, the Building, Electrical, Plumbing and HVAC Inspectors makes sure the plans and construction comply with the respective codes.

Before Construction Begins: There are a number of steps you can take to gain familiarity with the construction activities near your home, and to protect yourself in the case of any property damage.

Redevelopment Process: Permit holder hosts a neighborhood meeting for residents within 300 feet of their construction site prior to demolition and/or construction to explain the project and answer questions. It is important to note that if the project conforms to Village zoning requirements related to height, lot coverage, floor area limits and setbacks the project is or will be approved for construction. The purpose of the meeting is to provide an opportunity for neighbors to review and become familiar with the plans and discuss the project duration, mobilization, parking and address other concerns.

- Construction hours for demolition and new residential building permits are:
 - Monday through Friday from 7 a.m. to 9 p.m.
 - Saturday from 8 a.m. to 9 p.m.
 - Sunday and all Village recognized holidays 10 a.m. –9 p.m.
- Permit holders are to comply with these requirements throughout the duration.

What are construction management issues? What can I do about them?

Construction management issues can involve temporary nuisances or permanent conditions. This guide can assist in instructing you how to report any issues that require follow up.

How will the home be laid out?

If you would like to see a site plan, you may call the contractor and request to see the design. You may also review the plans at Village Hall.

What do I do if I have concerns about the setback of the new home in relation to my property?

Ask to see a copy of the land survey for the new construction site. A land survey is performed for the purpose of locating, describing, monumenting and mapping the boundaries and corners of a parcel of land. It may also include mapping of the topography of the parcel, and the location of buildings or other improvements on the parcel. A land survey would define the dimensions of the lot.

Compare the survey to the stakes that the surveyor placed in the ground. If the survey looks incorrect, you have the right to hire, at your cost, your own land surveyor to confirm that the property lines have been marked correctly. For more information, please call Village Hall at 608 267-2680

The Village relies upon a property survey performed and certified by a licensed land surveyor to determine setbacks, lot coverage etc. Disputes regarding the accuracy of a survey are a civil matter between property owners not involving the Village. You may also review a copy of the survey at Village Hall.

How will I know who is doing the project?

Prior to beginning any permitted work on the site, a contractor must install a sign identifying the contractor's company name, contact information, the address of the project, and a contact number for the Village of Shorewood Hills to report problems.

Why should I attend the pre-construction meeting? What is covered in the meeting?

For a demolition certain additions or new home construction permit, at least 15 days before demolition occurs, the permit holder must provide written notification to all property owners within 300 feet of the site notifying the property owners of a proposed demolition or construction and invite them to a neighborhood meeting. The neighborhood meeting must be held at least five days before demolition or construction begins.

Attending this meeting is highly recommended. Topics discussed may include hours of operation, construction schedule (demolition, excavation, deliveries, concrete work and completion date), mobilization, storm water and erosion control, noise mitigation, dust control, equipment, contractor parking etc.

Bring a list of questions you want to ask. For example, how can work be coordinated so that trucks do not block the street any more than necessary? Contractors need to make sure that whatever information is communicated to the neighbors is also being communicated to the subcontractors. Has the contractor conveyed pertinent information and laws to its subcontractors?

Documentation

In the event of damage to your property that may be caused by the nearby construction activity, it is in your best interest to have evidence showing how your property looked before the construction began. Photograph "before" conditions. Include photos of the area between your home and your neighbor's home that is being reconstructed.

What are the regulations regarding noise and after-hours work?

New construction and demolition is allowed 7 a.m.-7 p.m. Monday through Friday and 9 a.m.-6 p.m. Saturdays. No work is permitted on Sundays or holidays.

The Village recommends that if a neighbor is disrupted by construction noise outside of allowable hours; contact the Village Police Department at 608 267-1110

How can I file a complaint?

Should an issue arise, contact the contractor directly to express your complaint or concern. More often than not, an issue can be resolved this way.

If you do not wish to confront a subcontractor directly on-site, call the contractor's contact information that is posted on the sign at the construction site. The contractor must also accept responsibility for the action of its subcontractors.

If the contractor is not resolving the issue and you would like to determine if your concern could be resolved by enforcement of Village Code, please call the Village at 608 267-2680

What should I do if I experience property damage?

If you experience property damage that you know or suspect was caused by construction activities, contact an attorney for assistance. Disputes between private contractors and property owners are civil matters and the Village generally does not intervene in private disputes. Again, be sure to document everything inside and outside of your property, as well as any conversations.

1/11/2018

MINUTES FOR THE VILLAGE OF SHOREWOOD HILLS PLAN COMMISSION

The Tuesday, December 12, 2017 meeting of the Plan Commission was called to order at 7:01 pm by Chair Dave Benforado. Members present were: Mr. Benforado, Deb Remington, Jim Etmanczyk, Earl Munson and Brauna Hartzell. Karl Wellensiek and John Imes was excused. Also present was Karl Frantz, Village Administrator and David Sykes, Administrative Services Manager/Deputy Clerk. Two visitors were in the audience.

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

Status of bike path and Marshall Court projects

Mr. Benforado reported a stakeholders meeting was held on November 16, at which they discussed the completion of the missing link of the bike path along the railroad tracks. In Mr. Benforado's opinion, the Village is ready to proceed and the project would be TIF eligible. The trigger to getting it completed may be the development of the former Forest Products property. Psychiatric Services, S.C. at 2727 Marshall Court has indicated that it has no desire to move or to be incorporated into a development project, but is willing to work with the Village on completion of the bike path. Psychiatric Services owns the parking lot where a section of the proposed bike path would be located. They may consider a possible in-kind trade to help redesign that parking lot such that they do not lose many on-site parking stalls.

The Village plans to complete the Marshall Court streetscape north and west of the University Station strip mall which would include replacing the underground utilities and possibly the addition of on-street parallel parking.

Mr. Frantz added that at the November 16 meeting they discussed the land swap deal between the owners of University Station and the former Forest Products property to ensure it was still tenable. That land exchange would allow for the bike path to be built along the south edge of the existing University Station parking lot.

Mr. Frantz and the Village Engineer (Brian Berquist) met with DOT and Wisconsin Southern Railroad last week to acquire a small piece of property owned by DOT. DOT is amenable to the sale of the property (probably for \$1) provided the Village install a fence along the north side of the railroad tracks from University Bay Drive to the west end of Marshall Court as a safety measure.

Peter Gray (5042 Marathon Drive) spoke as a bicycling advocate. He commutes through Marshall Court daily. He stated Shorewood Hills has been a great provider of infrastructure for bikers, but as Marshall Court has been developed, it has become more difficult for bikers and pedestrians. Bike enthusiasts manage Marshall Court just fine but kids/families biking or walking find it difficult to pass through the area. Marshall Court acts like a wall separating east from west. He hopes the Village expedites completion of the missing link of the bike path. He discussed the "flashing red light to cross" signal at Highland Avenue east of the Village which many find to be confusing. He suggested consistency for the crossing at University Bay Drive. Mr. Frantz could contact UW Transportation Services to discuss the crossings.

Michael Stienon (2814 Marshall Court) mentioned that Marshall Court is a narrow street and is dangerous for cars and bikes to pass one another. Crossing traffic at Highland Ave is also dangerous. Parking on Marshall Court continues to be problematic. 2-hour parking restrictions

on the weekend were proposed earlier this year but never enacted. He suggested an on-line process for temporary parking permits.

Mr. Benforado asked if Shackleton Square representatives would consider a meeting with the Village to discuss a resolution to the parking stalls difference of opinion.

Mr. Benforado discussed the timing of the bike path completion. It could be before, concurrent or after the Forest Products property redevelopment, maybe in 2018. Completion of the Marshall Court streetscape is more flexible. Mr. Berquist recommended waiting until the redevelopment project is complete before working on the streetscape.

Mr. Stiennon mentioned the sign at 800 UBD blocking views of traffic at the Marshall Court/ University Bay Drive intersection. Mr. Benforado indicated that Mr. Lenhart who owns 800 UBD agrees the sign is too big and could be modified to not obstruct the views.

Mr. Etmanczyk asked about the proposed bridge bike overpass above University Bay Drive. The bike bridge is a part of the reconstruction of University Avenue (Shorewood Blvd to Campus Drive) project. There are questions about the visibility of the railroad crossing with respect to the height of the bike bridge. The RFP for design plans is due any day now. The Village has a financial interest in the project and will be involved in selection of a design company.

Mr. Munson asked about the cost of the entire project. Mr. Frantz indicated it would be expensive but would be mostly funded by the federal government.

Mr. Frantz reported on his and Mr. Berquist's meeting with Psychiatric Services earlier today. There are 13 stalls in the back parking lot that would be "lost" due to construction of the bike path. Mr. Berquist will investigate ways to change landscaping, lot layout to mitigate the loss of those stalls.

Ms. Hartzell asked about the connection point of the new path with the existing path behind the pool. The entrance to the University Station parking lot would be moved north to allow the bike path to be further north of University Ave and the railroad tracks.

Mr. Benforado reported on other Marshall Court properties: Krupp Construction has an option on the Garment Center property (2710 Marshall Court); Ronald McDonald House is close to its fundraising goal to build its addition (2712 Marshall Court); and Mr. Arneson owns the property east of Psychiatric Services (2725 Marshall Court) and currently has no plans for it.

Approve previous meeting minutes

Mr. Munson move and Ms. Hartzell second a motion to approve the previous meeting minutes with no changes.

Voted: 5-0-0

Passed.

Consider possible changes to fence regulations resulting from Board discussion regarding property maintenance issues

This item was referred to the Plan Commission resulting from complaints of neighbors regarding the condition of a property. The Board was concerned about revising or clarifying the Public Nuisance ordinance could have unintended consequences in other areas of the Village. The Board declined to revise the Public Nuisance ordinance but suggested adjusting the Fence ordinance may allow neighbors to create screening from conditions they prefer not to view. Mr. Frantz said the Village's Fence ordinance is more strict than ordinances in most other communities. A typical fence regulation allows a 6 foot fence that can be solid where the Village's regulation is 4 foot and 40% open space (unless allowed by neighbors for screening).

The Commission members were concerned about “legislating for one” and the unforeseen circumstances that may result.

Mr. Benforado will report to the Board of Trustees that the Plan Commission may consider the Fence ordinance further but took no action at this time.

Note: Mr. Benforado mentioned the State Legislature passed a law that may restrict local control of conditional use ordinances. Local regulation may not be more strict than State law. This could affect the Village’s conditional use permit and special exception permit regulations.

Consider policies regarding public notifications involving home construction/additions

Mr. Frantz provided revised Fact Sheet/FAQs document (attached to these minutes) and new Required Signage Notification document.

The Commission liked the idea of a pre-construction meeting with neighbors to inform them of particulars of a new home or significant addition project.

The Commission discussed what type of on-site signage might be required, if any.

Mr. Benforado suggested removing the signage requirement.

Ms. Hartzell thought it is important to delineate between who should be called in different circumstances (contractor vs. Village).

Mr. Frantz talked about a pre-construction meeting similar to meetings held before commercial redevelopment projects.

University Bay Fields status

Nothing to report.

Adjourn

The meeting was adjourned at 8:48 pm.

Respectfully submitted,

David Sykes
Administrative Services Manager/Deputy Clerk

Attached: Residential Construction FAQs

**Village of Shorewood Hills
Services Committee
Draft Minutes of the meeting of December 19, 2017**

Preliminary Matters:

1. The meeting was called to order at 4:04 pm.
2. Chair Fred Wade, members Jerry Stein, Georgene Stratman and David Logan and DPW Chief John Mitmoen were present. Charlie Field arrived shortly after the meeting was called to order. Bill Muehl was excused. Village Administrator Karl Franz arrived about 4:30 pm to discuss agenda item number 7.
3. Fred Wade confirmed compliance with the Open Meetings Law.
4. The Committee approved the minutes of its previous meeting (April 11, 2017).

Agenda Items

Recommendation that the Village Purchase a New Leaf Picker (Item 4)

DPW Chief John Mitmoen explained the need for the Village to purchase a new leaf picker. He recommended purchase of an LCT 600 picker, which would have a gasoline engine instead of the diesel that the Village has been using. This model would produce fewer emissions than diesel, and would be better suited to Village needs than available models with diesel power.

He added that the existing box needs to be repaired, but that can be done in house. He added that the new picker could be ordered in white, green or orange, and suggested the orange color.

After a brief discussion, Jerry Stein moved that the Committee recommend the purchase of a model LCT 600 leaf picker from the Old Dominion Brush Company, a spare impeller, and an additional gas tank for approximately \$34,000, and in house repairs of the existing box for approximately \$1,500, for a total cost not to exceed \$36,000.

The motion received a second from Georgene Stratman, and was passed 5-0.

Recommendation that the Village Replace Three Existing Bus Shelters (Item 5)

DPW Chief John Mitmoen told the Committee that the existing bus shelters needed substantial repairs. He recommended that they be replaced over a three year period, beginning with the one located at Four Corners. He proposed that the Village crew construct new shelters in the same style as the existing ones, at an estimated cost of about \$2,500 per shelter. There may be some options with respect to the roofing.

After a brief discussion, David Logan moved that the Village replace the existing structures over a three year period at a cost of approximately \$2,500 per shelter. Charlie Field provided the second for the motion, and it carried by a 5-0 vote.

Recommendation that the Village Adopt a Policy on Salt Use (Item 6)

DPW Chief John Mitmoen proposed that the Village adopt a policy on the use of salt on Village roads in response to suggestions by Pollution Prevention Specialist Emily Jones and Kathy Lake of the Madison Metropolitan Sewerage District (MMSD), who advised that it is good idea to have a policy that has the support of the Village. He explained that the Village has already made reductions in the amount of salt that it uses, but emphasized that any policy needs to allow snowplow operators broad discretion to use salt when they determine that it is appropriate. When we have a policy it will help to demonstrate compliance with a revised Sewer Use Ordinance that the MMSD adopted on July 30, 2015. This ordinance provides for reduced use of salt, and for annual reports of measures taken to do so by the Village:

4.7.2. Chloride Reduction.

(a) All Community Customers shall undertake efforts to reduce chlorides into the Community Sewers including the source reduction measures set forth in Wis. Admin. Code § NR 106.90 as appropriate, measures to reduce inflow of road salt laden water into Community Sewers and measures to reduce the direct drainage of road salt laden water from storage or truck loading into Community Sewers. Each Community Customer shall notify the District annually of measures taken.

After a brief discussion, the Committee agreed that the Village ought to adopt a policy concerning salt use. Jerry Stein moved that the Chair of the Committee and the DPW Chief work together to craft a policy that would establish guidelines for reductions in the use of salt, while leaving snowplow operators with discretion to use more when they determine that it is appropriate. The motion received a second from David Logan, and was passed 5-0.

Update on Planning for the DPW Building and the Community Center (Item 7)

Village Administrator Karl Franz joined the meeting to provide background for discussing agenda item 7. He reviewed the 5 year capital plan that was distributed to the Village Board at its meeting on December 18, 2017, an equipment replacement schedule, and a hypothetical financing illustration, while explaining that the Village issued a substantial amount of debt in recent years in connection with its reconstruction of streets, sewers and water mains on the East side of the Village, and its construction of a cold storage facility earlier this year. As a result, the Village will have to pay substantial amounts for debt service through 2024. In addition, a major reconstruction of University Avenue ~~west-east~~ of Shorewood Boulevard could require the Village to issue additional debt for its share of that project to the extent that the Village share may not be paid by TIF funds.

Under these circumstances, the Committee was advised that it was unlikely that new buildings could be planned and funded within the next 5 to 7 years, but repayments to the capital fund from Village utilities that were advanced funds in the past, would help the Village pay for equipment replacements and maintenance without the issuance of new debt.

Fred Wade noted that the Pool Committee would begin consideration soon the question of whether it should replace the pool bathhouse, which is located on the first story of the two story building that is shared with the Community Center. Karl Franz noted that the Pool has

paid off nearly all of its debt, and could accumulate a surplus of about \$100,000 per year, which could be used in current markets to pay for debt service on nearly \$1 million.

At this point, Karl Franz had to leave the meeting. Fred Wade then informed the Committee that a group of Village residents is developing a proposal to renovate the Heiden Haus, and construct new bathrooms and a pavilion to the west of the Heiden Haus. The pavilion might be open air, or have garage doors, but the current design could accommodate up to 96 people sitting at 6 long tables. He added that such a project could have implications for Village consideration of the future of the Community Center.

Under these circumstances, the Committee agreed that it should adopt a wait and see approach for the present time, and await future developments.

No Next Meeting Scheduled

Fred Wade advised the Committee that the Village Board will consider the 5 year capital plan of the Village at its January meeting. He asked the Committee whether members felt it was necessary to have another meeting of the Committee to provide input to the Board on capital plan proposals for equipment replacements in 2018 and 2019. After reviewing the items on the schedule, the Committee did not feel that it was necessary to schedule another meeting prior to the next meeting of the Board.

Discussion of Committee Vacancy

Fred Wade noted that the Committee has a vacancy created by the death of Bill Munkwitz and asked if Committee members have any recommendations of persons who might bring needed expertise to the Committee. One name was suggested, and members volunteered that they would continue to think about possible candidates.

Remembrances of Bill Munkwitz

Fred Wade asked members of the Committee if they would like to discuss Bill Munkwitz and/or recommend some special recognition of his 47 years of service as a member of the Services Committee. There was a consensus that a Board resolution should be prepared thanking Bill for his service, and two members of the Committee offered to assist the Chair in preparing a draft.

Adjournment

Jerry Stein moved that the meeting be adjourned, and his motion received a second from Georgene Stratman. The motion passed 5-0 and the Committee adjourned at 5:16 pm.

Respectfully submitted,

Fred Wade

Public Health and Safety Committee

Approved minutes

Call to Order at 7:02 pm

Roll call: Cara Silverman, Josh Sotos, Trustee Felice Borisy-Rudin, Bill Muehl by telephone. Jim Rogers arrived 7:10 pm. Cara Silverman leaved 8:45 pm.

Staff: Chief Aaron Chapin, Village Administrator Karl Frantz, Administrative Services Manager/Deputy Clerk David Sykes

Guests: Trustee Mark Lederer, Laura Stephenson.

Note compliance with open meeting law, meeting has been properly posted.

Approve previous meeting minutes from 7-24-17 and 10-3-17. Cara Silverman moves to approve. Josh Sotos seconds. Minutes approved 5:0.

Presentation by Police Chief Aaron Chapin on body worn cameras to get provide his vision on their use, and to solicit feedback from community members on concerns.

UW implemented body worn cameras about 2 to 2 ½ years ago. Chief Chapin previously worked with UW. A study has recently shown that implementing body worn cameras doesn't modify behavior. Chief Chapin is not surprised at this. Goal of body worn cameras is not to be a catalyst to create change, but as a great tool for officers to help better capture evidence, and to help supervisors to evaluate and advise on officer interactions. Cameras would not be recording 24/7. Instead he anticipates 2 to 3 hours use per shift.

Trustee Lederer asks whether there would be a written policy, and Chief Chapin would offer the UW policy as a template, or if he recommends some differences from the UW policy. Chief Chapin explains that the expectations for UW are that if there is a camera available, the officer on patrol is expected to use it. Chief Chapin recommends avoiding "shalls" in the policy, and using "shoulds" instead. UW recommends that officers advise people on encounters that the encounter is being recorded, and it is now a routine part of their greeting. UW also allows under certain circumstances for a victim to request that a camera not be used for the interview. This option is not provided to suspects. There is some concern about protection for confidential informants. There is also some concern about confidentiality issues at the UW hospital or VA. However, these concerns can be dealt with through video redaction. Chief Chapin would prefer to default to utilizing the cameras, rather than not.

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There is a bill before the legislature dealing with body worn cameras, including retention (120 days), and situations with a reasonable expectation of privacy (home, hospital, not in public eye, etc.) require consent of all the people involved prior to release of any body worn camera footage. Currently, under UW policy, where students have a reasonable expectation of privacy, such as a dorm room, at a reasonable point the officers will inform that the officer is wearing a body worn camera that is recording. They only offer to turn off the camera where there is a victim. Also, currently under UW's system, L3 (which we have in our squad cars), video is downloaded into their server at the police department, and they have IT professionals who manage the video. The records are managed in house. Alternates available elsewhere include cloud-based and server-based servers. We have the capacity to do in house storage, that uses our existing storage solution.

Laura Stephenson would also like a written policy. She asks how the police would decide when the cameras are turned on, which 2 to 3 hours. Chief Chapin answers that the 2 to 3 hours would be cumulative, on average. Cameras would be expected to be on during entire call for service, during the time that the officer is in an official police contact. The new system we are considering would connect to the squad system, which activates on certain triggers. E.g., as soon as the lights are activated, the squad camera and the body worn camera are automatically turned on. As feedback, Ms. Stephenson says that she likes that the camera would come on with the trigger, and that people are informed of the video. She also would like to know how to get access to the video. Chief Chapin answers that an open records request is the usual way, which would have a nominal cost for the digital medium, and for the time involved in redaction. He also would be willing, where there is no privacy concern, and where there is not an on-going criminal investigation, to allow a person to watch the video with him. In a criminal investigation, the police department would provide the video to the DA's office which would be responsible for releasing the video.

Laura Stephenson also asks, from a research perspective, how can the department use the data to find patterns? Chief Chapin says that supervisors should be watching the videos of contacts by the officers that they are supervising, in order to provide feedback, and sooner rather than later. Administrator Frantz mentioned UW's use of videos. Chief Chapin said that at the UW, supervisors watched a minimum of 5 videos per officers (from squad cars) per month, at least 3 to 5 minutes per video, and then discussed them with the officers. They also used the videos in in-service training sessions, especially coaching moments. UW also did a project on traffic stops, using all the traffic stop data, where a minority student under a paid internship watched 3 months worth of traffic stops, looking for signs of bias. As a result, they were able to provide feedback to officers, especially on things that the officers do or say that they might not have realized affected some people differently than others. Videos also provide supervisors with an opportunity to commend officers for work well done.

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Trustee Lederer asks about retention when there is a citizen's complaint about an officer. Under what circumstances would the record be moved out of the department? Chief Chapin says that the record of a criminal complaint would be shared with another agency for an administrative review, and also reviewed within police department.

Bill Muehl particularly likes the training potential of the body worn cameras, and notes that it takes exceptional leadership to do that delicately so that the training is remembered. He also likes the use of the body worn cameras to improve report writing. He also likes the ideas of the possibility of coaching moments, and sharing the videos with coworkers or beyond. He complements Chief Chapin on these purposes, because they will promote the best use of the cameras in making everyone more sensitive.

Jim Rogers, while noting that we have good officers in Shorewood Hills, wants to know what would be the weaknesses in the system that would thwart its use, e.g. turning off the camera. Chief Chapin agrees, and notes not using it at all is another issue. He recalls from when he first trained on squad car cameras, that there was an issue about whether they should turn off microphones for side-bar conversations. Initially, they were allowed to say, "microphone off" and turn it off, then turn it back on and say "microphone on." More recently, UW prohibited its officers from turning the microphones off. Currently, the videos are time-stamped, and everytime they are shut off they create a new video segment.

Jim Rogers also asks about evidentiary use of the extra data against sensitive populations. Chief Chapin says his philosophy on policing is that "the police are the community, and the community is the police." Within the Village, the officers and the staff know all of the residents. In the end, it comes down to the relationships that the officers have with the people, and how we treat people.

Trustee Borisy-Rudin asks whether more than one body-worn camera would be used in an incident. Chief Chapin says that if two Village officers are present, both would be expected to have their cameras on, but then in writing their reports, they would be expected to review all relevant video, not just their own. Having multiple perspectives may actually be helpful. Sometimes, what is captured on camera may not look exactly like what happened. Alternatively, what's recorded on camera may capture more than what the officers actually saw with their own eyes.

Trustee Borisy-Rudin asks about privacy policy when not a police action, but rather a community care-taker situation, such as assist EMS, whether there are circumstances where the officer should default to not having the video on. Chief Chapin is willing to consider that, and is open to comment or suggestions. Chief Chapin points out that our officers will be going into ER, etc., under certain circumstances, such as blood draws, but if their cameras are on, they will

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record people uninvolved in the police action, but who are in the hospital for their own unrelated medical issues. Also, we should be redacting juvenile faces on a regular basis.

Josh Sotos asks how accessible and capable of quick activation will the camera be, to allow quick response. Chief Chapin explains that is why he would default to having the camera on every time that there is an official police contact, such as a traffic stop, except for exemptions.

Trustee Lederer wants to know if there is a provision for a citizen to request a record to be destroyed. Chief Chapin states that he would have to look into that, but that usually the video is a public record, just like a police report. There may be some exceptions. If someone truly believed that their rights were violated, it would become a civil issue, and probably get turned over to attorneys.

Cara Silverman asks, regarding opportunities to be inside the home, opportunities to be interacting with juveniles, how will we deal with that? Chief Chapin says that he would default to having the cameras on, but we would use redaction software when appropriate to protect the identity of the juvenile if there are open records requests. May also, if necessary, blank out the juvenile's voice using the redaction software.

Jim Rogers says that a tight deletion time-frame with few exceptions, and clear policy as to who gets records under criminal proceedings. Chief Chapin agrees it will be important to be consistent.

Chief Chapin provides an overview of the three companies he is considering: L3 mobile vision (our current company for our squad cars); Watchguard (would not work with our squad car system, used by McFarland); and Axon (requires licensing their cloud based storage).

Jim Rogers asks where we go from here. Trustee Borisy-Rudin suggests that we have time to develop a policy, and that Chief Chapin could present the committee with a policy, noting areas where there is flexibility. Trustee Borisy-Rudin also suggests we compare with other municipalities' policies. Chief Chapin notes that Madison has made the choice to not have body worn cameras.

Police Report on activity and budget. Monthly summary of calls for service discussed. Chief Chapin presented summary, which should be attached to the minutes. Incidents have included stolen motor vehicle, and thefts from vehicle. Budget-wise we are on target for this year. Chief Chapin is working on getting the building camera quotes.

EMS/Fire activity report was emailed to committee members previously. Slight increase in numbers compared to previous year, but types of calls seem typical compared to past. Overall transition has been seamless.

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Date, time & agenda items for next meeting: January 8 or 10 at 7 pm. 1) Review list of action items generated by Riseling report; 2) Policies and procedures, including draft body worn camera policy; 3) Recruitment of additional part-time officers.

Meeting adjourned 9:15 pm.

Minutes drafted and respectfully submitted by Trustee Felice Borisy-Rudin.



TO: VILLAGE OF SHOREWOOD HILLS BOARD OF TRUSTEES

FROM: AARON P. CHAPIN, CHIEF OF POLICE

RE: POLICE DEPARTMENT SUMMARY

DATE: JANUARY 8, 2018

CALLS FOR SERVICE:

The month of December was busy for the SHPD. Officers handled 309 incidents during the month and saw a variety of different incidents. 12 of the calls for service were classified by the officers as a criminal offense including 1 stolen motor vehicle, 2 fraud investigations, 2 domestic disturbances, 2 non-domestic disturbances, 5 non-retail thefts 1 retail theft and 1 trespassing incident. Officers continued to investigate the death investigation and processed two recovered stolen vehicles. There were six 9-1-1 calls that were not related to another investigation.

Officers conducted 8 crash investigations during the month. There were 33 parking cases for vehicles parked illegally on the village streets and 1 complaint of illegal parking on private property. Officers also conducted 76 traffic stops for various violations.

During the month of December, there was a motor vehicle pursuit where the operator of the vehicle crashed near the Vilas Zoo and fled from officers on foot. The investigation for this case is also still in progress.

The rest of the calls for service were of a routine nature including foot patrols, check areas, check property and other non-investigative police services.

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

TRAINING:

December included the department 4th quarter inservice training. SHPD continues to partner with the University of Wisconsin—Madison Police Department for this important training. This year's 4th quarter training included the topics of Mental Health and Suicide Prevention, Ethics, Use of Force Update, Annual Weapons Maintenance, Taser and Firearms.

Officers Dostalek, Kirchman and Pierce attended training hosted by the City of Madison Police Department pertaining to implicit biases. This training is a part of a larger discussion occurring in the local police agencies of Dane County.

FUTURE ISSUES/CONCERNS:

The part time officer recruitment is underway. A total of 18 individuals submitted applications for the process. Six of the applicants were screened out of the process during the initial phase due to incomplete application materials or not meeting the minimum qualifications for the position. 12 interviews were scheduled with 11 interviews being conducted due to one candidate withdrawing on the day of the interviews. 6 candidates have been offered interviews with the Chief which will be conducted on Jan 30th and 31st. Once the Chief's interviews have been completed, I will offer conditional offers to individuals based on staffing needs and qualified candidates.

The draft policy for the department body worn camera program is completed. It will be discussed at the Public Health and Safety Committee meeting on 01/10/2018.

Both Lt. Martens and PO A. Dostalek will be attending training hosted by the Dane County Sheriff's Office over the next three months. The course, Leadership in Police Organizations is focused on developing the next leaders in policing and should be a significant benefit to the organization and the village.

PO Weitzel will be attending the DOJ First Line Supervisor training at the Madison Police Department in April. This training helps to develop individuals who are newly promoted or considering promotion to a supervisor level in a police organization. This training will give PO Witzel additional development for future plans and also benefit the SHPD and village.

Respectfully Submitted,

Aaron P Chapin, Chief of Police

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Monthly Incident Summary Report
 12/1/2017 Through 12/31/2017



Incident Type	Total
911 Call Question	1
911 Call Silent	2
911 Call Unintentional	1
911 Disconnect	2
Accident Private Property	1
Accident Property Damage	7
Alarm	22
Animal Bite	1
Assist Citizen	8
Assist EMS/Fire	11
Assist Police	11
Check Person	7
Check Property	42
Civil Dispute	1
Conveyance	2
Damage to Property	1
Disturbance Unwanted Person	2
Domestic Disturbance	2
Fraud	2
Information	12
Intoxicated Person	2
Liquor Law Violation	1
Missing Adult	2
Missing Juvenile/Runaway	4
OMVWI Arrest/Intoxicated Driver	2
Parking Complaint On Street	33
Parking Complaint Pvt Prop	1
Phone	15
Property Found	5
Safety Hazard	4
Solicitors Complaint	3
Special Event	1
Stolen Auto	1
Suspicious Person	3
Suspicious Vehicle	2
Theft	5
Theft Retail	1
Traffic Complaint/Investigation	9
Traffic Stop	76
Trespass	1
Grand Total	309

**Parks Committee Minutes
Village of Shorewood Hills**

Monday, November 13, 2017
Village Hall - 810 Shorewood Boulevard

1. Meeting called to order at 5:37 pm by Dave Boutwell.
 - a. **Roll Call:** Members Present: Kathie Brock, Roma Lenehan, Nancy Heiden, Georgene Stratman, and Dave Boutwell. Members Absent: Anne Readel and Sue Denholm. Others Present: Village Forester Corey George
 - b. **Compliance with Open Meeting Law:** The meeting was properly posted.
 - c. **Approval of Minutes.** Minutes of the August 14, 2017 meeting were approved.
2. **Bird City Status.** Roma Lenehan summarized the Village's Bird City Wisconsin Status. An application needs to be submitted by January 31, 2018 to maintain that status. There was discussion about the value of being a Bird City versus the cost of applying. The recent controversy with the Village ordinance pertaining to "free roaming cats" and the implications that has to Birds and other Wildlife was also discussed. The Committee ultimately decided to submit an application for 2018. The public awareness and education components are valuable to the community and the Bird City events have been well attended.
3. **Forestry Utility.** Dave Boutwell and Roma Lenehan attended the Budget Presentation on November 6, 2017. They summarized the information they learned about the budget and the possibility of a Forestry Utility in 2018. Further discussion was postponed until the Parks Chair is available to update the Committee and a joint meeting with Finance is scheduled.
4. **Scout Shack.** The Forester updated the Committee on the completion of the new Cold Storage building on Old Middleton Road. With its completion, the Scout Shack will no longer be used by the Fire Association to store fireworks equipment. The only things being stored there now are a few tools for the Community Garden (during the winter months), which can be stored elsewhere. The Committee discussed the future of the Scout Shack and recommended that it be removed. There was also discussion about what to do with the site if/when the building is removed. A park pavillion was discussed, but the Committee not in favor and recommended the site be replanted to reflect the surrounding landscape. The ongoing park restoration in that area has been very successful and there was concern of those efforts being negatively impacted.
5. **Emerald Ash Borer.** The Forester told the Committee that EAB has officially been found in the Village. Samples from private ash trees removed on Blackhawk Drive were collected and EAB was confirmed. This is the first official find in Shorewood Hills. The Wisconsin Department of Natural Resources has been notified and they will let DATCP know as well. The Forester is planning to write an article in the December Village Bulletin to make residents aware. An email blast will also be sent out.
6. **Heiden Haus and Athletic Fields.** Nancy Heiden gave a brief update on the status of the Heiden Haus improvement plans. She indicated the most recent plans are being revised and recommended postponing this discussion to a later date.

- 7. Other Park Projects.** Dave Boutwell and Roma discussed ongoing and future Post Farm Park restoration projects. The Forester discussed recent Forestry and Parks projects. A few neighbors adjacent to Kaiser Woods have requested tree management in Kaiser Woods. Specifically, that the Village remove the invasive Norway maples. The trees are currently shading out many of the native plants and increasing erosion on the steep slopes along Oak Way.
- 8. Resident Input.** None.
- 9. Future Agenda Items.** Bird City application and event. Forestry Utility.
- 10. Forester's Report.** The Forester summarized the recent reports.
- 11. Adjourned.** The Committee adjourned at 7:15 pm.