

VILLAGE OF SHOREWOOD HILLS

BOARD OF TRUSTEES

Meeting Announcement & Agenda at 7:00 p.m.

Monday, February 19, 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) Board Minutes of January 16, 2017 meeting
 - ii) Hire Accounting Clerk /Administrative Assistant Grade 7 step 1 wage \$17.23 per hour
 - iii) 2018 wage adjustment for Pool Manager and Assistant
 - iv) Hire of part time police officers
 - v) Approve change order associated with 2017 street projects
 - C. Ordinances
 - D. New Business Resolutions and Motions
 - i) Consider Intergovernmental Agreement with City of Madison for University Avenue design
 - ii) Consider five-year Village capital plan
 - iii) Consider adopting Village salt use reduction policy
 - iv) Consider purchase of leaf collection machine
 - v) Consider agreement with Baker Tilly for Public Fire Protection study
 - vi) Discussion regarding Village rights of way
 - E. Appointments
7. Reports of Officials and Committees
 - A. Village President
 - i) Procedure to fill pending Board vacancy
 - B. Village Administrator
 - C. Personnel Committee
 - D. Finance Committee
 - E. Plan Commission
 - F. Public Works Committee
 - G. Services Committee
 - H. Public Health & Safety Committee
 - I. Recreation Committee
 - J. Ad hoc Sustainability Committee
 - K. Parks Committee

- L. Blackhawk Liaison Committee
 - M. Golf Committee
 - N. Pool Committee
 - O. Waterfront Committee
 - P. Joint West Committee
8. 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 FEBRUARY 19, 2018

Payment of Bills – Bills in the amount of are enclosed in the packet. January prepaids: \$4,600,400.52 February board bills: \$2,598,194.59
Total: \$7,198,595.11.

Consent Agenda

Board Minutes of January 16, 2017 meeting – The draft minutes are enclosed.

Hire Accounting Clerk /Administrative Assistant Grade 7 step 1 wage \$17.23 per hour

The Personnel Committee recommends this hire. Supporting documentation is enclosed in the packet.

2018 wage adjustment for Pool Manager and Assistant –The Pool and Personnel Committee recommends the adjustments. The adjustment is 2.50% the same across the board as other Village employees not in or who are above the last pay step of the compensation plan. Pool Manager: 2017 salary \$22,724.48, 2018 \$23,286.90. Asst: 2017 salary \$7,515.00, 2018 \$7,700.95

Hire of part time police officers – The Personnel Committee recommends the hires at the established part time rate. A supporting memo is enclosed from the Police Chief.

Approve change order associated with 2017 street projects contract - A change order in the amount of \$38,553.73 is enclosed in your packet. The work has been performed, and accepted by the Village Engineer. The additional work that was requested by the Village is itemized on the change order in the packet. This increases the contracted work from \$261,365.40 to \$299,919.13

New Business Resolutions and Motions

Consider Intergovernmental Agreement with City of Madison for University Avenue design – City engineering staff and the Village Administrator evaluated four engineering/design proposals for the design of this major project to reconstruct University Avenue from Shorewood Boulevard to University Bay Drive in 2022. The construction project itself will involve a combination of federal and local funds.

The low fee cost proposal was also the one selected based on quality and was submitted by KL Engineering in the base amount of \$671,200. The other three proposals were in the amount of \$966,908.66, \$948,500.00 and \$889,520. There is no requirement that the low cost proposal be selected for professional services.

A copy of the intergovernmental agreement is in the packet. The Village share is \$348,500 and will be funded through TIF III. The design phase will span four years with construction planned for 2022, therefore it is anticipated that this cost can be absorbed without borrowing, presently. As a side note to help fund this, there was a major increase in computer exempt aid in TIF III in the amount of \$120,000 annually. This aid is a state replacement of revenue municipalities used to receive in personal property taxes before computers were exempted from personal property

taxes. I believe the additional aid is due to computer additions at 800 University Bay Drive associated with UW Health.

Representatives of KL Engineering and the City will attend the meeting. The total cost for the design phase is \$725,000 with the Village share being \$348,500. The design phase will include public information and stakeholder meetings. A small portion of the proposal concerning project approach is enclosed as well as cost information.

Consider five-year Village capital plan – An updated plan will be provided at the meeting.

Consider adopting Village salt use reduction policy – The Services Committee has recommended approval of the policy enclosed in the packet. Communities are being encouraged to adopt written policies as part of our joint storm water permit and adaptive management plans. The Village is a model community when it comes to efforts to reduce our level of chloride use through brine, pre wetting, beet juice, equipment calibration, operator education and use policies. The Village Crew Chief, and in hand the DPW staff have done a good job balancing safety needs with environmental stewardship, taking a leadership role on this critical issue.

Consider purchase of leaf collection machine – The Services Committee is recommending the purchase of a leaf collection unit and associated materials in a not to exceed figure of \$36,000. A memo from the DPW Chief and the quote from Old Dominion Brush Company is enclosed. This scheduled equipment replacement will be expensed in the capital fund.

Consider agreement with Baker Tilly for Public Fire Protection study – The Finance Committee is recommending that the Village engage Baker Tilly to provide a study to the Village on alternative methods to recover the Public Service Commission required fee for public fire protection that is payable to the water utility. Currently this fee is recovered through the property tax levy. One of the outcomes of that method is that tax-exempt properties are not paying their share of the cost of PFP. One of the purposes of the study will be to evaluate more equitable ways of allocating the cost of PFP. The Village levies \$159,000 per year for public fire protection that is paid to the water utility. The Public Service Commission calculates and regulates this charge. Prior to our recently approved rate case, the charge was \$118,000. The PFP charge, also known as hydrant rental recovers the cost of water for fighting fires and the extra capacity built into the system necessary to rapidly deliver a large volume of water to a fire anywhere within the municipality's water service area. These costs include a portion of the wells, pumps, storage facilities, water mains, hydrants and an estimated quantity of water used for this purpose.

If the Village wishes to seriously consider a different methodology to charge public fire protection it will be necessary to have an analysis and study performed with the impact of different options articulated. A proposal is enclosed from Baker Tilly to undertake this at a cost of \$3,000 that will be paid for by the utility. The proposal also includes submittal of the application to the Public Service Commission should the Village proceed.

An engagement letter from Baker Tilly is enclosed. There is a language change and clarification that has been requested and we hope to have that taken care of by Monday night.

Discussion regarding Village rights of way – An opportunity to explore alternative approaches to this matter is provided.

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
100-211535 AFLAC INSURANCE							
1210	AFLAC	INSURANCE PREMIUM	1172018	01/17/2018	524.85	524.85	01/17/2018
Total 100-211535 AFLAC INSURANCE:					524.85	524.85	
800-244310 DANE COUNTY - PROPERTY TAXES							
4036	DANE CO TREASURER	JAN TAX SETTLEMENT TO COU	1162018	01/16/2018	1,003,520.60	1,003,520.6	01/16/2018
Total 800-244310 DANE COUNTY - PROPERTY TAXES:					1,003,520.60	1,003,520.6	
100-51-5160-530 BLDGS & PLANT: RENTAL EXPENSE							
4207	DEGEN AND ASSOCIATES LLC	FEBRUARY FINAL-SECURITY D	4118	01/17/2018	1,500.00	1,500.00	01/17/2018
Total 100-51-5160-530 BLDGS & PLANT: RENTAL EXPENSE:					1,500.00	1,500.00	
100-211539 DENTAL INSURANCE - EMPLOYEE							
4213	DELTA DENTAL OF WISCONSIN	EMPLOYEE PREMIUM	4119	01/17/2018	1,162.44	1,162.44	01/17/2018
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	4119	01/17/2018	225.87	225.87	01/17/2018
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					225.87	225.87	
100-51-5111-310 VILLAGE BOARD: SUP & EXPENSE							
10635	JP MORGAN CHASE BANK NA	LEAGUE WI MUNI-2018 MEMBE	01252018	01/25/2018	1,732.32	1,732.32	01/31/2018
Total 100-51-5111-310 VILLAGE BOARD: SUP & EXPENSE:					1,732.32	1,732.32	
100-51-5130-210 LEGAL: GEN. ADVICE & COUNSEL							
10635	JP MORGAN CHASE BANK NA	BOARDMAN/CLARK-EMPLOYEE	01252018	01/25/2018	240.00	240.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	STAFFORD-COMPUTER MAGIC	01252018	01/25/2018	331.50	331.50	01/31/2018
10635	JP MORGAN CHASE BANK NA	STAFFORD-PROP MAINT STAN	01252018	01/25/2018	1,973.00	1,973.00	01/31/2018
Total 100-51-5130-210 LEGAL: GEN. ADVICE & COUNSEL:					2,544.50	2,544.50	
100-51-5130-211 LEGAL: ORDINANCE PROSECUTIONS							
10635	JP MORGAN CHASE BANK NA	STAFFORD-ORD ENFORCEME	01252018	01/25/2018	1,110.22	1,110.22	01/31/2018
Total 100-51-5130-211 LEGAL: ORDINANCE PROSECUTIONS:					1,110.22	1,110.22	
100-51-5141-320 ADMIN: DUES & SEMINARS							
10635	JP MORGAN CHASE BANK NA	GMCC-LUNCHEON-FRANTZ	01252018	01/25/2018	40.00	40.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	WMCA-MEMBERSHIP-ENDRES	01252018	01/25/2018	65.00	65.00	01/31/2018
Total 100-51-5141-320 ADMIN: DUES & SEMINARS:					105.00	105.00	
100-51-5142-310 CLERK: SUP & EXPENSES							
10635	JP MORGAN CHASE BANK NA	US CELLULAR-ADMIN	01252018	01/25/2018	2.00	2.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	DOJ EPAY-SOLICITORS	01252018	01/25/2018	42.00	42.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	DOJ EPAY-TRANS MERCHANT	01252018	01/25/2018	7.00	7.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	QUILL-COPY PAPER	01252018	01/25/2018	89.97	89.97	01/31/2018

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
10635	JP MORGAN CHASE BANK NA	PELLITTERI-SHRED ADMIN	01252018	01/25/2018	11.65	11.65	01/31/2018
10635	JP MORGAN CHASE BANK NA	GORDON FLESCH-COPIER USA	01252018	01/25/2018	121.69	121.69	01/31/2018
10635	JP MORGAN CHASE BANK NA	OFFICE MAX-COPIER PAPER	01252018	01/25/2018	34.99	34.99	01/31/2018
10635	JP MORGAN CHASE BANK NA	US CELLULAR-ADMIN	01252018	01/25/2018	2.00	2.00	01/31/2018
Total 100-51-5142-310 CLERK: SUP & EXPENSES:					311.30	311.30	
100-51-5144-340 ELECTIONS: OPERATING SUPPLIES							
10635	JP MORGAN CHASE BANK NA	ELECTION SYSTEMS-SOFTWA	01252018	01/25/2018	453.00	453.00	01/31/2018
Total 100-51-5144-340 ELECTIONS: OPERATING SUPPLIES:					453.00	453.00	
100-51-5145-210 D.P.: CONTRACTUAL SERVICES							
10635	JP MORGAN CHASE BANK NA	GOOGLE-APP USAGE-DECEMB	01252018	01/25/2018	155.00	155.00	01/31/2018
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/INTE	01252018	01/25/2018	202.27	202.27	01/31/2018
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-JANUA	01252018	01/25/2018	401.00	401.00	01/31/2018
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-TOWELS, MATS, M	01252018	01/25/2018	125.62	125.62	01/31/2018
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	STAPLES-OFFICE SUPPLIES	01252018	01/25/2018	135.66	135.66	01/31/2018
10635	JP MORGAN CHASE BANK NA	WALGREENS-FIRST AID SUPPL	01252018	01/25/2018	33.75	33.75	01/31/2018
10635	JP MORGAN CHASE BANK NA	PELLITTERI-SHRED POLICE	01252018	01/25/2018	11.65	11.65	01/31/2018
10635	JP MORGAN CHASE BANK NA	GORDON FLESCH-COPIER USA	01252018	01/25/2018	29.90	29.90	01/31/2018
10635	JP MORGAN CHASE BANK NA	ACE-DISH WASHING BRUSH	01252018	01/25/2018	7.37	7.37	01/31/2018
Total 100-52-5210-310 POLICE: OFFICE SUPPLIES & EXP:					218.33	218.33	
100-52-5210-322 POLICE: TRAINING EXPENSES							
10635	JP MORGAN CHASE BANK NA	DOJ E PAY-LPO COURSE-MAR	01252018	01/25/2018	25.00	25.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	DOJ E PAY-LPO COURSE-A DO	01252018	01/25/2018	25.00	25.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	DICK'S-MOUTHGUARDS FOR D	01252018	01/25/2018	103.92	103.92	01/31/2018
10635	JP MORGAN CHASE BANK NA	WAWP-CONFERENCE-WEITZEL	01252018	01/25/2018	100.00	100.00	01/31/2018
Total 100-52-5210-322 POLICE: TRAINING EXPENSES:					253.92	253.92	
100-52-5210-340 POLICE: OPERATING EXPENSE							
10635	JP MORGAN CHASE BANK NA	US CELLULAR-POLICE	01252018	01/25/2018	371.74	371.74	01/31/2018
10635	JP MORGAN CHASE BANK NA	OVERHEAD DOOR-GARAGE D	01252018	01/25/2018	90.00	90.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	US CELLULAR-POLICE	01252018	01/25/2018	331.53	331.53	01/31/2018
10635	JP MORGAN CHASE BANK NA	BAGELS-FOOD FOR CHIEF'S M	01252018	01/25/2018	16.80	16.80	01/31/2018
10635	JP MORGAN CHASE BANK NA	BAGELS-FOOD FOR CHIEF'S M	01252018	01/25/2018	29.52	29.52	01/31/2018
10635	JP MORGAN CHASE BANK NA	UPS STORE-RETURN JP HOL	01252018	01/25/2018	14.58	14.58	01/31/2018
10635	JP MORGAN CHASE BANK NA	PICK N SAVE-FOOD FOR STAF	01252018	01/25/2018	44.32	44.32	01/31/2018

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					898.49	898.49	
100-52-5210-341 POLICE: UNIFORM EXPENSE							
10635	JP MORGAN CHASE BANK NA	CHIEF SUPPLY-HOLSTER FOR	01252018	01/25/2018	86.84	86.84	01/31/2018
10635	JP MORGAN CHASE BANK NA	RAY O HERRON-GUN PURCHA	01252018	01/25/2018	1,783.24	1,783.24	01/31/2018
Total 100-52-5210-341 POLICE: UNIFORM EXPENSE:					1,870.08	1,870.08	
100-52-5210-350 POLICE: VEHICLE REPAIR & MAINT							
10635	JP MORGAN CHASE BANK NA	ACE-CAR WASH SUPPLIES	01252018	01/25/2018	14.32	14.32	01/31/2018
10635	JP MORGAN CHASE BANK NA	KAYSER-BATTERY, BLINKER A	01252018	01/25/2018	551.89	551.89	01/31/2018
10635	JP MORGAN CHASE BANK NA	KAYSER-HEADLAMP BULB-201	01252018	01/25/2018	27.78	27.78	01/31/2018
10635	JP MORGAN CHASE BANK NA	ACE-RAGS FOR CAR WASHES	01252018	01/25/2018	12.65	12.65	01/31/2018
Total 100-52-5210-350 POLICE: VEHICLE REPAIR & MAINT:					606.64	606.64	
100-52-5210-370 POLICE: FUEL & OIL							
10635	JP MORGAN CHASE BANK NA	KAYSER-OIL CHANGE-2017 SU	01252018	01/25/2018	35.00	35.00	01/31/2018
Total 100-52-5210-370 POLICE: FUEL & OIL:					35.00	35.00	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
10635	JP MORGAN CHASE BANK NA	MOTION INDUSTRIES-BROOM	01252018	01/25/2018	80.19	80.19	01/31/2018
10635	JP MORGAN CHASE BANK NA	ILLINOIS TOLLWAY-TOLL	01252018	01/25/2018	21.85	21.85	01/31/2018
10635	JP MORGAN CHASE BANK NA	ULINE-SAFETY VESTS, SHELF,	01252018	01/25/2018	274.90	274.90	01/31/2018
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					376.94	376.94	
100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT							
10635	JP MORGAN CHASE BANK NA	FASTENAL-SCREWS	01252018	01/25/2018	19.21	19.21	01/31/2018
10635	JP MORGAN CHASE BANK NA	MENARDS-TOOL ORGANIZER	01252018	01/25/2018	4.99	4.99	01/31/2018
10635	JP MORGAN CHASE BANK NA	FARM&FLEET-TOOLS	01252018	01/25/2018	274.27	274.27	01/31/2018
10635	JP MORGAN CHASE BANK NA	DELTA CHEMICAL-FLOOR DRY	01252018	01/25/2018	188.52	188.52	01/31/2018
10635	JP MORGAN CHASE BANK NA	HOME DEPOT-HAMMER DRILL	01252018	01/25/2018	399.00	399.00	01/31/2018
Total 100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT:					885.99	885.99	
100-53-5362-290 REFUSE COLL: CONTRACTUAL SERVC							
10635	JP MORGAN CHASE BANK NA	PELLITTERI-SHACKLETON & JA	01252018	01/25/2018	8,210.61	8,210.61	01/31/2018
Total 100-53-5362-290 REFUSE COLL: CONTRACTUAL SERVC:					8,210.61	8,210.61	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
10635	JP MORGAN CHASE BANK NA	SCHILLING SUPPLY-T P	01252018	01/25/2018	36.80	36.80	01/31/2018
10635	JP MORGAN CHASE BANK NA	MENARDS-SUPPLIES	01252018	01/25/2018	221.00	221.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	FERGUSON ENT-SPRAYER	01252018	01/25/2018	54.77	54.77	01/31/2018
10635	JP MORGAN CHASE BANK NA	CLEANRITE-CLEANING SUPPLI	01252018	01/25/2018	138.26	138.26	01/31/2018
10635	JP MORGAN CHASE BANK NA	KRANZ-CLENAING SUPPLIES	01252018	01/25/2018	227.47	227.47	01/31/2018
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					678.30	678.30	
100-55-5520-340 PARKS:OPERATING EXPENSE							
10635	JP MORGAN CHASE BANK NA	US CELLULAR-FORESTER	01252018	01/25/2018	41.51	41.51	01/31/2018
10635	JP MORGAN CHASE BANK NA	TREE STUFF-FORESTRY SUPP	01252018	01/25/2018	165.87	165.87	01/31/2018
10635	JP MORGAN CHASE BANK NA	PAYPAL-RENEW BIRD CITY	01252018	01/25/2018	125.00	125.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	US CELLULAR-FORESTER	01252018	01/25/2018	41.51	41.51	01/31/2018

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-55-5520-340 PARKS:OPERATING EXPENSE:					373.89	373.89	
200-53-5361-350 OUTSIDE SERVICES							
10635	JP MORGAN CHASE BANK NA	ATT-TELEMETRY LINE-JANUAR	01252018	01/25/2018	128.40	128.40	01/31/2018
Total 200-53-5361-350 OUTSIDE SERVICES:					128.40	128.40	
210-51-5160-222 BLDG/PLANT: TELEPHONE							
10635	JP MORGAN CHASE BANK NA	MAILCHIMP-EMAIL SYSTEM	01252018	01/25/2018	25.00	25.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	ATT-UVERSE	01252018	01/25/2018	84.72	84.72	01/31/2018
10635	JP MORGAN CHASE BANK NA	SURVEY MONKEY-SURVEY SY	01252018	01/25/2018	35.00	35.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	5NINES DATA-WIRELESS SERV	01252018	01/25/2018	75.00	75.00	01/31/2018
10635	JP MORGAN CHASE BANK NA	MICROSOFT-OFFICE SUBSCRI	01252018	01/25/2018	4.99	4.99	01/31/2018
Total 210-51-5160-222 BLDG/PLANT: TELEPHONE:					224.71	224.71	
210-55-5542-310 POOL STAFF: OFC SPLY & EXP							
10635	JP MORGAN CHASE BANK NA	OFFICE DEPOT-OFFICE SUPPLI	01252018	01/25/2018	65.14	65.14	01/31/2018
Total 210-55-5542-310 POOL STAFF: OFC SPLY & EXP:					65.14	65.14	
210-55-5542-340 POOL: OPERATING SUPPLY & EXP.							
10635	JP MORGAN CHASE BANK NA	SHOPKEEP-CHECKER DESK P	01252018	01/25/2018	9.99	9.99	01/31/2018
Total 210-55-5542-340 POOL: OPERATING SUPPLY & EXP.:					9.99	9.99	
210-55-5542-341 POOL STAFF: UNIFORM EXPENSE							
10635	JP MORGAN CHASE BANK NA	UPS STORE-SHIPPING FOR ST	01252018	01/25/2018	31.54	31.54	01/31/2018
Total 210-55-5542-341 POOL STAFF: UNIFORM EXPENSE:					31.54	31.54	
210-55-5542-343 CONCESSIONS EXPENSE							
10635	JP MORGAN CHASE BANK NA	SHOPKEEP-CONCESSIONS PO	01252018	01/25/2018	9.99	9.99	01/31/2018
Total 210-55-5542-343 CONCESSIONS EXPENSE:					9.99	9.99	
210-55-5542-351 REPAIR/MAINT: POOL EQUIPMENT							
10635	JP MORGAN CHASE BANK NA	UPS STORE-SHIP/INSURANCE	01252018	01/25/2018	314.76	314.76	01/31/2018
Total 210-55-5542-351 REPAIR/MAINT: POOL EQUIPMENT:					314.76	314.76	
450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN							
10635	JP MORGAN CHASE BANK NA	CAPITAL NEWS-PH NOTICE-JR	01252018	01/25/2018	23.67	23.67	01/31/2018
Total 450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN:					23.67	23.67	
600-53-0630-340 SUPPLIES AND EXPENSE							
10635	JP MORGAN CHASE BANK NA	US CELLULAR-DPW	01252018	01/25/2018	53.02	53.02	01/31/2018
10635	JP MORGAN CHASE BANK NA	MENARDS-WATER BENCH/SHE	01252018	01/25/2018	133.03	133.03	01/31/2018
10635	JP MORGAN CHASE BANK NA	US CELLULAR-DPW	01252018	01/25/2018	56.88	56.88	01/31/2018
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					242.93	242.93	
800-244620 MATC - PROPERTY TAXES							
13015	MADISON COLLEGE	JAN TAX SETTLEMENT TO MAT	1162018	01/16/2018	266,686.06	266,686.06	01/16/2018

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 800-244620 MATC - PROPERTY TAXES:					266,686.06	266,686.06	
800-244610 MADISON SCHOOL - PROP TAXES							
13045	MADISON METRO SCHOOL DISTRI	JAN TAX SETTLEMENT	1028	01/12/2018	3,289,019.91	3,289,019.9	01/12/2018
Total 800-244610 MADISON SCHOOL - PROP TAXES:					3,289,019.91	3,289,019.9	
100-211531 HEALTH INSURANCE - EMPLOYEE							
23370	WI DEPT OF EMPLOYE TRUST FUN	HEALTH CARE PREMIUM	01172018	01/17/2018	12,965.22	12,965.22	01/17/2018
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	01172018	01/17/2018	2,196.02	2,196.02	01/17/2018
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					2,196.02	2,196.02	
Grand Totals:					4,600,400.52	4,600,400.5	

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	JANUARY BILL PROCESSING &	30469	01/31/2018	416.65	.00	
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					416.65	.00	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
1106	ACE HILLDALE (DPW)	FITTINGS BRINE TANK	34489	01/05/2018	19.35	.00	
1106	ACE HILLDALE (DPW)	BRINE TANKS	34529	01/12/2018	24.10	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					43.45	.00	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
1106	ACE HILLDALE (DPW)	810 REPAIRS	34502	01/08/2018	2.40	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					2.40	.00	
100-51-5153-210 ASSESSOR: CONTRACTUAL EXPENSE							
1730	ASSOCIATED APPRAISAL CONSUL	PROFESSIONAL ASSESSMENT	132686	01/23/2018	861.10	.00	
Total 100-51-5153-210 ASSESSOR: CONTRACTUAL EXPENSE:					861.10	.00	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
2003	BADGER STATE INDUSTRIES	PAPER TOWELS	306-173985	01/22/2018	37.70	.00	
2003	BADGER STATE INDUSTRIES	TRASH CAN LINERS	306-174006	01/22/2018	39.79	.00	
2003	BADGER STATE INDUSTRIES	CAN LINERS	306-174137	01/31/2018	42.52	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					120.01	.00	
400-57-5714-810 VILLAGE HALL							
3140	CDW GOVERNMENT INC	LENOVO 3YR ONSITE SUPPOR	LMM0760	01/27/2018	227.55	.00	
3140	CDW GOVERNMENT INC	LENOVO YOGA 370 NOTEBOOK	LMW9612	01/25/2018	1,284.77	.00	
3140	CDW GOVERNMENT INC	TOSHIBA THINK PAD TABLET	LPP7601	02/02/2018	394.00	.00	
Total 400-57-5714-810 VILLAGE HALL:					1,906.32	.00	
100-51-5160-222 BLDGS & PLANT: TELEPHONE							
3220	CENTURY LINK	CENTREX LINES	1431936077	01/31/2018	11.58	.00	
Total 100-51-5160-222 BLDGS & PLANT: TELEPHONE:					11.58	.00	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
4017	DANE CO HWY & TRANS DEPT	SALT/BRIDGE INSPECTION/BRI	27001	01/01/2018	1,739.75	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					1,739.75	.00	
500-53-5364-590 STORMWATER DISCHARGE PERMIT							
4022	DANE CO LAND CONSERVATION D	STORMWATER PERMIT	1819	01/12/2018	1,993.00	.00	
Total 500-53-5364-590 STORMWATER DISCHARGE PERMIT:					1,993.00	.00	
100-52-5260-290 DANE COUNTY RADIO CONTRACT							
4036	DANE CO TREASURER	DANECOM: JULY-DEC 2017	32119	02/02/2018	2,138.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-52-5260-290 DANE COUNTY RADIO CONTRACT:					2,138.00	.00	
800-244310 DANE COUNTY - PROPERTY TAXES							
4036	DANE CO TREASURER	FEBRUARY TAX SETTLEMENT	02132018	02/13/2018	522,543.94	522,543.94	02/13/2018
Total 800-244310 DANE COUNTY - PROPERTY TAXES:					522,543.94	522,543.94	
100-45-4511-000 COURT FINES							
4038	DANE CO TREASURER	SHARED COURT FINES: JAN	2132017	02/13/2018	240.00	.00	
Total 100-45-4511-000 COURT FINES:					240.00	.00	
100-211539 DENTAL INSURANCE - EMPLOYEE							
4213	DELTA DENTAL OF WISCONSIN	EMPLOYEE PREMIUM	2162018	02/16/2018	1,162.44	.00	
Total 100-211539 DENTAL INSURANCE - EMPLOYEE:					1,162.44	.00	
100-51-5143-300 PERSONNEL: RETIREES INS PREM							
4213	DELTA DENTAL OF WISCONSIN	ANNITANT PREMIUM	2162018	02/16/2018	225.87	.00	
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					225.87	.00	
200-53-5361-340 OPERATING SUPPLIES EXPENSE							
4360	DIGGERS HOTLINE INC	SEWER LOCATES	180129301	01/31/2018	2.40	.00	
4360	DIGGERS HOTLINE INC	SEWER LOCATES	180129301PP1	01/12/2018	251.20	.00	
Total 200-53-5361-340 OPERATING SUPPLIES EXPENSE:					253.60	.00	
600-53-0630-340 SUPPLIES AND EXPENSE							
4360	DIGGERS HOTLINE INC	WATER LOCATES	180129301	01/31/2018	2.40	.00	
4360	DIGGERS HOTLINE INC	WATER LOCATES	180129301PP1	01/12/2018	251.20	.00	
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					253.60	.00	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
4640	DOUBLE D SERVICES	PLOW SPRING TRK 8	8194	01/24/2018	74.40	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					74.40	.00	
600-53-0682-210 OUTSIDE SERVICES							
8950	HYDROCORP	HYDRO-CORP/COMMERCIAL IN	45807-IN	01/27/2018	128.00	.00	
Total 600-53-0682-210 OUTSIDE SERVICES:					128.00	.00	
800-244620 MATC - PROPERTY TAXES							
13015	MADISON COLLEGE	FEBRUARY TAX SETTLEMENT	02132018	02/13/2018	138,866.29	138,866.29	02/13/2018
Total 800-244620 MATC - PROPERTY TAXES:					138,866.29	138,866.29	
100-51-5160-220 BLDGS & PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	810/1008 SHOREWOOD BLVD	40498016	02/08/2018	3,917.57	.00	
Total 100-51-5160-220 BLDGS & PLANT: GAS & ELECTRIC:					3,917.57	.00	
100-51-5160-530 BLDGS & PLANT: RENTAL EXPENSE							
13040	MADISON GAS & ELECTRIC	5133 UNIVERSITY AVE	40498016	02/08/2018	24.31	.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:					24.31	.00	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
13040	MADISON GAS & ELECTRIC	4502 OLD MIDDLETON & COLD	40498016	02/08/2018	147.70	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					147.70	.00	
100-53-5342-220 STREET LIGHTING: POWER							
13040	MADISON GAS & ELECTRIC	900 SHOREWOOD BLVD	40498016	02/08/2018	51.97	.00	
13040	MADISON GAS & ELECTRIC	STREET LIGHTING	40498016	02/08/2018	1,536.36	.00	
Total 100-53-5342-220 STREET LIGHTING: POWER:					1,588.33	.00	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
13040	MADISON GAS & ELECTRIC	3302 BLACKHAWK/3100 HARVA	40498016	02/08/2018	212.00	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					212.00	.00	
100-55-5514-220 COMMUNITY CTR: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	901 SWARTHMORE CT-COMM	40498016	02/08/2018	1,537.07	.00	
Total 100-55-5514-220 COMMUNITY CTR: GAS & ELECTRIC:					1,537.07	.00	
200-51-5160-220 BLDG/PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	3336 LMD	40498016	02/08/2018	206.54	.00	
Total 200-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					206.54	.00	
210-51-5160-220 BLDG/PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	901 SWARTHMORE CT-CONCE	40498016	02/08/2018	174.03	.00	
Total 210-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					174.03	.00	
220-51-5160-220 BLDG/PLANT: GAS & ELECTRIC							
13040	MADISON GAS & ELECTRIC	3400 LMD & 3700 LMD	40498016	02/08/2018	75.46	.00	
Total 220-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					75.46	.00	
600-53-0620-220 POWER FOR PUMPING							
13040	MADISON GAS & ELECTRIC	3302 BLACKHAWK/3561 TALLY	40498016	02/08/2018	1,567.98	.00	
Total 600-53-0620-220 POWER FOR PUMPING:					1,567.98	.00	
800-244610 MADISON SCHOOL - PROP TAXES							
13045	MADISON METRO SCHOOL DISTRI	FEB TAX SETTLEMENT	1029	02/13/2018	1,712,627.94	1,712,627.94	02/13/2018
Total 800-244610 MADISON SCHOOL - PROP TAXES:					1,712,627.94	1,712,627.94	
200-53-5361-223 SEWER TREATMENT EXPENSE							
13046	MADISON METRO SEWERAGE DIS	4TH QUARTER SEWER	IN000014048	01/09/2018	40,689.75	.00	
Total 200-53-5361-223 SEWER TREATMENT EXPENSE:					40,689.75	.00	
600-53-5601-604 FIRE PROTECTION: VILLAGE							
13080	MADISON TREASURER, CITY OF	1ST QTR FIRE PROTECTION	15353	02/08/2018	9,879.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 600-53-5601-604 FIRE PROTECTION: VILLAGE:					9,879.00	.00	
100-53-5342-340 STREET LIGHTING: CONTRACTUAL							
13082	MADISON CITY TREASURER	SHARED TRAFFIC LIGHTS	14922	01/23/2018	344.18	.00	
Total 100-53-5342-340 STREET LIGHTING: CONTRACTUAL:					344.18	.00	
100-53-5344-350 STORM SEWERS: DISCHARGE PERMIT							
13085	MADISON TREASURER, CITY OF	4694 UNIVERSITY AVE-STORM	12653803	01/22/2018	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	WATER/FIRE 810 SW BLVD	12651919	01/19/2018	48.38	.00	
13085	MADISON TREASURER, CITY OF	810 SW BLVD-FIRE PROTECTIO	12653715	01/22/2018	20.46	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					68.84	.00	
600-53-0610-601 PURCHASED WATER							
13085	MADISON TREASURER, CITY OF	810 SW BLVD-FLAT RATE	12651914	01/22/2018	447.60	.00	
13085	MADISON TREASURER, CITY OF	PIT-LAKE MENDOTA DRIVE	12651915	01/19/2018	1,800.75	.00	
13085	MADISON TREASURER, CITY OF	PIT-SW BLVD AT RAILROAD TR	12651916	01/19/2018	65.40	.00	
13085	MADISON TREASURER, CITY OF	PIT-UNIVERSITY BAY DRIVE-T	12651917	01/19/2018	16.35	.00	
13085	MADISON TREASURER, CITY OF	PIT-MAPLE TER-LOCUST	12651918	01/19/2018	17,467.44	.00	
Total 600-53-0610-601 PURCHASED WATER:					19,797.54	.00	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
13365	MIDDLETON FARMERS CO-OP INC	CALCIUM	304799	02/01/2018	127.45	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					127.45	.00	
100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE							
13365	MIDDLETON FARMERS CO-OP INC	SHOVELS & GLOVES	305176	02/08/2018	95.52	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					95.52	.00	
100-211532 LIFE INSURANCE - EMPLOYEE							
13397	SECURIAN FINANCIAL GROUP, INC	PREMIUM	2082018	02/08/2018	713.29	.00	
Total 100-211532 LIFE INSURANCE - EMPLOYEE:					713.29	.00	
100-55-5523-600 TREE MAINTENANCE							
13950	MY TREE GUY LLC	TREE PRUNING-DPW BUILDING	11718	01/05/2018	500.00	.00	
13950	MY TREE GUY LLC	TREE MAINTENANCE-TALLY H	13118	01/20/2018	1,200.00	.00	
13950	MY TREE GUY LLC	TREE MAINTENANCE-TALLY H	2718	02/01/2018	1,200.00	.00	
13950	MY TREE GUY LLC	TREE MAINTENANCE-U. STATI	2818	02/01/2018	1,200.00	.00	
Total 100-55-5523-600 TREE MAINTENANCE:					4,100.00	.00	
100-55-5523-650 TREE REMOVALS							
13950	MY TREE GUY LLC	TREE REMOVALS-OXFORD/VIB	11718	01/05/2018	1,200.00	.00	
13950	MY TREE GUY LLC	TREE REMOVALS-SWEETBRIA	12518	01/01/2018	2,400.00	.00	
Total 100-55-5523-650 TREE REMOVALS:					3,600.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
100-52-5210-370 POLICE: FUEL & OIL							
19311	SHELL OIL CO:POLICE ACCT	FUEL FOR SQUADS	79030045802	02/09/2018	642.45	.00	
Total 100-52-5210-370 POLICE: FUEL & OIL:					642.45	.00	
100-51-5160-221 BLDGS & PLANT: WATER							
19337	SHOREWOOD HILLS WATER & SE	1058000 W/S 1008 SHOREWOOD	1312018	01/31/2018	150.37	.00	
19337	SHOREWOOD HILLS WATER & SE	910100 W/S 810 SHOREWOOD	1312018	01/31/2018	145.91	.00	
19337	SHOREWOOD HILLS WATER & SE	3403200 W/S GARDENS	1312018	01/31/2018	16.00	.00	
19337	SHOREWOOD HILLS WATER & SE	3589000 W/S HEIDEN	1312018	01/31/2018	29.99	.00	
19337	SHOREWOOD HILLS WATER & SE	1058300 W/S RINK	1312018	01/31/2018	123.53	.00	
19337	SHOREWOOD HILLS WATER & SE	3403000 W/S 100% TO ADMIN	1312018	01/31/2018	182.11	.00	
Total 100-51-5160-221 BLDGS & PLANT: WATER:					647.91	.00	
100-51-5160-223 BLDGS & PLANT:STORMWATER CHRGR							
19337	SHOREWOOD HILLS WATER & SE	1058000 SE 1008 SHOREWOOD	1312018	01/31/2018	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	3403200 SE GARDENS	1312018	01/31/2018	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	3589000 SE HEIDEN	1312018	01/31/2018	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	3403000 SE 100% TO ADMIN	1312018	01/31/2018	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	2331400 SE MCKENNA PARK	1312018	01/31/2018	36.72	.00	
19337	SHOREWOOD HILLS WATER & SE	1112500 SE 1001 EDGEHILL LO	1312018	01/31/2018	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	3477500 SE 2700 OXFORD LOT	1312018	01/31/2018	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	1126300 SE QUARRY	1312018	01/31/2018	55.08	.00	
19337	SHOREWOOD HILLS WATER & SE	1128500 SE OAK WAY LOTS	1312018	01/31/2018	27.54	.00	
19337	SHOREWOOD HILLS WATER & SE	3378500 SE BRADLEY PARK	1312018	01/31/2018	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	2285500 SE KOVAL WOODS	1312018	01/31/2018	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	2303000 SE BIG FOOT PARK	1312018	01/31/2018	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	1058500 SE 1008 SHOREWOOD	1312018	01/31/2018	51.41	.00	
19337	SHOREWOOD HILLS WATER & SE	2237500 SE FOUR CORNERS L	1312018	01/31/2018	18.36	.00	
19337	SHOREWOOD HILLS WATER & SE	3403100 SE POST FARM LOT	1312018	01/31/2018	303.86	.00	
19337	SHOREWOOD HILLS WATER & SE	910200 SE 810 SHOREWOOD B	1312018	01/31/2018	77.11	.00	
19337	SHOREWOOD HILLS WATER & SE	9103 SE 810 SHOREWOOD BLV	1312018	01/31/2018	13.77	.00	
19337	SHOREWOOD HILLS WATER & SE	1030500 SE TALLY HO BOOSTE	1312018	01/31/2018	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	1056500 SE ENTRYWAY PARKS	1312018	01/31/2018	18.36	.00	
19337	SHOREWOOD HILLS WATER & SE	908700 SE 3264 UNIV AVE LOT	1312018	01/31/2018	9.18	.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	1312018	01/31/2018	21.81	.00	
Total 210-51-5160-221 BLDG/PLANT: WATER:					21.81	.00	
210-51-5160-223 BLDGS & PLANT:STORMWATER CHRGR							
19337	SHOREWOOD HILLS WATER & SE	3402900 SE CONCESSIONS	1312018	01/31/2018	9.18	.00	
Total 210-51-5160-223 BLDGS & PLANT:STORMWATER CHRGR:					9.18	.00	
100-53-5320-370 GARAGE: FUEL & OIL							
19841	STOP-N-GO DPW GAS	GAS - DPW	01312018	01/31/2018	836.07	.00	
Total 100-53-5320-370 GARAGE: FUEL & OIL:					836.07	.00	
100-53-5365-370 RECYCLING/YARDWASTE:FUEL & OIL							
19845	STOP-N-GO DPW DIESEL	DIESEL - DPW	01312018	01/31/2018	488.13	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-53-5365-370 RECYCLING/YARDWASTE:FUEL & OIL:					488.13	.00	
450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN							
20670	TOWN & COUNTRY ENGINEERING I	RONALD MCDONALD HOUSE R	18505	02/08/2018	147.50	.00	
Total 450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN:					147.50	.00	
450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS							
20670	TOWN & COUNTRY ENGINEERING I	BLACKHAWK PATH EXTENSIO	18506	02/08/2018	805.00	.00	
Total 450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS:					805.00	.00	
100-56-5630-150 PLANNER							
22360	VIERBICHER ASSOCIATES INC	GENERAL ZONING ASSISTANC	01162018	01/16/2018	300.00	.00	
Total 100-56-5630-150 PLANNER:					300.00	.00	
450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN							
22360	VIERBICHER ASSOCIATES INC	TID #3 ADMIN	01162018	01/16/2018	167.50	.00	
Total 450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN:					167.50	.00	
470-51-5141-120 PLANNING LEGAL & ADMIN-PYARE							
22360	VIERBICHER ASSOCIATES INC	TID #4 ADMIN	01162018	01/16/2018	90.00	.00	
Total 470-51-5141-120 PLANNING LEGAL & ADMIN-PYARE:					90.00	.00	
480-51-5141-120 PLANNING, LEGAL & ADMIN							
22360	VIERBICHER ASSOCIATES INC	TID #5 ADMIN	01162018	01/16/2018	60.00	.00	
Total 480-51-5141-120 PLANNING, LEGAL & ADMIN:					60.00	.00	
100-51-5151-210 FINANCE: AUDIT SERVICES							
22370	BAKER TILLY VIRCHOW KRAUSE L	PROFESSIONAL AUDIT SERVIC	BT1205059	01/31/2018	843.00	.00	
22370	BAKER TILLY VIRCHOW KRAUSE L	DISCUSSIONS RE: SERVER CR	BT1205059	01/31/2018	1,020.00	.00	
Total 100-51-5151-210 FINANCE: AUDIT SERVICES:					1,863.00	.00	
100-211534 UNION DUES							
23342	WI PROFESSIONAL POLICE ASSOC	UNION DUES-FEBRUARY	1302018	01/30/2018	167.20	.00	
Total 100-211534 UNION DUES:					167.20	.00	
100-45-4511-000 COURT FINES							
23350	WI DEPT ADMINISTRATION: COURT	SHARED FINES: JANUARY	2132018	02/13/2018	648.30	.00	
Total 100-45-4511-000 COURT FINES:					648.30	.00	
100-211531 HEALTH INSURANCE - EMPLOYEE							
23370	WI DEPT OF EMPLOYE TRUST FUN	HEALTH CARE PREMIUM	02082018	02/08/2018	12,965.22	12,965.22	02/08/2018
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	02082018	02/08/2018	2,196.02	2,196.02	02/08/2018

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					2,196.02	2,196.02	
100-52-5210-210 POLICE: CONTRACTUAL SERVICES							
23374	WI DEPT OF JUSTICE-TIME	4TH QUARTER TIME ACCESS	455TIME00000	02/16/2018	276.00	.00	
23374	WI DEPT OF JUSTICE-TIME	QUARTERLY TIME ACCESS	455TIME-0000	01/25/2018	282.00	.00	
Total 100-52-5210-210 POLICE: CONTRACTUAL SERVICES:					558.00	.00	
100-51-5120-322 JUDICIAL: SEMINARS & TRAINING							
23465	WI SUPREME COURT	CONTINUING JUDICIAL ED	02152018	02/15/2018	700.00	.00	
Total 100-51-5120-322 JUDICIAL: SEMINARS & TRAINING:					700.00	.00	
600-53-0630-340 SUPPLIES AND EXPENSE							
23545	WIS RURAL WATER ASSOCIATION	WRWA WATER CONFERENCE	2152018	02/15/2018	200.00	.00	
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					200.00	.00	
100-51-5112-310 COMMITTEES: SUP & EXPENSE							
1000266	ENDRES, KARLA	BOARD OF REVIEW FOOD	02152018	02/15/2018	10.75	.00	
Total 100-51-5112-310 COMMITTEES: SUP & EXPENSE:					10.75	.00	
100-51-5141-380 ADMIN: STAFF SUNSHINE FUND							
1000266	ENDRES, KARLA	SYMPATHY CARD	02152018	02/15/2018	4.53	.00	
Total 100-51-5141-380 ADMIN: STAFF SUNSHINE FUND:					4.53	.00	
100-53-5300-340 AIDABLE WORK: OPERATING EXP.							
1000266	ENDRES, KARLA	BRINE TANKS	02152018	02/15/2018	40.00	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					40.00	.00	
100-51-5145-210 D.P.: CONTRACTUAL SERVICES							
1000688	COMPUTER MAGIC INC	SERVER/WORKSTATION/BACK	MSP-3531	01/31/2018	3,074.00	.00	
Total 100-51-5145-210 D.P.: CONTRACTUAL SERVICES:					3,074.00	.00	
400-57-5714-810 VILLAGE HALL							
1000688	COMPUTER MAGIC INC	CABLE, SWITCHES,SHELF, FIB	20143550	01/31/2018	1,926.43	.00	
Total 400-57-5714-810 VILLAGE HALL:					1,926.43	.00	
400-53-5344-863 UNIVERSITY BAY DR ROAD PROGRAM							
2000012	DANE COUNTY CONTRACTING LLC	UNIVERSITY BAY DRIVE IMPRO	3	02/16/2018	13,687.34	.00	
Total 400-53-5344-863 UNIVERSITY BAY DR ROAD PROGRAM:					13,687.34	.00	
470-53-5344-862 STREET IMPROVEMENTS: TIF 4							
2000012	DANE COUNTY CONTRACTING LLC	LOCUST DRIVE IMPROVEMENT	3	02/16/2018	22,938.70	.00	
Total 470-53-5344-862 STREET IMPROVEMENTS: TIF 4:					22,938.70	.00	
100-52-5210-341 POLICE: UNIFORM EXPENSE							
2000024	51 GUNS INC	DOSTALEK GUN PURCHASE	4120	02/09/2018	450.00	450.00	02/09/2018

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-52-5210-341 POLICE: UNIFORM EXPENSE:					450.00	450.00	
400-54-5400-100 POLICE: SQUAD VEHICLE							
2000025	BELL MOTORS INC	2018 FORD TAURUS POLICE S	4121	02/15/2018	26,036.58	26,036.58	02/15/2018
Total 400-54-5400-100 POLICE: SQUAD VEHICLE:					26,036.58	26,036.58	
450-58-5830-601 700 UBD DEVELOPER INCENTIVE							
2000026	700 UNIVERSITY BAY DRIVE LLC	MUNICIPAL REVENUE OBLIGAT	2152018	02/15/2018	31,320.00	.00	
Total 450-58-5830-601 700 UBD DEVELOPER INCENTIVE:					31,320.00	.00	
Grand Totals:					2,598,194.59	2,415,685.99	

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 1 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
100-41-4111-000 GENERAL PROPERTY TAXES	.00	.00	2,770,440.00	(2,770,440.00)	.00
100-41-4131-000 PAYMENTS IN LIEU OF TAX	.00	.00	62,000.00	(62,000.00)	.00
100-41-4181-000 INTEREST & PENALTIES ON TAXES	.00	.00	.00	.00	.00
TOTAL TAXES	.00	.00	2,832,440.00	(2,832,440.00)	.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	.00	20,888.00	(20,888.00)	.00
100-43-4342-000 FIRE INSURANCE PREMIUM-2% DUES	.00	.00	21,217.00	(21,217.00)	.00
100-43-4351-000 STATE AID: EXEMPT COMPUTERS	.00	.00	46,000.00	(46,000.00)	.00
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	.00	1,000.00	(1,000.00)	.00
100-43-4353-000 STATE AID: HIGHWAY	.00	.00	309,366.00	(309,366.00)	.00
100-43-4353-100 LOCAL ROADS GRANT	.00	.00	.00	.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	.00	.00	400,271.00	(400,271.00)	.00
<u>LICENSES & PERMITS</u>					
100-44-4411-000 LICENSES: LIQUOR/MALT BEVERAGE	.00	.00	5,000.00	(5,000.00)	.00
100-44-4412-000 LICENSES: OTHER BUS/OCCUPATION	180.00	180.00	2,800.00	(2,620.00)	6.43
100-44-4421-000 LICENSES: BICYCLE	.00	.00	60.00	(60.00)	.00
100-44-4422-000 LICENSES: DOG & CAT	1,397.00	1,397.00	2,600.00	(1,203.00)	53.73
100-44-4423-000 LICENSES: MISC	50.00	50.00	1,000.00	(950.00)	5.00
100-44-4431-000 PERMIT/INSPCTN FEES: BUILDINGS	632.20	632.20	15,000.00	(14,367.80)	4.21
100-44-4432-000 PERMIT/INSPCTN FEES: HVAC	330.00	330.00	5,000.00	(4,670.00)	6.60
100-44-4433-000 PERMIT/INSPCTN FEES: ELECTRICAL	160.00	160.00	5,000.00	(4,840.00)	3.20
100-44-4434-000 PERMIT/INSPCTN FEES: PLUMBING	780.00	780.00	4,000.00	(3,220.00)	19.50
100-44-4435-000 PERMIT/INSPCTN FEES: SIGNS	.00	.00	600.00	(600.00)	.00
100-44-4436-000 PERMIT/INSPCTN FEES: SPRNK/FIRE	.00	.00	.00	.00	.00
100-44-4439-000 PERMIT/INSPCTN FEES: MISC.	.00	.00	400.00	(400.00)	.00
100-44-4441-000 ZONING FEES	500.00	500.00	3,000.00	(2,500.00)	16.67
100-44-4491-000 CABLE TV FRANCHISE FEES	.00	.00	31,000.00	(31,000.00)	.00
100-44-4492-000 % SURCHARGE FOR RECREATION	.00	.00	7,500.00	(7,500.00)	.00
TOTAL LICENSES & PERMITS	4,029.20	4,029.20	82,960.00	(78,930.80)	4.86
<u>FINES, FORFEITS, & PENALTIES</u>					
100-45-4511-000 COURT FINES	1,593.43	1,593.43	32,000.00	(30,406.57)	4.98
100-45-4513-000 PARKING VIOLATIONS	1,665.00	1,665.00	43,000.00	(41,335.00)	3.87

VILLAGE OF SHOREWOOD HILLS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
100-45-4514-000 POLICE DONATIONS/MISC REVENUES	.00	.00	3,000.00	(3,000.00)	.00
TOTAL FINES, FORFEITS, & PENALTIES	3,258.43	3,258.43	78,000.00	(74,741.57)	4.18
<u>PUBLIC CHARGES FOR SERVICES</u>					
100-46-4611-000 CLERK: MATERIAL & SUPPLY SALES	.00	.00	25.00	(25.00)	.00
100-46-4612-000 CLERK: EMPLOYEE SUNSHINE FUND	.00	.00	400.00	(400.00)	.00
100-46-4613-000 CLERK: PARKING PERMITS	80.00	80.00	700.00	(620.00)	11.43
100-46-4621-000 LAW ENFORCEMENT FEES	13.23	13.23	400.00	(386.77)	3.31
100-46-4642-000 WIS MUNICIPAL RECYCLING GRANT	.00	.00	15,000.00	(15,000.00)	.00
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	.00	.00	60.00	(60.00)	.00
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	560.00	560.00	.00	560.00	.00
100-46-4672-100 GARDEN PLOT REVENUES	.00	.00	2,660.00	(2,660.00)	.00
100-46-4672-110 CONTRIBUTIONS: GARDEN CLUB	.00	.00	2,500.00	(2,500.00)	.00
100-46-4672-130 CONTRIBUTIONS: HORT CONSULTANT	.00	.00	1,000.00	(1,000.00)	.00
100-46-4673-100 RECREATION: FOUR CORNERS	.00	.00	15,135.00	(15,135.00)	.00
100-46-4673-200 RECREATION: LAND REC	.00	.00	17,000.00	(17,000.00)	.00
100-46-4673-210 RECREATION: LAND REC GRANT	.00	.00	.00	.00	.00
100-46-4673-300 RECREATION: TENNIS	.00	.00	25,500.00	(25,500.00)	.00
100-46-4673-400 RECREATION: BASEBALL	.00	.00	.00	.00	.00
100-46-4673-500 RECREATION: BASKETBALL	.00	.00	2,200.00	(2,200.00)	.00
100-46-4673-600 RECREATION: GOLF	.00	.00	3,824.00	(3,824.00)	.00
100-46-4673-700 RECREATION: KAYAK/CANOE	.00	.00	850.00	(850.00)	.00
100-46-4673-800 RECREATION: INDOOR SOCCER	.00	.00	.00	.00	.00
100-46-4673-900 RECREATION: OUTDOOR SOCCER	.00	.00	9,700.00	(9,700.00)	.00
100-46-4674-100 COMMUNITY CENTER RENTALS	248.00	248.00	2,200.00	(1,952.00)	11.27
100-46-4674-210 JULY 4TH FAMILY PICNIC	.00	.00	1,500.00	(1,500.00)	.00
100-46-4674-220 JULY 4TH FIREWORKS	.00	.00	8,000.00	(8,000.00)	.00
TOTAL PUBLIC CHARGES FOR SERVICES	901.23	901.23	108,654.00	(107,752.77)	.83
<u>INTERGOVERNMENTAL SERV CHGS</u>					
100-47-4741-000 WATER DEPT: REIMB FOR SERVICES	.00	.00	13,494.00	(13,494.00)	.00
100-47-4742-000 SEWER DIV: REIMB FOR SERVICES	.00	.00	10,924.00	(10,924.00)	.00
100-47-4743-000 WATERFRONT: REIMB FOR SERVICES	.00	.00	17,034.00	(17,034.00)	.00
100-47-4744-000 STORMWATER:REIMB FOR SERVICES	.00	.00	9,180.00	(9,180.00)	.00
TOTAL INTERGOVERNMENTAL SERV CHGS	.00	.00	50,632.00	(50,632.00)	.00
<u>MISCELLANEOUS REVENUE</u>					
100-48-4810-000 INTEREST ON INVESTMENTS	.00	.00	15,000.00	(15,000.00)	.00
100-48-4810-100 BUILD AMERICA BOND SUBSIDY	.00	.00	7,746.00	(7,746.00)	.00
100-48-4812-000 CAPITAL PROJECT BOND INTEREST	.00	.00	.00	.00	.00

VILLAGE OF SHOREWOOD HILLS
REVENUES WITH COMPARISON TO BUDGET
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
100-48-4815-000	REPAYMENT: WATER UTILTY ADVANC	.00	.00	18,465.00 (18,465.00)	.00
100-48-4821-000	RENT: DUE FROM POOL	.00	.00	38,500.00 (38,500.00)	.00
100-48-4822-000	RENT: BLACKHAWK C.C.	8,333.00	8,333.00	100,300.00 (91,967.00)	8.31
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	39,612.00 (39,612.00)	.00
100-48-4830-000	MISCELLANEOUS SALES	.00	.00	.00 .00	.00
100-48-4831-000	POLICE/ FIRE SALES	.00	.00	.00 .00	.00
100-48-4833-000	VILLAGE TREE SALES	.00	.00	6,000.00 (6,000.00)	.00
100-48-4836-000	DPW VEHICLE SALES	.00	.00	.00 .00	.00
100-48-4838-000	DANE CTY CALENDARS	585.90	585.90	800.00 (214.10)	73.24
100-48-4840-000	INSURANCE DIVIDENDS	.00	.00	.00 .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	48,602.00 (48,602.00)	.00
	TOTAL MISCELLANEOUS REVENUE	8,918.90	8,918.90	275,025.00 (266,106.10)	3.24
	OTHER FINANCING SOURCES				
100-49-4941-000	MISCELLANEOUS REVENUES	185.00	185.00	17,000.00 (16,815.00)	1.09
100-49-4944-000	FUND BALANCE APPLIED	.00	.00	133,334.00 (133,334.00)	.00
	TOTAL OTHER FINANCING SOURCES	185.00	185.00	150,334.00 (150,149.00)	.12
	TOTAL FUND REVENUE	17,292.76	17,292.76	3,978,316.00 (3,961,023.24)	.43

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
<u>VILLAGE BOARD</u>						
100-51-5111-310	VILLAGE BOARD: SUP & EXPENSE	1,095.00	1,095.00	1,500.00	405.00	73.00
100-51-5111-720	VILLAGE BOARD: DONATIONS	.00	.00	.00	.00	.00
	TOTAL VILLAGE BOARD	1,095.00	1,095.00	1,500.00	405.00	73.00
<u>COMMITTEES</u>						
100-51-5112-310	COMMITTEES: SUP & EXPENSE	.00	.00	300.00	300.00	.00
	TOTAL COMMITTEES	.00	.00	300.00	300.00	.00
<u>JUDICIAL</u>						
100-51-5120-110	JUDICIAL: SALARY & ALLOWANCES	228.00	228.00	2,965.00	2,737.00	7.69
100-51-5120-120	JUDICIAL: COURT CLERK WAGES	1,800.47	1,800.47	22,341.00	20,540.53	8.06
100-51-5120-150	JUDICIAL: BENEFITS	521.66	521.66	6,437.00	5,915.34	8.10
100-51-5120-310	JUDICIAL: OFFC. SUP & EXPENSE	1,000.00	1,000.00	1,700.00	700.00	58.82
100-51-5120-321	JUDICIAL: DUES	40.00	40.00	140.00	100.00	28.57
100-51-5120-322	JUDICIAL: SEMINARS & TRAINING	.00	.00	1,665.00	1,665.00	.00
	TOTAL JUDICIAL	3,590.13	3,590.13	35,248.00	31,657.87	10.19
<u>LEGAL</u>						
100-51-5130-210	LEGAL: GEN. ADVICE & COUNSEL	.00	.00	18,000.00	18,000.00	.00
100-51-5130-211	LEGAL: ORDINANCE PROSECUTIONS	.00	.00	29,000.00	29,000.00	.00
	TOTAL LEGAL	.00	.00	47,000.00	47,000.00	.00
<u>ADMINISTRATION</u>						
100-51-5141-120	ADMIN: WAGES	6,958.54	6,958.54	85,246.00	78,287.46	8.16
100-51-5141-150	ADMIN: BENEFITS	1,804.71	1,804.71	23,079.00	21,274.29	7.82
100-51-5141-320	ADMIN: DUES & SEMINARS	171.00	171.00	1,700.00	1,529.00	10.06
100-51-5141-340	ADMIN: MONTHLY BULLETIN	.00	.00	.00	.00	.00
100-51-5141-380	ADMIN: STAFF SUNSHINE FUND	.00	.00	400.00	400.00	.00
	TOTAL ADMINISTRATION	8,934.25	8,934.25	110,425.00	101,490.75	8.09

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
<u>CLERK</u>						
100-51-5142-120	CLERK: WAGES	6,875.09	6,875.09	70,608.00	63,732.91	9.74
100-51-5142-130	EXTRA OFFICE HELP	1,719.85	1,719.85	18,366.00	16,646.15	9.36
100-51-5142-150	CLERK: BENEFITS	1,661.68	1,661.68	20,689.00	19,027.32	8.03
100-51-5142-310	CLERK: SUP & EXPENSES	(25.00)	(25.00)	3,900.00	3,925.00	(.64)
100-51-5142-322	CLERK: TRAINING/SEMINARS	.00	.00	1,600.00	1,600.00	.00
100-51-5142-340	CLERK: POSTAL EXPENSES	.00	.00	3,000.00	3,000.00	.00
100-51-5142-500	CLERK: DANE CTY CALENDARS	.00	.00	600.00	600.00	.00
100-51-5142-700	CLERK: LICENSE COSTS	.00	.00	.00	.00	.00
	TOTAL CLERK	10,231.62	10,231.62	118,763.00	108,531.38	8.62
<u>PERSONNEL</u>						
100-51-5143-158	PERSONNEL: UNEMPLOYMENT COMP	.00	.00	.00	.00	.00
100-51-5143-160	PERSONNEL: WORKMAN'S COMP INS	12,484.00	12,484.00	44,000.00	31,516.00	28.37
100-51-5143-190	PERSONNEL: PROVIDED FOR EVALS	.00	.00	.00	.00	.00
100-51-5143-200	PERSONNEL: RECRUITMENT	.00	.00	.00	.00	.00
100-51-5143-210	PERSONNEL: MEDICAL EVALUATIONS	.00	.00	.00	.00	.00
100-51-5143-300	PERSONNEL: RETIREES INS PREM	2,325.50	2,325.50	48,954.00	46,628.50	4.75
	TOTAL PERSONNEL	14,809.50	14,809.50	92,954.00	78,144.50	15.93
<u>ELECTIONS</u>						
100-51-5144-140	ELECTIONS: PER DIEM WAGES	.00	.00	4,000.00	4,000.00	.00
100-51-5144-340	ELECTIONS: OPERATING SUPPLIES	.00	.00	1,000.00	1,000.00	.00
	TOTAL ELECTIONS	.00	.00	5,000.00	5,000.00	.00
<u>DATA PROCESSING</u>						
100-51-5145-210	D.P.: CONTRACTUAL SERVICES	4,306.00	4,306.00	40,000.00	35,694.00	10.77
100-51-5145-340	D.P.: OPERATIONS EXPENSE	.00	.00	2,700.00	2,700.00	.00
100-51-5145-350	WEBSITE COSTS	.00	.00	570.00	570.00	.00
	TOTAL DATA PROCESSING	4,306.00	4,306.00	43,270.00	38,964.00	9.95
<u>FINANCE</u>						
100-51-5151-210	FINANCE: AUDIT SERVICES	.00	.00	25,000.00	25,000.00	.00
100-51-5151-290	LIFE QUEST FEES/OTHER PAYMENTS	.00	.00	.00	.00	.00
100-51-5151-300	BOND ISSUE EXPENSES	.00	.00	.00	.00	.00
	TOTAL FINANCE	.00	.00	25,000.00	25,000.00	.00

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2018

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	861.10	861.10	10,190.00	9,328.90	8.45
TOTAL ASSESSOR		861.10	861.10	10,190.00	9,328.90	8.45
<u>RISK & PROPERTY MANAGEMENT</u>						
100-51-5154-511	LIABILITY INS (LEAGUE)	12,707.00	12,707.00	43,729.00	31,022.00	29.06
100-51-5154-512	PROPERTY INS (LGPIF)	13,619.00	13,619.00	14,708.00	1,089.00	92.60
TOTAL RISK & PROPERTY MANAGEMENT		26,326.00	26,326.00	58,437.00	32,111.00	45.05
<u>BUILDINGS & PLANT</u>						
100-51-5160-220	BLDGS & PLANT: GAS & ELECTRIC	.00	.00	42,000.00	42,000.00	.00
100-51-5160-221	BLDGS & PLANT: WATER	.00	.00	8,000.00	8,000.00	.00
100-51-5160-222	BLDGS & PLANT: TELEPHONE	.00	.00	4,000.00	4,000.00	.00
100-51-5160-223	BLDGS & PLANT:STORMWATER CHRG	.00	.00	6,600.00	6,600.00	.00
100-51-5160-240	BLDGS & PLANT: CONTRACTUAL	.00	.00	3,410.00	3,410.00	.00
100-51-5160-530	BLDGS & PLANT: RENTAL EXPENSE	2,854.77	2,854.77	2,500.00	(354.77)	114.19
TOTAL BUILDINGS & PLANT		2,854.77	2,854.77	66,510.00	63,655.23	4.29

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
<u>POLICE DEPARTMENT</u>						
100-52-5210-110	POLICE: SALARIES & ALLOWANCES	7,243.20	7,243.20	95,326.00	88,082.80	7.60
100-52-5210-120	POLICE: CLERICAL WAGES	5,706.29	5,706.29	73,638.00	67,931.71	7.75
100-52-5210-121	POLICE: OFFICER WAGE & HOLIDAY	24,396.97	24,396.97	322,202.00	297,805.03	7.57
100-52-5210-122	POLICE: OVERTIME WAGES	2,997.70	2,997.70	9,000.00	6,002.30	33.31
100-52-5210-124	POLICE: PART-TIME DUTY WAGES	3,805.00	3,805.00	48,000.00	44,195.00	7.93
100-52-5210-125	POLICE: DIFFERENTIAL	187.98	187.98	2,000.00	1,812.02	9.40
100-52-5210-128	POLICE: COM SERVICE OFFICERS	.00	.00	4,400.00	4,400.00	.00
100-52-5210-129	POLICE: CROSSING GUARD WAG	578.40	578.40	5,000.00	4,421.60	11.57
100-52-5210-130	POLICE: EMPLOYMENT BONUS	.00	.00	.00	.00	.00
100-52-5210-150	POLICE: BENEFITS	16,220.80	16,220.80	196,549.00	180,328.20	8.25
100-52-5210-170	POLICE: EDUCATION REIMB	.00	.00	1,000.00	1,000.00	.00
100-52-5210-210	POLICE: CONTRACTUAL SERVICES	.00	.00	14,000.00	14,000.00	.00
100-52-5210-310	POLICE: OFFICE SUPPLIES & EXP	.00	.00	3,000.00	3,000.00	.00
100-52-5210-321	POLICE: DUES & SEMINARS	40.00	40.00	2,000.00	1,960.00	2.00
100-52-5210-322	POLICE: TRAINING EXPENSES	35.39	35.39	9,000.00	8,964.61	.39
100-52-5210-340	POLICE: OPERATING EXPENSE	1,714.99	1,714.99	16,000.00	14,285.01	10.72
100-52-5210-341	POLICE: UNIFORM EXPENSE	811.61	811.61	5,000.00	4,188.39	16.23
100-52-5210-345	POLICE: PROMOTION	.00	.00	.00	.00	.00
100-52-5210-350	POLICE: VEHICLE REPAIR & MAINT	.00	.00	5,000.00	5,000.00	.00
100-52-5210-370	POLICE: FUEL & OIL	.00	.00	7,000.00	7,000.00	.00
100-52-5210-380	POLICE: DRUG PREVENTION	.00	.00	.00	.00	.00
100-52-5210-390	POLICE: INSURANCE COSTS	.00	.00	.00	.00	.00
TOTAL POLICE DEPARTMENT		63,738.33	63,738.33	818,115.00	754,376.67	7.79
<u>FIRE DEPARTMENT</u>						
100-52-5220-210	FIRE: CONTRACTUAL EXPENSE	.00	.00	570,119.00	570,119.00	.00
100-52-5220-215	FIRE: 2% DUES TO MAD FIRE DEPT	.00	.00	21,217.00	21,217.00	.00
100-52-5220-310	FIRE: OFFICE SUPPLIES & EXP.	.00	.00	.00	.00	.00
100-52-5220-590	FIRE: HYDRANT RENTAL	.00	.00	168,281.00	168,281.00	.00
TOTAL FIRE DEPARTMENT		.00	.00	759,617.00	759,617.00	.00
<u>INSPECTIONS</u>						
100-52-5240-150	INSPECTIONS: BENEFITS	74.86	74.86	2,180.00	2,105.14	3.43
100-52-5240-211	INSPECTIONS: BUILDINGS	624.45	624.45	14,000.00	13,375.55	4.46
100-52-5240-212	INSPECTIONS: HVAC	166.52	166.52	5,000.00	4,833.48	3.33
100-52-5240-213	INSPECTIONS: ELECTRICAL	.00	.00	7,000.00	7,000.00	.00
100-52-5240-214	INSPECTIONS: PLUMBING	166.52	166.52	2,500.00	2,333.48	6.66
100-52-5240-340	INSPECTIONS: OPERATIONS	99.00	99.00	.00	(99.00)	.00
TOTAL INSPECTIONS		1,131.35	1,131.35	30,680.00	29,548.65	3.69

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
<u>COMMUNITY CENTER</u>						
100-55-5514-121	COMMUNITY CTR: WAGES	.00	.00	578.00	578.00	.00
100-55-5514-150	COMMUNITY CTR: WAGE BENEFITS	.00	.00	100.00	100.00	.00
100-55-5514-220	COMMUNITY CTR: GAS & ELECTRIC	.00	.00	7,400.00	7,400.00	.00
TOTAL COMMUNITY CENTER		.00	.00	8,078.00	8,078.00	.00
<u>PARKS</u>						
100-55-5520-121	FORESTER: WAGES	4,447.20	4,447.20	62,956.00	58,508.80	7.06
100-55-5520-122	GRANT FUNDED HORT WAGES	.00	.00	.00	.00	.00
100-55-5520-125	HORT ASSISTANT WAGES	216.00	216.00	15,000.00	14,784.00	1.44
100-55-5520-150	FORESTER: WAGE BENEFITS	1,259.62	1,259.62	17,461.00	16,201.38	7.21
100-55-5520-320	PARKS:PROJECTS	.00	.00	7,000.00	7,000.00	.00
100-55-5520-340	PARKS:OPERATING EXPENSE	76.28	76.28	4,400.00	4,323.72	1.73
100-55-5520-342	VILLAGE TREE SALES COSTS	.00	.00	6,000.00	6,000.00	.00
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		5,999.10	5,999.10	112,817.00	106,817.90	5.32
<u>HORTICULTURIST</u>						
100-55-5523-341	HORTICULTURE: CONSULTANT	.00	.00	1,000.00	1,000.00	.00
100-55-5523-343	HORTICULTURE: REFORESTATION	.00	.00	9,000.00	9,000.00	.00
100-55-5523-350	HORTICULTURE:PLANTINGS	.00	.00	2,000.00	2,000.00	.00
100-55-5523-550	FORESTRY GRANTS	.00	.00	.00	.00	.00
100-55-5523-600	TREE MAINTENANCE	.00	.00	30,000.00	30,000.00	.00
100-55-5523-650	TREE REMOVALS	1,200.00	1,200.00	25,000.00	23,800.00	4.80
TOTAL HORTICULTURIST		1,200.00	1,200.00	67,000.00	65,800.00	1.79
<u>FOUR CORNERS PROGRAM</u>						
100-55-5531-121	FOUR CORNERS: WAGES	.00	.00	12,000.00	12,000.00	.00
100-55-5531-150	FOUR-CORNERS: BENEFITS	.00	.00	900.00	900.00	.00
100-55-5531-340	FOUR CORNERS: OPERATING EXPNSE	.00	.00	650.00	650.00	.00
TOTAL FOUR CORNERS PROGRAM		.00	.00	13,550.00	13,550.00	.00

VILLAGE OF SHOREWOOD HILLS
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

		PERIOD	BUDGET		% OF	
		ACTUAL	YTD ACTUAL	AMOUNT	BUDGET	
<u>LAND RECREATION PROGRAM</u>						
100-55-5532-121	LAND RECREATION: WAGES	.00	.00	13,300.00	13,300.00	.00
100-55-5532-150	LAND RECREATION: BENEFITS	.00	.00	1,017.00	1,017.00	.00
100-55-5532-340	LAND RECREATION: OPERATING EXP	.00	.00	1,700.00	1,700.00	.00
TOTAL LAND RECREATION PROGRAM		.00	.00	16,017.00	16,017.00	.00
<u>TENNIS PROGRAM</u>						
100-55-5533-121	TENNIS: WAGES	.00	.00	16,000.00	16,000.00	.00
100-55-5533-150	TENNIS: BENEFITS	.00	.00	1,300.00	1,300.00	.00
100-55-5533-340	TENNIS: OPERATING EXPENSES	.00	.00	1,000.00	1,000.00	.00
TOTAL TENNIS PROGRAM		.00	.00	18,300.00	18,300.00	.00
<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	.00	1,000.00	1,000.00	.00
100-55-5535-150	BASKETBALL: BENEFITS	.00	.00	77.00	77.00	.00
100-55-5535-340	BASKETBALL: OPERATING EXPENSE	.00	.00	750.00	750.00	.00
TOTAL BASKETBALL PROGRAM		.00	.00	1,827.00	1,827.00	.00
<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 1 MONTHS ENDING JANUARY 31, 2018

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>DEPARTMENT 5537</u>						
100-55-5537-340	SPEC EVENTS: JULY 4TH EXPENSE	.00	.00	1,375.00	1,375.00	.00
100-55-5537-341	SPEC EVENTS: FIREWORKS EXPENSE	.00	.00	9,000.00	9,000.00	.00
100-55-5537-342	SPEC EVENTS: RECOGNITION NIGHT	.00	.00	4,450.00	4,450.00	.00
TOTAL DEPARTMENT 5537		.00	.00	14,825.00	14,825.00	.00
<u>DEPARTMENT 5538</u>						
100-55-5538-340	OUTDOOR SOCCER: OPERATNG EXPEN	.00	.00	7,000.00	7,000.00	.00
TOTAL DEPARTMENT 5538		.00	.00	7,000.00	7,000.00	.00
<u>DEPARTMENT 5540</u>						
100-55-5540-340	GOLF: OPERATING EXPENSES	.00	.00	4,000.00	4,000.00	.00
TOTAL DEPARTMENT 5540		.00	.00	4,000.00	4,000.00	.00
<u>DEPARTMENT 5550</u>						
100-55-5550-390	KAYAK/CANOE RENTAL EXPENSES	.00	.00	550.00	550.00	.00
TOTAL DEPARTMENT 5550		.00	.00	550.00	550.00	.00
<u>DEPARTMENT 5630</u>						
100-56-5630-150	PLANNER	.00	.00	800.00	800.00	.00
TOTAL DEPARTMENT 5630		.00	.00	800.00	800.00	.00
<u>DEPARTMENT 5640</u>						
100-56-5640-210	PROF CONSULTANT:PLAN REVIEW	.00	.00	800.00	800.00	.00
TOTAL DEPARTMENT 5640		.00	.00	800.00	800.00	.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 1 MONTHS ENDING JANUARY 31, 2018

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	.00	.00	.00	.00
100-57-5751-810	CAP OUTLAY: GEN ADM EQUIPMENT	.00	.00	.00	.00
100-57-5751-825	CAP OUTLAY: ADMIN DP SOFTWARE	.00	.00	.00	.00
100-57-5751-830	CAP OUTLAY:FD/EMS CAPITL EQUIP	.00	.00	.00	.00
100-57-5751-845	CAP OUTLAY:PAINT BURBANK RAIL	.00	.00	.00	.00
100-57-5751-850	CAP OUTLAY:DPW CAPITAL EQUIPMT	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY: GEN'L GOV'T	.00	.00	.00	.00
<u>CAPITAL OUTLAY: PUBLIC SAFETY</u>					
100-57-5752-811	CAP OUTLAY: PD COMMNCTNS EQPT	.00	.00	.00	.00
100-57-5752-813	CAP OUTLAY: PD VEHICLE REPL	.00	.00	.00	.00
100-57-5752-815	CAP OUTLAY: PD SAFETY EQPT	.00	.00	.00	.00
100-57-5752-817	CAP OUTLAY: PD EQUIPMENT	.00	.00	.00	.00
100-57-5752-821	CAP OUTLAY: FD COMMNCTNS EQPT	.00	.00	.00	.00
100-57-5752-822	CAP OUTLAY: FD OPERATING EQUIP	.00	.00	.00	.00
100-57-5752-825	CAP OUTLAY: FD SAFETY EQPT	.00	.00	.00	.00
100-57-5752-826	CAP OUTLAY: FD HOSE & APPLNCS	.00	.00	.00	.00
100-57-5752-828	CAP OUTLAY: FD VEHICLE REPLACE	.00	.00	.00	.00
100-57-5752-831	CAP OUTLAY: EMS COMMNCTN EQPT	.00	.00	.00	.00
100-57-5752-832	CAP OUTLAY: EMS OPERATING EQPT	.00	.00	.00	.00
	TOTAL CAPITAL OUTLAY: PUBLIC SAFETY	.00	.00	.00	.00
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100-59-5910-900	CONTINGENT ACCOUNT	.00	.00	.00	.00
	TOTAL DEPARTMENT 5910	.00	.00	.00	.00
<u>DEPARTMENT 5920</u>					
100-59-5920-900	DUE TO DEBT SERVICE	.00	.00	926,422.00	926,422.00
	TOTAL DEPARTMENT 5920	.00	.00	926,422.00	926,422.00
<hr/>					
	TOTAL FUND EXPENDITURES	167,242.48	167,242.48	3,947,254.00	3,780,011.52
	NET REVENUES OVER EXPENDITURES	(149,949.72)	(149,949.72)	31,062.00	(7,741,034.76)

Village of Shorewood Hills
Draft Minutes
Tuesday, January 16, 2018

- 1. Called to Order** Village President David Benforado called the meeting to order at 7:44 p.m.
- 2. Roll Call** Members of the Board present were Mr. Benforado and Trustees Fred Wade, Felice Borisy-Rudin, Mark Lederer, Anne Readel and John Imes. Trustee David Devito and Village Treasurer Sean Cote were excused. Also in attendance were Village Administrator Karl Frantz, Department of Public Works Chief John Mitmoen, Administrative Services Manager/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** nothing to report.

6 Board Matters

D New Business Resolutions and Motions

vi) Resolution R-2018-2 certified survey map combining parcels at 2712 and 2716 Marshall Court

Steve Hoff, Ronald McDonald House, provided a brief fundraising update for the expansion at Ronald McDonald House. He stated they have achieved their goal and are ready to proceed with the project. They will be almost doubling their bedrooms, expanding their kitchen space and creating some additional family room spaces.

A. Payment of Bills Mr. Wade moved and Ms. Borisy-Rudin seconded a motion to approve payment of bills in the amount of \$165,410.21.

Voted 6-0

B.Consent Agenda

i) Mr. Imes moved and Mr. Wade seconded a motion to approve the consent agenda with the closed session minutes removed.

Motion passed 5-0-1, Ms. Readel abstained.

Mr. Lederer moved and Mr. Wade seconded approval of the closed session minutes from December 18, 2017 with suggested changes.

Motion passed 5-0-1, Ms. Readel abstained.

D. 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

Ms. Drury gave a brief background on her voluntary offer to conduct a planning session for the Village to consider the future of the Community Center, DPW and Heiden Haus. There was discussion by the Board regarding the generous offer by Ms. Drury. The Board is enthusiastic about the seminar Ms. Drury is offering and expressed the only conflict is timing. There were suggestions to proceed forward and seek a date that works well for Ms. Drury. February the 27th from 5:00 pm-8:00 pm was suggested.

ii) Consider five-year Village capital plan

Mr. Benforado provided a brief background of the capital plan. He explained what has been accomplished as well as what is next to come.

The Board spent time discussing the capital plan in detail.

Ms. Readel is concerned with the numbers and that the bigger discussion hasn't happened with what the plan is for both the DPW and Community Center buildings.

The Board is in favor of demolishing the Scout shack but Ms. Readel will take this to the Parks Committee.

Ms. Borisy-Rudin sees a need to make the bathroom at Four Corners Park ADA compliant so all children can participate in the summer program.

Mr. Benforado suggested the Four Corners park shelter be taken to the Services committee for discussion.

The Board discussed the capital plan in its entirety. They then discussed the Baird borrowing worksheets.

Mr. Benforado asked what the Village could spend without borrowing.

Mr. Frantz stated there is between \$700,000-\$800,000 total that will accumulate increments over the next four years.

The Board asked that Village staff revise the capital plan based on the modifications made at tonight's meeting and present the new version at the February board meeting.

No further action was taken.

iii) Resolution R-2017-11 statement regarding Village right of way

Mr. Benforado briefly described the original resolution from Matt Dregne and Mr. Wade's revised version.

Mr. Wade described the differences between his version of the resolution and Mr. Dregne's. He suggested the Board take his initial version and re-work it, to then revisit at the February Board meeting.

Mr. Lederer asked to have Mr. Wade focus on the primary goal of the resolution and slim down on the initial goal.

Ms. Borisy-Rudin stated this should be dealt with as an ordinance versus a resolution. This would make it clear what the Village's rules are and easier to enforce.

Mr. Benforado explained he wanted to deal with this matter more as an educational matter to be sure all residents are behaving in a neighborly fashion.

Ms. Readel likes Mr. Wade's plan and would like to make it part of the minutes that it is not the Village's plan to go and take the parking pads out but wants to make it known that the Village has rights.

Mr. Wade is going to make a few adjustments to the resolution and bring it back in February for further discussion.

iv) Consider agreement with Baker Tilly for Public Fire Protection study and payment options fee vs tax levy

Mr. Benforado suggested to take it to finance and parks for discussion.

The Board agreed to have this item go to committees first.

v) Resolution R-2018-1 International Migratory Bird Day

Ms. Readel moved and Mr. Imes seconded a motion to approve resolution R-2018-1 to declare international migratory bird day.

The motion was approved 6-0

vii) Consider Arbor Day Proclamation

Ms. Readel moved and Mr. Wade seconded a motion to approve the Arbor Day Proclamation.

The motion was approved 6-0

viii) Consider amended 2018 Pool Budget

Mr. Lederer provided a brief background on the revenues and expenses in the pool budget.

Mr. Lederer moved and Mr. Wade seconded a motion to approve the amended 2018 pool budget of \$573,900 in revenues and \$529,283 in expenses for a net income of \$44,617.

Budget amendments require a 2/3 majority.

The motion was approved 6-0.

E. Appointments

i) Ms. Readel moved and Mr. Lederer seconded approved of the bargaining team which will consist of Attorney Steve Zach, Trustee John Imes, Trustee Felice Borisy-Rudin, Administrator Karl Frantz and Police Chief Aaron Chapin.

The motion was approved 6-0.

F. Reports of Officials and Committees

i) Village President

a) Good neighbor residential building meeting procedure

Mr. Benforado gave a brief description of the desired meeting to take place prior to certain construction projects with the neighbors to avoid unnecessary issues during construction.

Mr. Imes moved and Mr. Lederer seconded a motion for a one year trial administrative policy to hold a good neighbor residential building meeting for certain construction projects.

Voted 6-0 passed.

ii) Village Administrator

a) Blackhawk membership census

Mr. Frantz briefly provided the background on Blackhawk's Country Club membership numbers as required by the lease.

G. Personnel Committee reported on the applicants for the Administrative Assistant position

H. Finance Committee- Nothing to report.

I. Plan Commission-Nothing to report.

J. Public Works Committee-Discussed traffic calming and enforcement aspects of traffic calming with the Police Chief.

K. Services Committee-Minutes are included, recommended replacement of three bus shelters, salt use policy and approval of a new leaf picker. Also down one committee member.

L. Public Health & Safety Committee-Met and discussed body worn cameras.

M. Recreation Committee- nothing to report

N. Ad hoc Sustainability Committee- continuing to work on a survey to get feedback from residents about a plan

O. Parks Committee- Met and interested in starting an urban forestry utility. They also put together the resolutions on International Migratory Bird Day and Arbor Day approved tonight.

P. Blackhawk Liaison Committee- Met and the main discussion was around the July 4th fundraising for fireworks by hosting a golf outing.

Q. Golf Committee- Suggested the Village should get summer program information soon from the club

R. Pool Committee- met and are preparing to meet with the Board.

S. Waterfront Committee Nothing to report

T. Joint West Committee Nothing to report

Adjourn 11: 29p.m. Meeting adjourned at 11:29 p.m.

Respectfully submitted,

Karla Endres, Village Clerk

DRAFT

Memorandum

To: Village Board
From: Karl Frantz, Village Administrator
Date: 2/16/2018
Re: Account Clerk Hire

Hire of Account Clerk Administrative Assistant - As part of the administrative office reorganization, a position titled Account Clerk /Administrative Assistant was created to replace the old deputy clerk position. The new position is placed in Grade 7 of the pay plan. The starting wage at step 1 is \$17.23 per hour. The Village Board has been anxious to get this position filled partly due to segregation of accounting duties concerns. The Administrative Services Manager/Deputy Clerk and Clerk also have been working too many hours over the course of the last three months since the retirement of Clerk Colleen Albrecht.

The position was advertised through the Wisconsin Job Service, Craig's List, the League of Wisconsin Municipalities and Wisconsin Clerks Association websites as well as Village blast emails. Fifteen applications for the job were received.

The applications were independently reviewed by Karla Endres, David Sykes and myself, and then collaboratively narrowed down to five candidates for interview. The five finalists included three Village residents. An interview panel consisting of Personnel Committee member Mary Gulbrandsen, Clerk Karla Endres and Administrative Services Manager David Sykes interviewed four of the candidates (one declined an interview). Their recommendation is that Ms. Nancy Kolberg be hired, starting at Grade 7 step 1 \$17.23 per hour. Ms. Kolberg is a Village resident. She worked for the Village in the Police Department and Municipal Court and at one time job shared the Deputy Clerk position with Colleen Albrecht. Ms. Kolberg has previous experience performing many of the functions of the job, has an accounting background and from all accounts and reference checks was an excellent employee here, performed at a high level and fit very well into the organization. Her previous experience and familiarity working in the Police Department and Court will also be of help as the position may also provide back up to the Court Clerk.



TO: VILLAGE OF SHOREWOOD HILLS BOARD OF TRUSTEES

FROM: AARON P. CHAPIN, CHIEF OF POLICE

RE: PART TIME POLICE OFFICER CANDIDATES

DATE: FEBRUARY 15, 2018

The Police Department has conducted a thorough process to select candidates for part time Police Officer with the Police Department. After completing an initial interview in front of a panel including members of the Police Department and members of the community the candidate pool was narrowed to six individuals who were given the opportunity to participate in further evaluation including a ride along with a training officer and an interview with the Chief of Police.

I interviewed five individuals who continued in the process and have decided to conduct background investigations on three of the five candidates with a fourth candidate who would be backgrounded if any of the other candidates are not successful.

The candidates I am seeking approval to hire pending successful background/medical/psychological screening are:

Seth Boyea who is a former UW—Madison Police Officer. Seth currently works as a security officer for the UW Hospital in Madison.

Shawn Allbaugh who is a part time Police Officer in Blanchardville and a recent graduate of the Madison College Law Enforcement Academy.

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

John Maginot who is a former Dane County Sheriff's Deputy. He is currently working for a private security company.

I am seeking approval to hire the three candidates for part time Police Officer in the village upon successful completion of the background investigation, psychological assessment and medical assessment.

Respectfully Submitted,

Aaron P Chapin, Chief of Police

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

Date of Issuance:	<u>1/14/18</u>	Effective Date:	<u>1/15/18</u>
Owner:	<u>Village of Shorewood Hills</u>	Owner's Contract No.:	
Contractor:	<u>Dane County Contracting, Inc.</u>	Contractor's Project No.:	
Engineer:	<u>Town & Country Engineering, Inc.</u>	Engineer's Project No.:	<u>SH 73/SH 76</u>
Project:	<u>2017 Locust Dr Street Imp. & University Bay Dr. Traffic Calming</u>	Contract Name:	<u>N/A</u>

The Contract is modified as follows upon execution of this Change Order:

Miscellaneous work items were added to the contract scope by the Village to address issues encountered in the field and other work needed throughout the Village. Additional details are on the attached data sheet.

Change Order 1 = \$38,553.73

Attachments: Detail data sheet

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$261,365.40</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: <u>\$0.00</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: <u>\$261,365.40</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order: <u>\$38,553.73</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: <u>\$299,919.13</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:
 By: [Signature]
 Engineer (Authorized Sign.)
 Title: President
 Date: 2/7/18

ACCEPTED:
 By: [Signature]
 Owner (Authorized Sign.)
 Title: Manager
 Date: 1-16-18

Date of Issuance:	1/14/18	Effective Date:	1/15/18
Owner:	Village of Shorewood Hills	Owner's Contract No.:	
Contractor:	Dane County Contracting, Inc.	Contractor's Project No.:	
Engineer:	Town & Country Engineering, Inc.	Engineer's Project No.:	SH 73/SH 76
Project:	2017 Locust Dr Street Imp. & University Bay Dr. Traffic Calming	Contract Name:	N/A

The Contract is modified as follows upon execution of this Change Order:

Description:	Quant.	Unit	Unit Price	Amount
Village requested replacing an old concrete pavement patch on Cornell Court with normal asphalt				
Labor	6	hrs	\$75.64	\$453.84
55 - Excavator	2	hrs	\$57.50	\$115.00
S330 - Skid Loader	2	hrs	\$58.65	\$117.30
Tool truck/ trailer	2	hrs	\$34.50	\$69.00
Paving and trucking	70	syd	\$40.56	\$2,839.00
3/4" clear stone	16.71	tons	\$13.05	\$218.11
Disposing of old pavement	1	lump	\$51.75	\$51.75
				\$3,864.00
Additional sidewalk replacement was needed at the east end of Locust Drive to accommodate ADA slopes				
Labor	7.5	hrs	\$75.64	\$567.30
55 - Excavator	2	hrs	\$57.50	\$115.00
S330 - Skid Loader	4.5	hrs	\$58.65	\$263.93
Tool truck/ trailer	4.5	hrs	\$34.50	\$155.25
Skid Steer mounted breaker	3.5	hrs	\$21.85	\$76.48
Trucking	4	hrs	\$118.01	\$472.06
3/4" clear stone	20.8	tons	\$13.05	\$271.49
Disposing of old pavement	1	lump	\$103.50	\$103.50
				\$2,025.00
Village requested that Dane County Contracting, LLC install new marker signs along University Bay Drive				
Labor	11.1	hrs	\$75.64	\$839.60
S330 - Skid Loader	5.5	hrs	\$58.65	\$322.58
Tool truck/ trailer	5.5	hrs	\$34.50	\$189.75
				\$1,351.93
An area inlet was required at Highland/University Bay Drive to satisfy UW Campus staff review comments				
Provide and install 2-ft dia. Inlet	1	lump	\$2,300.00	\$2,300.00
				\$2,300.00
Retaining walls were needed to protect trees transplanted by the Village after bids but prior to construction beginning				
Lannon stone retaining wall	158	sft	\$82.29	\$13,002.00
				\$13,002.00
Additional warning signs and permanent striping was needed to better accommodate bicycle traffic through the project site.				
Construction signage	1	lump	\$760.00	\$760.00
Pavement markings	1	lump	\$861.00	\$861.00
				\$1,621.00

CO 1 Total = \$38,553.73

**COST SHARING AGREEMENT FOR THE DESIGN OF UNIVERSITY AVENUE
FROM SHOREWOOD BOULEVARD TO UNIVERSITY BAY DRIVE**
Between the City of Madison and Village of Shorewood Hills

THIS AGREEMENT, entered into by and between the City of Madison, a Wisconsin municipal corporation (hereinafter referred to as “City”), and the Village of Shorewood Hills, a Wisconsin municipal corporation (hereinafter referred to as “Village”), is effective as of the date by which both parties have signed hereunder.

WITNESSETH:

WHEREAS, the City, the Village, and the Wisconsin Department of Transportation (WisDOT), have determined that University Avenue from Shorewood Boulevard to University Bay Drive, located both in the Village and in the City, is in need of reconstruction (the “Project”) and the design of the Project will require contributions from the City and Village; and,

WHEREAS, the City has entered into an agreement with WisDOT to design and construct the Project; and,

WHEREAS, pursuant to Section 66.0301 Wis. Stats., the City and the Village wish to formalize arrangements for the local share of the Project’s preliminary design engineering costs; and,

WHEREAS, funding is to be accomplished in accordance with past policies of cost sharing on similar projects.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the Parties agree as follows:

1. The Project shall consist of reconstructing University Avenue from Shorewood Boulevard to University Bay Drive into an improved divided roadway, with sidewalk as necessary, bike lanes as necessary, and turn lanes.
2. The Project is intended to be designed in 2018-2021 with construction in 2022.
3. This Agreement covers the preliminary & final design engineering and environmental assessment phase of the Project.

4. The City and the Village shall share in the design engineering of the Project as follows:

	Village of Shorewood Hills	City of Madison	Total Cost
Preliminary & Final Engineering, Environmental Assessment Report	\$323,500	\$351,500	\$675,000
WisDOT Review	\$25,000	\$25,000	\$50,000
Totals	\$348,500	\$376,500	\$725,000

5. Prior to or concurrent with the approval of plans, specifications, estimates of cost, and authorization of WisDOT to issue the bid documents, the Village and the City may execute an addendum to this Agreement which will note additional cost sharing items and the financial commitments of the parties for the Project. Any amendments to this Agreement shall be in writing.
6. At the request of the parties, Madison shall manage the Project. Madison shall bill the Village for its respective share of the design engineering costs as specified herein.
7. Payment. The Village will reimburse Madison, within 60 days of billing, for completed services according to the responsibilities stated above.
8. Joint Participation. The Village and the City shall cooperate and jointly participate in the public meetings and meetings with stakeholders through the consultant selection and environmental & design phase of the Project. The consultant shall be jointly selected by the Village and the City.
9. Non-Discrimination. In the performance of the obligations under this Agreement, the parties agree to abide by their own respective affirmative action plans and in doing so agree not to discriminate, in violation of any state or federal law, against any employee or applicant because of race, religion, marital status, age, color, sex, handicap, national origin or ancestry, income level or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, gender identity, political beliefs, or student status. The parties further agree not to discriminate, in violation of any state or federal law, against any subcontractor or person who offers to subcontract on this Agreement because of race, religion, color, age, disability, sex, sexual orientation, gender identity or national origin.
10. Liability. Each party shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, boards, commissions, agencies, officers, and representatives and shall be responsible for any losses, claims, and liabilities which are attributable to such acts, errors, or omissions including providing its own defense. In situations including joint liability, each party shall be responsible for the consequences of

its own acts, errors, or omissions and those of its employees, agents, boards, commissions, agencies, officers and representatives. It is not the intent of the parties to impose liability beyond that imposed by state statutes.

11. Each party warrants for itself that it has complied with all applicable statutes, rules, orders, ordinances, requirements and regulations to execute this Agreement, and that the person or persons executing this Agreement on its behalf is authorized to do so.
12. The parties may evidence their agreement to the foregoing upon one or several counterparts of this instrument, which together shall constitute a single instrument.

IN WITNESS WHEREOF, the PARTIES hereto have caused this Agreement to be executed by their proper officers on the day and year written below.

FOR THE VILLAGE OF SHOREWOOD HILLS

Dave Benforado, Village President

Date

Karla Endres, Village Clerk

Date

FOR THE CITY OF MADISON

Paul Soglin, Mayor

Date

Maribeth Witzel-Behl, City Clerk

Date

Countersigned:

David P. Schmiedicke, Finance Director

Date

Approved as to form:

Michael P. May, City Attorney

Date

Access Control, Intersections & Multi-Modal Accommodations

Our traffic engineering team will complete an evaluation of safety, operations, and mobility along the University Avenue project corridor. The two-part focus will include a review of potential access control improvements at driveways and side streets, and ICE evaluations of the Ridge Street/Marshall Court and University Bay Drive intersections.

The traffic engineering team will complete an inventory of existing access points, crash patterns, and neighborhood traffic movements within the project area. We will utilize this documentation to identify opportunities to improve safety, consolidate access points, and preserve capacity along the roadway. KL Engineering has successfully completed similar projects such as University Avenue (Allen Boulevard – Segoe Road) and CTH PD (McKee Road) in which the number of access points were reduced, and access changes were implemented to neighborhood street connections and driveways. Opportunities exist for access management improvements along University Avenue such as driveway consolidation (examples: Spirit gas station & Bagels Forever) and increased access point spacing from adjacent intersections.

Intersection upgrades are expected to include enhanced bicycle and pedestrian facilities, capacity improvements, and integrated rail crossing features along the north side of University Avenue. The traffic engineering team will specifically focus on alternatives to provide increased capacity for turning movements at the University Bay intersection. We expect to utilize the ICE process to evaluate the benefits, impacts, and costs for an eastbound dual-left turn lane expansion, and provide a recommendation based on collaboration with the neighborhood, businesses, UW Hospital, and City staff.

We expect that on-street bicycle lanes can be added to the proposed roadway without increasing the existing footprint by using a combination of the following; reducing existing travel lane and median width and narrower curb and gutter. We will explore alternatives to add sidewalk. In the area east of Shorewood Boulevard it may be possible to add sidewalk by reconfiguring the parking lot adjacent to University Avenue and creating additional space for sidewalk. We have a strong history of working with Madison Metro on our University Avenue (Allen – Segoe) and CTH PD (McKee Road) projects and will work closely with them to develop a plan to accommodate buses, explore concepts such as traffic signal priority and take into account the possible future bus rapid transit system (BRT) that the City is evaluating.



Bicycle/Pedestrian Overpass or Tunnel at University Bay Drive

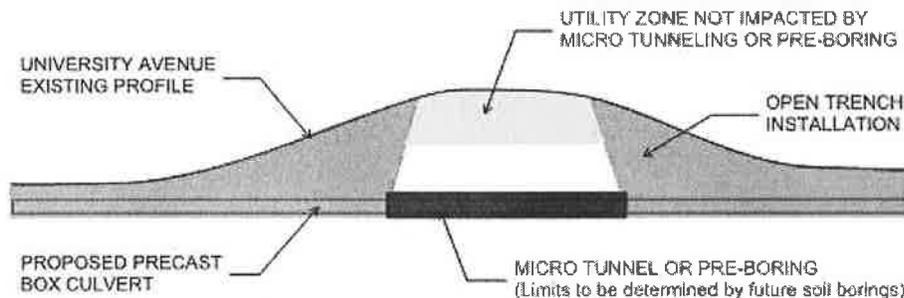
One of the key elements of the project is to address pedestrian safety at the University Bay Drive intersection. A goal will be to provide both at grade access to University Bay Drive as well as either a safe overhead or underground crossing. One possible overhead solution would be to utilize the existing sidewalk access to the William S Middleton Memorial Veterans Hospital parking lot. The increase in grade along this sidewalk would provide a convenient landing area for the structure approach. *(continued)*

The proposed approach would curve off the existing sidewalk using cast-in-place retaining walls as the path climbs to the bridge surface. A concrete slab approach span would curve to a prefabricated pedestrian structure that would cross over University Bay Drive. The feasibility analysis of an underground tunnel option will include investigation of existing utility conflicts and storm water drainage solutions.

Construction Staging & Traffic Control

The KL Engineering design team's focus will be to produce a staging plan that is constructible and cost-effective. The main challenge will be the installation of the proposed storm box culvert through the vertical crest hill between Shorewood Boulevard and Marshall Court. KL Engineering has contacted a contractor that specializes in large conduit installations and will utilize them and others as a resource to find the most efficient and cost-effective construction alternative. From preliminary coordination and field reviews the proposed storm box culvert alignment will most likely be under the westbound lanes. To reduce impacts to local business and promote a safe work zone a combination of open trench, pre-boring or micro tunneling appears to be a solution that will be further investigated. Other alternative considerations would be to reroute the storm box culvert north of the railroad tracks. The terrain profile of University Avenue westbound lanes could also be lowered to reduce the depth of excavation but the median access to Schmitt Place would likely need to be removed.

PROPOSED BOX CULVERT INSTALLATION ALTERNATIVE



We anticipate a staging plan that will be very similar to the Segoe Road to Shorewood Boulevard section that was constructed in 2010. Temporary traffic signals and temporary bus stops, crosswalks, and sidewalks will be utilized to accommodate pedestrian traffic, traveling along and crossing through the project corridor. The traffic control plan will incorporate the specific needs of local businesses, property owners, and community stakeholder groups during construction. KL Engineering will target coordination efforts with the University Hospital campus to identify an emergency response plan including traffic migration, alternate access routes, and an incident management plan.

Utility Coordination

KL Engineering has extensive utility coordination experience. Our approach will mimic the successful approach we used on the University Avenue (Allen Boulevard – Segoe Road) and CTH PD (McKee Road) projects. We used a proactive approach to identify conflicts where the utility moves would have been costly and adjusted our design to avoid or minimize impacts. On University Avenue we were able to avoid an underground 6-duct electrical package and an MMDS sewer line. On CTH PD (McKee Road) we were able to minimize the relocation of the high voltage ATC line and avoid service outages. Accurate three dimensional locating of existing utilities on this section of University Avenue will be a critical aspect of the project. Since most underground utility relocation work will likely be completed concurrently with project construction, unanticipated utility conflicts during construction could cause severe delays.

Compensation for Services (3.3)

Base Costs:

Preliminary Design, Environmental Document	\$ 336,300
Final, including PS&E Roadway Plans	\$ 176,100
Stormwater Box Culvert Design, including PS&E	\$ 18,500
Sanitary Sewer Design PS&E	\$ 11,800
Water Main Design PS&E	\$ 15,700

Total Base Costs: \$ 558,400

If Authorized Costs:

Structural Design, including PS&E Bridge	\$ 47,400
Structural Design, including PS&E Box	\$ 38,500
Structural Design, including PS&E Wall Replacement	\$ 17,900
Structural Design Minor Wall	\$ 7,200
Determination No Adverse Effects (DNAE)	\$ 5,100
Determination of Eligibility (DOE)	\$ 14,100
Exceptions to Design Standards Report	\$ 6,200
Formal Public Hearing	\$ 6,300
Staking for Utilities	\$ 8,600

Total If Authorized Costs: \$ 151,300

TOTAL Not-to-Exceed Cost: \$ 709,700

Assumptions:

- Transportation Project Plat (TPP) assumes up to 20 parcels will be required
- Hazardous Materials Assessment assumes up to 10 sites will be investigated
- City of Madison will provide the signal timing for all temporary traffic signals
- AutoCAD Civil 3D proposed surface model is not required

University Ave
12/18/2017

		MSA	Ayres	KL	Strand
1	Company Capability (10 points max)				
2	Project Team (25 points max)				
	Project manager Project Engineer Structural Engineer Environmental Traffic Engineer Survey Public Involvement Quality Control	Ben Wilkinson Brian Huibregste Leah Rhodes Paul Chellevoid Jeff Knudson Brad Tisdale Ben Wilkinson Jason DiPiazza	Matt Barr Dan Schrum Dan Sydow Dan Schrum John Davis Jamey Reid Matt Barr Kim Ballweg	Mike Bakalars Brian Veit Chad Halverson Dave Tollefson Mike Scarmon Charlie Denu Mike Bakalars Aaron Steger	Eric Hanson Brian Rosenthal Keith Behrend Luke Helleman Jeff Held Heather Bartelt Tom Lynch Joe Bunker
3	Similar Projects by Project Engineer (30pts max)				
4	Design Approach (30pts max)				
5	Local Preference (5 pts max)	5	5	5	5
Total Score (100 points max)					
Cost					
1	Preliminary Design & EA	\$475,629.44	\$447,600.00	\$336,300.00	\$388,273.00
2	Road Plans PSE	\$256,104.54	\$244,100.00	\$176,100.00	\$290,000.00
3	Stormwater Box PSE	\$16,251.40	\$73,600.00	\$18,500.00	\$8,000.00
4	Sanitary	\$10,259.31	\$15,700.00	\$11,800.00	\$32,000.00
5	Water	\$10,651.33	\$31,700.00	\$15,700.00	\$23,000.00
6	Bridge PSE if authorized	\$121,747.79	\$73,200.00	\$47,400.00	\$69,000.00
7	Tunnel PSE if authorized	\$125,453.24		\$38,500.00	\$69,000.00
8	Wall Replacement if authorized	\$41,334.97	\$15,100.00	\$17,900.00	\$26,000.00
9	Various other if authorized	\$34,929.88	\$47,500.00	\$47,500.00	\$53,247.00
	Base Total With Bridge	\$931,978.78	\$901,000.00	\$623,700.00	\$836,273.00
	Total Bridge & Various if Auth	\$966,908.66	\$948,500.00	\$671,200.00	\$889,520.00

Subs

SRF - EA & Traffic
CHG - Arch & History
CGC - Geotech

CHG - Arch & History
CGC - Geotech
SEH - EA, PR, Storm, Water

Ken Saiki - Landscape Arch
CHG - Arch & History
CGC - Geotech

CHG - Arch & History
CGC - Geotech

Village of Shorewood Hills

Salt Use Policy

DRAFT

I. Village Policy on Winter Salt Use

It is the policy of the Village of Shorewood Hills to minimize the use of salt on streets, sidewalks and parking lots during the winter months, while continuing to use salt to the extent that it may be necessary to reduce snow and ice for the safety of the drivers and passengers of vehicles, as well as pedestrians and property. The goal of salt use is safe travel at reduced speeds, rather than bare pavement.

II. Why the Village Seeks to Minimize Salt Use

The primary reason for minimizing salt use is to conserve and protect area water resources. The salt that is used on streets is contaminating area lakes, groundwater, and the aquifer that is the source of drinking water for both the Village and the City of Madison. This contamination of our water resources is reflected in increasing levels of sodium and chloride that have been linked to the use of salt on streets, sidewalks and parking lots.

For example, Well 14 on University Avenue, which is one of the wells serving the Village and parts of the University of Wisconsin, has shown dramatic increases in contamination since 2000. Levels of chloride have doubled in that period, and in December of 2016, it was reported that chloride levels were measured at 125 mg/L. At the same time, it was reported that levels of sodium were measured at 45 mg/L, which is higher than recommended for people with high blood pressure or on salt restricted diets.

Well 6, which is also on University Avenue, and which also serves the Village, is also showing increases in salt contamination. In 2016, the level of sodium in Well 6 water was measured at 24 mg/L, which is also above the EPA drinking water guideline for people with high blood pressure or on severe sodium restricted diets.

Chloride in Lake Mendota has been increasing about 1 mg/L per year since 1962. The levels of chloride averaged 50 mg/L in 2016, and have the potential to harm fish and other aquatic life.

Prudent reductions in the use of salt will also save the Village money. A ton of salt costs about \$84, and the salt that is used may cause significant damage to our infrastructure.

III. What the Village Has Been Doing to Minimize the Use of Salt

In recent years, the Village has reduced its use of salt by about 30%. It has done so by learning about the best winter maintenance practices, and by taking steps to implement those practices.

All of the Village operators of snowplows and salt trucks have been sent to Salt Wise classes conducted by the City of Madison, in order to learn techniques to lower salt use, while maintaining safe streets. The program includes training in recommended salt application rates, how to calculate the amount of salt to be applied on the basis of weather conditions, and alternatives to reduce the amount of salt that is applied.

In this context, the Village recognizes that operators must use discretion in seeking to minimize the use of salt on streets, sidewalks and parking lots, while balancing achievement of that goal with their judgment as to how much salt may be necessary to provide for safe travel. One factor in making these judgments is the 20 mph speed limit that is applicable for most Village streets, because the low speed limit permits reduced use of salt to achieve the goal of safety at the speeds vehicles ought to be traveling.

The Village has taken a number of additional steps to minimize the use of salt. For example, pre-treating streets with a brine solution before a winter storm may reduce the use of salt by up to 70%, and prevent snow from binding to the pavement. This year (2018) the Village has added beet juice to our salt brine treatments, which should cut the use of salt by an additional 10 to 15%.

While the Village generally does not plow if less than two inches of snow has accumulated, it recognizes that salt should not be spread on top of snow. The Village will plow salt routes, with lesser accumulations, in order to permit more effective use of salt and brine treatments. Salt routes include the streets around the Shorewood Elementary School, bus route, and the commercial district, a number of intersections, and certain hills and curves that merit special attention. Salt is also applied to Village streets within 75 feet of an intersection or stop sign to assist vehicles in stopping.

The practices that the Village is employing include pre-wetting salt that is used on streets to make it less likely to blow away before it is able to melt ice, assuring that the equipment the Village uses to apply salt is properly calibrated, and using application rate charts to determine the amounts of salt that ought to be applied. The Village intends to continue its efforts to learn of steps it may take to minimize the use of salt, and will strive to implement further reductions in the amount of salt it uses during the winter months.

The services committee recommends purchase of Old Dominion Brush Company Leaf Collector, and a spare impeller. The committee also recommends the purchase of a tank and transfer pump to be put in truck #1. We will rebuild the leaf box that fits in truck #5. They put a total cost not to exceed \$36,000.00.

Model LCT600.K87 gas with orange paint	
With spare impeller	\$33,152.35
Fuel/Gas transfer tank	500.00
Transfer pump	400.00
Rebuild leaf box materials	<u>1,500.00</u>
	\$35,552.35

Thank you,

John Mitmoen

OLD DOMINION BRUSH CO., INC.
 5118 Glen Alden Drive, Richmond, VA 23231
 1-800-446-9823

PROPOSAL # 021418RT1
Village of Shorewood Hills
6154 Mayfield Road
Shorewood Hills, WI

DATE: February 14, 2018
ATTN: John Mitmoen
NJPA Membership # 129866

SKU#	ODB Model LCT600	MSRP
LCT600.K87	Powered by Kubota WG3800-G-E3 4 cyl. gasoline rated for 87 HP 32" diameter suction impeller with six 3/8" thick T-1 steel blades 4-groove power band belt drive for suction impeller 16" diameter x 120" rubber suction hose with steel nozzle 16" diameter x 48" long rubber exhaust hose Hydraulic hose boom powered by an electric/hydraulic pump 13" clutch assembly with a 2.25" diameter PTO shaft & safety engagement 44-gallon polyethylene fuel tank Engine controls with Murphy safety shut down system 1/4" thick trailer deck with channel members on the ends Single 6,000 pound rubber Torflex axle with EZ lube hubs ST225-75-R15 radial tires mounted on steel wheels and steel fenders Electric brakes with break-away actuator LED type DOT lights and oval LED amber flasher light at rear HD height adjustable pintle eye with three quick release pins Parking jack with 5" swivel castor wheel All components pre-painted prior to assembly - standard color is white	\$ 28,067.00

Options

SP.PNT	Omaha Orange paint color other than standard white	\$ 618.00
NPN	Special exhaust height	\$ -
LCT622.622H2	Hydraulic front parking jack in lieu of manual jack	\$ 1,545.00
4045.0018SP.OPT	Boxed perforated pleated radiator screen in lieu of standard	\$ 721.00
LCT600.LH.OPT	Driver's (street) side pickup	\$ 1,751.00

Total Equipment Cost: **\$ 32,702.00**
 NJPA 7.5% Discount: **\$ (2,452.65)**
 NET Equipment Cost: **\$ 30,249.35**
 955 **\$ 1,910.00**

Transportation cost from Richmond, VA at \$2/mile

TOTAL NJPA ITEMS PER UNIT: \$ 32,159.35

SOURCED GOODS:

LCT600.33	Spare suction impeller	\$ 993.00
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TOTAL DELIVERED COST: \$ 33,152.35



Contract #041217-ODB

Thank you, *Rick Timmerman*

800-632-7989
rickt@odbco.com





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

EXPECTED VACANT SEAT ON THE VILLAGE BOARD

“Ask not what your Village can do for you, ask what you can do for your Village” – Anonymous.

March 15, 2017, Deadline

Are you interested in being appointed to serve on the Shorewood Hills Village Board of Trustees? Or do you know another Village resident who might be? Read on!

At its February 20, 2017 meeting, the Village Board discussed an upcoming vacancy on the Board. Here is what will cause the vacancy. Trustee Dave Benforado (who is midway through his two-year term, ending in April 2018) was the only resident nominated for Village President at the January 17, 2017 Village Caucus. Therefore, his name will be the only candidate name listed for that seat on the April 4, 2017 election ballot. Assuming that Mr. Benforado were to win the election and is sworn in as Village President on April 18, his Trustee seat will become vacant.

The Board determined that knowing the vacancy will occur, it would be appropriate for the Board to discuss how best to fill the vacancy. State statutes give the Board wide latitude to decide the best process to fill such a vacancy.

After discussion, the Board decided that it intends to appoint a Village resident in April to fill that Trustee vacancy through the remaining portion of Mr. Benforado’s term (through April 2018). The Board asked that all expressions of interest from Village residents in the vacancy be sent to Village Administrator Karl Frantz (kfrantz@shorewood-hills.org) by Wednesday, March 15, 2017. The Board will discuss and consider all such expressions of interest at its March 20, 2017 meeting. There will be time for residents interested in being appointed to speak to the Board at that time and for general public input during that discussion as well. The Board intends to make the appointment to fill the pending Trustee vacancy at the first Village Board meeting after the April 4 election, which will be on Tuesday, April 18, 2017. The appointee would serve out the remaining portion of Mr. Benforado’s term (through April 2018) and would be eligible to be nominated for re-election at the January 2018 Village Caucus.

The Village Board of Trustees is the governing body for the Village of Shorewood Hills. The Board meets monthly, usually on the third Monday, with special meetings scheduled from time to time. Village Trustees chair Village Committees (e.g., Finance, Public Works, Personnel, Public Health and Safety, Recreation, Services Committees) and bring Committee recommendations and issues to the Board for discussion and action. If you have any questions about the role of Village Trustee or the Village Board, please contact Village President Mark Sundquist, any current Village Trustee, or Village Administrator Karl Frantz.

2017 DANE COUNTY ART CALENDAR

The eighteenth edition of the Dane County Cultural Affairs Commission’s annual art calendar explores the wonderful sights and resources right here in Dane County. Your calendar purchase helps support local artists and the Dane County Cultural Affairs Commission’s mission, vision, and programs (to foster public participation in local arts and increase public access to the cultural resources in Dane County).

The 2017 Art Calendar (*Everything You Never Expected... In Dane County*) features reproductions of 13 works by talented Wisconsin artists.



The desk calendars cost \$10.00 each (including sales tax). The Commission relies on public donations and fundraising. The calendars are available at the Village Hall during regular business hours while supplies last. For more info on the DC Cultural Affairs Commission, go to: www.danearts.com.



TO: VILLAGE OF SHOREWOOD HILLS BOARD OF TRUSTEES

FROM: AARON P. CHAPIN, CHIEF OF POLICE

RE: POLICE DEPARTMENT SUMMARY

DATE: FEBRUARY 15, 2018

CALLS FOR SERVICE:

During the month of January SHPD staff handled 370 incidents. 17 of the calls for service were classified by the officers as a criminal offense including 1 stolen motor vehicle, 1 fraud investigations, 3 domestic disturbances, 1 non-domestic disturbance, 5 non-retail thefts 3 retail thefts, 1 armed robbery and 2 trespassing incidents. There were twelve 9-1-1 calls that were not related to another investigation.

Officers conducted 10 crash investigations during the month. There were 51 parking cases for vehicles parked illegally on the village streets and zero complaints of illegal parking on private property. Officers also conducted 44 traffic stops for various violations.

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.

TRAINING:

The month of January was a busy month for training. The officers in the department completed the first quarter inservice training which involved Firearms, Defensive and Arrest Tactics and Use of Force scenario training.

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

I attended the WI DOJ New Chief's and Sheriff's training during January. The training provided additional insight into some things the department and the Village may want to pursue including an ordinance to address how abandoned property can be disposed/handled.

FUTURE ISSUES/CONCERNS:

The draft policy for the department body worn camera program was reviewed at the Public Health and Safety Committee meeting on 01/10/2018. I need to make additional revisions to address some community/committee concerns.

Respectfully Submitted,

Aaron P Chapin, Chief of Police

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

Monthly Incident Summary Report
 1/1/2018 Through 1/31/2018



Incident Type	Total
911 Abandoned Call	1
911 Call Question	1
911 Call Silent	2
911 Call Unintentional	6
911 Disconnect	2
Accident Hit and Run	2
Accident Private Property	1
Accident Property Damage	4
Accident Unknown Injuries	2
Accident w/Injuries	1
Alarm	12
Animal Bite	1
Animal Found	1
Animal Stray	3
Assist Citizen	34
Assist EMS/Fire	15
Assist Police	8
ATL Person	2
Check Person	3
Check Property	65
Damage to Property	1
Disturbance Unwanted Person	1
Domestic Disturbance	3
Follow-Up	3
Foot Patrol	1
Found Person	1
Fraud	1
Information	20
Missing Juvenile/Runaway	7
Noise Complaint	1
Parking Complaint On Street	51
Phone	22
Property Found	4
Property Lost	1
Recovered/Stolen Outside Agency	1
Robbery Armed	1
Safety Hazard	8
Serving Legal Papers	2
Stolen Auto	1
Suspicious Vehicle	3
Theft	5
Theft Retail	3
Traffic Complaint/Investigation	17
Traffic Stop	44
Trespass	2
Grand Total	370

**APPROVED MINUTES FOR THE VILLAGE OF SHOREWOOD HILLS
PLAN COMMISSION**

The Tuesday, January 9, 2018 meeting of the Plan Commission was called to order at 7:01 pm by Chair Dave Benforado. Members present were: Mr. Benforado, Deb Remington, Karl Wellensiek, Earl Munson, Brauna Hartzell and John Imes. Jim Etmanczyk 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.

Approve previous meeting minutes

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

Voted: 4-0-2 (Mr. Imes and Mr. Wellensiek abstained)

Passed.

Consider recommendation on certified survey map (CSM) consolidating parcels at 2712 and 2716 Marshall Court (Ronald McDonald House)

Mr. Frantz indicated the Village Engineer Brian Berquist reviewed the proposed certified survey map and found that it satisfies the Village requirements. Mr. Berquist pointed out that the 2712 Marshall Court properties is taxable and the Ronald McDonald House (RMH) is not. Mr. Frantz explained that an agreement for payment in lieu of taxes on 2712 had been made when the PUD zoning to expand RHM was previously approved.

Ms. Remington asked why the parcels need to be combined. The PUD requires it, otherwise they couldn't build across parcel lines.

Steve Hoff of Ronald McDonald House Charities stated they had reached their fundraising goal to be able to break ground on the project. They have received a lot of help with estimates from contractors on the \$7M addition. They plan to apply for permits to start work in March.

Demolition of 2712 would be in May/June with construction of the addition to begin this summer. The buildout of the addition is expected to take ~10 months, then they will renovate rooms in the existing building for 3-4 months. Grand reopening expected summer or fall of 2019.

Mr. Munson asked if the public notification requirements also being discussed tonight would apply to this project. Mr. Frantz replied that as currently proposed, the requirements are only for residential projects, but if the Commission wanted to do so, it could be included.

Mr. Benforado suggested Mr. Hoff listen to the discussion and consider following the proposed procedure voluntarily.

Mr. Wellensiek moved and Mr. Munson seconded the motion to recommend the Board of Trustees approve the certified survey map consolidating parcels at 2712 and 2716 Marshall Court for the Ronald McDonald House expansion.

Vote: 6-0-0

Passed.

Consider policies regarding public notifications involving home construction/addition

Mr. Frantz reviewed the changes to the Fact Sheet since the last Commission meeting. In particular, the hours of construction are more restrictive than the Village's noise ordinance. He

explained his interpretation of the reason the Board made the noise ordinance less restrictive was to allow a homeowner to do renovations themselves after work and on weekends. It wasn't intended for contractors to be able to work late and on weekends.

Mr. Benforado suggested the policy should be consistent with the Village noise ordinance. He also suggested it should be called the Good Neighbor Residential Building Meeting.

Mr. Munson moved and Ms. Hartzell seconded the motion to recommend that the Board of Trustees adopt the Good Neighbor Residential Building Meeting as an administrative procedure for a one-year trial.

Vote: 6-0-0

Passed.

Review and possible recommendation on code revisions to clarify what should be included/excluded in determinations on 25% lot coverage

Mr. Frantz explained the Village includes all structures on a property (decks, gazebos, etc.) when calculating 25% lot coverage. Excluded from lot coverage are sidewalks, at grade patios, driveways. The Floor Area Ratio calculations do not include uncovered decks. He highlighted a memo from Dan Lindstrom at Vierbicher pointing out some inconsistencies in the definitions of the Village Code, specifically the definitions of lot coverage and structures. The inconsistencies are causing confusion for builders, contractors and staff. Mr. Lindstrom has three recommendations to rectify the inconsistencies in the Code.

1. Define "lot coverage" as the principle structure and accessory structures (eliminating the word "building" from the definition).
2. Reclassify a deck less than three feet off the ground to be an "accessory structure" (not an "accessory use").
3. Clearly state in the Code that driveways and sidewalks are not counted towards the lot coverage standard.

This issue came as a result of a partially covered deck in a proposed reconstruction project on Shorewood Boulevard. The architect's perspective is that the porch should only be measured to the outsides of the columns supporting the roof above the porch, reflecting the roofed portion of the porch. The Village has typically measured the footprint at the ground level of a porch.

Mr. Benforado suggested the Commission recommend the three changes proposed by Mr. Lindstrom to clarify the code but not support the architect's perspective on the porch measurement.

Mr. Munson agrees with recommendations #1 and #2 but thinks there should be further consideration of driveways and sidewalks in the lot coverage calculations.

Mr. Frantz mentioned there may be a way to consider regulating asphalt, sidewalks separately from lot coverage.

Mr. Wellensiek moved and Ms. Remington seconded the motion to have staff develop and redlined ordinance to implement Mr. Lindstrom's three recommendations as it relates to lot coverage. The consideration of driveways/sidewalks as impermeable surfaces is a separate issue. Mr. Imes feels the Village should look at how it calculates the fee. It would like to send a signal to builders, property owners and developers the incentive to reduce impermeable surface.

Mr. Benforado indicated the Stormwater Fund may experience revenues not equaling expenses at some point in the future, so the fees may need to be adjusted.

Mr. Munson stated he is not interested in penalizing property owners, but incentivize owners for replacement of impervious surfaces to pervious or equivalent. It could be similar to the way the Village calculates the rooftop runoff.

The issue of impervious surfaces will be placed on a future agenda for further discussion.

Vote on Mr. Wellensiek's motion: 6-0

Passed.

University Bay Fields status

Nothing to report.

Mr. Benforado reported the Village has not received any new information from the City of Madison regarding the consolidation of the Joint West Campus Committee. Mr. Frantz reported the railroad parcel has been purchased from DOT which is another puzzle piece to proceed with the completion of the bike path along Marshall Court.

Adjourn

The meeting was adjourned at 8:23 pm.

Respectfully submitted,

David Sykes

Administrative Services Manager/Deputy Clerk

**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

Parks Committee Minutes
Village of Shorewood Hills

Monday, January 8, 2018
Village Hall - 810 Shorewood Boulevard

1. Meeting called to order at 5:36 pm by Anne Readel.
 - a. **Roll Call**
Members Present: Kathie Brock, Dave Boutwell, Sue Denholm, Nancy Heiden, Georgene Stratman, and Anne Readel. Members Absent: Roma Lenehan. Others Present: Village Forester Corey George
 - b. **Compliance with Open Meeting Law:** The meeting was properly posted.
 - c. **Approval of Minutes.** Minutes of the November 13, 2017 meeting were approved.
2. **Bird City Status.** The application for Bird City is ready to submit, thanks to Roma Lenehan and Nancy Heiden. The Village Board must first pass a resolution however, that recognizes International Migratory Bird Day. The Parks Committee and Garden Club are planning to host an event on March 1st to celebrate IMBD.
3. **Forestry Utility.** Information on the topic of creating an urban forestry special fee was distributed. The Parks Committee will meet with the Finance Committee on February 14 to discuss this idea in more detail.
4. **Heiden Haus.** Nancy Heiden updated the Committee on the latest Heiden Haus improvement plans. A Community Open House for public input will be held on January 24th.
5. **Tree Maintenance Projects.** The Forester provided updates on Tree Maintenance operations. There was discussion about the Village's pruning rotation on streets and tree removals projects in parks (Marina, McKenna, Kaiser Woods, Post Farm Park and Four Corners Park).
6. **Other Park Projects.** UW volunteer project updates.
7. **Resident Input.** None.
8. **Future Agenda Items.** Forestry Utility, Heiden Haus, Scout Shack
9. **Forester's Report.**
10. **Adjourned.** The Committee adjourned at 6:57 pm.

VILLAGE OF SHOREWOOD HILLS
FORESTER/HORTICULTURIST

Report for December, 2017: Corey George, Forester

EAB Find – Email blast and Village Bulletin article to notify residents of emerald ash borer find in Shorewood Hills.

Tree Maintenance Projects – Schedule tree work with contractors and notify residents of upcoming tree pruning and removals.

Tree Pruning

Colgate/UBD – (10) arborvitae: street and sidewalk clearance pruning

Viburnum Drive – (70) trees: all trees in the public right-of-way, deadwood and house/street clearance

Four Corners Park – (1) shagbark hickory with broken branches over utility wires (3407 Viburnum Drive)

Four Corners Park – (5) trees: deadwood and clearance pruning

Tree Removals

Marina – (2) American Elm, poor condition, over sewer lift station, 15”, 10”

Marina – (1) Hackberry, poor condition, over sewer lift station, 20”

Marina – (1) Green Ash, EAB plan, 12”

Marina – (1) Red Oak, extensive decay at base of tree, over maintenance road, 36”

Marina – (3) Boxelder, poor condition with lean over gold course and marina paths

Marina – (2) Mulberry, poor condition with lean over marina paths

Marina – (2) American Elm, poor condition with lean over gold course and marina paths

Four Corners Park – (1) Boxelder, poor condition and near utility wires, 12”

Four Corners Park – (5) small boxelder/mulberry in poor condition

3411 Viburnum Drive – (1) Pin Oak, severe decay and dieback

3414 Viburnum Drive – (1) Flowering Crab, dying

3419 Viburnum Drive – (1) Pin Oak, severe decay and dieback

3420 Sunset Drive – (1) Green Ash, history of large limb failure, EAB plan

3420 Sunset Drive – (1) Norway Maple, poor structure, 2 trunks, cankers and decay, invasive

3507 Sunset Drive – (1) Silver Maple, poor structure, multiple trunks with decay

Viburnum (3420 Sunset) – (1) Norway Maple, large split, invasive

Kaiser Woods (Oak Way) – (~10) Norway Maple, invasive, crowding oaks (small trees <10” diameter)

Kaiser Woods (Oak Way) – (2) American Elm, dead, Dutch elm disease

Park Projects

Quarry Park – Invasive species management: Brambles and other brush (Good Oak LLC)

Quarry Park – Planted native seed (Brock’s savannah mix)

Reese Woods – Invasive species management: Black Locust resprouts (Good Oak LLC)

Post Farm Park – Invasive species management: Oriental Bittersweet (Good Oak LLC)

Blackhawk Country Club – Met with Chad Grimm to discuss tree maintenance at the Marina. Their sewer lift station is having major repairs done and they have concerns about several trees around the concrete enclosure.

Volunteers (WE Badger)

Post Farm Park (12/7) – Restoration and seed prep w/Dave Boutwell

Four Corners Park (12/7) – Brush removal and other weeds with sticky seeds

Tree City USA – Submitted application for 2017 (10 hours).

GIS Training – Converted our GIS data collection, viewing and analysis to a web-based system.

GIS Tree Inventory – Collected tree data and updated GIS Tree Inventory (20 hours).

Resident Consults

914 Cornell Court – Ash ID and other tree management questions.

3408 Circle Close – Ash ID and tree removal consult.

3502 Blackhawk Drive – Tree planting consult.

1224 Dartmouth Road – Ash ID and hazard tree questions.

3305 Topping Road – Invasive species management and tree removal questions.

3219 Topping Road – Ash ID and other tree health questions.

3407 Viburnum Drive – Tree pruning and removal questions.

3420 Viburnum Drive – Tree planting plans.

3420 Sunset Drive – Tree pruning, removal and replanting consult.

3410 Sunset Drive – New resident, park boundary and tree/landscape management consult.

3436 Sunset Drive – Ash ID and tree removal and replanting questions.

3611 Sunset Drive – Tree pruning questions.

VILLAGE OF SHOREWOOD HILLS
FORESTER/HORTICULTURIST
Report for January, 2018: Corey George, Forester

Bird City Application – Submitted application and paid fee.

Brush Chipping – Assisted the DPW Crew with weekly brush chipping and pickup of Holiday Trees.

Tree Inventory – Updated GIS tree inventory and mapping. Intern (Carter) collected field data.

Planting Plans - Tree planting plans and ordering of trees.

Tree Maintenance Projects – Schedule tree work with contractors and notify residents.

Marina Oak Assessment – Met at the Marina with Urban Tree Management to assess a large white oak tree that hangs over the pump station. There is a large gully with significant erosion on the east side of the tree. This has resulted in many exposed roots. UTM gave a quote for removal, but does not think it needs to be removed at this time.

Marina Erosion – Met with staff to assess gully erosion near the lake.

Four Corners Park – Met with the Village engineer and DPW to discuss stormwater runoff from Sunset Drive that causes the park path to wash out. Grading of the soil or changing the path material from mulch to rock are a couple options that were discussed.

Four Corners Oak Removals – Met with a contractor to discuss oak wilt tree removals (2 red oak). There are also two white oaks that may need to be removed. There is a large trunk crack and the trees lean toward the shelter and playground.

Post Farm Planting Plans – Met with Roma and Dave (Parks Committee) to discuss planting plans.

McKenna Park – Met with Roma and Dave (Parks Committee) to discuss planting plans, tree removals and potential shoreline restoration.

University Housing and Gardens – Met with UW Staff (Laura Wyatt, Lakeshore Nature Preserve) to discuss tree maintenance issues between gardens and residents along Oxford Road.

University Station Clinics – Met with UW staff and contractor (Cardno) to discuss 2018 landscape management. Several small trees along Harvard Drive are scheduled for removal (dead elm, ash trees and invasive Norway maple). Several invasive black locust trees will also be removed between U-Station Clinic and 2911 Harvard Drive.

Resident Consults

1204 Bowdoin Road – Discussed construction plans for driveway and house in relation to trees.

907 Swarthmore Court – Property line questions and tree maintenance consult.

2911 Harvard Drive – Discussed tree removal project at U-Station Clinic.

3206 Tally Ho Lane – Assess silver maple with history of large limb failure.

3134 Oxford Road – Tree maintenance questions (UW trees). Contacted UW staff.

Tree Pruning

Amherst Drive – (5) trees, safety pruning near the school

DPW Building – (5) trees, near the old Fire Station, deadwood pruning, clearance and training

Blackhawk/Edgehill Dr – (2) oaks, safety prune, large split branch over road

Tally Ho Lane – (20) trees, rotational pruning (5-yr), clearance, deadwood, structural pruning

Tree Removals

DPW Building – (3) Arborvitae, back of building, poor condition, crowding other healthy trees

3402 Viburnum Drive – (2) Green Ash (36", 24"), poor condition, EAB Plan, cost share with homeowner

Viburnum/Edgehill Dr – (1) Northern White Cedar (18"), trunk split and leaning toward road

3412 Blackhawk Drive – (1) Green Ash (20"), EAB plan

3410 Sunset Drive – (1) White Mulberry (22"), park tree split and leaning toward house

Oxford/Amherst Drive – (1) Red Oak (24"), by UW Housing crosswalk, dead tree

1101 Amherst Drive – (1) Norway Maple (30"), history of large limb failures near the school

Amherst Dr (School) – (1) Norway Maple (20"), large split in the trunk

1213 Sweetbriar Road – (1) Red Oak (30"), top broke out, lean over power lines, MG&E

1213 Sweetbriar Road – (1) White Oak (20"), poor form with lean over power lines, MG&E

1218 Sweetbriar Road – (1) Northern White Cedar (20"), conflict with power lines, MG&E

3325 Tally Ho Lane – (1) Norway Maple (28"), top broke out, severe decay, lean over playhouse

Post Farm (Community Garden) – (2) American Elm (30", 14") Dutch elm disease and garden clearance

Post Farm (Community Garden) – (1) Siberian Elm (18"), lean over garden