

# VILLAGE OF SHOREWOOD HILLS

## BOARD OF TRUSTEES

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

**Monday, March 18, 2019**

**Village Hall, 810 Shorewood Boulevard**

1. Call to Order
2. Roll Call
3. Statement of Public Notice
4. Procedures Orientation
5. Appearances and Communication
6. Board Matters
  - A. Payment of Bills
  - B. Consent Agenda
    - i) Village Caucus, regular Board meeting and closed session minutes of January 22, 2019
    - ii) Regular Board meeting minutes of February 18, 2019
    - iii) Special Board meeting minutes of February 21, 2019
    - iv) Special Events Street Use Permits
      - a) Tri 4 Schools 5K (UW Kinesiology Club) – April 16, 2019
      - b) Javi's Turtle Day 5K (Daniel Funk) – May 25, 2019
    - v) Neighborhood Block Party Permits
      - a) 2019 Bocce Bash (Shorewood Hills League) – June 15, 2019
    - vi) Temporary Class B Beer/Wine License: Shorewood Hills League (June 15)
    - vii) Approve floor area special exception permit and findings 3407 Circle Close
    - viii) Approve Good Neighbor Residential Building policy as a standing Village policy
    - ix) Approve purchase of VieVu LE5 police body cameras
    - x) Consider MS4 stormwater permit submittal through Madison Area Municipal Stormwater Partnership
  - C. Ordinances
    - i) Ordinance L-2019-1 First and possible second reading of an ordinance repealing section 9.01 of the Village code related to disposing of garbage
    - ii) Ordinance L-2019-2 First and possible second reading of an ordinance creating section 7.08(10) of the Village code related to parking and towing of vehicles
  - D. New Business Resolutions and Motions
    - i) Consider award of base and supplemental bid for Marshall Court, Catafalque Drive, bike path construction to Parisi Construction
    - ii) Consider award of alternate bid to Parisi Construction for asphalt path reconstruction adjacent to Shorewood Hills School
    - iii) Approve quote from Brown Roofing to replace Community Center roof
    - iv) Consider authorization to retain architect to assist with Heiden Haus renovation project
    - v) Consider exempting golf programs from administrative surcharges

- E. Appointments
  - i) Eileen Sutula – Election Official/Poll Worker
  - ii) Mike Stineman – Golf Committee Chair
  - iii) Fred Wade – Golf Committee member
- 7. Reports of Officials and Committees
  - A. Village President
    - i) UW Credit Union selected as #1 best workplace
  - B. Village Administrator
    - i) Proposed V.A. Hospital parking ramp
    - ii) Signalization at Marshall Court and University Bay Drive
    - iii) Upcoming action to request that Dane County Eliminate its Policy on Requiring Jurisdictional Transfer of County Highways
  - 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. Ad hoc Disaster Preparedness Committee
  - L. Ad hoc Stormwater Committee
  - M. Ad hoc Heiden Haus Committee
  - N. Parks Committee
  - O. Blackhawk Liaison Committee
  - P. Golf Committee
  - Q. Pool Committee
  - R. Waterfront Committee
  - S. Joint Campus Committee
- 8. Adjourn

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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 MARCH 18, 2019**

**Payment of Bills** - Prepays for February are \$2,530,351.36. March bills and prepays are: \$516,014.98. Total: \$3,046,366.34.

### **Consent Agenda**

**Regular Board meeting minutes of February 18, 2019** – Draft Minutes are enclosed.

**Special Board meeting minutes of February 21, 2019** - Draft Minutes are enclosed.

### **Special Events Street Use Permits:**

**Tri 4 Schools 5K (UW Kinesiology Club)** – April 16, 2019 – Enclosed and reviewed and recommended by staff for approval

**Javi's Turtle Day 5K (Daniel Funk)** – May 25, 2019 - Enclosed and reviewed and recommended by staff for approval.

**Neighborhood Block Party Permits- Bocce Ball Bash (Shorewood Hills League)** – June 15, 2019 – Enclosed and recommended for approval.

**Temporary Class B Beer/Wine License: Shorewood Hills League (June 15)** – Enclosed and recommended for approval.

**Approve floor area special exception permit and findings 3207 Circle Close** – The Plan Commission has held the required public hearing at which there was no comment, reviewed the application and made its findings. The Commission unanimously recommends approval of this permit that will allow for a 274 square foot exception to the floor area limit.

### Background Note to Plan Commission

This project involves an extensive renovation and the addition of a second floor. The application is enclosed. There is no increase to the lot coverage. The applicant wishes to exceed the floor area limit by 274 sq. feet. The home sits on a very large lot of 33,987 sq. ft. The floor area calculation on lots of 19,999 sq. ft. and larger is 2% of the actual lot size plus 3850 sq. feet. Enclosed in your packet you will find the floor area lot coverage and setback calculations for this lot. The maximum floor area is 4530 and the requested area is 4803.5. It is well below the 25% lot coverage at 11.1%. Because it has a partially exposed basement, 178 sq. ft. of the basement is counted in the floor area calculation. Due to the large size of this lot and positioning of the home on the lot, you will also see that the setbacks are much larger than required, especially in the front and back yards. This can be a factor to take into account. In addition, the second floor addition is roughly half the size of the existing first floor.

Also enclosed in your packet are the floor area limits, lot size and current floor areas for surrounding properties on the same side of the street.

**Approve Good Neighbor Policy as a standing Village policy** – The Plan Commission recommends that this policy that was put in place on a one-year trial run basis be made a standing Village policy. The policy ensures that neighbors are made aware of significant building projects prior to them starting. It also places the burden of the person doing the project to inform neighbors of the meeting. Enclosed are copies of letters written to neighbors. Our experience has been that the process has engendered positive community and neighbor relations and reduces the number of complaints the Village gets about noise,

contractor parking, project duration or even just generally what is going on. A copy of the policy is enclosed.

**Approve purchase of Police Village VieVu body cameras** – The Public Health and Safety Committee recommends this purchase. It has been previously approved by the Board, but the Chief has decided to change vendors and since quite some time has elapsed, it is being brought back to your attention so there is awareness that SHPD will be wearing body cameras shortly. A memo from Chief Chapin is enclosed.

**Consider MS4 stormwater permit submittal through Madison Area Municipal Stormwater Partnership** – The Village is required to submit an annual report as part of its joint stormwater discharge permit we are issued with other Dane County municipalities. A copy of the report is enclosed. There are a couple of areas that still need to be completed.

An overview of what the permit involves is provided below via a DNR article. About 245 municipalities in Wisconsin are currently required to have a Municipal Separate Storm Sewer System (MS4) permit under NR 216, Wis. Adm. Code [\[PDF exit DNR\]](#). A MS4 permit is required for a municipality that meets one of the following criteria:

1. It is located within a federally-designated Urbanized Area [\[exit DNR\]](#)
  2. Its population equals 10,000 or more based on the latest decennial census; or
  3. When the Department of Natural Resources designates the municipality for permit coverage in accordance with s. NR 216.025. The MS4 permits are effective for a period of up to five years, at which point the permits are updated and re-issued.
- [WPDES MS4 General Permit WI-S050075-2 \[PDF\]](#)
  - [WPDES MS4 General Permit WI-S050181-1 \[PDF\]](#)
  - [WPDES WisDOT TS4 General Permit WI-S066800-1 \[PDF\]](#)
  - [Search municipalities covered under a WPDES General Permit](#)

### **Municipal permits require storm water management programs**

The MS4 permits require municipalities to reduce polluted storm water runoff by implementing storm water management programs with best management practices. The MS4 permits usually do not contain numerical effluent limits like other WPDES permits.

Municipal storm water management programs cover a wide array of activities that occur within a municipality. The permits usually contain requirements for the following.

- **Public Education and Outreach** [\[exit DNR\]](#) - The MS4 permit specifies that public education and outreach programs be developed to encourage the public and businesses to modify their behaviors and procedures to reduce storm water pollution.
- **Public Involvement and Participation** [\[exit DNR\]](#) - In addition to public education and outreach, the MS4 permit requires municipalities to encourage participation from individuals to prevent storm water pollution. Some examples of public involvement are volunteer stream monitoring, storm drain stenciling, presenting information to established community groups, or planting a community rain garden.
- **Illicit Discharge Detection and Elimination** [\[exit DNR\]](#) - Storm sewers that carry rain water runoff are not intended for other fluids and waste material. These pollutants are illicit discharges and may have the potential to harm people, animals and aquatic life in the downstream rivers, lakes and wetlands. Municipalities are required to develop programs to identify, prevent, and eliminate illicit discharges to their storm sewer systems. The DNR has

developed additional illicit discharge detection and elimination guidance [PDF] to assist municipalities with this requirement.

- **Construction Site Pollutant Control** - Municipalities are required to develop a soil erosion control ordinance and enforce it on construction sites. Municipalities may use state-recommended technical standards for methods and products used to control erosion and prevent sediment-laden water from discharging into a lake, stream or wetland.
- **Post-Construction Storm Water Management** - Municipalities are required to develop a post-construction ordinance and enforce it to ensure that areas of new and redevelopment will include structural measures to control pollutants, control peak flow, maintain infiltration, and establish vegetated protective areas adjacent to waterways and wetlands. Municipalities may use state-recommended technical standards for post-construction storm water management practices.
- **Pollution Prevention Practices for the Municipality [exit DNR]** - MS4 storm water programs are to include practices to prevent pollutants from municipally-owned transportation infrastructure, maintenance areas, storage yards, sand and salt storage areas, and waste transfer stations entering the storm sewer system.
- **Developed Urbanized Area Standard** - Municipalities are required to control the Total Suspended Solids (TSS) carried in storm water from existing urban areas as compared to no controls. Many municipalities have already achieved the state standard of 20 percent TSS. Compliance with the standard is achieved by implementing a system of practices and activities, which has been verified by a storm water computer model.
- **Storm Sewer System Maps** - Municipalities covered by a MS4 permit area are required to maintain a map of the storm sewer system. These maps identify storm sewer conveyances such as pipes and ditches, and also identify roads, streams and lakes.
- **Impaired Waters** - Many streams and lakes in Wisconsin are polluted or impaired to a point that the receiving water's animal and plant communities, the fish in a local lake for example are significantly impacted. If the storm sewer system discharges a pollutant of concern to an impaired water, a municipality covered by a MS4 permit is required to develop a plan to reduce those pollutants.

#### **Review of municipal programs and reports**

DNR may review the programs and activities that municipalities will use to comply with the MS4 permit. Municipalities are also required to submit an annual/biennial report to the DNR to document progress and compliance with the permit requirements.

» MS4 eReporting - [Access online water permit system](#)

#### **Ordinances**

##### **Ordinance L-2019-1 First and possible second reading of an ordinance repealing section**

**9.01 of the Village code related to disposing of garbage** – The Services Committee is recommending the Village repeal this ordinance from the 1950's that is no longer applicable and is not a preferred method of disposing of food waste. The ordinance proposed for repeal is here:

Garbage grinder units. (a) It is the intention of the village to outlaw and forbid within the confines of the village, the disposal of garbage and food wastes except through garbage grinders.

(b) Every residence in the village shall have a garbage grinder disposal unit as part of its sewage waste and disposal system.

(2) Definition. Garbage, within the meaning of this code, shall be construed to mean rejected food waste, and to include every food waste, accumulation of animal, fruit, or vegetable matter used for food, or that attends the preparation, use, cooking, dealing in, or storing of meat, fish, fowl, fruit, or vegetable and shall include and refer to the accumulation thereof at any residence, club, restaurant, hotel, or any public or private place.

(3) Disposal of Garbage. It is the intention of this section to encourage disposal of garbage and food waste through garbage grinders into sewers. Therefore, it shall be unlawful for the owner, occupant, or lessee of any premises in the village to deposit or place any garbage upon private property within the limits of the village; providing, however that any person may dispose of such garbage through the municipally contracted garbage disposal system, in the case of residential premises, or through privately contracted garbage disposal system in the case of commercial premises.

(4) Rubbish disposal. Nothing in this section shall prevent an owner from utilizing garbage for the purpose of fertilizing the soil on his or her premises provided that the same can be accomplished without creating a health hazard.

(5) Maintenance. It shall be the responsibility of all property owners to maintain Village of Shorewood Hills garbage grinders on their property in good working order.

The history of this ordinance is interesting and peculiar to the Village. The Village used to pick up garbage with its own crews who open dumped garbage cans into the back of pick up or dump trucks. They complained about the awful smells they had to endure from hot rotting food waste. The Village then began to consider the purchase of a packer type garbage truck to help lessen this problem. On learning of the high cost of such a packer truck the Village decided to buy every home in the Village a “garbage grinder “ and in fact the crew installed them in every residence and the Village mandated their use. The Village also maintained these grinders by way of the crew and also kept an inventory of them for people to buy for replacement and the crew installed them and would also continue maintain them. The crew continued to help maintain, sell and replace disposals until just a few years ago. Our crews do not have the required licenses and should not be doing this sort of “private” work. In addition disposing of food waste in disposals also contributes to increased loading at wastewater treatment plants. As much as possible home composting of non animal food waste is the preferred method. After that there are a number of opinions on whether the use of disposals or landfilling is the best option. In the future it is possible that there will be large scale operations to deal with food waste such as a third container for this waste that is picked up in addition to garbage and recycling, but that has not become cost effective yet here as evidenced by the recently abandoned pilot programs in the City. It is now quite common on the west coast where land filling costs are much higher.

**Ordinance L-2019-2 First and possible second reading of an ordinance creating section 7.08 (10) of the Village code related to parking and towing of vehicles** – The Public Health and Safety Committee is recommending passage of this ordinance that was written and researched by Lieutenant Courtland Martens who recently obtained his J.D. Per Lt Martens: “The proposed

ordinance provides the Village with another tool to deter Habitual Parking Violators and provides the Village an additional way to recover outstanding parking forfeitures. The State recognized municipalities needed additional tools to encourage compliance and forfeiture recovery. The state statute also allows municipalities to utilize "booting" and other immobilization devices. The ordinance we submitted does not include those provisions. The submitted ordinance provides the least restrictive option and provides due process for Habitual Parking Violators. Our ultimate goal is to have parking violations paid in a timely manner, but if that should not occur, the proposed ordinance may be utilized.

***Statement of Reason:***

*The Wisconsin Legislature enacted Wisconsin State Statute § 349.139. This statute provides statutory language for Cities, Villages, and Towns to enact and enforce ordinances dealing with Habitual Traffic Violators (non-moving violations/parking citations). As of October 19, 2018, the Village of Shorewood Hills has approximately \$20,340.00 in uncollected parking fees. A portion of the fees would be recoverable utilizing the language of the ordinance contained herein. Additionally, the ordinance addresses private property rights and due process for those who may be in violation of said ordinance."*

**New Business Resolutions and Motions**

**Consider award of base and supplemental bid for Marshall Court, Catafalque Drive, bike path construction to Parisi Construction** – Enclosed is a memo recommending approval from the Village Engineer. Bids were solicited and received for construction of this long anticipated project. The Village has also borrowed money to finance the project through Tax Increment District #3.

The low bid with the recommended supplemental is \$1,157,962.50. The Village Engineer recommends the Village accept the bid from Parisi Construction. Bids came in higher than anticipated due to price increases on asphalt and piping as well as traffic control which can be difficult in that area. Including a reimbursement grant of \$49,050 the Village has allocated \$1,037,017 .66 to this project. This is \$120,944.84 short and in addition there will be additional costs for engineering and field oversight.

The tax increment district has the financial capacity to handle these additional costs over the course of its life, and at one time the project had included roughly \$500,000 in more work and the financing was reduced to allow for additional funding of the 2021 University Avenue construction project and to be conservative. We may have to use some of the money we borrowed for the multi-year University Avenue reconstruction design in the short term or advance some funds and evaluate where we are at in a year or two.

The project was originally was to extend all the way down to University Ave but is now ending behind the University station shopping center. It should be noted that some of the sections we subtracted from the project took a real beating this winter are in poor condition. I think it is likely we will want to add a mill and overlay as a change order to this project to fix the section of badly potholed street.

**Consider award of alternate bid to Parisi Construction for asphalt path reconstruction adjacent to Shorewood Hills School** – The path that traverses the school grounds from Columbia along Amherst is in poor condition and is heavily used. The Village budgeted \$50,000 in the 2019 capital plan to be able to consider reconstructing the path and it was added as an alternate bid to the Marshall Court bike path project. The bid came in at \$52,126.50. The Village did not borrow for this project and financing would

utilize capital funds on hand. The Village Board has reviewed the financial status of that fund and its reliance on advance repayments as well as depletion of funds on hand over the course of the next few years. There are sufficient funds to undertake this project, we just need to be cognizant that as we use up these funds on hand it may have implications on future projects/equipment and the potential need to borrow for them. It is also possible that advance repayments from the utility funds will be slower than anticipated if expenses in these funds go over budget due to unforeseen costs. If that occurs short term advances from the general fund may be necessary. A copy of the approved 2019 capital fund budget is enclosed in the packet.

**Approve quote from Brown Roofing to replace community center roof** – The Services Committee is recommending the low quote from Brown Roofing to replace the community center roof at a cost of \$30,000. This expense would be split 50/50 with the pool. It is very likely there will be \$6,000 -\$10,000 in additional expenses to replace wet insulation under the roof, but we just won't know until the roof is taken up and we see what the conditions are. Considering the leaking that has been going on there is no doubt problems will be found. A copy of the quote is enclosed.

**Consider authorization to retain architect to assist with Heiden Haus renovation project** – The Heiden Haus Committee and Services Committee are recommending the Village retain an architect to refine the consensus they have come to in terms of renovations to the Heiden Haus, provide them guidance and then get the project prepared to bid. There is \$24,102.56 in funds available for this through donations from the Bocce ball Bash and other donations.

The Committee has identified the following scope to ensure the architect will have a good base upon which to begin work and so that we do not waste money.

1. Keep existing footprint of the building and maintain materials and signs
2. Upgrade/replace mechanicals
3. Replace windows and doors
4. Upgrade interior finishes and remove small divider wall that is there now.
5. Improve the lighting
6. Improve ventilation with opening windows and fans
7. Solar Panels
8. Explore the ability to add accordion glass doors/garage doors to the north side of building to open the building in the summer and improve visibility of the skating rinks in the winter
9. Explore creating a shade space off the west side of the building with either a roof overhang, retractable awning, or more trees. This is where we feel an architect can help the committee decide which option is best.
10. Small extension of decking off the west side for benches and tables under this new shaded space
11. Add utility sink and surrounding cabinets for land rec that can be closed off in a closet
12. Consider moving the existing bathroom on the northwest corner to the south wall in connection with the existing bathroom that is on the southwest corner of building. This will allow the building to connect better to the west side decking/overhang expansion to create more of an outdoor living space while also minimizing cost of moving plumbing.
13. Consider making entire east wall storage that is accessible from the interior.

Authority could be delegated to staff to find a cost effective architect to perform this work. It is not a very complex project and I think we have a good idea of what to look for in a consultant.

**Consider exempting golf programs from administrative surcharges** – Trustee Wade on behalf of the Golf Committee and Blackhawk golf professionals request this change and the supporting memo is enclosed. Presently all of the Recreation programs pay a surcharge for administrative as well as other overhead to assist with program administration. These fees do not capture all of the time put in by staff, but it is a move toward program fee sufficiency to self-support the programs. The across the board charge is 10% of program revenues, and at the time that percentage was set the recommendation to more fully cover expenses was 15%, but the Recreation Committee then felt some taxpayer subsidy was okay. All of the programs have their individual nuances. For instance, soccer is similar to golf in that MAYSA administers the program and there is no payroll. The Canoe Kayak program like golf is also small but unique in its needs.

A spreadsheet is enclosed that show the various programs, revenues and expenses, the contribution to the Village, and funds they retain.

Another possible option would be for Blackhawk to fully handle the program. The Golf Committee and or Blackhawk Liaison Committee could meet with the Pros each year to establish and agree upon the program, and the Village could continue to widely promote it through the bulletin and blast emails. If there were problems, the Committee could inform the Board. I doubt there would be many problems since it is in the Clubs self-interest to have a successful program that cultivates resident membership.

The Administrative staff is very familiar with all of the programs and would be glad to help answer questions.

## 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
<b>100-52-5260-290 DANE COUNTY RADIO CONTRACT</b>							
4036	DANE CO TREASURER	DANE COMM JUL-DEC 2018	4157	02/28/2019	1,411.00	1,411.00	02/28/2019
Total 100-52-5260-290 DANE COUNTY RADIO CONTRACT:					1,411.00	1,411.00	
<b>800-244310 DANE COUNTY - PROPERTY TAXES</b>							
4036	DANE CO TREASURER	FEB TAX SETTLEMENT	22819	02/28/2019	544,960.09	544,960.09	02/28/2019
Total 800-244310 DANE COUNTY - PROPERTY TAXES:					544,960.09	544,960.09	
<b>800-244620 MATC - PROPERTY TAXES</b>							
13015	MADISON COLLEGE	FEB TAX SETTLEMENT MATC	2820192	02/28/2019	147,181.82	147,181.82	02/28/2019
Total 800-244620 MATC - PROPERTY TAXES:					147,181.82	147,181.82	
<b>800-244610 MADISON SCHOOL - PROP TAXES</b>							
13045	MADISON METRO SCHOOL DISTRI	FEB TAX SETTLEMENT	4159	02/28/2019	1,791,168.08	1,791,168.08	02/28/2019
Total 800-244610 MADISON SCHOOL - PROP TAXES:					1,791,168.08	1,791,168.08	
<b>100-55-5510-340 2018 FLOOD EXPENSES</b>							
23364	WI DEPT OF SAFETY/PROF. SERV	STATE PLAN REVIEW FOR POO	4158	02/28/2019	350.00	350.00	02/28/2019
Total 100-55-5510-340 2018 FLOOD EXPENSES:					350.00	350.00	
<b>100-51-5112-310 COMMITTEES: SUP &amp; EXPENSE</b>							
217500	US BANK	DOUGLAS FRAMING/OFFICIAL	02282019	02/25/2019	270.60	270.60	02/28/2019
Total 100-51-5112-310 COMMITTEES: SUP & EXPENSE:					270.60	270.60	
<b>100-51-5120-322 JUDICIAL: SEMINARS &amp; TRAINING</b>							
217500	US BANK	THE OSTHOFF RESORT/JUDGE	02282019	02/25/2019	82.00	82.00	02/28/2019
Total 100-51-5120-322 JUDICIAL: SEMINARS & TRAINING:					82.00	82.00	
<b>100-51-5130-210 LEGAL: GEN. ADVICE &amp; COUNSEL</b>							
217500	US BANK	STAFFORD & RB/GEN MUNIC A	02282019	02/25/2019	520.00	520.00	02/28/2019
217500	US BANK	CBOARDMAN CLARK/POLICE N	02282019	02/25/2019	1,127.50	1,127.50	02/28/2019
Total 100-51-5130-210 LEGAL: GEN. ADVICE & COUNSEL:					1,647.50	1,647.50	
<b>100-51-5130-211 LEGAL: ORDINANCE PROSECUTIONS</b>							
217500	US BANK	STAFFORD & RB/ORDINANCE	02282019	02/25/2019	1,997.50	1,997.50	02/28/2019
Total 100-51-5130-211 LEGAL: ORDINANCE PROSECUTIONS:					1,997.50	1,997.50	
<b>100-51-5141-320 ADMIN: DUES &amp; SEMINARS</b>							
217500	US BANK	INTERNATION/ICMA DUES	02282019	02/25/2019	944.00	944.00	02/28/2019
Total 100-51-5141-320 ADMIN: DUES & SEMINARS:					944.00	944.00	
<b>100-51-5141-380 ADMIN: STAFF SUNSHINE FUND</b>							
217500	US BANK	METCALFE MRKT/FLOWERS J	02282019	02/25/2019	48.15	48.15	02/28/2019

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-51-5141-380 ADMIN: STAFF SUNSHINE FUND:					48.15	48.15	
<b>100-51-5142-310 CLERK: SUP &amp; EXPENSES</b>							
217500	US BANK	GORDON FLESCH/COPIES	02282019	02/25/2019	148.60	148.60	02/28/2019
217500	US BANK	GORDON FLESCH/COPIES	02282019	02/25/2019	140.58	140.58	02/28/2019
217500	US BANK	STAPLES/LETTER OPENERS	02282019	02/25/2019	4.59	4.59	02/28/2019
217500	US BANK	STAPLS/STAPLER/PAPER	02282019	02/25/2019	86.24	86.24	02/28/2019
217500	US BANK	PAPYPAL/POWER CORD	02282019	02/25/2019	11.98	11.98	02/28/2019
217500	US BANK	FOLDERS & PAPER ADMIN	02282019	02/25/2019	20.25	20.25	02/28/2019
217500	US BANK	STAPLES/STAPLE REMOVER	02282019	02/25/2019	5.83	5.83	02/28/2019
Total 100-51-5142-310 CLERK: SUP & EXPENSES:					418.07	418.07	
<b>100-51-5142-340 CLERK: POSTAL EXPENSES</b>							
217500	US BANK	POSTAL SOURCE/LABELS/SEAL	02282019	02/25/2019	64.30	64.30	02/28/2019
217500	US BANK	NEOPOST	02282019	02/25/2019	628.13	628.13	02/28/2019
Total 100-51-5142-340 CLERK: POSTAL EXPENSES:					692.43	692.43	
<b>100-51-5144-340 ELECTIONS: OPERATING SUPPLIES</b>							
217500	US BANK	CITY OF MADISON/PARKING/BA	02282019	02/25/2019	.25	.25	02/28/2019
217500	US BANK	STAPLS/DYMO LABELS FOR BA	02282019	02/25/2019	10.84	10.84	02/28/2019
Total 100-51-5144-340 ELECTIONS: OPERATING SUPPLIES:					11.09	11.09	
<b>100-51-5145-210 D.P.: CONTRACTUAL SERVICES</b>							
217500	US BANK	GOOGLE G SUITE	02282019	02/25/2019	160.00	160.00	02/28/2019
Total 100-51-5145-210 D.P.: CONTRACTUAL SERVICES:					160.00	160.00	
<b>100-51-5145-340 D.P.: OPERATIONS EXPENSE</b>							
217500	US BANK	CHARTER/TV/INTERNET	02282019	02/25/2019	203.62	203.62	02/28/2019
217500	US BANK	CHARTER/BUS INTERNET	02282019	02/25/2019	394.57	394.57	02/28/2019
Total 100-51-5145-340 D.P.: OPERATIONS EXPENSE:					598.19	598.19	
<b>100-51-5160-222 BLDGS &amp; PLANT: TELEPHONE</b>							
217500	US BANK	AT&T MONTHLY OFFICE PHON	02282019	02/25/2019	557.74	557.74	02/28/2019
217500	US BANK	TIME WARNER CABLE/INTERN	02282019	02/25/2019	420.95	420.95	02/28/2019
Total 100-51-5160-222 BLDGS & PLANT: TELEPHONE:					978.69	978.69	
<b>100-51-5160-240 BLDGS &amp; PLANT: CONTRACTUAL</b>							
217500	US BANK	BAY TOWELS/MOPS/MATS/TOW	02282019	02/25/2019	77.69	77.69	02/28/2019
217500	US BANK	HELLENBRAD H2O/WATER SOF	02282019	02/25/2019	209.50	209.50	02/28/2019
217500	US BANK	BAY TOWELS/MATS/TOWELS/M	02282019	02/25/2019	77.69	77.69	02/28/2019
Total 100-51-5160-240 BLDGS & PLANT: CONTRACTUAL:					364.88	364.88	
<b>100-52-5210-310 POLICE: OFFICE SUPPLIES &amp; EXP</b>							
217500	US BANK	ACE - BATTERIES	02282019	02/25/2019	15.81	15.81	02/28/2019
217500	US BANK	STAPLES/PAPER FOR PD	02282019	02/25/2019	3.21	3.21	02/28/2019
Total 100-52-5210-310 POLICE: OFFICE SUPPLIES & EXP:					19.02	19.02	
<b>100-52-5210-322 POLICE: TRAINING EXPENSES</b>							
217500	US BANK	CITY OF MADISON/VEHICLE CO	02282019	02/25/2019	150.25	150.25	02/28/2019

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
217500	US BANK	KALAHARII/WCPA CONF FOR A	02282019	02/25/2019	215.42	215.42	02/28/2019
217500	US BANK	HALAHARI WCPA CONF FOR J	02282019	02/25/2019	215.42	215.42	02/28/2019
217500	US BANK	COUNTY INN & SUITES/AD PRO	02282019	02/25/2019	246.00	246.00	02/28/2019
217500	US BANK	PAYPAL/AD PROP TRAINING	02282019	02/25/2019	375.00	375.00	02/28/2019
Total 100-52-5210-322 POLICE: TRAINING EXPENSES:					1,202.09	1,202.09	
<b>100-52-5210-340 POLICE: OPERATING EXPENSE</b>							
217500	US BANK	PICK N SAVE-COFFEE	02282019	02/25/2019	19.98	19.98	02/28/2019
217500	US BANK	GORDON FLESCH/COPIES OVE	02282019	02/25/2019	52.64	52.64	02/28/2019
217500	US BANK	BAYCOM/CITATION PRINTER PA	02282019	02/25/2019	215.00	215.00	02/28/2019
217500	US BANK	ECONOPRINT-ENVELOPES/BU	02282019	02/25/2019	259.13	259.13	02/28/2019
217500	US BANK	BILLS KEY/FIX FRONT DOOR L	02282019	02/25/2019	85.00	85.00	02/28/2019
217500	US BANK	TACTICAL MEDICAL - IFAK SUP	02282019	02/25/2019	90.17	90.17	02/28/2019
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					721.92	721.92	
<b>100-52-5210-341 POLICE: UNIFORM EXPENSE</b>							
217500	US BANK	TOP PACK DEFENSE UNIFORM	02282019	02/25/2019	2,240.26	2,240.26	02/28/2019
217500	US BANK	SHOEBOX/DODSWORTH	02282019	02/25/2019	162.00	162.00	02/28/2019
217500	US BANK	TOP PACK DEFENSE/PIERCE/B	02282019	02/25/2019	786.50	786.50	02/28/2019
Total 100-52-5210-341 POLICE: UNIFORM EXPENSE:					3,188.76	3,188.76	
<b>100-52-5210-350 POLICE: VEHICLE REPAIR &amp; MAINT</b>							
217500	US BANK	KAYSER FORD/OIL CHANGE 20	02282019	02/25/2019	35.00	35.00	02/28/2019
217500	US BANK	KAYSER FORD/RADIATOR & FN	02282019	02/25/2019	1,143.87	1,143.87	02/28/2019
Total 100-52-5210-350 POLICE: VEHICLE REPAIR & MAINT:					1,178.87	1,178.87	
<b>100-52-5210-370 POLICE: FUEL &amp; OIL</b>							
217500	US BANK	FUEL FOR 2015	02282019	02/25/2019	13.07	13.07	02/28/2019
217500	US BANK	FUEL FOR 2017 SUV	02282019	02/25/2019	17.52	17.52	02/28/2019
217500	US BANK	SHELL/FUEL FOR 2013	02282019	02/25/2019	23.46	23.46	02/28/2019
Total 100-52-5210-370 POLICE: FUEL & OIL:					54.05	54.05	
<b>100-53-5300-340 AIDABLE WORK: OPERATING EXP.</b>							
217500	US BANK	POMPS/ROAD SERVICE	02282019	02/25/2019	160.00	160.00	02/28/2019
217500	US BANK	POMPS TIRES	02282019	02/25/2019	270.75	270.75	02/28/2019
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					430.75	430.75	
<b>100-53-5320-350 GARAGE: VEHICLE REPAIR &amp; MAINT</b>							
217500	US BANK	FARM & FLEET/SHOP SUPPLIE	02282019	02/25/2019	53.13	53.13	02/28/2019
217500	US BANK	NAPA/PARTS	02282019	02/25/2019	276.02	276.02	02/28/2019
217500	US BANK	REINDERTS/V BELT	02282019	02/25/2019	44.84	44.84	02/28/2019
217500	US BANK	REINDERS/RADIATOR CAP	02282019	02/25/2019	25.47	25.47	02/28/2019
217500	US BANK	POMPS TIRES/ TIRES	02282019	02/25/2019	270.75	270.75	02/28/2019
217500	US BANK	MIDDLETON POWER CENTER/T	02282019	02/25/2019	45.17	45.17	02/28/2019
Total 100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT:					715.38	715.38	
<b>100-53-5320-370 GARAGE: FUEL &amp; OIL</b>							
217500	US BANK	AMSOIL/OIL	02282019	02/25/2019	557.20	557.20	02/28/2019
Total 100-53-5320-370 GARAGE: FUEL & OIL:					557.20	557.20	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
100-53-5365-370	RECYCLING/YARDWASTE:FUEL & OIL						
217500	US BANK	POMPS TIRES	02282019	02/25/2019	270.75	270.75	02/28/2019
Total 100-53-5365-370 RECYCLING/YARDWASTE:FUEL & OIL:					270.75	270.75	
<b>100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE</b>							
217500	US BANK	MENARDS WEST/COFFEE	02282019	02/25/2019	17.97	17.97	02/28/2019
217500	US BANK	STOPPLEWORTH PLUMB/LABO	02282019	02/25/2019	169.02	169.02	02/28/2019
217500	US BANK	HILL ELECTRIC/FORRESTER O	02282019	02/25/2019	923.60	923.60	02/28/2019
217500	US BANK	POMPS TIRES	02282019	02/25/2019	270.75	270.75	02/28/2019
217500	US BANK	H&H INDUSTRIES VILLAGE HAL	02282019	02/25/2019	692.93	692.93	02/28/2019
217500	US BANK	H&h 1008 BOILER MAINT	02282019	02/25/2019	764.00	764.00	02/28/2019
217500	US BANK	HILL ELEC/WIRE NUTS/HOLDE	02282019	02/25/2019	177.18	177.18	02/28/2019
217500	US BANK	WIL KIL/RODENT CONTROL	02282019	02/25/2019	55.00	55.00	02/28/2019
217500	US BANK	FASTENAL/FASTENERS	02282019	02/25/2019	8.10	8.10	02/28/2019
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					3,078.55	3,078.55	
<b>100-55-5510-340 2018 FLOOD EXPENSES</b>							
217500	US BANK	RAMAKER/BOILER AT POOL-FL	02282019	02/25/2019	4,500.00	4,500.00	02/28/2019
217500	US BANK	HILL ELE/ELECTRIC HEATER H	02282019	02/25/2019	433.41	433.41	02/28/2019
Total 100-55-5510-340 2018 FLOOD EXPENSES:					4,933.41	4,933.41	
<b>100-55-5520-340 PARKS:OPERATING EXPENSE</b>							
217500	US BANK	ARAMARK/HATS/SHIRT	02282019	02/25/2019	133.87	133.87	02/28/2019
217500	US BANK	STAPLES/PLANNER FOR FORR	02282019	02/25/2019	9.99	9.99	02/28/2019
Total 100-55-5520-340 PARKS:OPERATING EXPENSE:					143.86	143.86	
<b>200-53-5361-350 OUTSIDE SERVICES</b>							
217500	US BANK	AT&T/911/MONTHLY BUSINESS	02282019	02/25/2019	174.83	174.83	02/28/2019
Total 200-53-5361-350 OUTSIDE SERVICES:					174.83	174.83	
<b>210-51-5160-222 BLDG/PLANT: TELEPHONE</b>							
217500	US BANK	GODADDY/WEBSITE HOSTING	02282019	02/25/2019	56.32	56.32	02/28/2019
217500	US BANK	MAILCHIIMP/EMAIL SYS	02282019	02/25/2019	30.00	30.00	02/28/2019
217500	US BANK	MSFT/MEMBERSHIP DATA BAS	02282019	02/25/2019	9.96	9.96	02/28/2019
217500	US BANK	AT&T/POOL INTERNET	02282019	02/25/2019	42.68	42.68	02/28/2019
217500	US BANK	AT&T INTERNET/SURCHARGE	02282019	02/25/2019	50.05	50.05	02/28/2019
Total 210-51-5160-222 BLDG/PLANT: TELEPHONE:					189.01	189.01	
<b>210-55-5542-340 POOL: OPERATING SUPPLY &amp; EXP.</b>							
217500	US BANK	WHENIWORK/STAFF SCHEDULI	02282019	02/25/2019	99.00	99.00	02/28/2019
217500	US BANK	BADGER HERALD/EMPLOYMEN	02282019	02/25/2019	67.00	67.00	02/28/2019
217500	US BANK	BADGER HEARALD/EMPLOYME	02282019	02/25/2019	67.00	67.00	02/28/2019
217500	US BANK	SHOPKEEP/FRONT DESK POS	02282019	02/25/2019	25.00	25.00	02/28/2019
Total 210-55-5542-340 POOL: OPERATING SUPPLY & EXP.:					258.00	258.00	
<b>210-55-5542-343 CONCESSIONS EXPENSE</b>							
217500	US BANK	SHOPKEEP/CONCESSIONS PO	02282019	02/25/2019	25.00	25.00	02/28/2019
Total 210-55-5542-343 CONCESSIONS EXPENSE:					25.00	25.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
<b>450-51-5141-120 PLANNING, LEGAL &amp; ADMINISTRATN</b>							
217500	US BANK	STAFFORD & RB/TID III	02282019	02/25/2019	800.50	800.50	02/28/2019
217500	US BANK	CAPITOL NEWSPAPERS/POSTI	02282019	02/25/2019	106.79	106.79	02/28/2019
Total 450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN:					907.29	907.29	
<b>450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS</b>							
217500	US BANK	CAPITAL NEWSPAPERS/POSTI	02282019	02/25/2019	144.43	144.43	02/28/2019
Total 450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS:					144.43	144.43	
<b>600-53-0630-340 SUPPLIES AND EXPENSE</b>							
217500	US BANK	AMAZON/CHLORINE TESTING S	02282019	02/25/2019	52.96	52.96	02/28/2019
217500	US BANK	1ST SUPPLY /PARTS	02282019	02/25/2019	208.00	208.00	02/28/2019
217500	US BANK	FIRST SUPPLY/REPAIR CLAMP	02282019	02/25/2019	220.00	220.00	02/28/2019
217500	US BANK	FIRST SUPPLY/48 COMB KEY/C	02282019	02/25/2019	133.00	133.00	02/28/2019
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					613.96	613.96	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
999519	BROWN, CLAUDIA C. & DAVID P.	2018 PROPERTY TAX OVERPAY	1081	02/28/2019	706.49	706.49	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					706.49	706.49	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
999560	JOHNSON, GARY RICHARD & LAUR	2018 PROPERTY TAX OVERPAY	1085	02/28/2019	353.85	353.85	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					353.85	353.85	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
999812	BOLTON, RICHARD /SANDRA TARV	2018 PROPERTY TAX OVERPAY	1070	02/28/2019	506.08	506.08	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					506.08	506.08	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
999818	BERGHAWN, MARCUS J. & LAURA J	2018 PROPERTY TAX OVERPAY	1075	02/28/2019	379.50	379.50	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					379.50	379.50	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000006	CRANLEY, PAUL D. & SUZANNE MH.	PROPERTY TAX OVERPAYMEN	1086	02/28/2019	371.17	371.17	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					371.17	371.17	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000036	VASSALLO, MICHELLE & MARK J.	POPROPERTY TAX OVERPAYMEN	1087	02/28/2019	360.28	360.28	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					360.28	360.28	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000050	TSAO, NAIKANG & NANCY L. KIEFE	2018 PROPERTY TAX OVERPAY	1066	02/28/2019	445.13	445.13	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					445.13	445.13	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000051	FREYBERG, GARY A. & FREDERIC	2018 PROPERTY TAX OVERPAY	1079	02/28/2019	387.28	387.28	02/28/2019

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 800-122100 PROPERTY TAXES RECEIVABLE:					387.28	387.28	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000150	FISHER, MICHAEL J.	2018 PROPERTY TAX OVERPAY	1083	02/28/2019	878.45	878.45	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					878.45	878.45	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000179	RICHARDS, JAMES L. & LOUISE H.	PROPERTY TAX OVERPAYMEN	1093	02/28/2019	275.73	275.73	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					275.73	275.73	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000518	ALEXANDER, ANDREW & KARLA M.	2018 PROPERTY TAX OVERPAY	1069	02/28/2019	323.89	323.89	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					323.89	323.89	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000540	ANDREWS, TERRANCE P. & ERIKA	2018 PROPERTY TAX OVERPAY	1071	02/28/2019	387.74	387.74	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					387.74	387.74	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000542	BOUCHER, ANDREW & LIBERTY	2018 PROPERTY TAX OVERPAY	1056	02/28/2019	1.22	1.22	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					1.22	1.22	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000543	FRACKMAN, SUSAN G. & JANIS T. E	PROPERTY TAX OVERPAYMEN	1088	02/28/2019	322.35	322.35	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					322.35	322.35	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000549	LIPTON, PETER & PATRICIA	2018 PROPERTY TAX OVERPAY	1084	02/28/2019	488.53	488.53	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					488.53	488.53	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000551	MECOZZI, SANDRO & SILVIA CAVA	PROPERTY TAX OVERPAYMEB	1090	02/28/2019	961.89	961.89	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					961.89	961.89	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000554	ROBBINS, ZACHARY & LAILA	2018 PROPERTY TAX OVERPAY	1057	02/28/2019	33.35	33.35	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					33.35	33.35	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000560	WARD, BRIAN G. & JULIE E.	PROPERTY TAX OVERPAYMEN	1091	02/28/2019	360.66	360.66	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					360.66	360.66	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
1000712	AGARWAL, ROB & PARUL D.	2018 PROPERTY TAX OVERPAY	1078	02/28/2019	542.55	542.55	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					542.55	542.55	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
800-122100	PROPERTY TAXES RECEIVABLE						
1000762	BEACH, GLORIA	2018 PROPERTY TAX OVERPAY	1064	02/28/2019	398.84	398.84	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			398.84	398.84	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
1000819	WARRICK, RACHEL & ANDREW SZA	2018 PROPERTY TAX OVERPAY	1060	02/28/2019	373.97	373.97	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			373.97	373.97	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
2000030	MARTIN, CHASIDLEY	2018 PROPERTY TAX OVERPAY	1055	02/28/2019	406.03	406.03	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			406.03	406.03	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
2000031	MALONE, DANIEL G. & ANN E.	2018 PROPERTY TAX OVERPAY	1074	02/28/2019	620.70	620.70	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			620.70	620.70	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
2000034	FALK, DAVID K. & JOANNE ROBBIN	2018 PROPERTY TAX OVERPAY	1073	02/28/2019	710.53	710.53	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			710.53	710.53	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
2000035	BREUER, AMANDA	2018 PROPERTY TAX OVERPAY	1065	02/28/2019	2,035.11	2,035.11	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			2,035.11	2,035.11	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
2000071	CASHEN, TY & LINDSAY STORTZ C	2018 PROPERTY TAX OVERPAY	1080	02/28/2019	179.87	179.87	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			179.87	179.87	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
2000079	ELHASSAN, AHMED ABDELAZIM &	2018 PROPERTY TAX OVERPAY	1058	02/28/2019	559.95	559.95	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			559.95	559.95	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
2000080	BAN, JOSEPH PP & ALISON K.	2018 PROPERTY TAX OVERPAY	1061	02/28/2019	330.38	330.38	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			330.38	330.38	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
2000081	KUENZI, SCOTT A. & CYNTHIA M.	2018 PROPERTY TAX OVERPAY	1062	02/28/2019	405.61	405.61	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			405.61	405.61	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
2000082	MOYERS, PETER R.	2018 PROPERTY TAX OVERPAY	1067	02/28/2019	332.18	332.18	02/28/2019
	Total 800-122100	PROPERTY TAXES RECEIVABLE:			332.18	332.18	
<b>800-122100</b>	<b>PROPERTY TAXES RECEIVABLE</b>						
2000083	KLING, MICHAEL A. & MEGAN M. C	2018 PROPERTY TAX OVERPAY	1068	02/28/2019	330.25	330.25	02/28/2019

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 800-122100 PROPERTY TAXES RECEIVABLE:					330.25	330.25	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
2000084	CONDELLA, NATHAN & SARAH	2018 PROPERTY TAX OVERPAY	1072	02/28/2019	724.87	724.87	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					724.87	724.87	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
2000085	DORR, WILLIAM R. & HEIDI L.	2018 PROPERTY TAX OVERPAY	1076	02/28/2019	466.37	466.37	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					466.37	466.37	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
2000086	GRANATO, ANTHONY L. & LINDA M.	2018 PROPERTY TAX OVERPAY	1077	02/28/2019	957.08	957.08	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					957.08	957.08	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
2000087	SISNEY, GALE S	2018 PROPERTY TAX OVERPAY	1082	02/28/2019	834.75	834.75	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					834.75	834.75	
<b>800-122100 PROPERTY TAXES RECEIVABLE</b>							
2000088	STEPHENSON, JASON W. & LAURA	PROPERTY TAX OVERPAYMEN	1092	02/28/2019	507.51	507.51	02/28/2019
Total 800-122100 PROPERTY TAXES RECEIVABLE:					507.51	507.51	
Grand Totals:					2,530,351.36	2,530,351.36	

Report Criteria:

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

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- Paid and unpaid invoices included.

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
<b>600-53-0630-340 SUPPLIES AND EXPENSE</b>							
1045	ABT MAILCOM INC	BILL PROCESSING & MAILING-	33314	02/28/2019	415.14	.00	
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					415.14	.00	
<b>100-53-5300-340 AIDABLE WORK: OPERATING EXP.</b>							
1106	ACE HILLDALE (DPW)	HOSE REAR POLAR TRUC	37159	02/04/2019	27.11	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					27.11	.00	
<b>100-53-5320-350 GARAGE: VEHICLE REPAIR &amp; MAINT</b>							
1106	ACE HILLDALE (DPW)	FASTENERS TK #1	37098	01/24/2019	5.98	.00	
Total 100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT:					5.98	.00	
<b>100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE</b>							
1106	ACE HILLDALE (DPW)	CREDIT	26870	01/24/2019	10.36-	.00	
1106	ACE HILLDALE (DPW)	ANTI FREEZE	37219	02/14/2019	67.17	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					56.81	.00	
<b>200-53-5361-340 OPERATING SUPPLIES EXPENSE</b>							
1106	ACE HILLDALE (DPW)	BATTERY	37146	02/01/2019	11.18	.00	
Total 200-53-5361-340 OPERATING SUPPLIES EXPENSE:					11.18	.00	
<b>100-211535 AFLAC INSURANCE</b>							
1210	AFLAC	INSURANCE PREMIUM	3112019	03/11/2019	394.52	394.52	03/11/2019
Total 100-211535 AFLAC INSURANCE:					394.52	394.52	
<b>100-51-5153-210 ASSESSOR: CONTRACTUAL EXPENSE</b>							
1730	ASSOCIATED APPRAISAL CONSULT	PROF ASSESSMENT/INTERNET	141191	03/01/2019	678.60	.00	
Total 100-51-5153-210 ASSESSOR: CONTRACTUAL EXPENSE:					678.60	.00	
<b>100-51-5143-160 PERSONNEL: WORKMAN'S COMP INS</b>							
2049	BAER INSURANCE SERVICES LLC	2ND QUARTER WORKER'S CO	1915	03/01/2019	13,928.00	.00	
Total 100-51-5143-160 PERSONNEL: WORKMAN'S COMP INS:					13,928.00	.00	
<b>100-51-5154-511 LIABILITY INS (LEAGUE)</b>							
2049	BAER INSURANCE SERVICES LLC	2ND QUARTER GEN LIAB & AUT	1915	03/01/2019	11,626.00	.00	
Total 100-51-5154-511 LIABILITY INS (LEAGUE):					11,626.00	.00	
<b>100-53-5300-340 AIDABLE WORK: OPERATING EXP.</b>							
2602	BOBCAT OF MADISON	SNOW BLOWER	0173902	02/25/2019	196.24	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					196.24	.00	
<b>100-53-5320-350 GARAGE: VEHICLE REPAIR &amp; MAINT</b>							
2602	BOBCAT OF MADISON	FILTERS & BELTS	0173902	02/25/2019	406.01	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT:					406.01	.00	
<b>100-57-5751-800 CAP OUTLAY: COMPUTERS</b>							
3140	CDW GOVERNMENT INC	NET GEAR SWITCH FOR COPY	RHG3777	02/28/2019	22.08	.00	
Total 100-57-5751-800 CAP OUTLAY: COMPUTERS:					22.08	.00	
<b>100-51-5160-222 BLDGS &amp; PLANT: TELEPHONE</b>							
3220	CENTURY LINK	CENTREX LINES- FEBRUARY	1463386664	02/28/2019	5.74	.00	
Total 100-51-5160-222 BLDGS & PLANT: TELEPHONE:					5.74	.00	
<b>100-53-5300-340 AIDABLE WORK: OPERATING EXP.</b>							
4017	DANE CO HWY & TRANS DEPT	BRIDGE INSPECTION	27567	12/31/2018	119.00	.00	
4017	DANE CO HWY & TRANS DEPT	SALT BRINE-	27584	01/31/2019	140.25	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					259.25	.00	
<b>500-53-5364-590 STORMWATER DISCHARGE PERMIT</b>							
4022	DANE CO LAND CONSERVATION D	STORMWATER PERMIT	1919	02/14/2019	1,993.00	.00	
Total 500-53-5364-590 STORMWATER DISCHARGE PERMIT:					1,993.00	.00	
<b>100-52-5210-322 POLICE: TRAINING EXPENSES</b>							
4036	DANE CO TREASURER	RANGE 4TH QUARTER-2018 BIL	34435-1	03/01/2019	240.00	.00	
Total 100-52-5210-322 POLICE: TRAINING EXPENSES:					240.00	.00	
<b>100-45-4511-000 COURT FINES</b>							
4038	DANE CO TREASURER	SHARED COURT FINES	022819	02/28/2019	598.80	.00	
Total 100-45-4511-000 COURT FINES:					598.80	.00	
<b>100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE</b>							
4215	DELUXE DISTRIBUTORS	WASH & WAX	5073	03/07/2019	117.22	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					117.22	.00	
<b>100-53-5320-350 GARAGE: VEHICLE REPAIR &amp; MAINT</b>							
4640	DOUBLE D SERVICES	BOSS EYE BOLT KIT	13805	02/15/2019	9.13	.00	
Total 100-53-5320-350 GARAGE: VEHICLE REPAIR & MAINT:					9.13	.00	
<b>100-55-5523-600 TREE MAINTENANCE</b>							
7625	GOOD OAK LLC	BRUSH REMOVAL QUARRY PA	19-021	02/22/2019	1,087.00	.00	
Total 100-55-5523-600 TREE MAINTENANCE:					1,087.00	.00	
<b>100-55-5510-340 2018 FLOOD EXPENSES</b>							
8365	HILL ELECTRIC INC	POOL ELECTRICAL WORK-FLO	SHORE-02	01/18/2019	6,279.00	.00	
Total 100-55-5510-340 2018 FLOOD EXPENSES:					6,279.00	.00	
<b>600-53-0682-210 OUTSIDE SERVICES</b>							
8950	HYDROCORP	CROSS CONNECTION INSPECT	0051490IN	02/28/2019	128.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 600-53-0682-210 OUTSIDE SERVICES:					128.00	.00	
<b>100-55-5510-340 2018 FLOOD EXPENSES</b>							
12001	L W ALLEN LLC	SUMP PUMP -POOL-FLOOD	107456	02/25/2019	2,080.00	.00	
Total 100-55-5510-340 2018 FLOOD EXPENSES:					2,080.00	.00	
<b>100-55-5538-340 OUTDOOR SOCCER: OPERATNG EXPEN</b>							
13017	MADISON AREA YOUTH SOCCER A	ADDITIONAL PAYMENT FOR SC	201854-1	02/19/2019	54.00	.00	
Total 100-55-5538-340 OUTDOOR SOCCER: OPERATNG EXPEN:					54.00	.00	
<b>100-51-5160-220 BLDGS &amp; PLANT: GAS &amp; ELECTRIC</b>							
13040	MADISON GAS & ELECTRIC	810 & 1008 SHOREWOOD BLVD	40583619	03/08/2019	4,225.52	.00	
Total 100-51-5160-220 BLDGS & PLANT: GAS & ELECTRIC:					4,225.52	.00	
<b>100-53-5300-340 AIDABLE WORK: OPERATING EXP.</b>							
13040	MADISON GAS & ELECTRIC	4502 OLD MIDDLETON RD	40583619	03/08/2019	146.91	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					146.91	.00	
<b>100-53-5342-220 STREET LIGHTING: POWER</b>							
13040	MADISON GAS & ELECTRIC	900 SHOREWOOD BLVD	40583619	03/08/2019	51.25	.00	
13040	MADISON GAS & ELECTRIC	STREET LIGHTING	40583619	03/08/2019	1,495.40	.00	
Total 100-53-5342-220 STREET LIGHTING: POWER:					1,546.65	.00	
<b>100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE</b>							
13040	MADISON GAS & ELECTRIC	3302 BLACKHAWK/3100 HARVA	40583619	03/08/2019	219.05	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					219.05	.00	
<b>100-55-5514-220 COMMUNITY CTR: GAS &amp; ELECTRIC</b>							
13040	MADISON GAS & ELECTRIC	901 SWARTHMORE CT/COM CN	40583619	03/08/2019	716.97	.00	
Total 100-55-5514-220 COMMUNITY CTR: GAS & ELECTRIC:					716.97	.00	
<b>200-51-5160-220 BLDG/PLANT: GAS &amp; ELECTRIC</b>							
13040	MADISON GAS & ELECTRIC	3336 LMD	40583619	03/08/2019	94.31	.00	
Total 200-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					94.31	.00	
<b>210-51-5160-220 BLDG/PLANT: GAS &amp; ELECTRIC</b>							
13040	MADISON GAS & ELECTRIC	901 SWARTHMORE CT/COM CN	40583619	03/08/2019	231.93	.00	
Total 210-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					231.93	.00	
<b>220-51-5160-220 BLDG/PLANT: GAS &amp; ELECTRIC</b>							
13040	MADISON GAS & ELECTRIC	3400/3700 LMD	40583619	03/08/2019	73.78	.00	
Total 220-51-5160-220 BLDG/PLANT: GAS & ELECTRIC:					73.78	.00	
<b>600-53-0620-220 POWER FOR PUMPING</b>							
13040	MADISON GAS & ELECTRIC	3302 BLACKHAWK/3561 TALLY	40583619	03/08/2019	1,317.89	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 600-53-0620-220 POWER FOR PUMPING:					1,317.89	.00	
<b>100-53-5300-340 AIDABLE WORK: OPERATING EXP.</b>							
13065	MADISON TRUCK EQPT INC	PLOW EDGE #4	286885	02/11/2019	350.35	.00	
Total 100-53-5300-340 AIDABLE WORK: OPERATING EXP.:					350.35	.00	
<b>450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS</b>							
13082	MADISON CITY TREASURER	COST SHARE UNIV. AVE. PROJ	21181	12/30/2018	58,950.28	.00	
Total 450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS:					58,950.28	.00	
<b>100-53-5344-350 STORM SEWERS: DISCHARGE PERMIT</b>							
13085	MADISON TREASURER, CITY OF	STORM H2O	67220-1	02/28/2019	18.90	.00	
Total 100-53-5344-350 STORM SEWERS: DISCHARGE PERMIT:					18.90	.00	
<b>100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE</b>							
13085	MADISON TREASURER, CITY OF	FIRE PROTECTION H2O	17081	02/28/2019	49.33	.00	
Total 100-55-5500-340 NON-AIDABLE: OPERATING EXPENSE:					49.33	.00	
<b>600-53-0610-601 PURCHASED WATER</b>							
13085	MADISON TREASURER, CITY OF	FLAT RATE WATER	17066	02/28/2019	1,326.17	.00	
13085	MADISON TREASURER, CITY OF	PIT LAKE MENDOTA DR.	17067	02/28/2019	4,380.20	.00	
13085	MADISON TREASURER, CITY OF	PIT SW BLVD @ RR TRACKS	17068	02/28/2019	4,091.60	.00	
13085	MADISON TREASURER, CITY OF	PIT UBD & TRACKS	17079	02/28/2019	566.51	.00	
Total 600-53-0610-601 PURCHASED WATER:					10,364.48	.00	
<b>100-211532 LIFE INSURANCE - EMPLOYEE</b>							
13397	SECURIAN FINANCIAL GROUP INC.	PREMIUM	3132019	03/13/2019	559.52	.00	
Total 100-211532 LIFE INSURANCE - EMPLOYEE:					559.52	.00	
<b>100-55-5523-600 TREE MAINTENANCE</b>							
13950	MY TREE GUY LLC	TREE PRUNING & REMOVAL - S	21519	02/10/2019	3,000.00	.00	
13950	MY TREE GUY LLC	CRESTWOOD DR - TREE MAINT	22819	02/28/2019	2,400.00	.00	
Total 100-55-5523-600 TREE MAINTENANCE:					5,400.00	.00	
<b>100-55-5523-650 TREE REMOVALS</b>							
13950	MY TREE GUY LLC	REMOVAL	21519	02/10/2019	800.00	.00	
13950	MY TREE GUY LLC	TREE REMOVALS/EDGEHILL PK	22119	02/21/2019	1,600.00	.00	
13950	MY TREE GUY LLC	MCKENNA PK TREE REMOVALS	3619	03/01/2019	1,400.00	.00	
Total 100-55-5523-650 TREE REMOVALS:					3,800.00	.00	
<b>100-55-5510-340 2018 FLOOD EXPENSES</b>							
14632	1901 INC	POOL/COMM CNTR BOILER RE	19-0205	02/13/2019	275,000.00	.00	
Total 100-55-5510-340 2018 FLOOD EXPENSES:					275,000.00	.00	
<b>600-53-0630-340 SUPPLIES AND EXPENSE</b>							
15010	AMERICAN LEAK DETECTION	LEAKS FOUND	8598	12/03/2018	1,640.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 600-53-0630-340 SUPPLIES AND EXPENSE:					1,640.00	.00	
<b>100-51-5120-310 JUDICIAL: OFFC. SUP &amp; EXPENSE</b>							
16638	POSTAL SERVICE, UNITED STATES	POSTAGE MACHINE-COURT	49570	02/27/2019	432.25	.00	
Total 100-51-5120-310 JUDICIAL: OFFC. SUP & EXPENSE:					432.25	.00	
<b>100-51-5142-310 CLERK: SUP &amp; EXPENSES</b>							
16638	POSTAL SERVICE, UNITED STATES	POSTAGE MACHINE-ADMIN	49570	02/27/2019	432.25	.00	
Total 100-51-5142-310 CLERK: SUP & EXPENSES:					432.25	.00	
<b>100-52-5210-310 POLICE: OFFICE SUPPLIES &amp; EXP</b>							
16638	POSTAL SERVICE, UNITED STATES	POSTAGE MACHINE-PD	49570	02/27/2019	432.25	.00	
Total 100-52-5210-310 POLICE: OFFICE SUPPLIES & EXP:					432.25	.00	
<b>210-51-5142-310 CLERK: OFFICE SUPPLY &amp; EXPENSE</b>							
16638	POSTAL SERVICE, UNITED STATES	POSTAGE MACHINE-POOL	49570	02/27/2019	432.25	.00	
Total 210-51-5142-310 CLERK: OFFICE SUPPLY & EXPENSE:					432.25	.00	
<b>100-51-5160-240 BLDGS &amp; PLANT: CONTRACTUAL</b>							
19115	SCHINDLER ELEVATOR CORPORAT	3/1/19-2/29/20 ELEVATOR INSPE	8105011629	03/01/2019	1,187.40	.00	
Total 100-51-5160-240 BLDGS & PLANT: CONTRACTUAL:					1,187.40	.00	
<b>100-52-5210-370 POLICE: FUEL &amp; OIL</b>							
19311	SHELL OIL CO:POLICE ACCT	POLICE FUEL	0045903	03/06/2019	16.30	.00	
Total 100-52-5210-370 POLICE: FUEL & OIL:					16.30	.00	
<b>100-52-5210-370 POLICE: FUEL &amp; OIL</b>							
19313	SHELL	POLICE FUEL	58197880	03/07/2019	628.48	.00	
Total 100-52-5210-370 POLICE: FUEL & OIL:					628.48	.00	
<b>100-51-5160-221 BLDGS &amp; PLANT: WATER</b>							
19337	SHOREWOOD HILLS WATER & SE	S/W HEIDEN HOUSE 3589000	22819	02/28/2019	43.16	.00	
19337	SHOREWOOD HILLS WATER & SE	WATER/SEWER 810 SHOREWO	22819	02/28/2019	39.49	.00	
19337	SHOREWOOD HILLS WATER & SE	S/W GARDENS 3403200	22819	02/28/2019	16.00	.00	
19337	SHOREWOOD HILLS WATER & SE	SW 1008 SHOREWOOD 105850	22819	02/28/2019	102.27	.00	
19337	SHOREWOOD HILLS WATER & SE	COMMUNITY CENTER/POOL 34	22819	02/28/2019	291.83	.00	
19337	SHOREWOOD HILLS WATER & SE	S/W RINK 1058300	22819	02/28/2019	78.90	.00	
Total 100-51-5160-221 BLDGS & PLANT: WATER:					571.65	.00	
<b>100-51-5160-223 BLDGS &amp; PLANT:STORMWATER CHR</b>							
19337	SHOREWOOD HILLS WATER & SE	STORMWATER POST FARM PA	22819	02/28/2019	303.86	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER BIG FOOT PARK	22819	02/28/2019	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	S/W GARDENS 3403200	22819	02/28/2019	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER OAK WAY 11285	22819	02/28/2019	27.54	.00	
19337	SHOREWOOD HILLS WATER & SE	SW TALLY HO BOOSTER 10305	22819	02/28/2019	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	COMMUNITY CENTER POOL 34	22819	02/28/2019	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER BRADLEY PARK	22819	02/28/2019	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER SHOREWOOD L	22819	02/28/2019	51.41	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER OXFORD LOT 34	22819	02/28/2019	9.18	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
19337	SHOREWOOD HILLS WATER & SE	STORMWATER 810 SHOREWO	22819	02/28/2019	77.11	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER/HEIDEN HOUSE	22819	02/28/2019	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER QUARRY 112630	22819	02/28/2019	55.08	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER 1001 EDGEHILL	22819	02/28/2019	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER4 CORNERS 223	22819	02/28/2019	18.36	.00	
19337	SHOREWOOD HILLS WATER & SE	SW 1008 SHOREWOOD 105850	22819	02/28/2019	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	SW 810 SW BLVD LOT 2 910300	22819	02/28/2019	13.77	.00	
19337	SHOREWOOD HILLS WATER & SE	SW 3264 UNIV AVE 908700	22819	02/28/2019	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER KOVAL WOODS	22819	02/28/2019	9.18	.00	
19337	SHOREWOOD HILLS WATER & SE	STORMWATER MCKENNA PARK	22819	02/28/2019	36.72	.00	
19337	SHOREWOOD HILLS WATER & SE	SW ENTRYWAY PARKS 1056500	22819	02/28/2019	18.36	.00	
Total 100-51-5160-223 BLDGS & PLANT:STORMWATER CHRG:					703.19	.00	
<b>210-51-5160-221 BLDG/PLANT: WATER</b>							
19337	SHOREWOOD HILLS WATER & SE	S/W CONCESSIONS 3402900	22819	02/28/2019	21.81	.00	
Total 210-51-5160-221 BLDG/PLANT: WATER:					21.81	.00	
<b>210-51-5160-223 BLDGS &amp; PLANT:STORMWATER CHRG</b>							
19337	SHOREWOOD HILLS WATER & SE	STORMWATER CONCESSIONS	22819	02/28/2019	9.18	.00	
Total 210-51-5160-223 BLDGS & PLANT:STORMWATER CHRG:					9.18	.00	
<b>600-53-0682-210 OUTSIDE SERVICES</b>							
19640	SOUTH CENTRAL CONTRACTING	TALLY HO H2O MAIN BREAK	32329	02/22/2019	3,981.25	.00	
Total 600-53-0682-210 OUTSIDE SERVICES:					3,981.25	.00	
<b>100-53-5320-370 GARAGE: FUEL &amp; OIL</b>							
19841	STOP-N-GO DPW GAS	DPW GAS	20190228	02/28/2019	681.26	.00	
Total 100-53-5320-370 GARAGE: FUEL & OIL:					681.26	.00	
<b>100-53-5320-370 GARAGE: FUEL &amp; OIL</b>							
19845	STOP-N-GO DPW DIESEL	DPW-DIESEL	02282019	02/19/2019	939.18	.00	
Total 100-53-5320-370 GARAGE: FUEL & OIL:					939.18	.00	
<b>450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS</b>							
20670	TOWN & COUNTRY ENGINEERING I	BLACKHAWK PATH EXTENSION	19922	03/07/2019	1,870.00	.00	
20670	TOWN & COUNTRY ENGINEERING I	UNIV AVE RECONSTRUCTION	19924	03/07/2019	1,091.00	.00	
20670	TOWN & COUNTRY ENGINEERING I	2019 MARSHALL COURT STREE	19925	03/07/2019	19,958.41	.00	
Total 450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS:					22,919.41	.00	
<b>500-56-5620-210 CONTRACTUAL SERVICES</b>							
20670	TOWN & COUNTRY ENGINEERING I	2018 STORMWATER	19923	03/07/2019	944.30	.00	
20670	TOWN & COUNTRY ENGINEERING I	2018 FLOOD SUPPORT	19926	03/07/2019	386.50	.00	
20670	TOWN & COUNTRY ENGINEERING I	2019 STORMWATER	19927	03/07/2019	546.50	.00	
Total 500-56-5620-210 CONTRACTUAL SERVICES:					1,877.30	.00	
<b>200-53-5361-223 SEWER TREATMENT EXPENSE</b>							
21577	UNIVERSITY OF WIS-MADISON	ANNUAL SANITARY SEWER AG	71970300306	02/14/2019	2,000.00	.00	
Total 200-53-5361-223 SEWER TREATMENT EXPENSE:					2,000.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
<b>470-51-5141-120 PLANNING LEGAL &amp; ADMIN-PYARE</b>							
22040	VANDEWALLE & ASSOCIATES INC	TOTAL EXPENSES	201902041	02/19/2019	114.13	.00	
22040	VANDEWALLE & ASSOCIATES INC	GARDEN HOMES REDEVELOP	201902041	02/19/2019	6,517.50	.00	
Total 470-51-5141-120 PLANNING LEGAL & ADMIN-PYARE:					6,631.63	.00	
<b>450-51-5141-120 PLANNING, LEGAL &amp; ADMINISTRATN</b>							
22360	VIERBICHER ASSOCIATES INC	TID #3 ADMIN/BORROWING SU	77	02/12/2019	636.00	.00	
Total 450-51-5141-120 PLANNING, LEGAL & ADMINISTRATN:					636.00	.00	
<b>450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS</b>							
22360	VIERBICHER ASSOCIATES INC	MARSHALL CT. PHASE 4	1	02/12/2019	744.00	.00	
Total 450-53-5320-230 MARSHALL CT,UNIV AVE IMPROVNTS:					744.00	.00	
<b>100-211534 UNION DUES</b>							
23342	WI PROFESSIONAL POLICE ASSOC	UNION DUES-MARCH	2952	02/28/2019	168.00	.00	
Total 100-211534 UNION DUES:					168.00	.00	
<b>100-45-4511-000 COURT FINES</b>							
23350	WI DEPT ADMINISTRATION: COURT	SHARED COURT FINES	22819	02/28/2019	1,313.59	.00	
Total 100-45-4511-000 COURT FINES:					1,313.59	.00	
<b>100-55-5523-600 TREE MAINTENANCE</b>							
23353	WHITNEY TREE SERVICE LLC	EDGEHILL PKWY MAINTENACE/	9146	03/04/2019	4,235.00	.00	
Total 100-55-5523-600 TREE MAINTENANCE:					4,235.00	.00	
<b>100-211531 HEALTH INSURANCE - EMPLOYEE</b>							
23370	WI DEPT OF EMPLOYE TRUST FUN	HEALTH CAR PREMIUM	3082019	03/08/2019	16,317.20	16,317.20	03/19/2019
Total 100-211531 HEALTH INSURANCE - EMPLOYEE:					16,317.20	16,317.20	
<b>100-51-5143-300 PERSONNEL: RETIREES INS PREM</b>							
23370	WI DEPT OF EMPLOYE TRUST FUN	ANNUITANT PREMIUMS	3082019	03/08/2019	2,228.40	2,228.40	03/19/2019
Total 100-51-5143-300 PERSONNEL: RETIREES INS PREM:					2,228.40	2,228.40	
<b>100-55-5538-340 OUTDOOR SOCCER: OPERATNG EXPEN</b>							
23597	WISCONSIN YOUTH SOCCER ASS	WYSA AFFILIATION FEE	101419	02/13/2019	100.00	.00	
Total 100-55-5538-340 OUTDOOR SOCCER: OPERATNG EXPEN:					100.00	.00	
<b>100-51-5141-320 ADMIN: DUES &amp; SEMINARS</b>							
231020	WCMA	MEMBERSHIP DUES	030419	03/04/2019	177.00	.00	
Total 100-51-5141-320 ADMIN: DUES & SEMINARS:					177.00	.00	
<b>100-52-5210-340 POLICE: OPERATING EXPENSE</b>							
233520	WILEAG	CORE STANDARDS PROGRAM	031819	03/18/2019	100.00	.00	
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					100.00	.00	
<b>450-59-5920-850 DEBT ISSUE COSTS TID 3</b>							
999586	STANDARD AND POOR'S RATING S	ANALYTICAL SERVICES	11362675	12/10/2018	11,500.00	.00	

Vendor	Vendor Name	Description	Invoice Number	Invoice Date	Net Inv Amount	Amount Paid	Date Paid
Total 450-59-5920-850 DEBT ISSUE COSTS TID 3:					11,500.00	.00	
<b>100-55-5510-340 2018 FLOOD EXPENSES</b>							
1000078	REYNOLDS TRANSFER AND STOR	RENTAL FOR STORAGE/FLOOD	1913263	03/01/2019	1,000.00	.00	
Total 100-55-5510-340 2018 FLOOD EXPENSES:					1,000.00	.00	
<b>100-51-5145-210 D.P.: CONTRACTUAL SERVICES</b>							
1000688	COMPUTER MAGIC INC	SERVER MANAGED SUPPORT	4243	02/28/2019	600.00	.00	
1000688	COMPUTER MAGIC INC	WORKSTATION MGNT PLAN	4243	02/28/2019	2,077.00	.00	
1000688	COMPUTER MAGIC INC	BACKUP SERV W/CLOUD RETE	4243	02/28/2019	799.00	.00	
Total 100-51-5145-210 D.P.: CONTRACTUAL SERVICES:					3,476.00	.00	
<b>100-52-5210-340 POLICE: OPERATING EXPENSE</b>							
1000863	TRUAX PATIENT SERVICES	NARCAN NASAL SPRAY	2763	02/26/2019	150.00	.00	
Total 100-52-5210-340 POLICE: OPERATING EXPENSE:					150.00	.00	
<b>100-55-5510-340 2018 FLOOD EXPENSES</b>							
2000089	REVIVE RESTORATION, INC	MITIGATION SERVICES - FLOO	M4844	03/01/2019	17,140.90	.00	
Total 100-55-5510-340 2018 FLOOD EXPENSES:					17,140.90	.00	
<b>400-54-5440-800 FIRE/EMS/PD/DPW RADIO EQUIPMNT</b>							
2000090	HOFFMAN SECURITY SOLUTIONS,	KWT3-16 3 MOD KEYWATCHER	7373	02/21/2019	7,167.17	.00	
2000090	HOFFMAN SECURITY SOLUTIONS,	SHIPPING & HANDLING	7373	02/21/2019	250.00	.00	
Total 400-54-5440-800 FIRE/EMS/PD/DPW RADIO EQUIPMNT:					7,417.17	.00	
<b>100-55-5500-700 COMMUNITY GARDENS</b>							
2000091	CORNELL NUTRIENT ANALYSIS LA	COMMUNITY GARDEN'S SOIL S	03072019	03/07/2019	90.00	90.00	03/19/2019
Total 100-55-5500-700 COMMUNITY GARDENS:					90.00	90.00	
Grand Totals:					516,014.98	19,030.12	

Report Criteria:

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

Percent of year elapsed = 16.67%		February 28, 2019				February 28, 2018		
<u>Account No.</u>	<u>Account Title</u>	<u>CY YTD Actual</u>	<u>CY Budget</u>	<u>Variance</u>	<u>% of Budget</u>	<u>PY Actual</u>	<u>PY Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>								
100-41-4111-000	GENERAL PROPERTY TAXES	0	2,840,159	(2,840,159)	0.00%	0	2,770,440	0.00%
100-41-4131-000	PAYMENTS IN LIEU OF TAX	0	62,000	(62,000)	0.00%	0	62,000	0.00%
100-41-4181-000	INTEREST & PENALTIES ON TAXES	12	20	(8)	58.25%	30	0	0.00%
100-43-4330-000	FED/STATE DISASTER RELIEF	0	0	0	0.00%	0	0	0.00%
100-43-4341-000	STATE SHARED REVENUE	0	20,888	(20,888)	0.00%	0	20,888	0.00%
100-43-4342-000	FIRE INSURANCE PREMIUM-2% DUES	0	20,773	(20,773)	0.00%	0	21,217	0.00%
100-43-4351-000	STATE AID: EXEMPT COMPUTERS	0	20,000	(20,000)	0.00%	0	46,000	0.00%
100-43-4352-100	LAW ENFORCEMENT TRAINING AIDS	0	1,920	(1,920)	0.00%	0	1,800	0.00%
100-43-4352-105	PUBLIC SAFETY EQUIPMENT AIDS	0	0	0	0.00%	0	0	0.00%
100-43-4352-110	GRANTS TO POLICE DEPARTMENT	0	1,000	(1,000)	0.00%	0	1,000	0.00%
100-43-4353-000	STATE AID: HIGHWAY	0	294,065	(294,065)	0.00%	77,430	309,366	25.03%
100-43-4353-100	LOCAL ROADS GRANT	0	0	0	0.00%	0	0	0.00%
100-43-4353-300	STATE FEMA GRANT	0	0	0	0.00%	0	0	0.00%
100-43-4358-000	FORESTRY GRANTS	0	0	0	0.00%	0	0	0.00%
100-43-4360-000	DANE CTY GRANT: LAND CONS DEPT	0	0	0	0.00%	0	0	0.00%
100-44-4411-000	LICENSES: LIQUOR/MALT BEVERAGE	0	5,450	(5,450)	0.00%	0	5,000	0.00%
100-44-4412-000	LICENSES: OTHER BUS/OCCUPATION	180	2,700	(2,520)	6.67%	180	2,800	6.43%
100-44-4421-000	LICENSES: BICYCLE	0	0	0	0.00%	0	60	0.00%
100-44-4422-000	LICENSES: DOG & CAT	2,365	3,600	(1,235)	65.69%	1,833	2,600	70.50%
100-44-4423-000	LICENSES: MISC	220	1,150	(930)	19.13%	200	1,000	20.00%
100-44-4431-000	PERMIT/INSPCTN FEES: BUILDINGS	1,472	16,500	(15,028)	8.92%	1,730	15,000	11.53%
100-44-4432-000	PERMIT/INSPCTN FEES: HVAC	475	6,300	(5,825)	7.54%	660	5,000	13.20%
100-44-4433-000	PERMIT/INSPCTN FEES: ELECTRICAL	1,024	6,400	(5,376)	16.00%	585	5,000	11.70%
100-44-4434-000	PERMIT/INSPCTN FEES: PLUMBING	975	5,200	(4,225)	18.75%	1,160	4,000	29.00%
100-44-4435-000	PERMIT/INSPCTN FEES: SIGNS	1,528	800	728	190.94%	0	600	0.00%
100-44-4436-000	PERMIT/INSPCTN FEES: SPRNK/FIRE	0	0	0	0.00%	0	0	0.00%
100-44-4439-000	PERMIT/INSPCTN FEES: MISC.	20	1,315	(1,295)	1.52%	0	400	0.00%

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100-44-4441-000	ZONING FEES	0	3,600	(3,600)	0.00%	500	3,000	16.67%
100-44-4491-000	CABLE TV FRANCHISE FEES	7,225	29,000	(21,775)	24.92%	2,484	31,000	8.01%
100-44-4492-000	% SURCHARGE FOR RECREATION	0	9,200	(9,200)	0.00%	0	7,500	0.00%
100-45-4511-000	COURT FINES	6,873	29,000	(22,127)	23.70%	2,948	32,000	9.21%
100-45-4513-000	PARKING VIOLATIONS	10,608	50,000	(39,392)	21.22%	6,340	43,000	14.74%
100-45-4514-000	POLICE DONATIONS/MISC REVENUES	71	2,200	(2,129)	3.22%	109	3,000	3.64%
100-46-4611-000	CLERK: MATERIAL & SUPPLY SALES	85	0	85	0.00%	0	25	0.00%
100-46-4612-000	CLERK: EMPLOYEE SUNSHINE FUND	0	400	(400)	0.00%	300	400	75.00%
100-46-4613-000	CLERK: PARKING PERMITS	125	600	(475)	20.83%	125	700	17.86%
100-46-4621-000	LAW ENFORCEMENT FEES	139	500	(361)	27.84%	72	400	17.96%
100-46-4642-000	WIS MUNICIPAL RECYCLING GRANT	0	14,885	(14,885)	0.00%	0	15,000	0.00%
100-46-4642-100	RECYCLING PROCEEDS	0	0	0	0.00%	0	0	0.00%
100-46-4645-000	DISPOSAL REPAIR FEES	0	0	0	0.00%	0	0	0.00%
100-46-4670-000	BOOK PUBLISHING REVENUES	0	60	(60)	0.00%	0	60	0.00%
100-46-4670-100	RESALE BOOK PUBLISHING REVENUE	0	0	0	0.00%	0	0	0.00%
100-46-4671-000	BOOK SHIPPING INCOME	0	0	0	0.00%	0	0	0.00%
100-46-4672-000	CONTRIBUTIONS: PARKS & FORESTRY	0	5,000	(5,000)	0.00%	1,060	0	-
100-46-4672-100	GARDEN PLOT REVENUES	0	2,750	(2,750)	0.00%	0	2,660	0.00%
100-46-4672-110	CONTRIBUTIONS: GARDEN CLUB	0	2,500	(2,500)	0.00%	0	2,500	0.00%
100-46-4672-130	CONTRIBUTIONS: HORT CONSULTANT	0	0	0	0.00%	1,000	1,000	100.00%
100-46-4673-100	RECREATION: FOUR CORNERS	2,925	19,000	(16,075)	15.39%	6,525	15,135	43.11%
100-46-4673-200	RECREATION: LAND REC	3,750	26,500	(22,750)	14.15%	6,000	17,000	35.29%
100-46-4673-210	RECREATION: LAND REC GRANT	0	0	0	0.00%	0	0	0.00%
100-46-4673-300	RECREATION: TENNIS	10	23,135	(23,125)	0.04%	0	25,500	0.00%
100-46-4673-400	RECREATION: BASEBALL	0	0	0	0.00%	0	0	0.00%
100-46-4673-500	RECREATION: BASKETBALL	0	2,760	(2,760)	0.00%	0	2,200	0.00%
100-46-4673-600	RECREATION: GOLF	0	4,000	(4,000)	0.00%	0	3,824	0.00%
100-46-4673-700	RECREATION: KAYAK/CANOE	0	560	(560)	0.00%	0	850	0.00%

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100-46-4673-800	RECREATION: INDOOR SOCCER	0	0	0	0.00%	0	0	0.00%
100-46-4673-900	RECREATION: OUTDOOR SOCCER	0	10,346	(10,346)	0.00%	521	9,700	5.37%
100-46-4674-100	COMMUNITY CENTER RENTALS	0	2,400	(2,400)	0.00%	2,401	2,200	109.14%
100-46-4674-210	JULY 4th FAMILY PICNIC	0	1,200	(1,200)	0.00%	0	1,500	0.00%
100-46-4674-220	JULY 4th FIREWORKS	0	9,500	(9,500)	0.00%	0	8,000	0.00%
100-47-4741-000	WATER DEPT: REIMB FOR SERVICES	0	13,764	(13,764)	0.00%	0	13,494	0.00%
100-47-4742-000	SEWER DIV: REIMB FOR SERVICES	0	11,142	(11,142)	0.00%	0	10,924	0.00%
100-47-4743-000	WATERFRONT: REIMB FOR SERVICES	0	17,375	(17,375)	0.00%	0	17,034	0.00%
100-47-4744-000	STORMWATER:REIMB FOR SERVICES	0	9,364	(9,364)	0.00%	0	9,180	0.00%
100-48-4810-000	INTEREST ON INVESTMENTS	0	18,000	(18,000)	0.00%	8,642	15,000	57.62%
100-48-4810-100	BUILD AMERICA BOND SUBSIDY	0	7,500	(7,500)	0.00%	0	7,746	0.00%
100-48-4812-000	CAPITAL PROJECT BOND INTEREST	0	0	0	0.00%	0	0	0.00%
100-48-4815-000	REPAYMENT: WATER UTILITY ADVANC	0	0	0	0.00%	0	18,465	0.00%
100-48-4821-000	RENT: DUE FROM POOL	0	38,500	(38,500)	0.00%	0	38,500	0.00%
100-48-4822-000	RENT: BLACKHAWK C.C.	16,666	100,000	(83,334)	16.67%	8,333	100,300	8.31%
100-48-4823-000	BCC INSURANCE REIMBURSEMENT	0	0	0	0.00%	0	0	0.00%
100-48-4825-000	RENT: PARKING SPACES	0	0	0	0.00%	0	0	0.00%
100-48-4827-000	DEVELPR SHARE MAD FIRE EXPENSE	0	60,000	(60,000)	0.00%	40,067	39,612	101.15%
100-48-4830-000	MISCELLANEOUS SALES	0	0	0	0.00%	175	0	0.00%
100-48-4831-000	POLICE/ FIRE SALES	0	0	0	0.00%	0	0	0.00%
100-48-4833-000	VILLAGE TREE SALES	0	5,000	(5,000)	0.00%	0	6,000	0.00%
100-48-4836-000	DPW VEHICLE SALES	0	0	0	0.00%	0	0	0.00%
100-48-4838-000	DANE CTY CALENDARS	0	700	(700)	0.00%	586	800	73.24%
100-48-4840-000	INSURANCE DIVIDENDS	0	0	0	0.00%	0	0	0.00%
100-48-4845-000	INSURANCE PREMIUM REFUNDS	0	0	0	0.00%	0	0	0.00%
100-48-4850-000	INSURANCE CLAIMS	0	0	0	0.00%	0	0	0.00%
100-48-4851-000	2018 FLOOD INSURANCE REIMB	97,500	0	97,500	0.00%	0	0	0.00%
100-48-4855-000	SHWD LEAGUE/FOUNDATN RECEIPTS	0	0	0	0.00%	0	0	0.00%

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100-48-4895-000	REPAYMENT: TIF ADVANCE	0	42,038	(42,038)	0.00%	0	48,602	0.00%
100-49-4941-000	MISCELLANEOUS REVENUES	141	17,000	(16,859)	0.83%	178	17,000	1.04%
100-49-4944-000	FUND BALANCE APPLIED	0	0	0	0.00%	0	133,334	0.00%
<b>EXPENSES</b>								
100-51-5111-310	VILLAGE BOARD: SUP & EXPENSE	1,111	3,200	(2,089)	34.72%	2,827	1,500	188.49%
100-51-5111-720	VILLAGE BOARD: DONATIONS	0	0	0	0.00%	0	0	0.00%
100-51-5112-310	COMMITTEES: SUP & EXPENSE	0	300	(300)	0.00%	34	300	11.31%
100-51-5120-110	JUDICIAL: SALARY & ALLOWANCES	456	3,054	(2,598)	14.93%	399	2,965	13.46%
100-51-5120-120	JUDICIAL: COURT CLERK WAGES	3,806	23,319	(19,514)	16.32%	3,038	22,341	13.60%
100-51-5120-150	JUDICIAL: BENEFITS	1,104	6,596	(5,492)	16.73%	907	6,437	14.09%
100-51-5120-310	JUDICIAL: OFFC. SUP & EXPENSE	0	1,700	(1,700)	0.00%	1,051	1,700	61.80%
100-51-5120-321	JUDICIAL: DUES	145	140	5	103.57%	40	140	28.57%
100-51-5120-322	JUDICIAL: SEMINARS & TRAINING	700	1,800	(1,100)	38.89%	700	1,665	42.04%
100-51-5130-210	LEGAL: GEN. ADVICE & COUNSEL	1,456	17,000	(15,545)	8.56%	5,575	18,000	30.97%
100-51-5130-211	LEGAL: ORDINANCE PROSECUTIONS	2,846	29,000	(26,154)	9.81%	2,917	29,000	10.06%
100-51-5141-120	ADMIN: WAGES	14,505	89,176	(74,671)	16.27%	11,901	85,246	13.96%
100-51-5141-150	ADMIN: BENEFITS	4,734	25,592	(20,858)	18.50%	3,119	23,079	13.51%
100-51-5141-320	ADMIN: DUES & SEMINARS	130	1,700	(1,570)	7.65%	1,238	1,700	72.82%
100-51-5141-340	ADMIN: MONTHLY BULLETIN	0	0	0	0.00%	0	0	0.00%
100-51-5141-380	ADMIN: STAFF SUNSHINE FUND	301	400	(99)	75.25%	74	400	18.51%
100-51-5142-120	CLERK: WAGES	9,070	74,329	(65,259)	12.20%	11,089	70,608	15.71%
100-51-5142-130	EXTRA OFFICE HELP	3,023	19,011	(15,988)	15.90%	2,951	18,366	16.07%
100-51-5142-150	CLERK: BENEFITS	2,856	26,430	(23,575)	10.80%	2,761	20,689	13.35%
100-51-5142-310	CLERK: SUP & EXPENSES	433	3,500	(3,067)	12.36%	1,395	3,900	35.78%
100-51-5142-322	CLERK: TRAINING/SEMINARS	0	2,200	(2,200)	0.00%	25	1,600	1.56%
100-51-5142-340	CLERK: POSTAL EXPENSES	0	2,100	(2,100)	0.00%	1,254	3,000	41.79%
100-51-5142-500	CLERK: DANE CTY CALENDARS	0	600	(600)	0.00%	0	600	0.00%
100-51-5142-700	CLERK: LICENSE COSTS	0	0	0	0.00%	0	0	0.00%

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100-51-5143-158	PERSONNEL: UNEMPLOYMENT COMP	0	0	0	0.00%	0	0	0.00%
100-51-5143-160	PERSONNEL: WORKMAN'S COMP INS	0	44,000	(44,000)	0.00%	12,484	44,000	28.37%
100-51-5143-190	PERSONNEL: PROVIDED FOR EVALS	0	0	0	0.00%	0	0	0.00%
100-51-5143-200	PERSONNEL: RECRUITMENT	0	200	(200)	0.00%	0	0	0.00%
100-51-5143-210	PERSONNEL: MEDICAL EVALUATIONS	0	300	(300)	0.00%	0	0	0.00%
100-51-5143-300	PERSONNEL: RETIREES INS PREM	5,101	29,131	(24,030)	17.51%	7,169	48,954	14.64%
100-51-5144-140	ELECTIONS: PER DIEM WAGES	0	2,750	(2,750)	0.00%	0	4,000	0.00%
100-51-5144-340	ELECTIONS: OPERATING SUPPLIES	9	8,100	(8,091)	0.11%	453	1,000	45.30%
100-51-5145-210	D.P.: CONTRACTUAL SERVICES	11,465	51,200	(39,735)	22.39%	7,690	40,000	19.23%
100-51-5145-340	D.P.: OPERATIONS EXPENSE	598	8,400	(7,802)	7.12%	405	2,700	14.98%
100-51-5145-350	WEBSITE COSTS	0	620	(620)	0.00%	0	570	0.00%
100-51-5151-210	FINANCE: AUDIT SERVICES	6,220	26,000	(19,780)	23.92%	1,863	25,000	7.45%
100-51-5151-290	LIFE QUEST FEES/OTHER PAYMENTS	0	0	0	0.00%	0	0	0.00%
100-51-5151-300	BOND ISSUE EXPENSES	325	3,425	(3,100)	9.49%	0	0	0.00%
100-51-5152-340	TREASURY: OPERATIONS	0	0	0	0.00%	0	0	0.00%
100-51-5152-390	TREASURY: WRITE-OFF EXPENSE	0	0	0	0.00%	0	0	0.00%
100-51-5153-210	ASSESSOR: CONTRACTUAL EXPENSE	3,547	10,190	(6,643)	34.81%	1,722	10,190	16.90%
100-51-5154-511	LIABILITY INS (LEAGUE)	11,626	44,609	(32,983)	26.06%	12,707	43,729	29.06%
100-51-5154-512	PROPERTY INS (LGPIF)	18,579	14,163	4,416	131.18%	13,619	14,708	92.60%
100-51-5160-220	BLDGS & PLANT: GAS & ELECTRIC	3,499	42,000	(38,501)	8.33%	3,918	42,000	9.33%
100-51-5160-221	BLDGS & PLANT: WATER	1,096	6,000	(4,904)	18.27%	648	8,000	8.10%
100-51-5160-222	BLDGS & PLANT: TELEPHONE	858	0	858	0.00%	814	4,000	20.34%
100-51-5160-223	BLDGS & PLANT:STORMWATER CHRG	703	6,560	(5,857)	10.72%	703	6,600	10.65%
100-51-5160-240	BLDGS & PLANT: CONTRACTUAL	320	5,000	(4,680)	6.41%	283	3,410	8.30%
100-51-5160-530	BLDGS & PLANT: RENTAL EXPENSE	0	0	0	0.00%	4,379	2,500	175.16%
100-52-5210-110	POLICE: SALARIES & ALLOWANCES	15,050	98,654	(83,605)	15.25%	12,788	95,326	13.42%
100-52-5210-120	POLICE: CLERICAL WAGES	9,345	73,210	(63,865)	12.76%	10,035	73,638	13.63%
100-52-5210-121	POLICE: OFFICER WAGE & HOLIDAY	52,234	369,913	(317,679)	14.12%	42,764	322,202	13.27%

Percent of year elapsed = 16.67%		February 28, 2019				February 28, 2018		
<u>Account No.</u>	<u>Account Title</u>	<u>CY YTD Actual</u>	<u>CY Budget</u>	<u>Variance</u>	<u>% of Budget</u>	<u>PY Actual</u>	<u>PY Budget</u>	<u>% of Budget</u>
100-52-5210-122	POLICE: OVERTIME WAGES	1,921	9,000	(7,079)	21.34%	2,363	9,000	26.26%
100-52-5210-124	POLICE: PART-TIME DUTY WAGES	10,790	23,000	(12,210)	46.91%	7,240	48,000	15.08%
100-52-5210-125	POLICE: DIFFERENTIAL	324	2,000	(1,676)	16.19%	329	2,000	16.47%
100-52-5210-128	POLICE: COM SERVICE OFFICERS	0	4,400	(4,400)	0.00%	0	4,400	0.00%
100-52-5210-129	POLICE: CROSSING GUARD WAG	1,169	6,000	(4,831)	19.48%	946	5,000	18.93%
100-52-5210-130	POLICE: EMPLOYMENT BONUS	0	0	0	0.00%	0	0	0.00%
100-52-5210-150	POLICE: BENEFITS	29,968	190,976	(161,008)	15.69%	27,889	196,549	14.19%
100-52-5210-170	POLICE: EDUCATION REIMB	0	0	0	0.00%	0	1,000	0.00%
100-52-5210-210	POLICE: CONTRACTUAL SERVICES	2,982	15,000	(12,018)	19.88%	1,158	14,000	8.27%
100-52-5210-310	POLICE: OFFICE SUPPLIES & EXP	307	3,000	(2,693)	10.24%	583	3,000	19.43%
100-52-5210-321	POLICE: DUES & SEMINARS	576	2,500	(1,924)	23.04%	476	2,000	23.80%
100-52-5210-322	POLICE: TRAINING EXPENSES	725	9,000	(8,275)	8.06%	547	9,000	6.08%
100-52-5210-340	POLICE: OPERATING EXPENSE	835	16,000	(15,165)	5.22%	3,526	16,000	22.04%
100-52-5210-341	POLICE: UNIFORM EXPENSE	4,117	6,000	(1,883)	68.62%	4,822	5,000	96.43%
100-52-5210-345	POLICE: PROMOTION	0	0	0	0.00%	0	0	0.00%
100-52-5210-350	POLICE: VEHICLE REPAIR & MAINT	723	5,000	(4,277)	14.45%	941	5,000	18.81%
100-52-5210-370	POLICE: FUEL & OIL	1,195	10,000	(8,805)	11.95%	683	7,000	9.76%
100-52-5210-380	POLICE: DRUG PREVENTION	0	1,000	(1,000)	0.00%	0	0	0.00%
100-52-5210-390	POLICE: INSURANCE COSTS	0	0	0	0.00%	0	0	0.00%
100-52-5220-210	FIRE: CONTRACTUAL EXPENSE	0	575,475	(575,475)	0.00%	0	570,119	0.00%
100-52-5220-215	FIRE: 2% DUES TO MAD FIRE DEPT	0	20,773	(20,773)	0.00%	0	21,217	0.00%
100-52-5220-590	FIRE: HYDRANT RENTAL	0	0	0	0.00%	0	168,281	0.00%
100-52-5240-150	INSPECTIONS: BENEFITS	401	2,303	(1,902)	17.40%	253	2,180	11.60%
100-52-5240-211	INSPECTIONS: BUILDINGS	2,415	14,500	(12,085)	16.65%	1,686	14,000	12.04%
100-52-5240-212	INSPECTIONS: HVAC	833	5,500	(4,667)	15.14%	874	5,000	17.49%
100-52-5240-213	INSPECTIONS: ELECTRICAL	1,582	7,500	(5,918)	21.09%	375	7,000	5.35%
100-52-5240-214	INSPECTIONS: PLUMBING	375	2,600	(2,225)	14.41%	333	2,500	13.33%
100-52-5240-340	INSPECTIONS: OPERATIONS	205	100	105	205.00%	99	0	0.00%

Percent of year elapsed = 16.67%		February 28, 2019				February 28, 2018		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-52-5260-290	DANE COUNTY RADIO CONTRACT	0	6,061	(6,061)	0.00%	2,138	7,058	30.29%
100-53-5300-121	AIDABLE WORK: LABOR	15,766	70,214	(54,448)	22.45%	11,835	72,262	16.38%
100-53-5300-150	AIDABLE WORK: BENEFITS	3,066	12,084	(9,018)	25.37%	2,292	12,560	18.25%
100-53-5300-340	AIDABLE WORK: OPERATING EXP.	387	18,000	(17,613)	2.15%	3,606	18,000	20.03%
100-53-5300-450	SCHOOL SAFE ZONE	0	0	0	0.00%	0	0	0.00%
100-53-5300-600	AIDABLE: INSURANCE REPAIRS	0	0	0	0.00%	0	0	0.00%
100-53-5320-350	GARAGE: VEHICLE REPAIR & MAINT	1,748	15,000	(13,252)	11.65%	1,749	18,000	9.72%
100-53-5320-370	GARAGE: FUEL & OIL	551	12,000	(11,449)	4.59%	1,741	8,000	21.76%
100-53-5330-210	STR MAINT/REPAIR: ENGINEERING	0	0	0	0.00%	0	0	0.00%
100-53-5330-230	STR MAINT/REPAIR: ANNUAL CNTCT	850	0	850	0.00%	0	0	0.00%
100-53-5342-220	STREET LIGHTING: POWER	1,560	18,000	(16,440)	8.67%	1,588	16,000	9.93%
100-53-5342-340	STREET LIGHTING: CONTRACTUAL	1,131	15,000	(13,869)	7.54%	344	20,000	1.72%
100-53-5344-350	STORM SEWERS: DISCHARGE PERMIT	19	175	(156)	10.80%	15	85	17.51%
100-53-5352-300	BUS SERVICE	0	30,000	(30,000)	0.00%	0	30,000	0.00%
100-53-5362-290	REFUSE COLL: CONTRACTUAL SERVC	8,220	96,289	(88,069)	8.54%	16,473	94,360	17.46%
100-53-5363-290	METRO LANDFILL EXPENSE	5,125	10,250	(5,125)	50.00%	0	10,750	0.00%
100-53-5365-121	RECYCLING/YARDWASTE:LABOR	4,255	45,115	(40,859)	9.43%	3,145	50,931	6.18%
100-53-5365-150	RECYCLING/YARDWASTE:BENEFITS	853	7,764	(6,911)	10.98%	549	8,852	6.20%
100-53-5365-340	RECYCLING/YARDWASTE: SUP EXP	0	4,100	(4,100)	0.00%	0	4,100	0.00%
100-53-5365-370	RECYCLING/YARDWASTE:FUEL & OIL	391	2,800	(2,409)	13.95%	488	2,800	17.43%
100-54-5400-130	VILLAGE HALL: CLEANING	685	4,819	(4,134)	14.22%	335	5,668	5.92%
100-54-5400-150	VILLAGE HALL: BENEFITS	227	829	(603)	27.31%	47	985	4.78%
100-55-5500-121	NON-AIDABLE WORK: LABOR	18,486	105,700	(87,214)	17.49%	18,594	105,083	17.69%
100-55-5500-150	NON-AIDABLE WORK: BENEFITS	3,992	18,191	(14,199)	21.95%	3,197	18,265	17.51%
100-55-5500-340	NON-AIDABLE: OPERATING EXPENSE	613	25,000	(24,387)	2.45%	1,862	28,000	6.65%
100-55-5500-600	NON-AIDABLE: INSURANCE COSTS	0	0	0	0.00%	0	0	0.00%
100-55-5500-700	COMMUNITY GARDENS	0	500	(500)	0.00%	0	500	0.00%
100-55-5510-340	2018 FLOOD EXPENSES	16,086	0	16,086	0.00%	0	0	0.00%

Percent of year elapsed = 16.67%		February 28, 2019				February 28, 2018		
<u>Account No.</u>	<u>Account Title</u>	<u>CY YTD Actual</u>	<u>CY Budget</u>	<u>Variance</u>	<u>% of Budget</u>	<u>PY Actual</u>	<u>PY Budget</u>	<u>% of Budget</u>
100-55-5514-121	COMMUNITY CTR: WAGES	0	811	(811)	0.00%	0	578	0.00%
100-55-5514-150	COMMUNITY CTR: WAGE BENEFITS	0	140	(140)	0.00%	0	100	0.00%
100-55-5514-220	COMMUNITY CTR: GAS & ELECTRIC	640	7,400	(6,760)	8.65%	1,537	7,400	20.77%
100-55-5520-121	FORESTER: WAGES	9,240	64,191	(54,951)	14.39%	7,852	62,956	12.47%
100-55-5520-122	GRANT FUNDED HORT WAGES	0	0	0	0.00%	0	0	0.00%
100-55-5520-125	HORT ASSISTANT WAGES	368	23,000	(22,633)	1.60%	426	15,000	2.84%
100-55-5520-150	FORESTER: WAGE BENEFITS	2,565	17,581	(15,015)	14.59%	2,217	17,461	12.70%
100-55-5520-320	PARKS:PROJECTS	723	12,500	(11,777)	5.78%	0	7,000	0.00%
100-55-5520-340	PARKS:OPERATING EXPENSE	747	4,800	(4,053)	15.56%	928	4,400	21.09%
100-55-5520-342	VILLAGE TREE SALES COSTS	0	5,000	(5,000)	0.00%	0	6,000	0.00%
100-55-5520-350	McKENNA PARK	0	0	0	0.00%	0	0	0.00%
100-55-5520-370	FORESTER: FUEL & OIL	0	0	0	0.00%	0	0	0.00%
100-55-5523-341	HORTICULTURE: CONSULTANT	0	0	0	0.00%	0	1,000	0.00%
100-55-5523-343	HORTICULTURE: REFORESTATION	0	14,000	(14,000)	0.00%	0	9,000	0.00%
100-55-5523-350	HORTICULTURE:PLANTINGS	0	3,000	(3,000)	0.00%	0	2,000	0.00%
100-55-5523-550	FORESTRY GRANTS	0	0	0	0.00%	0	0	0.00%
100-55-5523-600	TREE MAINTENANCE	400	40,000	(39,600)	1.00%	4,100	30,000	13.67%
100-55-5523-650	TREE REMOVALS	5,025	30,000	(24,975)	16.75%	7,690	25,000	30.76%
100-55-5531-121	FOUR CORNERS: WAGES	0	13,000	(13,000)	0.00%	0	12,000	0.00%
100-55-5531-150	FOUR-CORNERS: BENEFITS	0	1,000	(1,000)	0.00%	0	900	0.00%
100-55-5531-340	FOUR CORNERS: OPERATING EXPNSE	0	1,500	(1,500)	0.00%	0	650	0.00%
100-55-5532-121	LAND RECREATION: WAGES	0	12,500	(12,500)	0.00%	0	13,300	0.00%
100-55-5532-150	LAND RECREATION: BENEFITS	0	1,000	(1,000)	0.00%	0	1,017	0.00%
100-55-5532-340	LAND RECREATION: OPERATING EXP	0	1,700	(1,700)	0.00%	0	1,700	0.00%
100-55-5533-121	TENNIS: WAGES	0	18,000	(18,000)	0.00%	0	16,000	0.00%
100-55-5533-150	TENNIS: BENEFITS	0	1,400	(1,400)	0.00%	0	1,300	0.00%
100-55-5533-340	TENNIS: OPERATING EXPENSES	0	3,000	(3,000)	0.00%	0	1,000	0.00%
100-55-5534-140	BASEBALL: UMPIRE PER DIEM EXP	0	0	0	0.00%	0	0	0.00%

Percent of year elapsed = 16.67%		February 28, 2019				February 28, 2018		
Account No.	Account Title	CY YTD Actual	CY Budget	Variance	% of Budget	PY Actual	PY Budget	% of Budget
100-55-5534-340	BASEBALL: OPERATING EXPENSES	0	0	0	0.00%	0	0	0.00%
100-55-5535-121	BASKETBALL: WAGES	0	1,300	(1,300)	0.00%	0	1,000	0.00%
100-55-5535-150	BASKETBALL: BENEFITS	0	100	(100)	0.00%	0	77	0.00%
100-55-5535-340	BASKETBALL: OPERATING EXPENSE	0	750	(750)	0.00%	0	750	0.00%
100-55-5536-121	INDOOR SOCCER: WAGES	0	0	0	0.00%	0	0	0.00%
100-55-5536-150	INDOOR SOCCER: BENEFITS	0	0	0	0.00%	0	0	0.00%
100-55-5536-340	INDOOR SOCCER: OPERATING EXPEN	0	0	0	0.00%	0	0	0.00%
100-55-5537-340	SPEC EVENTS: JULY 4th EXPENSE	0	1,350	(1,350)	0.00%	22	1,375	1.59%
100-55-5537-341	SPEC EVENTS: FIREWORKS EXPENSE	0	9,000	(9,000)	0.00%	0	9,000	0.00%
100-55-5537-342	SPEC EVENTS: RECOGNITION NIGHT	4,970	4,750	220	104.62%	0	4,450	0.00%
100-55-5538-340	OUTDOOR SOCCER: OPERATNG EXPEN	1,370	7,000	(5,630)	19.57%	0	7,000	0.00%
100-55-5540-340	GOLF: OPERATING EXPENSES	0	4,500	(4,500)	0.00%	0	4,000	0.00%
100-55-5550-390	KAYAK/CANOE RENTAL EXPENSES	0	550	(550)	0.00%	0	550	0.00%
100-56-5630-150	PLANNER	0	800	(800)	0.00%	150	800	18.75%
100-56-5640-210	PROF CONSULTANT:PLAN REVIEW	1,169	800	369	146.16%	0	800	0.00%
100-57-5735-775	CAP OUTLAY: CREW MOWER UNIT	0	0	0	0.00%	0	0	0.00%
100-57-5751-800	CAP OUTLAY: COMPUTERS	765	10,000	(9,235)	7.65%	0	0	0.00%
100-57-5751-810	CAP OUTLAY: GEN ADM EQUIPMENT	0	0	0	0.00%	0	0	0.00%
100-57-5751-825	CAP OUTLAY: ADMIN DP SOFTWARE	0	0	0	0.00%	0	0	0.00%
100-57-5751-830	CAP OUTLAY:FD/EMS CAPITL EQUIP	0	0	0	0.00%	0	0	0.00%
100-57-5751-845	CAP OUTLAY:PAINT BURBANK RAIL	0	0	0	0.00%	0	0	0.00%
100-57-5751-850	CAP OUTLAY:DPW CAPITAL EQUIPMT	0	0	0	0.00%	0	0	0.00%
100-57-5752-811	CAP OUTLAY: PD COMMNCTNS EQPT	0	0	0	0.00%	0	0	0.00%
100-57-5752-813	CAP OUTLAY: PD VEHICLE REPL	0	0	0	0.00%	0	0	0.00%
100-57-5752-815	CAP OUTLAY: PD SAFETY EQPT	0	0	0	0.00%	0	0	0.00%
100-57-5752-817	CAP OUTLAY: PD EQUIPMENT	0	0	0	0.00%	0	0	0.00%
100-57-5752-821	CAP OUTLAY: FD COMMNCTNS EQPT	0	0	0	0.00%	0	0	0.00%
100-57-5752-822	CAP OUTLAY: FD OPERATING EQUIP	0	0	0	0.00%	0	0	0.00%

Percent of year elapsed = 16.67%		February 28, 2019				February 28, 2018		
<u>Account No.</u>	<u>Account Title</u>	<u>CY YTD Actual</u>	<u>CY Budget</u>	<u>Variance</u>	<u>% of Budget</u>	<u>PY Actual</u>	<u>PY Budget</u>	<u>% of Budget</u>
100-57-5752-825	CAP OUTLAY: FD SAFETY EQPT	0	0	0	0.00%	0	0	0.00%
100-57-5752-826	CAP OUTLAY: FD HOSE & APPLNCS	0	0	0	0.00%	0	0	0.00%
100-57-5752-828	CAP OUTLAY: FD VEHICLE REPLACE	0	0	0	0.00%	0	0	0.00%
100-57-5752-831	CAP OUTLAY: EMS COMMNCTN EQPT	0	0	0	0.00%	0	0	0.00%
100-57-5752-832	CAP OUTLAY: EMS OPERATING EQPT	0	0	0	0.00%	0	0	0.00%
100-59-5910-900	CONTINGENT ACCOUNT	0	0	0	0.00%	0	0	0.00%
100-59-5920-900	DUE TO DEBT SERVICE	0	958,205	(958,205)	0.00%	58,757	926,422	6.34%
	<b>TOTAL REVENUES</b>	<b>154,389</b>	<b>3,899,719</b>	<b>(3,745,330)</b>	<b>3.96%</b>	<b>172,172</b>	<b>3,978,316</b>	<b>4.33%</b>
	<b>TOTAL EXPENSES</b>	<b>360,684</b>	<b>3,899,719</b>	<b>(3,539,036)</b>	<b>9.25%</b>	<b>396,539</b>	<b>3,947,254</b>	<b>10.05%</b>

Village of Shorewood Hills  
Caucus Minutes  
Tuesday, January 22, 2019 7:00 pm

1. Village Trustee John Imes called the Caucus to order at 7:00 p.m. He announced that the meeting was being held to determine the Village candidates for the Spring Election on April 2, 2019. Mr. Imes asked the approximately 22 attendees to sign the attendance roster, indicating their names and addresses.
2. Mr. Imes opened nominations for the election of two tellers to canvass the vote in the event it became necessary. Marilyn Townsend nominated Tom Degen, 3518 Blackhawk Drive; her nomination was seconded by Fred Wade. Tracy Bailey nominated Marilyn Townsend, 1121 Wellesley Road; her nomination was seconded by David Benforado. Mr. Imes called three times, "Are there any more nominations?" There were no additional nominations. By a voice vote of those in attendance, Mr. Degen and Ms. Townsend were elected unanimously.
3. Mr. Imes announced that the term of the Village President, David Benforado, would end in April, 2019 and he would seek re-election for another term. He opened nominations for Village President. He asked each resident making a nomination to give his or her name and the nominee's name and address. Fred Wade nominated David Benforado, 3902 University Avenue; his nomination was seconded by Michelle Hatchell. Mr. Imes called three times, "Are there any more nominations?" There were no additional nominations; no runoff election was necessary.
4. Mr. Imes announced the names of the three incumbent Village Trustees whose terms will expire in April, 2019: Fred Wade, Anne Readel and Tracy Bailey. Mr. Wade and Ms. Readel indicated they will not be seeking re-election. Mr. Imes opened nominations for the three Trustee positions. He asked each resident making a nomination to give his or her name and the nominee's name and address. David Benforado nominated Cokie Albrecht, 1231 Wellesley Road; the nomination was seconded by Fred Wade. Bill Thomas nominated Rocky Van Asten, 3302 Tally Ho Lane; the nomination was seconded by Marilyn Townsend. Marilyn Townsend nominated Tracy Bailey, 3311 Topping Road; the nomination was seconded by Gloria Beach. Kevin Eichhorn nominated Dietmar Bassuner, 1102 Shorewood Blvd; the nomination was seconded by Bob Hurley. Andrew Curtis nominated Revere Greist, 1309 Edgehill Drive; the nomination was seconded by Tracy Bailey. Tracy Bailey nominated Shabnam Lotfi, 923 Cornell Court; the nomination was seconded by Michelle Hatchell. Mr. Imes called three times, "Are there any more nominations?" There were none. Since there were six candidates nominated for Village Trustee there was no need for a runoff election.
5. Mr. Imes gave each candidate, in order of his/her nomination, an opportunity to give a short speech. Afterward Mr. Imes asked each candidate to see the Village Clerk before leaving to receive the necessary nomination paperwork.
6. Mr. Imes closed the Caucus at 7:17 p.m.

Respectfully submitted,  
Karla Endres  
Village Clerk

**Village of Shorewood Hills  
Board of Trustees Minutes  
Tuesday, January 22, 2019**

**1. Called to Order** Village President David Benforado called the meeting to order at 7:26 p.m.

**2. Roll Call** Members of the Board present were Mr. Benforado and Trustees Fred Wade, Mark Lederer, John Imes, Anne Readel, and Tracy Bailey. Trustee Scott Friedman and Village Treasurer Sean Cote were excused. Also in attendance were Administrative Services Manager/Deputy Clerk David Sykes, Village Administrator Karl Frantz and Village Clerk Karla Endres.

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

**4. Procedures Orientation**

**5. Appearances and Communications**

**i) David Trowbridge- City of Madison Principle Transportation Planner, Presentation on BRT (Bus Rapid Transit) system being considered for Madison area transportation arteries including University Avenue.**

The presentation was postponed due to the weather.

**6. Board Matters**

**A. Payment of Bills**

Mr. Wade moved and Mr. Lederer seconded a motion that the Village Board ratify payment of the December prepaid bills in the amount of \$50,873.93, and authorize payment of the January Board bills in the amount of \$3,871,732.08 for total bill payments of \$3,922,570.01.

Motion passed 6-0.

**B. Consent Agenda**

Mr. Lederer moved and Mr. Imes seconded a motion to approve the consent agenda with the December 17, 2018 minutes removed.

Motion passed 6-0.

Mr. Wade moved and Ms. Bailey seconded a motion to approve the December 17, 2018 minutes with the minor suggested changes.

Motion passed 6-0.

**C. Ordinances**

None.

**D. New Business Resolutions and Motions**

**i) Consider Resolution R-2019-1 Approving a Certified Survey Map, Termination of Cross Easements and authorizing closing on the Village's purchase of land from DPPG, LLC (all relating to the completion of the bike path and Catafalque Drive)**

**ii) Consider resolution R-2019-2 To Discontinue Unused Right of Way located in the Village of Shorewood Hills**

Mr. Imes moved and Mr. Lederer seconded a motion to approve both resolution R-2019-1 and R-2019-2.

Mr. Wade stated there should be a conveyance for the discontinuation of property.

Mr. Frantz stated that the statutes are laid out as to how this property can be vacated. The Village needed right of way to allow for Village trucks to turn around on public property. The

Village does not need the property anymore since the street will be extended and therefore the Village is able to turn back the property over to the previous property owner.

Mr. Benforado stated he is comfortable with adopting the resolution as it stands tonight.

Mr. Frantz stated the petition is specifically mentioned in the resolution.

Mr. Wade stated the question still stands as to what happens to the property after the property is discontinued by the village. It doesn't state it will go back to the original owner.

Mr. Lederer asked Mr. Frantz whether the conveyance was contemplated as part of the Lodgic redevelopment project. Mr. Frantz reported that it was.

Mr. Frantz stated the property was dedicated to the Village at no cost.

Motion passed 5-0-1. Mr. Wade abstained.

### **iii) Consider referral to Finance Committee of stormwater utility financial status and adequacy of rates**

Mr. Benforado briefly explained the stormwater utility rates background.

Mr. Imes asked if there was consideration of basing the rate off of residential properties based on what the likelihood of that property contributing to runoff is instead of a set rate for each property.

Mr. Frantz stated the commercial equal residential units (ERU) has decreased due to redevelopment and an increase of green space with less impervious surface areas.

Mr. Imes would like to see an incentive for developers and builders to decrease the runoff in the village.

Mr. Benforado would like to have Mr. Frantz bring the most current list of rates charged statewide for stormwater fees for the Finance Committee to review.

Mr. Imes stated that Garden Homes will be in need of stormwater management and will likely tap out the utility resources.

Mr. Imes moved and Mr. Wade seconded referral to the Finance Committee of the stormwater utility financial status and adequacy of rates.

Motion passed 6-0.

### **iv) Consider increasing Village MG&E renewable wind power purchase from 15% to a higher amount**

Mr. Benforado recused himself at 8:11 pm and seated himself in the audience.

Ms. Readel gave a brief overview of the green energy initiative and that the Village has been contributing for some time now but has the opportunity to increase their contributions to a higher percentage. This increase would cost the village roughly \$492.

Ms. Readel moved and Mr. Wade seconded a motion to increase wind power purchases up to 50% through MG&E's green power program.

Mr. Frantz stated that the Village is on the waitlist for the solar power initiative through MG&E. He also explained that Full Spectrum Solar responded to him with a quote to install solar panels of \$37,000 at the Community Center with a ten year payback. He also stated the pool would not be generating a surplus of power to sell back to the grid, but would use it all for the pool facility.

Mr. Wade stated that MG&E is one of the Village's largest operating expenses each month and there is potential for solar panels at not only the Community Center but also the Village Hall and DPW building. The wind solar power program also gives us opportunity to lock into

current future rates. by participating with solar power as well.

Motion passed 5-0.

Mr. Benforado returned at 8:29 pm

**v) Consider ratification of police bargaining unit agreement (after noticed closed session)**

Mr. Benforado stated the Board would go into closed session pursuant to Section 19.85(1)(c) and (e) of the Wisconsin State Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the jurisdiction exercises responsibility and for bargaining reasons and may reconvene to open session as per Wisconsin State Statutes 19.85(2) to address any business that may be the result of the deliberations made in closed session (police bargaining agreement).

There was a roll call to go into closed session 8:32 pm

The roll call vote was: John Imes-yes; Mark Lederer-yes; Dave Benforado-yes; Fred Wade-yes; Tracy Bailey-yes; Anne Readel-yes.

Village Administrator Karl Frantz, Village Clerk Karla Endres and Steve Zach, Boardman Clark Attorney, joined the Board to discuss the police bargaining unit agreement.

There was a roll call vote to return to open session at 9:00 pm.

The roll call vote was: Mr. Lederer-yes; Mr. Benforado-yes; Ms. Readel-yes; Mr. Imes-yes; Mr. Wade-yes; and Ms. Bailey-yes.

Mr. Imes moved and Mr. Wade seconded a motion for ratification of the police bargaining unit agreement.

Motion passed 6-0.

**E. Appointments**

Mr. Benforado asked each Trustee to concentrate on filling their committees for the start of the new Board come April.

**7. Reports of Officials and Committees**

**A. Village President-** Reminded members about the Recognition dinner on February 2nd

**B. Village Administrator** – Updated the Board on the Four Corners bathroom renovation. There are various committees that might have interest in taking ownership of the project. There was the suggestion to have one committee lead the project to completion. Mr. Benforado also briefly discussed the capital budget and revisiting it with the Board in February.

**C. Personnel Committee** – met last week

**D. Finance Committee** – will meet next month.

**E. Plan Commission** – reported that the commission had a discussion on the Garden Homes planning and an update on activities of the Stormwater committee.

9:35 pm- Anne Readel was excused.

**F. Public Works Committee** –Met and reported on the Rustic Bridge replacement and selection of a design company for the new bridge. Committee postponed discussion about traffic calming policies generally and Edgehill in particular. Also talked about the bike path and recommended a couple modifications to the bike path to Brian Berquist. Also talked about traffic calming policies for Edgehill.

**G. Services Committee** – Following up on solar power and the Community Center roof as well as the garbage disposal ordinance.

**H. Public Health & Safety Committee** – nothing to report.

**I. Recreation Committee-** focusing on visioning exercises. Looking into what programs the Village is lacking and can improve.

**J. Ad hoc Disaster Preparedness Committee** – Worked on worksheets of prioritizing disasters and emergency preparedness plans.

**K. Ad hoc Stormwater Committee-** Draft minutes provided. The committee decided they should have an opportunity for public comment.

**L. Ad hoc Heiden Haus Committee** – nothing to report.

**M. Parks Committee** – nothing to report.

**N. Blackhawk Liaison Committee** –nothing to report.

**O. Golf Committee** – nothing to report.

**P. Pool Committee** – nothing to report.

**Q. Waterfront Committee** – nothing to report.

**R. Joint Campus Committee** – nothing to report.

**8. Confirm next meeting date**

**i. February**

**9. Adjourn**

Meeting was adjourned at 10:14 p.m.

Respectfully submitted,

Karla Endres, Village Clerk

**Village of Shorewood Hills  
Board of Trustees Minutes  
Monday, February 18, 2019**

**1. Called to Order** Village President David Benforado called the meeting to order at 7:00 p.m.  
**2. Roll Call** Members of the Board present were Mr. Benforado and Trustees Fred Wade, Mark Lederer, John Imes, Anne Readel, Scott Friedman and Tracy Bailey. Also in attendance were Administrative Services Manager/Deputy Clerk David Sykes, Police Chief Aaron Chapin, Village Administrator Karl Frantz and Village Clerk Karla Endres.

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

**4. Procedures Orientation**

**5. Appearances and Communications**

**i) Recognizing Steven Wilke for achieving status of Eagle Scout**

Mr. Benforado briefly stated Steven Wilke's accomplishments as an Eagle Scout and academic. He acknowledged his experiences that have earned him his Eagle Scout title with a project he completed for the Shorewood Hills Elementary School.

**ii) David Trowbridge- City of Madison Principle Transportation Planner, Presentation on BRT (Bus Rapid Transit) system being considered for Madison area transportation arteries including University Avenue.**

David Trowbridge gave a brief presentation of the Bus Rapid Transit (BRT) system that City of Madison would like to implement in the future. There was a brief discussion on the benefits and impacts the BRT would have on Shorewood Hills and the surrounding area.

**iii) Interim update from Vandewalle and Associates on status of Garden Homes planning**

Dan Johns gave a brief update on the planning process for Garden Homes. He explained the two community meetings that have occurred and were well attended by village residents.

Ms. Bailey asked if the meeting being held in the next week would be the final meeting for public input.

Dan stated that they are listening to all input submitted Vandewalle would like to hear from all citizens that would like to solicit input.

Mr. Lederer asked if the Village is getting a little ahead of themselves with what they are presenting to the community considering we don't know the feasibility and there is a property owner with a large stake in the project because of the number of properties he owns in the area.

**6. Board Matters**

**A. Payment of Bills**

Mr. Wade moves and Mr. Lederer seconded a motion that the Board ratify the January prepaids in the amount of \$187,765.72 and the February board bills in the amount of \$375,945.13 for a total of \$563,710.85.

Motion passed 7-0.

**B. Consent Agenda**

January 22, 2019 minutes, Caucus minutes and closed meeting minutes were deferred until the March 18 2019 Board meeting.

**C. Ordinances**

None.

**D. New Business Resolutions and Motions**

**i) Consider Resolution R-2019-3 Petition for the exemption an at grade railroad crossing from the stopping requirements section 346.45 state statutes at University Bay Drive and University Ave**

Mr. Friedman briefly described the safety concern when traffic stops behind busses that have to stop at the railroad crossing. It was suggested by the railroad commission that we apply for exemption from stopping

Mr. Frantz gave a brief explanation of the bus pull outs project being proposed at the V.A. Hospital. There has also been a battle trying to get a sidewalk installed on the east side.

Mr. Friedman moved and Mr. Wade seconded a motion to approve the resolution R-2019-3 to Petition for the exemption an at grade railroad crossing from the stopping requirements section 346.45 state statutes at University Bay Drive and University Avenue.

Chief Chapin stated that the resolution would be the first step towards exemption. The Village will then have to submit exemption to the railroad commission and receive agreement from Metro Bus.

Motion passed 7-0.

**ii) Consider purchase of key management security system**

Chief Chapin explained the proposed key management system. He stated that to obtain a Med Drop system we would need a key management system to keep track of who has access to certain areas/evidence. The system is roughly \$7,100 for a one-time cost.

Mr. Friedman moved and Mr. Wade seconded a motion to approve the purchase of the key management system not to exceed \$8,000 from the Capital fund.

Motion passed 7-0.

**iii) Consider five-year capital plan and financing**

Mr. Wade stated that Finance committee didn't take the capital plan up at their last meeting because there will be two new Trustees on the Board and there has not been a set plan as to the direction the Board would like to go with projects.

Ms. Readel stated her concerns about the capital plan being the bridge and the community center projects.

Mr. Frantz briefly stated that the flood projects are waiting on FEMA for assistance. They need to come perform site visits of each area affected by the flood. Once the initial funding comes through, we will have a better idea of where the Village stands with funding the flood renovation projects.

Mr. Imes asked about the status of the University Avenue reconstruction.

Mr. Frantz stated they are still moving forward and is a bit ahead of the BRT project. He explained the status of the capital plan and moving forward with planning.

**E. Appointments**

**i) Poll Workers- Paula Hogan, Marci Kunene.**

Mr. Imes moved and Ms. Readel seconded a motion to approve Paula Hogan and Marci Kunene as poll workers.

Motion Passed 7-0.

**ii) Andy Curtiss to Recreation Committee.**

Mr. Benfado moved and Mr. Wade seconded a motion to appoint Andy Curtiss to the recreation committee.

Motion Passed 7-0.

**7. Reports of Officials and Committees**

- A. Village President** –Mr. Benforado stated the recognition dinner went well and was well attended.
- B. Village Administrator** –Nothing to report.
- C. Personnel Committee** –Nothing to report.
- D. Finance Committee** –Discussed GASB 75 and that the Village was performing an actuarial study but since then, Vicki Hellenbrand has recommended that the Village does not need to perform the study because it's not material.
- E. Plan Commission** –Nothing to report.
- F. Public Works Committee** –Nothing to report.
- G. Services Committee** –Nothing to report.
- H. Public Health & Safety Committee** –Stated they met and will be discussing the school drop off location that is located across the street from the school.
- I. Recreation Committee** –Reported on the lights for the hockey rink at night and the quiet hours.
- J. Ad hoc Disaster Preparedness Committee** – Met and are drafting a plan that prioritizes hazards, create forms for disasters, etc.
- K. Ad hoc Stormwater Committee** –Mayor Soglin continues to call and host meetings with communities affected. They met and listened to another model of iterations of what would be needed to handle various events. Mr. Benforado would like to ask the Board for a special Board meeting to discuss special parameters on the relationship the Village would like to have with the City of Madison. Meeting on February 21 at 7:00 am.
- L. Ad hoc Heiden Haus Committee** – Nothing to report.
- M. Parks Committee** – Nothing to report.
- N. Blackhawk Liaison Committee** – Nothing to report.
- O. Golf Committee** – Nothing to report.
- P. Pool Committee** – Nothing to report.
- Q. Waterfront Committee** – Met and nothing to report.
- R. Joint Campus Committee** – Nothing to report.

## **9. Adjourn**

Meeting was adjourned at 9:04 p.m.

Respectfully submitted,

Karla Endres, Village Clerk

**Village of Shorewood Hills  
Special Board of Trustees Minutes  
Thursday, February 21, 2019**

- 1. Called to Order** Village President David Benforado called the meeting to order at 7:00 a.m.
- 2. Roll Call** Members of the Board present were Mr. Benforado and Trustees Fred Wade, Mark Lederer, John Imes, Anne Readel, Scott Friedman and Tracy Bailey. Also in attendance were Police Chief Aaron Chapin, Village Administrator Karl Frantz and Village Clerk Karla Endres.
- 3. Statement of Public Notice** Karl Frantz stated the meeting has been properly noticed.

**4. Procedures Orientation**

**5. Appearances and Communications**

**6. Board Matters**

**i) Discussion and possible action regarding broad parameters of potential joint action by the Village of Shorewood Hills and City of Madison regarding stormwater flooding in the University Avenue corridor area.**

Mr. Benforado gave a brief explanation of the meeting that occurred with the City of Madison and the Village on Monday, February 18, 2019 regarding plans for stormwater management. AE2S, a stormwater engineering firm, was hired by the City of Madison to model the stormwater from the recent floods of 2018. Amber Lefers, PE with AE2S, was instructed to fix the problem of the stormwater issue without any direction from Greg Fries, of City of Madison Engineering. Their solutions all involved the Garden Homes being used for detention. Mr. Benforado stated he strongly objected to the idea of Garden Homes becoming a stormwater basin and that the Village should have input with the City of Madison as to what the plans should be to take care of the stormwater issues.

Ms. Readel stated that since 85% of the water is coming from outside the Village of Shorewood Hills from the Willow Creek Watershed, she would like to see the City of Madison's plans as to what they are doing to mitigate the water from the City of Madison coming into the Village initially. She would like to see that 85% be down to 40% of the water from the City of Madison entering the Village.

Mr. Benforado stated that Ms. Readel's concern was addressed by the Village at a meeting with the City of Madison and their contractor but the City had several reasons as to why that would not be feasible. The Applied Ecological Services report stated some possible areas for the City to store/hold water but the City hasn't acted on many of those ideas.

Mr. Wade stated he sees all of the suggested fixes as non-starters and the Village needs to look for alternative options. He stated it makes sense to work with Madison to find a solution and work with the matrix that the Village Engineer provided.

Mr. Lederer stated he doesn't feel informed enough to disregard any of the suggested fixes and say that they are not a solution at this point. He feels the Village needs to obtain some expertise for a situation of this magnitude beyond the professional advice we have received from Brian Berquist. He stated the village will need to obtain a consultant that can direct the village on what to do in a situation of this size.

Brian Berquist stated that the modeling necessary for this situation is not for Town and Country Engineering's expertise level but one for a firm that deals specifically with stormwater of this level.

Ms. Readel stated she is strongly against an eminent domain option or seeing a water retention basin in that area.

Mr. Imes stated that the City of Madison needs to consider an RFP for further modeling beyond the \$10,000 limit the City would spend without an RFP. He is concerned about the Village doing business with the same consultant with the City of Madison. Mr. Imes stated he is strongly against Shorewood Hills becoming a retention pond for collection.

Brian Berquist stated that the City of Madison offered to go to RFP and obtain additional modeling but the process to do so is approximately a two month process and that delays the six months left of the stormwater committee.

Mr. Wade stated he had heard a few options from Tom Degen that would mitigate some of the stormwater problem but have not been presented to the Board yet. He stated they involved elevating development in the Garden Homes area and moving forward with the re-development of Garden Homes area.

Mr. Benforado is of the opinion that if the Village would present a suggestion to the City of Madison that did not include condemnation, they will see the level of involvement that the Village would like to have in these decisions.

Mr. Lederer stated that he is not in favor of having dual modeling and that he prefers to see the Village use the same modeling as the City, knowing the City would owe a duty to the Village.

Mr. Frantz explained that the City of Madison stated the Village could suggest a model they would like run by AE2S and the City would cover up to \$1,000 of that modeling cost to complete the \$10,000 limit the City had to spend on stormwater modeling.

Mr. Benforado stated he suggests that the Village continue to try and work with the City and is sympathetic to whether the Village can benefit from the City's consultant but prefers to see a solution to the problem.

Mr. Imes stated that the verbiage is suggesting a benchmark and the bright line. He would also like to know how much money was put in the City budget to find a solution to this problem.

Mr. Benforado stated he could see the resolution wording to stop at "financially practical remediation projects" and not including "construction within the following parameters." He would also feel comfortable going back to Greg Fries and suggesting that Garden Homes be taken off the City's solution to make it into a retention basin.

Ms. Bailey stated that the City set the tone by spending 90% of the funds and the Village is being reactive to the City's suggestions by stating we will work with the City and cost share when they didn't consider the Village initially until the money was spend and the Village doesn't like any of the four solutions from the City.

Mr. Benforado agrees with Ms. Bailey and stated that the City and the Village have to work together in the end.

Ms. Readel likes the idea of the resolution but feels there needs to be language in the resolution about the cost share being the City's responsibility for 85% of the water issue. She feels it needs to be laid out that the Village will work with the City but the Village endured millions of dollars of damage due to the majority of the water being from the City of Madison, not the Village.

Mr. Lederer asked if the Board would like Karl Frantz to start a conversation with AE2S to see what the cost would be and what their duties would be to the Village to move forward and give the Board direction in the future.

Mr. Imes stated the goal is for the City of Madison to do more towards mitigating the stormwater problem.

Brian Berquist stated that the City said the cost share split would be 85% City and 15% Village for all future costs on modeling and mitigation.

Mr. Frantz clarified that the Board's intention is for him to move forward with conversations with the city of Madison based on this meeting and AE2S to find out costs and plans for a future partnership.

### **9. Adjourn**

Meeting was adjourned at 7:59 a.m.

Respectfully submitted,

Karla Endres, Village Clerk

DRAFT



# Village of Shorewood Hills Special Event Street Use Permit

Permit No.:

19.03

## Event Information

Name of Event: VW Kines Club 5k run/walk Event Organizer/Sponsor: Tri: 4 schools VW Kinesiology Club

Does this event cross jurisdictions into the City of Madison or University of Wisconsin?  Yes  No  
If Yes, copies of the Emergency Action Plan submitted to the Madison Fire Department may be required.

Is Organizer/Sponsor a 501(c)3 non-profit agency?  Yes  No

If Yes, provide State of WI Tax Exempt Number: 27-4944213

Address: 2000 Observatory Dr City/State/Zip: Madison WI 53706

Primary Contact: Emily Cibulka Phone during day: 608 617 7342

e-mail: Cibulka2@wisc.edu Phone during event: 608 617 7342

Secondary Contact: Alexis Mashl Phone during day: 920 609 2661

e-mail: \_\_\_\_\_ Phone during event: 920 609 2661

Annual Event?  Yes  No

Charitable Event?  Yes  No

If Yes, name of charity to receive donations: Tri 4 Schools

Estimated Attendance: 50-100 (certificate of insurance and/or an Emergency Action Plan may be required)

## Event Category

Run/Walk  Festival  Music/Concert  Other: \_\_\_\_\_

## Location Requested (indicate street(s) / park being used on attached map)

Street Name(s): Oxford Road, Dartmouth Road, Golgate Road

Park Name(s): \_\_\_\_\_

## Event Schedule

Date(s) of Event: April 6, 2019 Rain Date(s): N/A

Event Start Date(s)/Time(s): 8:00 10am 4/6 Set-Up Date(s)/Time for Event: 8:30 am 4/6

Event End Date(s)/Time(s): 11am 4/6 Take-Down Time: 11am 4/6  
(beginning of take-down to street reopened)

This permit is subject to all ordinances, statutes and laws appropriate in addition to all rules and regulations detailed in this permit application instructions and guidelines. The person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved area. This permit is subject to all Municipal Ordinances as defined by the Village of Shorewood Hills. The applicant has attached all of the appropriate permit applications for this event.

Emily Cibulka  
Applicant's Signature

2/20/19  
Date

Fee: \$ <u>20.00</u>	Date Received: <u>2/20/19</u>	Received by: <u>DTS (credit card)</u>
Approved: SHPD: <u>JW Skib</u>	DPW: <u>[Signature]</u>	MFD: <u>ok per MFD</u>
Denial recommended by: _____ because _____		
Submitted to Village Board on: _____		<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Signed: _____ Village Clerk or Deputy Clerk		<b>FOR OFFICIAL USE ONLY</b>

Print Form





# Village of Shorewood Hills Special Event Street Use Permit

Permit No.:  
19-04

## Event Information

Name of Event: Javi's Turtle Day 5K Event Organizer/Sponsor: Daniel Funk

Does this event cross jurisdictions into the City of Madison or University of Wisconsin?  Yes  No  
*If Yes, copies of the Emergency Action Plan submitted to the Madison Fire Department may be required.*

Is Organizer/Sponsor a 501(c)3 non-profit agency?  Yes  No

If Yes, provide State of WI Tax Exempt Number: \_\_\_\_\_

Address: 834 Maple Terrace City/State/Zip: Madison WI 53705

Primary Contact: Daniel Funk Phone during day: 608-441-0609

e-mail: goode\_speir@yahoo.com Phone during event: 608-441-0609

Secondary Contact: Andrea Funk Phone during day: 608-658-3708

e-mail: andip74@tds.net Phone during event: 608-658-3708

Annual Event?  Yes  No Charitable Event?  Yes  No

If Yes, name of charity to receive donations: Share The Beach (Alabama Coastal Foundation)

Estimated Attendance: 50 (certificate of insurance and/or an Emergency Action Plan may be required)

## Event Category

Run/Walk  Festival  Music/Concert  Other: \_\_\_\_\_

## Location Requested (indicate street(s) / park being used on attached map)

Street Name(s): Harvard Drive (between Columbia and Shorewood); full route attached separately

Park Name(s): Heiden Haus

## Event Schedule

Date(s) of Event: 05/25/2019 Rain Date(s): NONE

Event Start Date(s)/Time(s): 05/25/2019, 9AM Set-Up Date(s)/Time for Event: 05/25/2019, 7AM

Event End Date(s)/Time(s): 05/25/2019, 11AM Take-Down Time: 05/25/2019, NOON  
(beginning of take-down to street reopened)

This permit is subject to all ordinances, statutes and laws appropriate in addition to all rules and regulations detailed in this permit application instructions and guidelines. The person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved area. This permit is subject to all Municipal Ordinances as defined by the Village of Shorewood Hills. The applicant has attached all of the appropriate permit applications for this event.

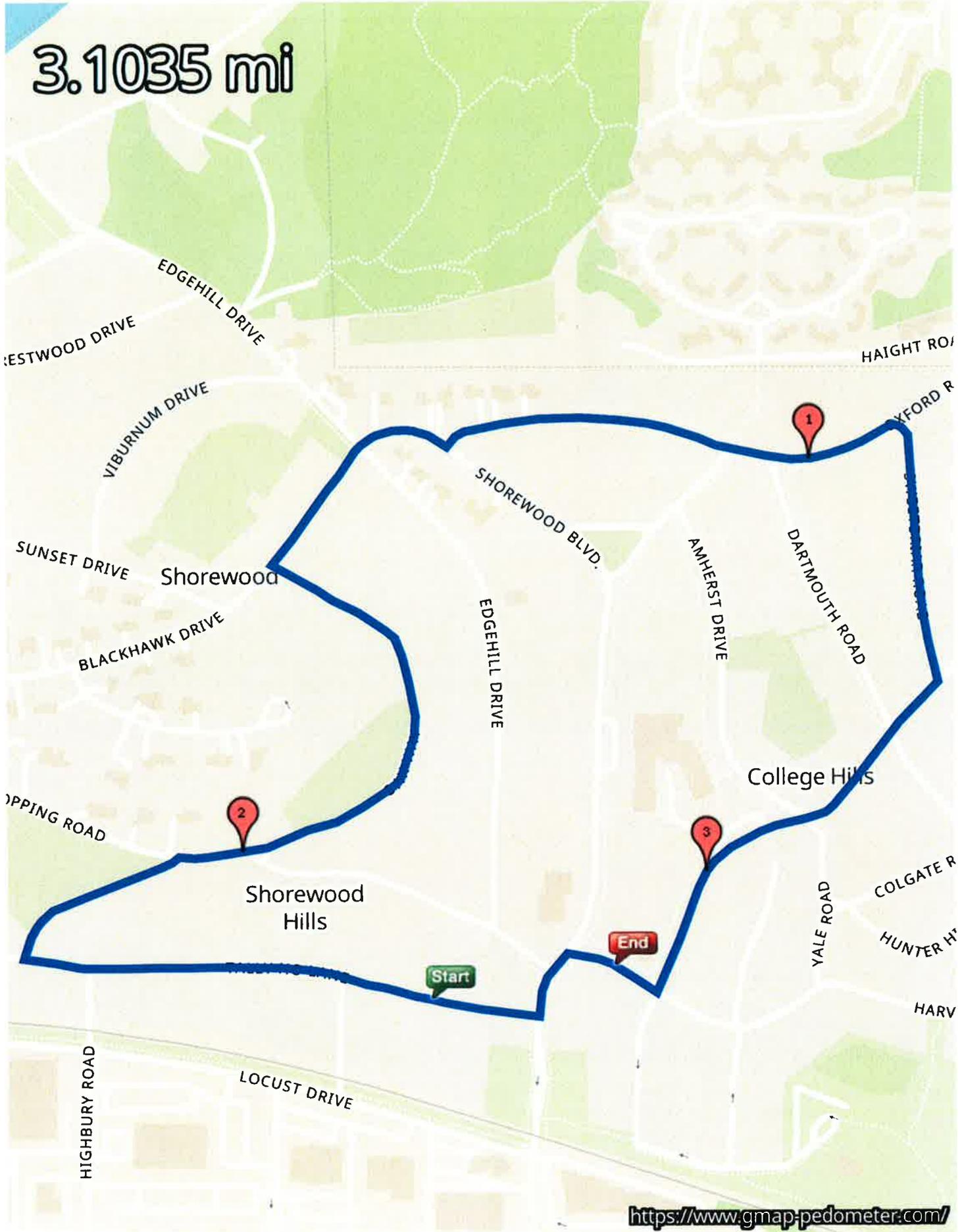
[Signature]  
Applicant's Signature

3/7/19  
Date

Fee: \$ <u>20.00</u>	Date Received: <u>3-7-19</u>	Received by: <u>DTB</u>
Approved: SHPD: <u>APC</u>	DPW: <u>jon</u>	MFD: <u>ok per MFD</u>
Denial recommended by: _____ because _____		
Submitted to Village Board on: _____		<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Signed: _____		<b>FOR OFFICIAL USE ONLY</b>
Village Clerk or Deputy Clerk		

Print Form

3.1035 mi





# Village of Shorewood Hills Neighborhood Block Party Permit

Permit No.:

19-05

Application Fee: \$10.00 N/A

### Event Organizer Information:

Name of Group: Shorewood Hills Community League Contact Name: Tracy Koziol  
Address: 3414 Lake Mendota Dr City/State/Zip: Madison, WI, 53705  
Home Phone: 312-752-0985 Cell Phone: Same  
E-mail: tracykoziol@gmail.com

### Event Information:

Name of Event: 2019 Bocce Bash  
Describe Event: Annual Bocce Ball Tournament Fundraiser for the Community League  
Individual(s) in Charge of Event (must be present during entire event) / Phone # (cell # preferred):  
Tracy Koziol / 312-752-0985  
Chas Martin / 608-334-9042

Location Requested (indicate street(s) being used below and on attached map):

Shorewood Blvd from the intersection of Harvard Blvd to the end of the Public Works building.

Date of Event: June 15th, 2019 Rain Date (if applicable): NA  
Time of Event: Set-up: 3pm Estimated Attendance: 250  
Event Starts: 5pm  
Event Ends: 10pm Barricades or Cones Needed?  Yes  No  
Take-down: 11pm

Have the nearby residents been advised of this event?  Yes  No

Is there a plan to clean up the area after the event?  Yes  No

This permit is subject to all ordinances, statutes and laws appropriate in addition to all rules and regulations detailed in this permit application instructions and guidelines. The person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved area. This permit is subject to all Municipal Ordinances as defined by the Village of Shorewood Hills. The applicant has attached all of the appropriate permit applications for this event.

Tracy Koziol  
Applicant's Signature

3/11/19  
Date

Approved: SHPD: APC DPW: JBM MFD: ok per MFD  
Denial recommended by: \_\_\_\_\_ because \_\_\_\_\_  
Submitted to Village Board on: \_\_\_\_\_  Approved  Denied  
Signed: \_\_\_\_\_  
Village Clerk or Deputy Clerk

FOR OFFICIAL USE ONLY

Print Form



# Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ NA

Application Date: 03/11/2019

Town  Village  City of Shorewood Hills

County of Dane

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 06/15/2019 and ending 06/15/2019 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →  Bona fide Club  Church  Lodge/Society  
 Chamber of Commerce or similar Civic or Trade Organization  
 Veteran's Organization  Fair Association

(a) Name Village of Shorewood Hills Community League

(b) Address 810 Shorewood Blvd, Shorewood Hills, 53705  
(Street)  Town  Village  City

(c) Date organized \_\_\_\_\_

(d) If corporation, give date of incorporation \_\_\_\_\_

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Chasidy Martin, 1122 University Bay Dr. Shorewood Hills WI 53705

Vice President NA

Secretary Katie Lindquist, 3432 Sunset Dr Shorewood Hills WI 53705

Treasurer Kirsten Steinhaur, 3405 Crestwood Dr Shorewood Hills WI 53705

(g) Name and address of manager or person in charge of affair: Tracy Koziol, 3414 Lake Mendota Dr Madison, 53705

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 1000 Block of Shorewood Blvd. and Heiden Haus Fields

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? \_\_\_\_\_

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Public Works Building, First Floor, First Bay

## 3. Name of Event

(a) List name of the event 2019 Shorewood Hills League Bocce Bash Fundraiser

(b) Dates of event 6/15/19

## DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Shorewood Hills Community League

(Name of Organization)

Officer [Signature] 3/11/19  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Date Filed with Clerk 3-12-19

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

For Office Use:	Date		Date
Application given by <u>OTS</u>	<u>2/20/19</u>	Referred to Plan Comm/Board	_____
Received by Zoning Administrator	<u>2/20/19</u>	Public Hearing Set	_____
Fee received by Clerk	<u>2/20/19</u>	Date Notices Mailed	_____
Zoning Certified	_____	Public Hearing Published	_____
Filed with Clerk	_____	Public Hearing Held	_____
Referred for Staff Review	_____	Final Action	_____

**Village of Shorewood Hills**  
 810 Shorewood Boulevard  
 Madison, WI 53705-2115  
 (608) 267-2680 phone  
 (608) 267-5929 fax

**APPLICATION FOR SPECIAL EXCEPTION PERMIT**  
 (A non-refundable \$350 fee must accompany this application upon filing)

<b>FOR OFFICE USE ONLY</b>
Receipt # <u>027099</u>

Date of Petition: 2/20/19

The undersigned, being all the owners of the real property covered by this special exception request hereby petition the Village of Shorewood Hills as follows:

- Name and address of each owner: (Please attach additional pages as necessary)  
Barbara & Kelly Tormaschy  
3407 Circle Close, Madison, WI 53705
- Name and address of applicant if not an owner. Describe interest in site (if tenancy, attach copy of current lease): N/A
- Address of site: 3407 Circle Close
- Tax parcel number of site: 0709-174-1102-4
- Accurate legal description of site (state lot, block and recorded subdivision or metes and bounds description) (Attach copy of owner's deed): Shorewood First Addition Lot 12
- Requested special exception: R1 274 SQFT
- Name, address, and tax parcel number of the owners of each parcel immediately adjacent to the boundaries of the site and each parcel within 200 feet including street and alley right-of-way of each exterior boundary of the site:  
Altawael / Ferguson, 3403 Circle Close, 0709-174-1113-1  
Baker, 3409 Circle Close, 0709-174-1073-2  
Pool, 1002 Oak Way, 0709-174-6578-0

8. A scale map or survey map must be attached showing the following:
- a. Location, boundaries, dimensions, uses, and size of the site and structures and its relationship to adjoining lands.
  - b. The approximate location of existing and proposed structures on the site, easements, streets, alleys, off street parking, loading areas and driveways, street access and access restrictions, existing street, side and rear yards, existing and proposed surface drainage, grade elevations, building heights, and square footage existing and proposed.

9. State in detail, the evidence indicating proof that the proposed special exception shall conform to each of the standards for conditional uses set forth in section 10-1-52 of the Village Zoning Code. The applicant shall respond to each of the standards.

A special exception shall not be granted unless the applicant demonstrates that the building or buildings on the lot that exceed the floor area ratio will meet the conditions set forth in Sec. 10-1-52 of this Code. For purposes of this section references to "use" or "conditional use" in Sec. 10-1-52 shall be deemed to be references to the building or buildings for which a special exception is requested. In addition, the applicant shall demonstrate compliance with the following additional conditions:

- (1) The uses, values, views, vistas and enjoyment of other property in the neighborhood for purposes already established shall be in no foreseeable manner substantially impaired or be diminished by the special exception.
- (2) The special exception will not substantially impair an adequate supply of light and air to adjacent property, or increase the danger of fire within the neighborhood.
- (3) The special exception will not substantially increase erosion;
- (4) The special exception will not substantially cause the flow of surface water to be changed so as to adversely affect other lots or the natural environment.
- (5) The special exception will not substantially adversely affect infiltration of surface water into the ground.
- (6) The special exception will not substantially adversely affect access to property or structures by fire fighters and other emergency personnel.

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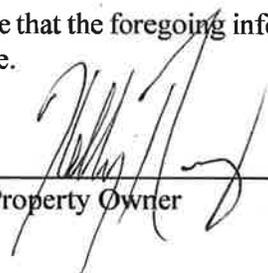
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WHEREFORE, the undersigned property owners hereby state that the foregoing information and all attachments to this Petition are true and correct to the best of our knowledge.

Dated this 20 day of FEBRUARY, 2019.



Property Owner

Property owner

I certify that that I have reviewed this application for completeness.

Date: \_\_\_\_\_ Zoning Administrator: \_\_\_\_\_

Print Form

## 3407 Circle Close

### Application for Special Exception Permit, Paragraphs 8 & 9

8. (a), (b) A drawing package was delivered to the village administration office, 2/21/19, that contains stamped lot survey, 1<sup>st</sup> & 2<sup>nd</sup> story plans, all four elevations, two story cross section with height restriction Sec. 10-1-110, (d), (2) shown, and also other support information.

9. (1), (2) This structure is currently adjacent to two, multi-story homes on two of three sides, and there is another two story home in the cul-de-sac, one lot removed. There is a one story home at Oakway and Topping that shares a common corner. The proposed 2 story home would be 5ft under the current height limit set forth in Sec. 10-1-110, (d), (2).

9. (3), (4), (5) The proposed structure would not impact erosion or run-off since there will be no construction beyond the current building footprint. There will be a 2<sup>nd</sup> story addition of 1,328 sqft within the footprint of the existing main floor and cement patio.

9. (6) There is no construction planned outside of the existing building footprint. The addition of a partial 2<sup>nd</sup> story would adversely affect fire fighting and emergency personnel, but to no greater extent than any other two story home in the village. Ground access around the future structure will remain unchanged.

### Other Support Information

When this home was designed and built, it pushed the boundaries of what most people could only dream of. It's significance to the village endured for a number of decades. Nonetheless, it is approaching 70 years old. The state of upkeep has been lacking for 30 years. This has led to a slow degradation of the home that seriously threatens its existence.

In spite of the colossal nature of the task, it is our desire to:

- 1) bring the home up to the current limits of modern building science.
- 2) Create not only curb appeal, but elegant prominence in the cul-de-sac with custom architectural elements, a partial 2<sup>nd</sup> story and a forward facing stairs landing. This establishes 4 shallow hipped roof levels and fascia lines, and exterior elevations which are enhanced with creative and innovative architectural stylings.
- 3) Convert the cramped layout of the current bedroom wing comprising 7 rooms by moving 2 bedrooms to the 2<sup>nd</sup> floor and using a portion of the former studio for a 4<sup>th</sup> bedroom/guest suite. This allows for the creation of a comfortable, and modern owners retreat.
- 4) Remove key main living area interior walls leaving a significantly unobstructed 270 degree view of the wooded outdoors.

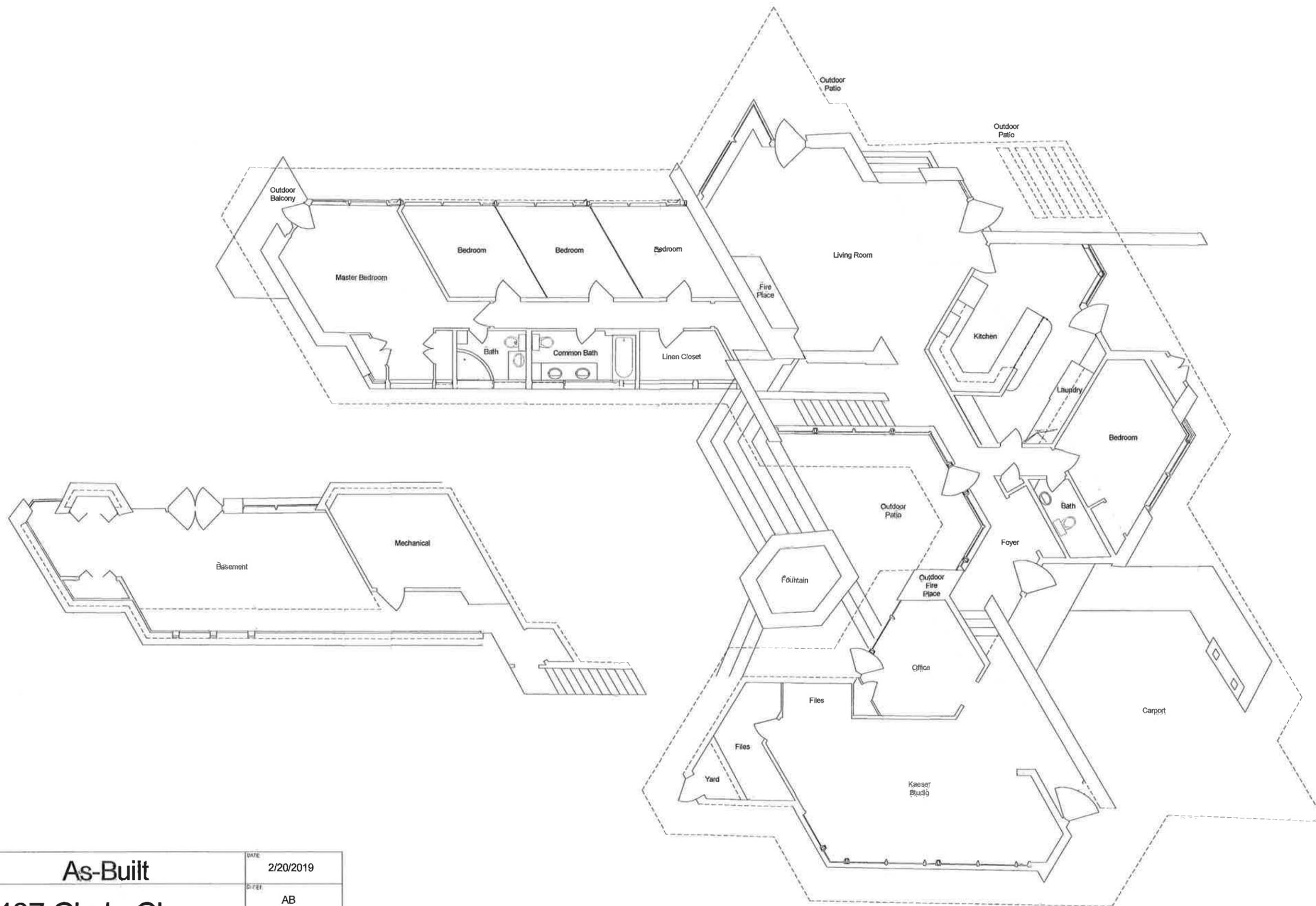
What was presented to the village required nearly a thousand hours of drawings, revisions, and consultations with others who are experts in their respective fields. The plan will not only improve the home in modern efficiency and style, but visitors from its distant past will be able to return and instantly recognize all of the great architectural features which made this home memorable and were preserved. By giving this plan careful consideration and allowing it to proceed, we believe that the attention that this home once enjoyed will be restored and its existence in the Village of Shorewood Hills assured for many years to come.



### DRAWING INDEX

Page	Name	Sheet
1	Cover Page: Cul-de-Sac Elevation	North
2	Drawing Index	DI
3	As-Built	AB
4	Survey	
5	1st Floor Plan w/ Basement	1FBP
6	2nd Floor & Stairs Plan w/ 1st Floor Roof	2FSP
7	East Elevation	East
8	South Elevation	South
9	West Elevation	West
10	Front Porch & Stairs Landing Elevation	FPSLE
11	1st Floor Dimensions	1FD
12	2nd Floor Dimensions	2FD
13	FAR Sqft	FAR
14	Roof Plan	RP
15	2 Story Cross Section w/ Height Calculation	2SCS
16	Bedroom Wing Cross Section	BWCS
17	Garage Cross Section	GCS
18	Stairs Plan	SP
19	Window & Door Elevations	WE
20	Electrical Schematic	ES
21	Basement FAR Data	BFD

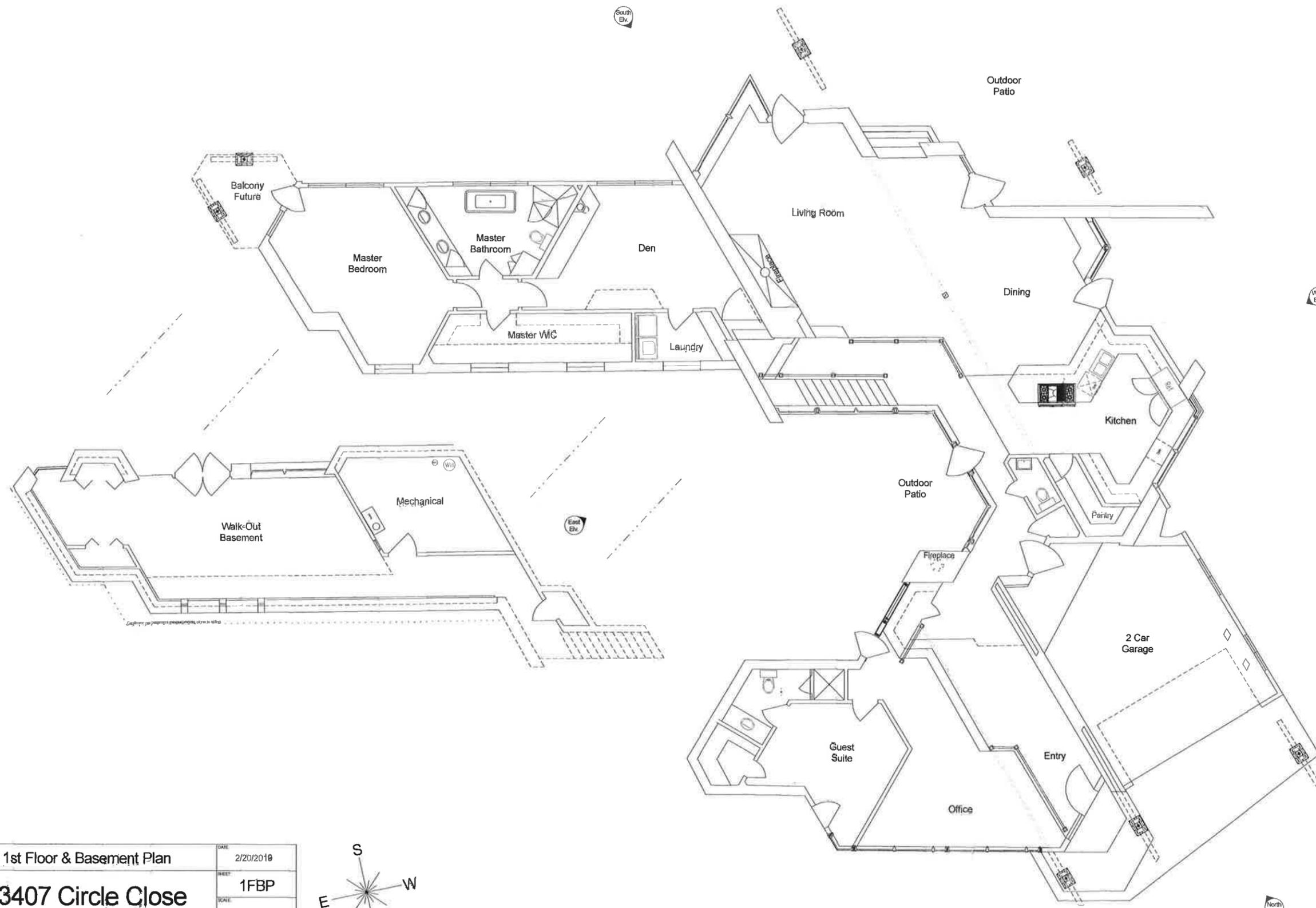
<small>SUBJECT</small>	Drawing Index	<small>DATE</small>	2/20/2019
<small>PROJECT</small>	3407 Circle Close	<small>SHEET</small>	DI
		<small>SCALE</small>	
	Kelly Tormaschy Fine Homebuilding 720.308.4700 <a href="mailto:bltorm@aol.com">bltorm@aol.com</a>		



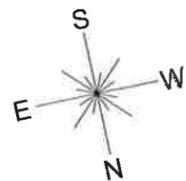
SUBJECT	As-Built	DATE	2/20/2019
PROJECT	3407 Circle Close Remodel	SHEET	AB
	Kelly Tommaschy Fine Homebuilding	SCALE	
	720.308.4790 <a href="mailto:bjtom@aol.com">bjtom@aol.com</a>		

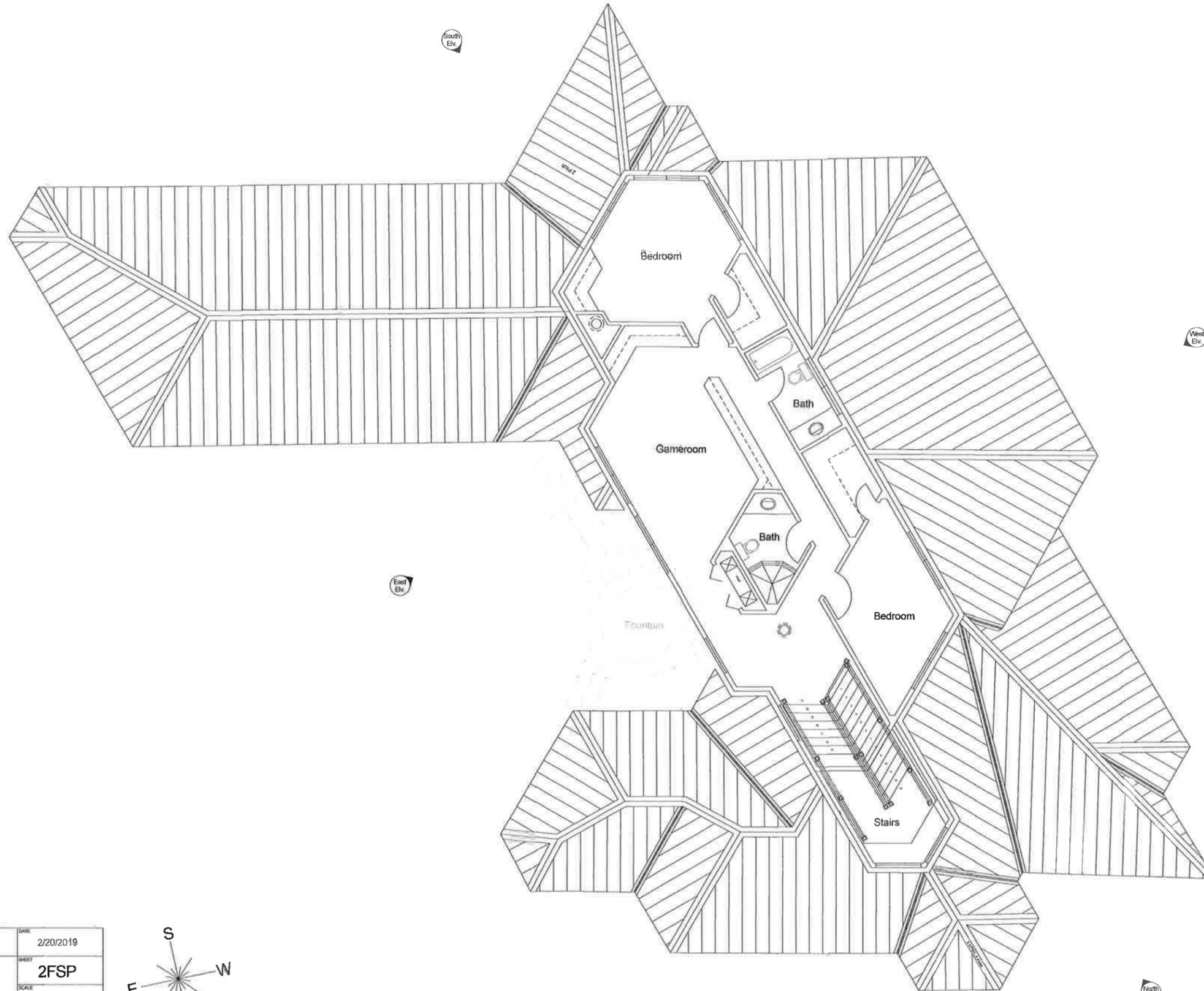




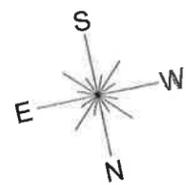


PROJECT	1st Floor & Basement Plan	DATE	2/20/2019
PROJ#	3407 Circle Close	SHEET	1FBP
		SCALE	
 <b>Kelly Tormaschy</b> Fine Homebuilding			
720.308.4790		bktorm@aol.com	





SUBJECT	2nd Floor & Stairs Plan	DATE	2/20/2019
PROJECT	3407 Circle Close	SHEET	2FSP
		SCALE	
 <b>Kelly Tormaschy</b> Fine Homebuilding			
720.308.4790 bktorm@aol.com			





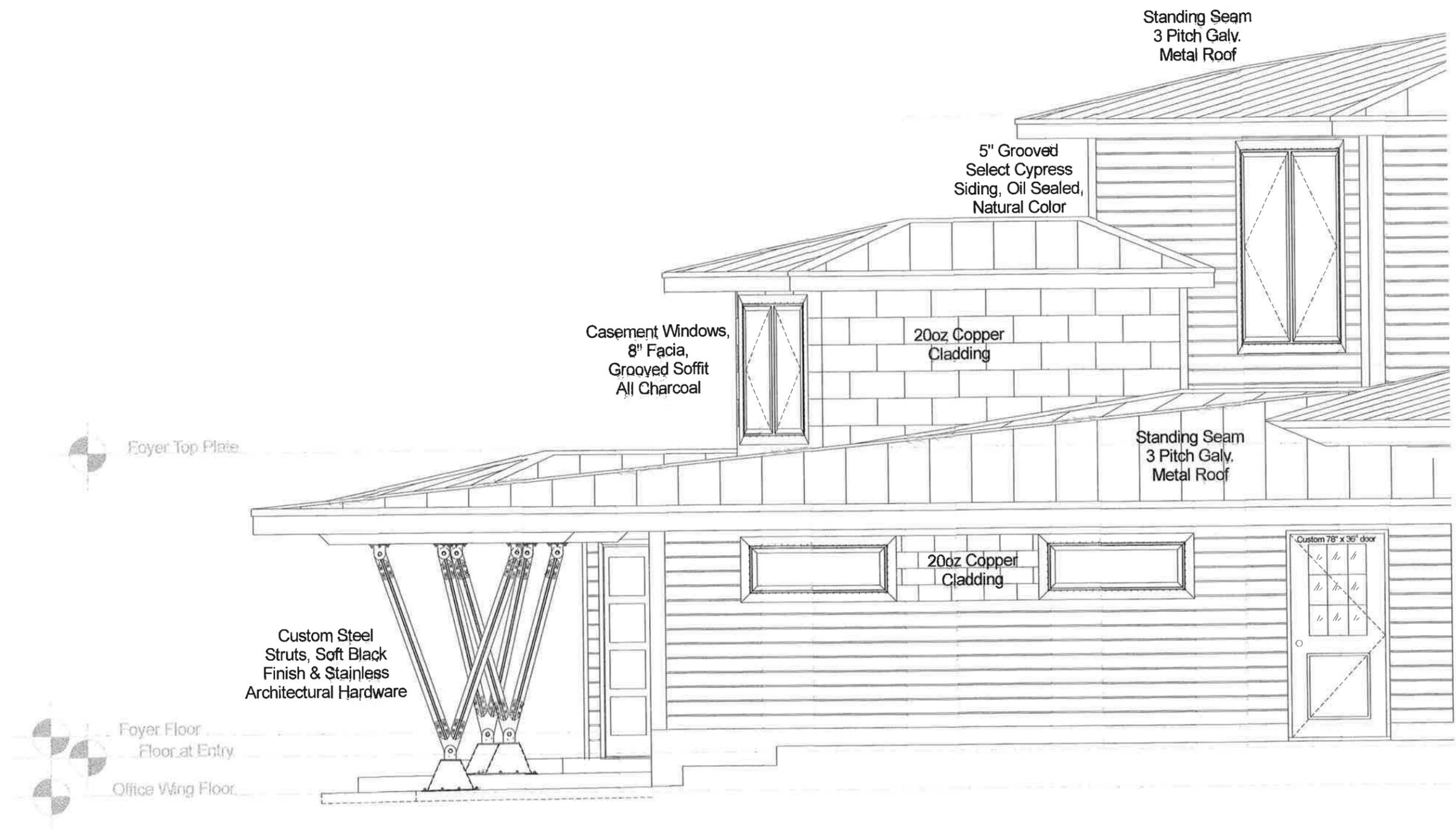
SUBJECT <b>East Elevation</b>	DATE 2/20/2019
PROJECT <b>3407 Circle Close</b>	DRAWN BY EAST
 <p><b>Kelly Tormaschy</b> Fine Homebuilding 720.308.4790 bktorm@aol.com</p>	SCALE SHEET



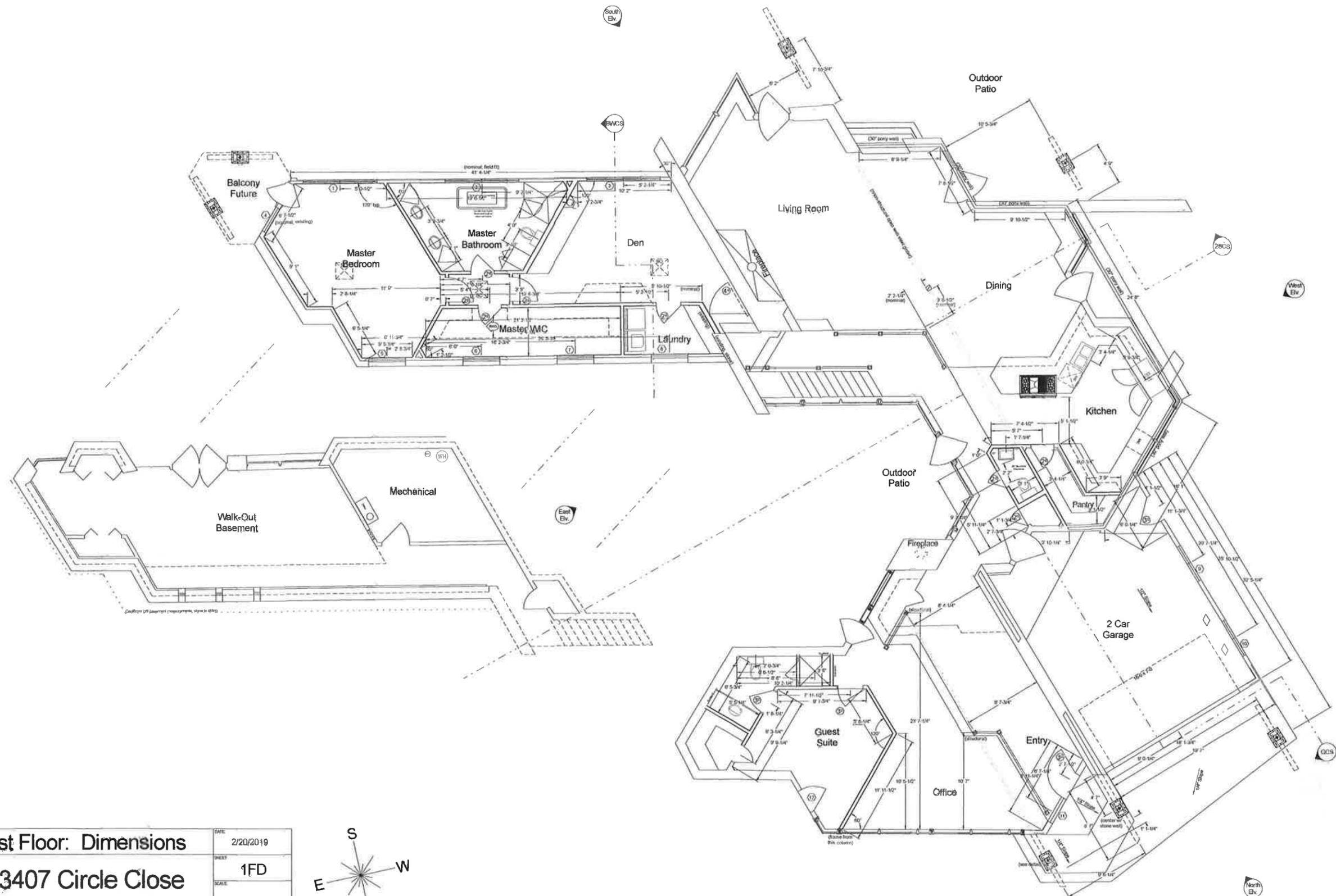
SUBJECT <b>South Elevation</b>	DATE 2/20/2019
PROJECT <b>3407 Circle Close</b>	SHEET SOUTH
	SCALE:
<b>Kelly Tormaschy</b> <i>Fine Homebuilding</i> 720.308.4790    bktorm@aol.com	



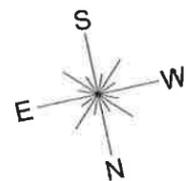
SUBJECT: <b>West Elevation</b>		DATE: 2/20/2019
PROJECT: <b>3407 Circle Close</b>		DWG. BY: WEST
		SCALE:
		SHEET:
	<b>Kelly Tormaschy</b>	
	<i>Fine Homebuilding</i>	
720.308.4790 bktorm@aol.com		

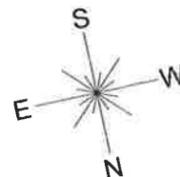
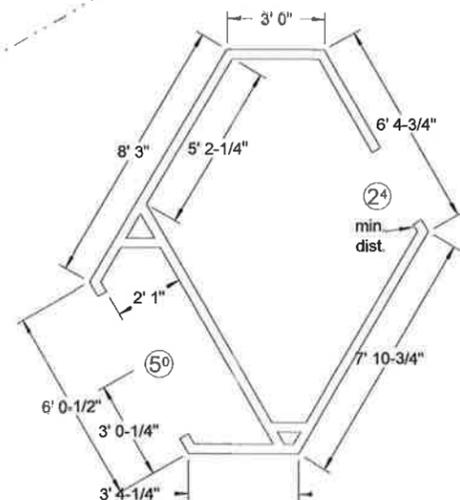
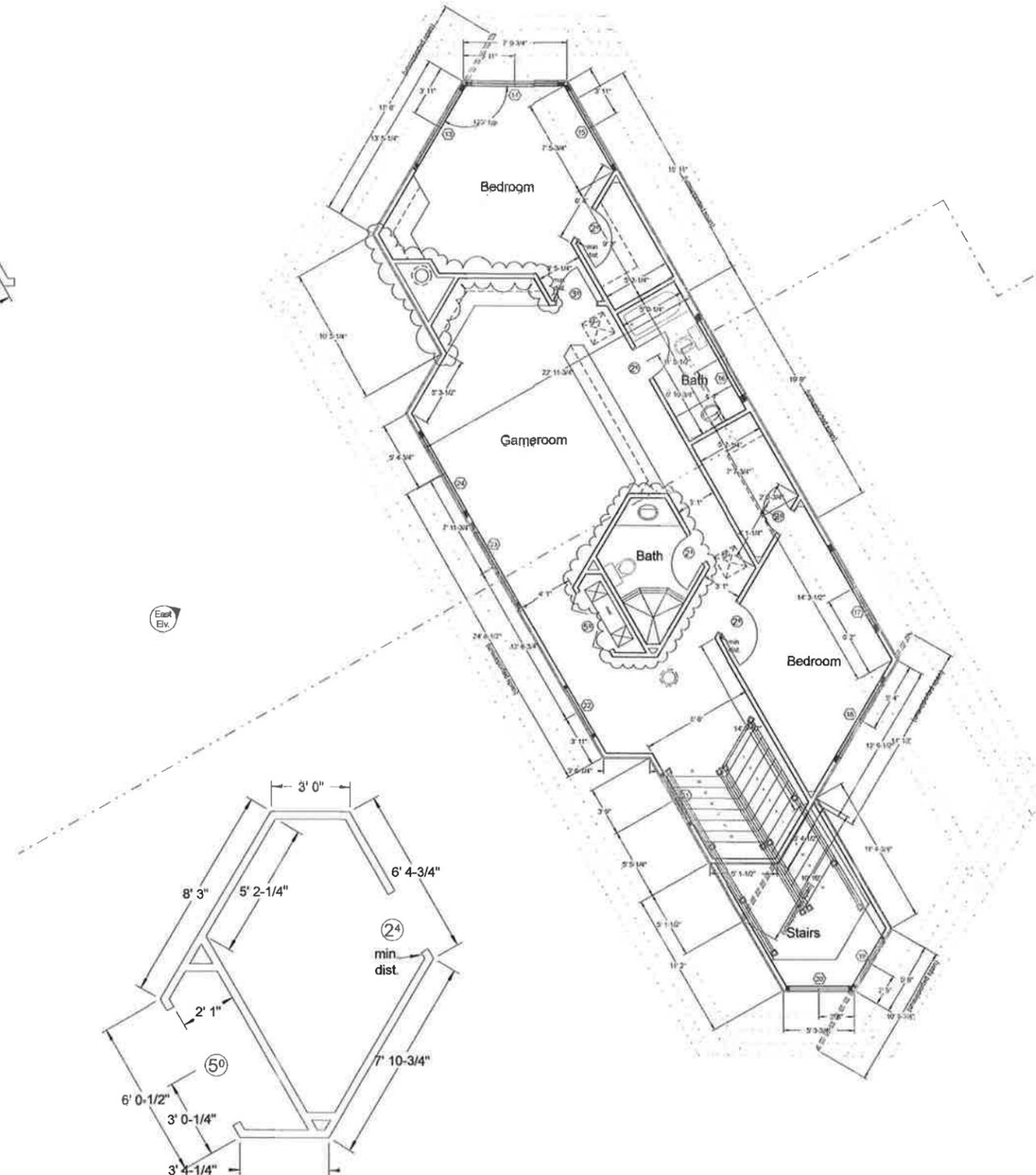
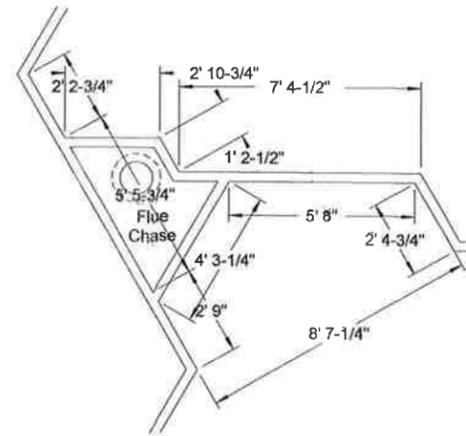


SUBJECT		DATE
Front Porch & Stairs Landing		2/20/2019
PROJECT		DWG. BY:
3407 Circle Close		FPSLE
		SCALE:
		SHEET:
 <b>Kelly Tommasch</b> Fine Homebuilding 720.308.4790 bktorm@aol.com		

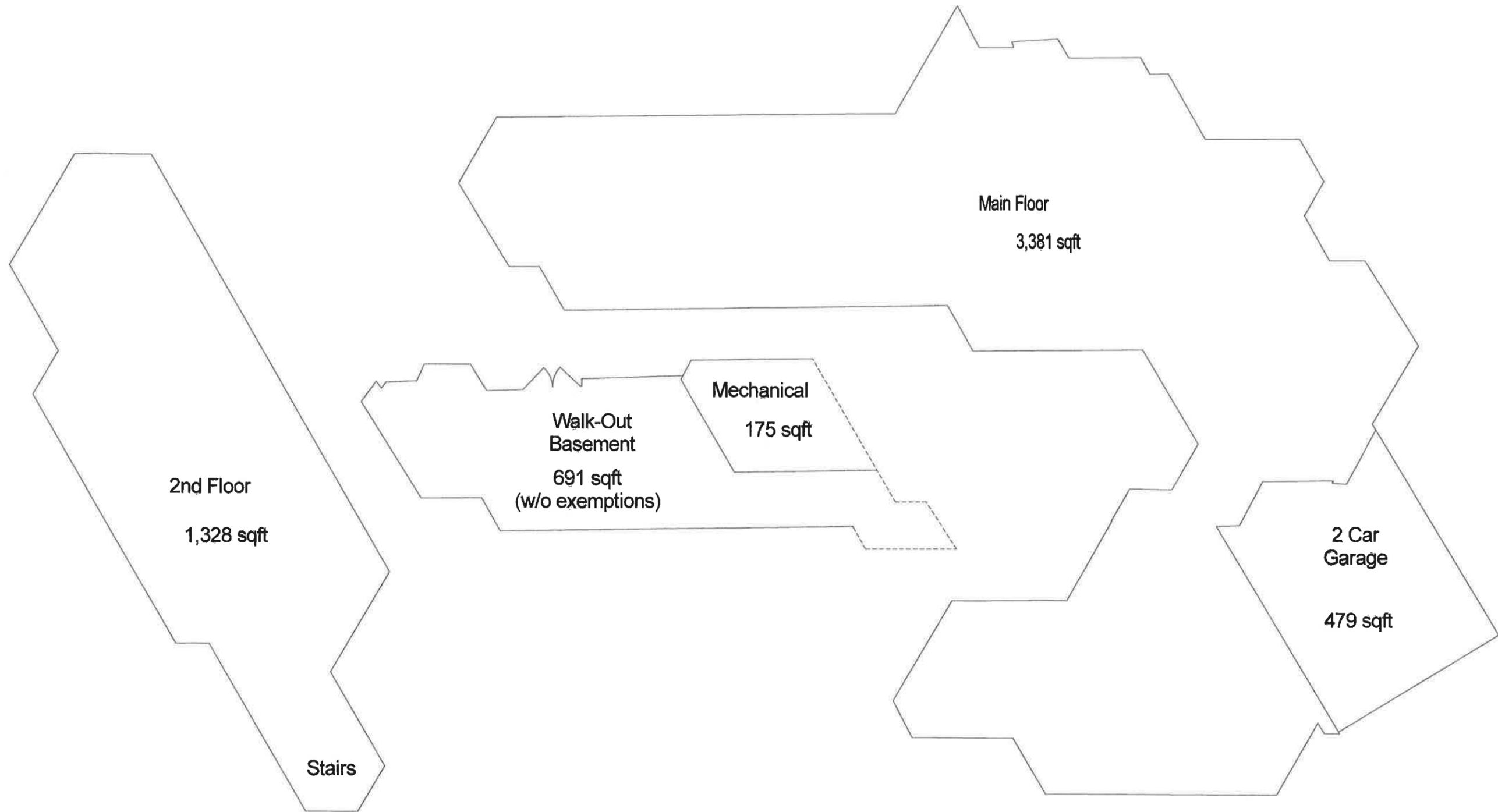


PROJECT	1st Floor: Dimensions	DATE	2/20/2019
PROJECT	3407 Circle Close	SHEET	1FD
		SCALE	
	 <b>Kelly Tormaschy</b> Fine Homebuilding 720.308.4790 bktorm@aol.com		



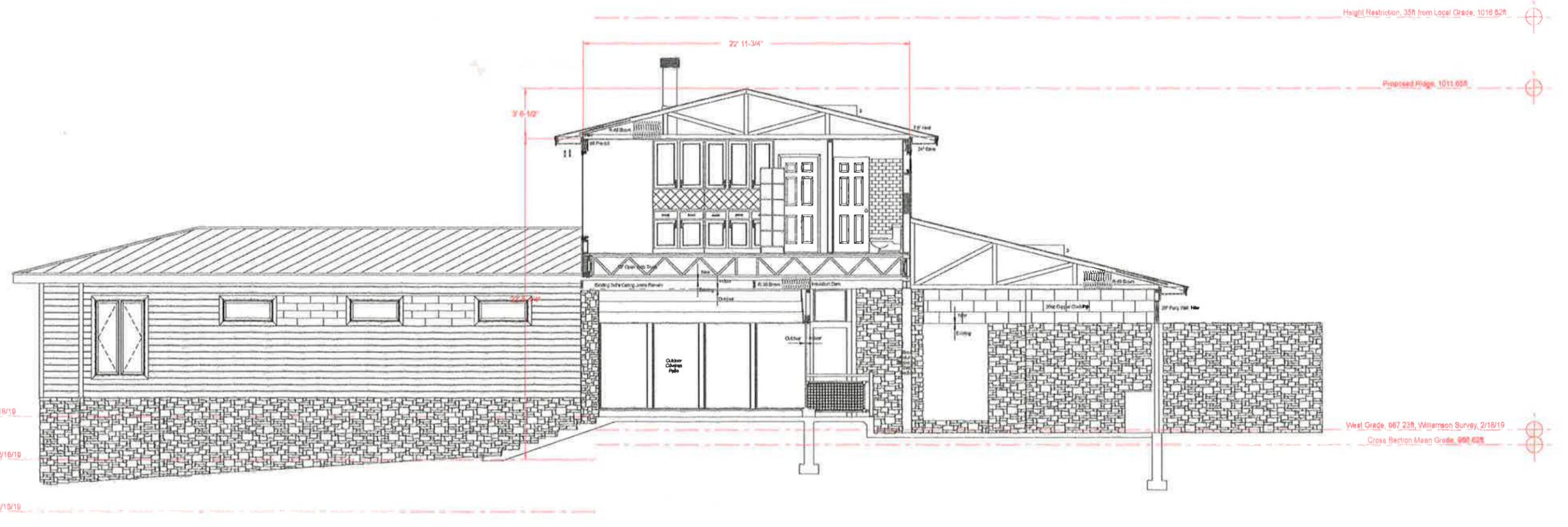


SHEET: 2nd Floor: Dimensions		DATE: 2/20/2019
PROJECT: 3407 Circle Close		SHEET: 2FD
 <b>Kelly Tormaschy</b> Fine Homebuilding 720.308.4790 bktorm@aol.com		SCALE:

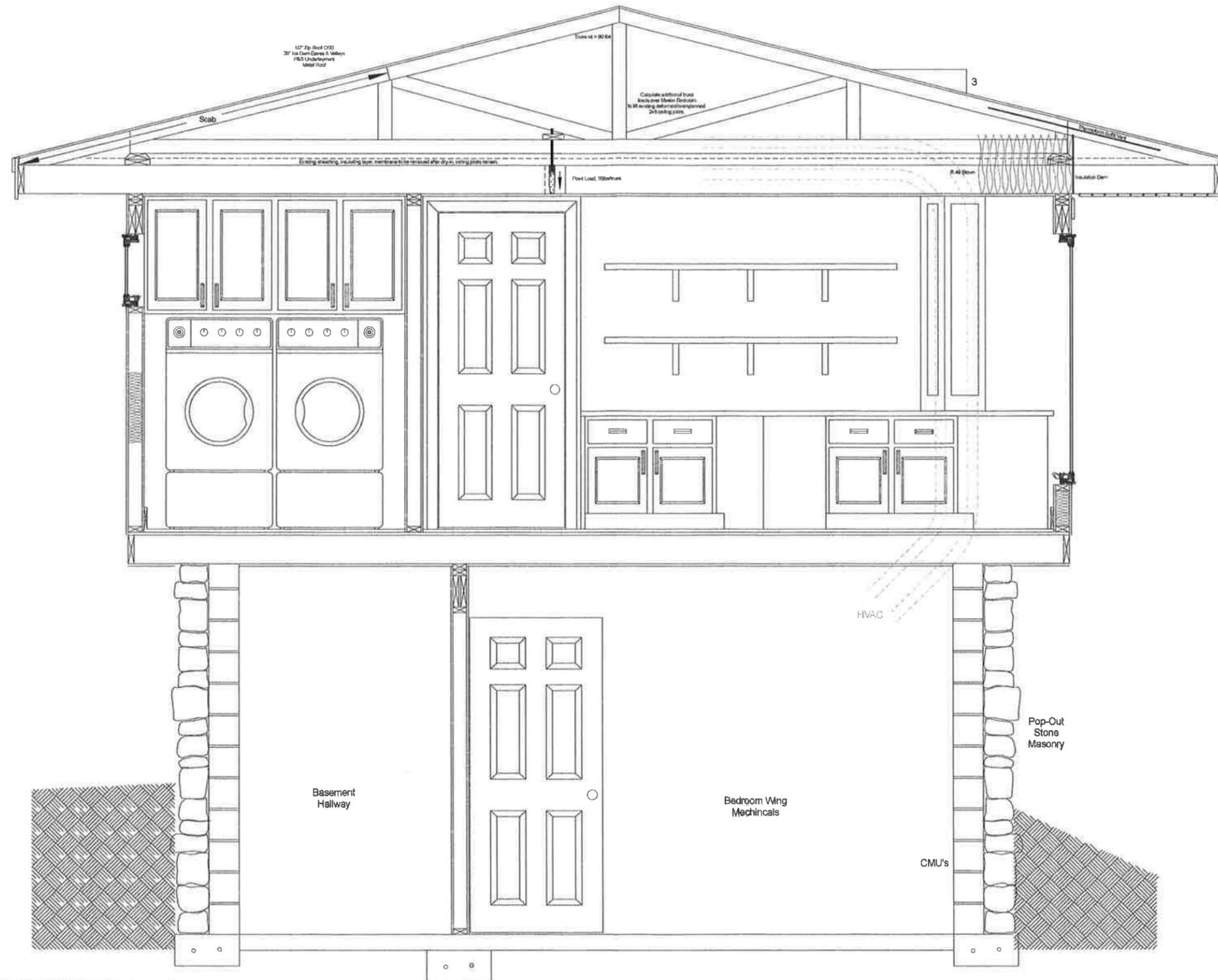


SUBJECT: <b>FAR, Preliminary</b>	DATE: 2/20/2019
PROJECT: <b>3407 Circle Close</b>	SHEET: FAR
 <b>Kelly Tormaschy</b> <i>Fine Homebuilding</i> 720.308.4790 bktorm@aol.com	SCALE:

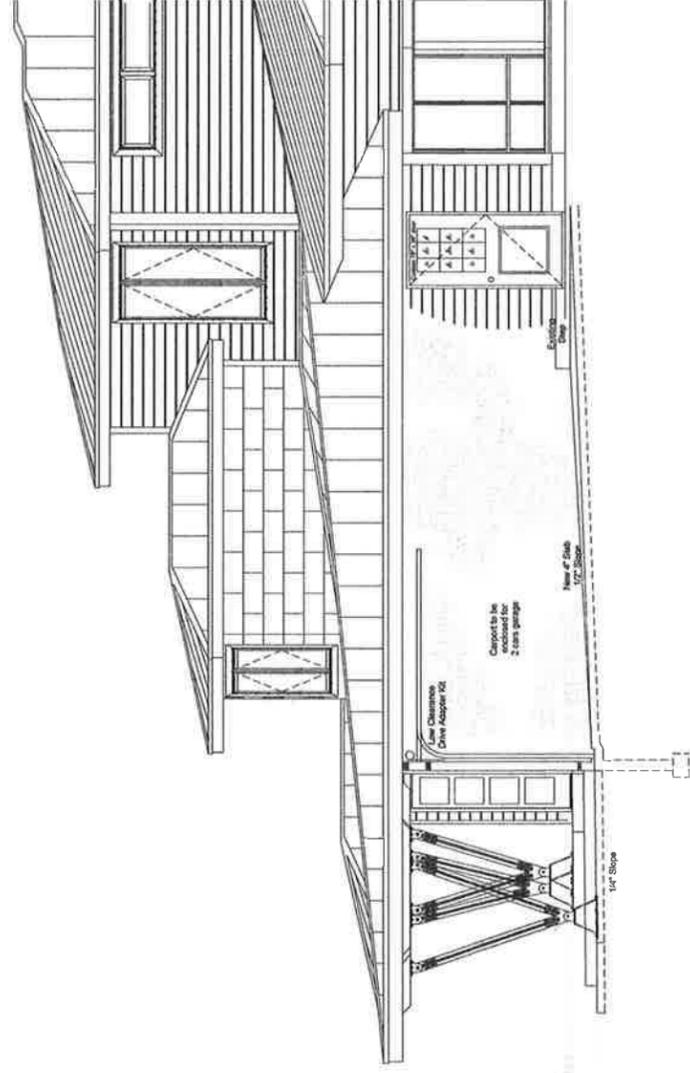
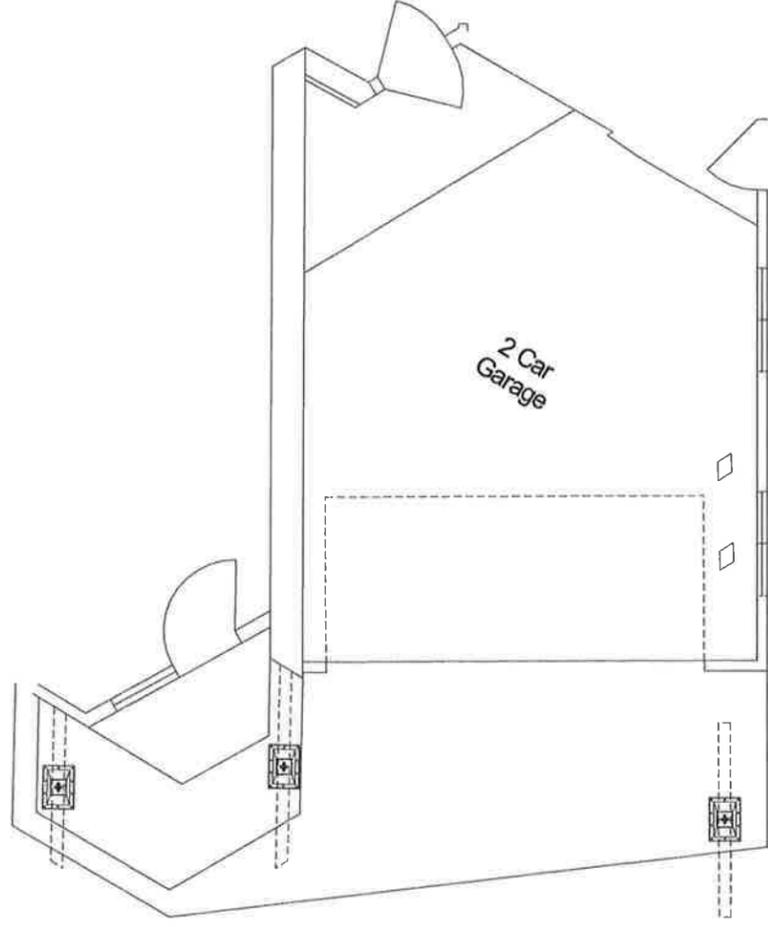




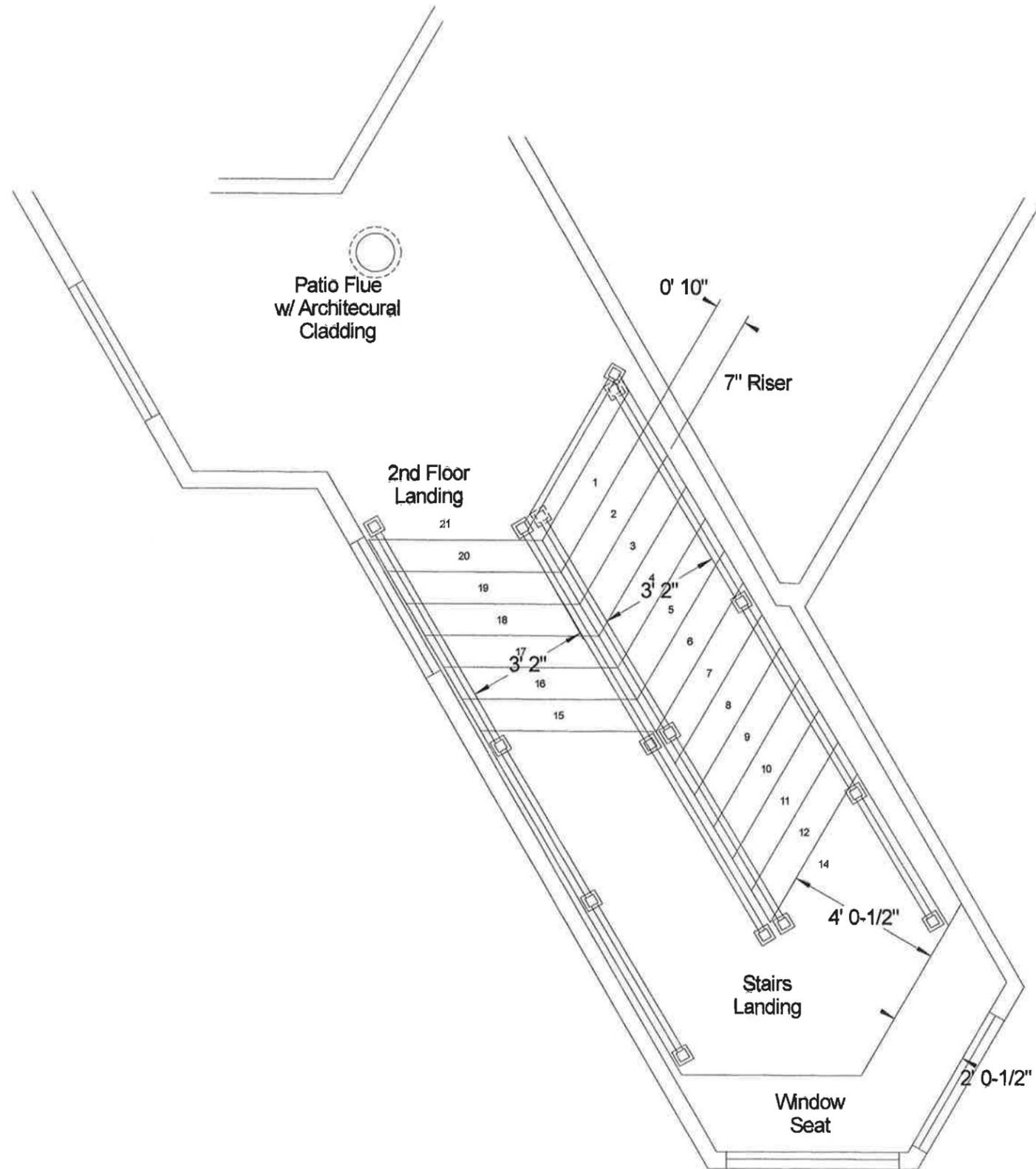
PROJECT	Two Story Cross Section	DATE	2/20/2019
PROJECT	3407 Circle Close	SHEET	2SCS
		SCALE	
	<b>Kelly Tormaschy</b> Fine Homebuilding		
	720.308.4790 bktorm@aol.com		



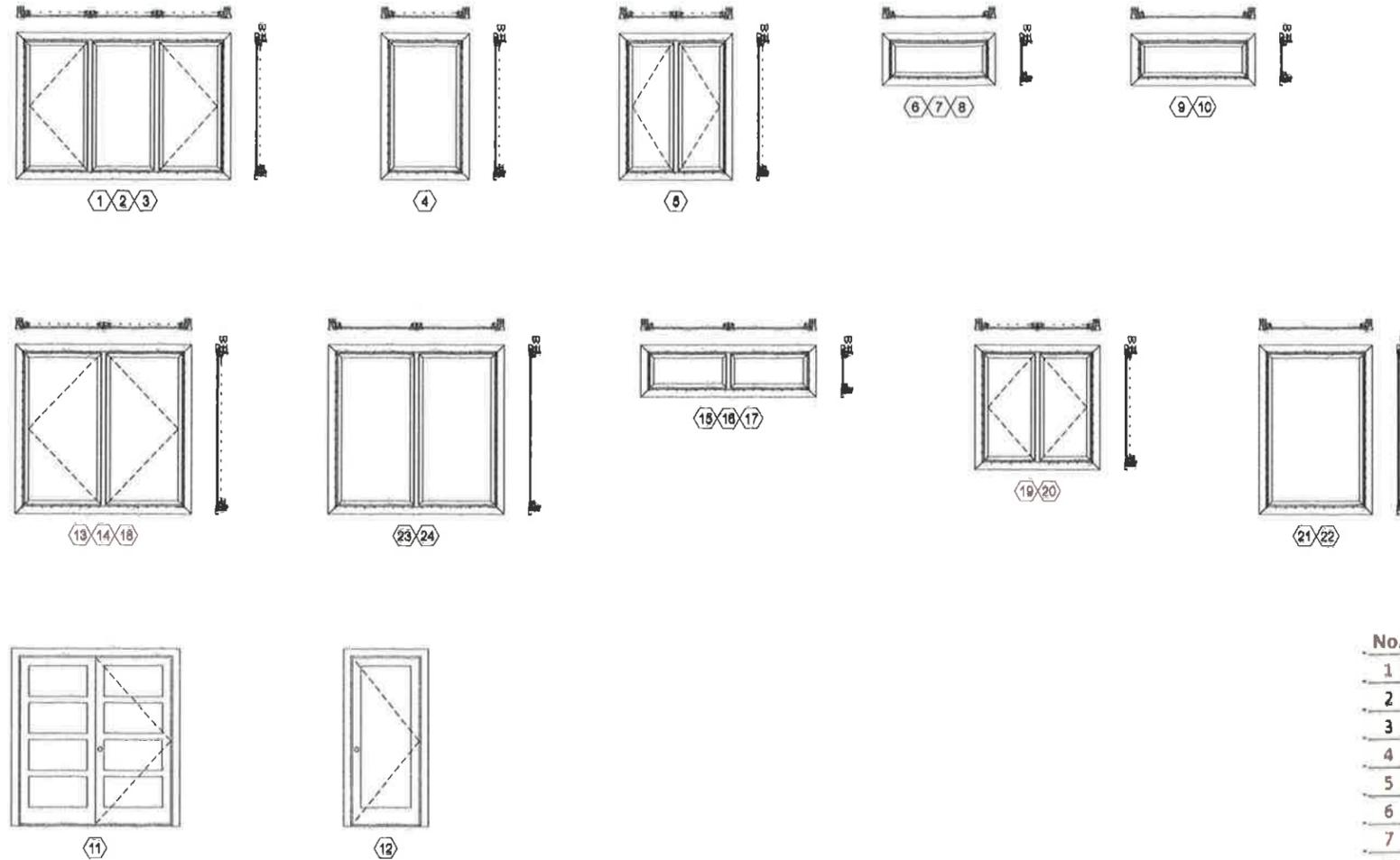
SUBJECT	Bedroom Wing Cross Section	DATE	2/20/2019
PROJECT	3407 Circle Close	SHEET	BWCS
		SCALE	
	Kelly Tormaschy <i>Fine Homebuilding</i>		



SUBJECT	Garage Cross Section	DATE	2/20/2019
PROJECT	3407 Circle Close	SHEET	GCS
		SCALE	
	<b>Kelly Tormaschy</b> Fine Homebuilding 720.308.4790 bktorm@aol.com		

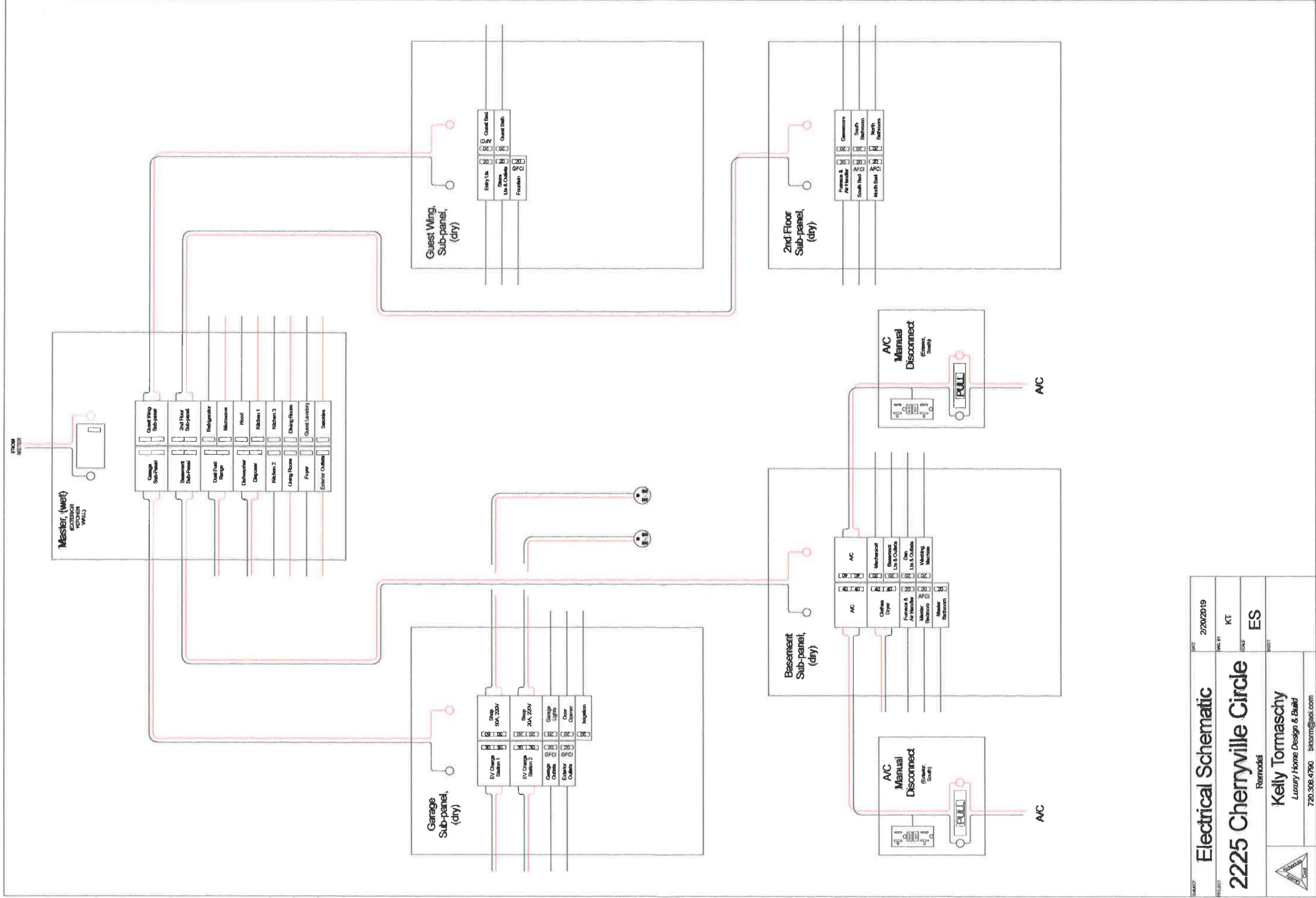


DATE	2/20/2019
PROJECT	3407 Circle Close
DRAWN	SP
SCALE	
DESIGNER	Kelly Tomaschy Fine Homebuilding 720.308.4790 bktorm@aol.com

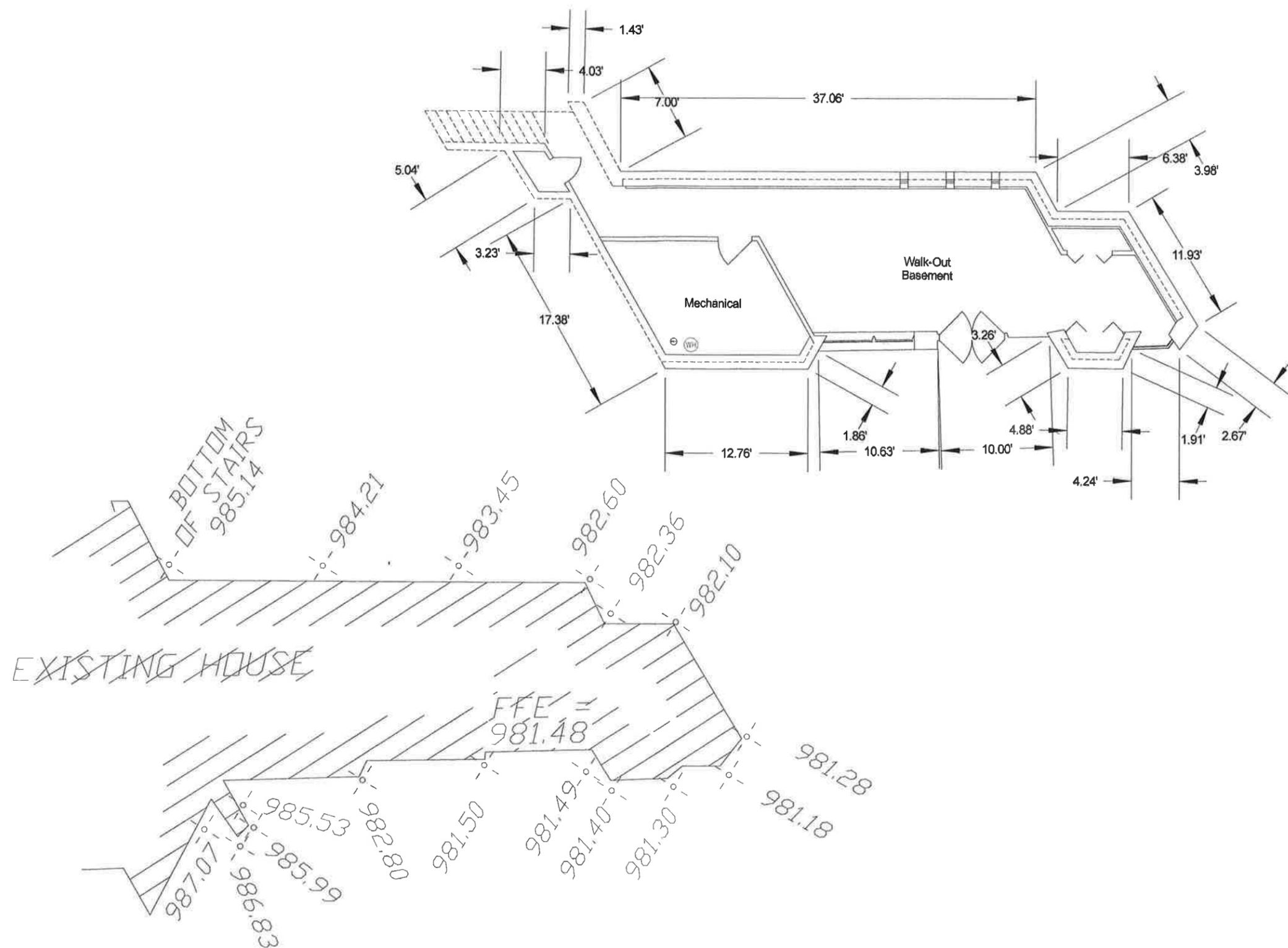


No.	Location	Width RO	Height RO	Low E	Tempered	Egress
1	Master Bedroom South	96	64			
2	Master Bathroom South	96	64		X	
3	Master Den South	96	64			
4	Master Bedroom Balcony, SE	36	64		X	
5	Master Bedroom North	47.75	64			
6	Master Bedroom Closet NE	47.75	18.5			
7	Master Bedroom Closet NW	47.75	18.5			
8	Laundry	47.75	18.5			
9	Garage SW	52.75	18.5			
10	Garage NW	52.75	18.5			
11	Entry, Dbl Door	72 nom.	80 nom.		X	
12	Guest Suite, Door	32 nom.	80 nom.		X	X
13	2nd Floor South Bedroom, SE	77.75	75			X
14	2nd Floor South Bedroom, SW	77.75	75			X
15	2nd Floor South Bedroom, W	77.75	18.5			
16	2nd Floor Bath	77.75	18.5		X	
17	2nd Floor North Bedroom, W	77.75	18.5			
18	2nd Floor North Bedroom, N	77.75	75			X
19	Stairway, NW	53.75	53.5		X	
20	Stairway, NE	53.75	53.5		X	
21	Top of Stairs	47.75	75		X	
22	2nd Floor Hall	47.75	75			
23	Gameroom, N	77.75	75			
24	Gameroom, S	77.75	75			

<b>Window Elevations</b>		DATE	2/20/2019
<b>3407 Circle Close</b>		SHEET	WDE
 <b>Kelly Tormaschy</b> Fine Homebuilding 720.308.4790 bktorm@aol.com		SCALE	



DATE	2/20/2019
PROJECT	2225 Cherryville Circle
DESIGNER	KT
DRAWN BY	ES
SHEET	ES
<b>Electrical Schematic</b> <b>2225 Cherryville Circle</b> Remodel	
<b>Kelly Tommasch</b> Luxury Home Design & Build 720.308.4790    kltorm@goi.com	



SUBJECT	Basement FAR Data	DATE	2/20/2019
PROJECT	3407 Circle Close	SHEET	BFD
		SCALE	
	<b>Kelly Tormaschy</b> Fine Homebuilding		
	720.308.4790 bktorm@aol.com		

## **Plan Commission Special Exception Permit Review 3407 Circle Close March 12, 2019**

A special exception shall not be granted unless the applicant demonstrates that the building or buildings on the lot that exceed the floor area and height limit will meet the conditions set forth in Sec. 10-1-52 of this Code. For purposes of this section references to “use” or “conditional use” in Sec. 10-1-52 shall be deemed to be references to the building or buildings for which a special exception is requested. The applicant shall demonstrate compliance with the following:

1. The uses, values, views, vistas and enjoyment of other property in the neighborhood for purposes already established shall be in no foreseeable manner substantially impaired or be diminished by the special exception.

Finding: *It is demonstrated that the special exception that exceeds the floor area limit of 4530 s.f. by 274 s.f. in no foreseeable manner substantially impairs or diminishes the uses, values, views, vistas and enjoyment of other property in the neighborhood for purposes already established.*

2. The special exception will not substantially impair an adequate supply of light and air to adjacent property, or increase the danger of fire within the neighborhood.

Finding: *Demonstrated.*

3. The special exception will not substantially increase erosion.

Finding: *The project is a second story addition.*

4. The special exception will not substantially cause the flow of surface water to be changed so as to adversely affect other lots or the natural environment.

Finding: *The project is a second story addition within the current building footprint*

5. The special exception will not substantially adversely affect infiltration of surface water into the ground.

Finding: *It will not substantially adversely impact infiltration*

6. The special exception will not substantially adversely affect access to property or structures by fire fighters and other emergency personnel.

Finding: *It will not adversely affect access.*

**The Plan Commission may consider the following:**

1. If other residences along the same side of the street adjoining the residence have similar floor areas:

*Other nearby residents have smaller floor areas, but since this particular lot is so large, the impact of a home with a larger floor area is diminished.*

2. If the lot has large trees and/or mature landscaping which obscures the scale of the residence.

*The lot is heavily wooded which tends to obscure the scale of the home.*

3. If the property has unique topographic features which reduce the scale of the residence: *None.*

4. If the residence setback from the public street is significantly greater than minimum requirements:

*The home is set back considerably from the street, greater than minimum requirements, which tends to obscure the scale of the home.*

**The Plan Commission shall review the application according to the standards below. No application shall be recommended for approval by the Plan Commission unless it finds that the following are met:**

1. That the establishment, maintenance or operation of the special exception will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

Finding: *Standards met.*

2. That the uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance or operation of the special exception and the proposed special exception is compatible with the use of adjacent land.

Finding: *Standards met.*

3. That the establishment of the special exception will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district, and will not be contrary to an adopted comprehensive plan of the Village.

Finding: *Standards met.*

4. That adequate utilities, access roads, drainage and other necessary site improvements have been, are being or will be provided.

Finding: *Standards met.*

5. That the establishment, maintenance or operation of the special exception is unlikely to increase the level of traffic congestion or reduce the level of safety at any point on the public streets.

Finding: *Standards met.*

6. That the special exception shall conform to all applicable regulations of the district in which it is located.

Finding: *Standards met.*

7. That the special exception does not violate flood plain regulations governing the site.

Finding: *Project is not in floodplain.*

8. That, when applying the above standards to any new construction of a building, or an addition to an existing building, the Plan Commission and Board shall bear in mind the statement of purpose for the zoning district such that the proposed building or addition at its location does not defeat the purposes and objectives of the zoning district.

Finding: *Standards are met. This is a single family home in a residential single family zoning district.*

**The Plan Commission shall also evaluate the effect of the special exception upon:**

- The maintenance of safe and healthful conditions.

Finding: *Evaluated and no adverse effect.*

- The prevention and control of water pollution including sedimentation.

Finding: *Evaluated and no adverse effect.*

- Existing topographic and drainage features and vegetative cover on the site.

Finding: *Evaluated and no adverse effect.*

- The location of the site with respect to floodplains and floodways of rivers and streams.

Finding: *Evaluated and no adverse effect.*

- The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.

Finding: *Evaluated and no adverse effect.*

- The location of the site with respect to existing or future access roads.

Finding: *Evaluated and no adverse effect.*

- The need of the proposed use for a shoreland location.

Finding: *Evaluated and no adverse effect.*

- Its compatibility with uses on adjacent land.

Finding: *It is compatible.*

**Regarding the establishment, maintenance or operation of the special exception applied for, the Plan Commission shall specify whatever reasonable conditions it deems necessary and appropriate to fulfill the intent of this Chapter. The conditions may include requirements relating to any of the following:**

- Landscaping conditions required: *None*
- Type of construction conditions required: *Compliance with Village noise regulations and quiet hours. Parking plan and permits for construction parking and mobilization to be submitted and approved by Police department.*
- Construction commencement and completion dates required: *Building permit is good for two years from date of permit approval.*
- Surety required: *Not applicable.*
- Lighting required: *All outdoor lighting including landscape lighting must be approved by Village Electrical Inspector and must comply with Village Dark Sky ordinance.*
- Fencing required: *Not applicable.*
- Deed restrictions required: *Not applicable.*

- Access restrictions required: *Not applicable.*
- Setbacks and yards required: *Compliance with R-1 zoning regulations is required.*
- Planting screens required: *Not applicable.*
- Modifications in parking required: *Not applicable.*
- Architecture, exterior colors and exterior materials required: *Not applicable.*

Any other requirements necessary to fulfill the purpose and intent of the Zoning Code of the Village of Shorewood Hills conditions required:

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

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

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

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

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

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

01/11/2018

Hello Future Neighbor!

This is a quick note to inform you that the home located at 915 Shorewood Boulevard will be demolished and a new home built in its place. Plans for the new home have been reviewed by the Village and the project complies with Village zoning regulations and permits have, or will be issued shortly.

A meeting will be held at Village Hall 810 Shorewood Boulevard on Thursday, February 15, 2018 from 5:30-6:30pm for individuals who wish to become more informed about the upcoming project and to answer questions. We will serve something sweet and some decaf, too. If you want to come and meet us and hear about the house please come! We would love to meet you and talk about the project.

My husband and I, and our two sons, are very excited to be moving into the Village! Here is a bit of background on ourselves and our project. My name is Jennifer Leavitt-Moy, I grew up in Shorewood, first living at 3121 Oxford with my parents, Penelope Leavitt and James Moy, and later moving with my mother to 915 Shorewood Blvd. I left town for College, but my mother continued to live in our home until her recent passing in March 2017. My husband grew up in Madison, before moving to Galveston TX at the age of 8. He moved back to Madison for college and we met at that time (so we are basically high school sweethearts and will be celebrating our 15th wedding anniversary in our new home (if everything goes as planned!)). Our home is going to be a fairly traditional American Four Square with a front and side porch. Of course, we are super excited about a million other details, but we won't bore you with them unless you want to hear more.

Although we wish we could maintain many of the trees on our property, we have spoken to several arborists, who believe their root systems would be compromised during the building process and as a result we will need to take many of them down. Trust me, this is very hard for me as I grew up climbing those trees, had a zip line from one to another in the front yard, hosted countless play dates among them, and am a huge lover of nature. My mother loved every tree in her yard dearly and it pains me not to be able to keep them. I am happy to talk about the trees more, and our plans to plant new ones, if you are curious about it.

Our sons, Phoenix (6 years) and Justice (20 months) have grown up between Madison and Chicago, but are excited to be settling in Madison.

Our home has been a dream in progress for many, many years. We are very excited to be building in a familiar neighborhood with such great future neighbors. We are already sorry in advance for any inconveniences that our building process will cause with regard to noise, etc. However, we are just as excited as you for the process to be completed and we look forward to sharing many more years of good neighborliness after the build is complete! Please feel free to call or text me with any questions or concerns. My cell phone is 312.434.5047. I am often strolling around after drop off (our 6 year old is in school at Shorewood), or getting coffee down at Ancora.

With great anticipation,

Jennifer Leavitt-Moy, Roberto, Phoenix & Justice Rivera

Dear Future Neighbors,

July 20, 2018

I couldn't be more excited that our project to build a home on the site of my grandparents' (Dr. Fred and Mary Ellen Mohs) old home at 3616 Lake Mendota Drive will be underway shortly. After being away from the Madison area for more than 20 years, we are so happy to be back. We are especially happy to be living in the wonderful community of Shorewood Hills! And we can't wait for the completion of our new home and the day when we can officially say we are your neighbors!

We are currently continuing work that began last summer on the lakeside of the lot to help prepare the site. This work includes the cutting back of invasive species, the planting of native species in their place, erosion control and utilitarian and decorative stonework including stairs. In the meantime we have been putting much thought into the design of our new home. The home will be fairly traditional in design and be built with stone and wood-look shakes. We believe that the home will be a nice addition to the neighborhood.

The Village has reviewed our home plans, and permits will be issued in the near future. So, at this time, my husband Tony and I would like to invite you attend an informational meeting about our project, so that you will know as much about the construction process and the home itself as you would like to know. We would love to meet those of you whom we have not yet met, and see those of you whom we have the pleasure of knowing already!

We sincerely apologize to all of you in advance for the inevitable inconveniences that you may experience while we are under construction. Hopefully these will be as minimal as all together possible. And we thank you in advance for your patience!

If you are not able to attend the meeting or if you have any further questions, feel free to contact me at (303) 257-5145.

Linda (and Tony) Granato

**INFORMATIONAL MEETING (and snacks)**

**August 2nd**

**5:30 - 6:30**

**Village Hall - 810 Shorewood Boulevard**



**TO: VILLAGE TRUSTEES**

**FROM: AARON P. CHAPIN, CHIEF OF POLICE**

**RE: BODY WORN CAMERA PROPOSAL**

**DATE: MARCH 15, 2019**

**SCOPE OF PROJECT:**

Body worn cameras have been a tool available to police organizations for several years. The SHPD had ordered three L3-Mobile Vision Body Worn Cameras in 2018 based on the approval of the Village Board during the March 2018 board meeting with a vote of 5-0 not to exceed \$2,500.00.

The purchase of the L3-Mobile Vision products would have been seamless as they in-car solution for SHPD is also a L3-Mobile Vision product. There were manufacturing issues with the devices and they continued to be delayed due to issues discovered during product testing. Based on the significant delays and no confirmed delivery date, I canceled the order for the L3-Mobile Vision devices.

**SOLUTION:**

I did some additional research on BWC products being utilized in the Dane County LE agencies. One solution that I believe is a viable product is the Viewu LE5 BWC. The Maple Bluff Police Department uses the LE5 camera. There would be no additional cost for video storage and the devices are easy to use. The devices are \$799.00 each and include the appropriate licenses to download and store the videos on our in-house servers.

I am requesting that the funds that were previously allocated for the L3-Mobile Vision BWCs be authorized to purchase three Viewu LE5 cameras in place of the L3-Mobile Vision BWCs.

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](http://www.shorewood-hills.org)

# Submittal of Annual Reports and other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

## Reporting Information

**Submittal Type:** Annual Report

**Project Name:** MS4 Annual Report - 2017

**County:** Dane

**Municipality:** Shorewood Hills Village

**Facility Number:** 30909

**Reporting Year:** 2017

## Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

### Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following items as appropriate using the attachments tab above
  - a. Construction Site Pollution Control Annual Report Summary
  - b. Illicit Discharge Detection and Elimination Annual Report Summary
  - c. Leaf and Yard Waste Management
  - d. Municipal Cooperation Attachment
  - e. Municipal Facility Inspections
  - f. Pollution Prevention Annual Report Summary
  - g. Post-Construction Storm Water Management Annual Report Summary
  - h. Public Education and Outreach Annual Report Summary
  - i. Public Involvement and Participation Annual Report Summary
  - j. Storm Water Consortium/Group Report
  - k. Storm Sewer System Map Annual Report Attachment
    - l. Storm Water Quality Management Annual Report Attachment
  - m. TMDL Attachment
  - n. Winter Road Maintenance
  - o. Other Annual Report Attachment
- Sign and Submit form

**Municipal Contact Information- Complete**

**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

**Note:** Compliance items must be submitted using the Attachments tab.

**Municipality Information**

**Name of Municipality:** Shorewood Hills Village

**Facility ID # or (FIN):** 30909

**Updated Information:**  Check to update mailing address information

**Mailing Address:** Village Hall Public Works

**Mailing Address 2:**

**City:** Madison

**State:** Wisconsin

**Zip Code:** 53705-2115      xxxxx or xxxxx-xxxx

**Primary Municipal Contact Person (Authorized Representative for MS4 Permit)**

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

**First Name:** Karl

**Last Name:** Frantz

Select to **update** current contact information

**Title:** Village Administrator

**Mailing Address:** 810 Shorewood Blvd

**Mailing Address 2:**

**City:** Shorewood Hills

**State:** WI

**Zip Code:** 53705      xxxxx or xxxxx-xxxx

**Phone Number:** 608-267-2680      Ext:      xxx-xxx-xxxx

**Email:** kpfrantz@shorewood-hills.org

**Additional Contacts Information (Optional)**

- I&E Program
- IDDE Program

**Individual with responsibility for:  
(Check all that apply)**

- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

**First Name:**

**Last Name:**

**Title:**

**Mailing Address:**

**Mailing Address 2:**

**City:**

**State:**

**Zip Code:**

xxxxx or xxxxx-xxxx

**Phone Number:**

Ext:

xxx-xxx-xxxx

**Email:**

1. Does the municipality rely on another entity to satisfy some of the permit requirements? If yes, enter entity name (government, consultant, group/organization).

Yes  No

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes  No

**Missing Information**

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (09/17)

## Minimum Control Measures- Section 1 : Complete

### 1. Public Education and Outreach

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the **Add Activity** to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events).

Topic: Detection and elimination of illicit discharges			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Website</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Website</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Active distribution of print media (mailings, newsletters, etc)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: Management of stream banks and shorelines by riparian landowners to			
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minimize erosion and restore and enhance the ecological value of waterways			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Passive print media (brochures at front desk, posters, etc.)	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural
  Contractors
  General Public
  Public Employees
  Residential
  School Groups  
 Business
  Developers
  Industries
  Restaurants
  Other:

<b>Topic:</b> Infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Website	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural
  Contractors
  General Public
  Public Employees
  Residential
  School Groups  
 Business
  Developers
  Industries
  Restaurants
  Other:

<b>Topic:</b> Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Direct one-on-one communication	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural
  Contractors
  General Public
  Public Employees
  Residential
  School Groups  
 Business
  Developers
  Industries
  Restaurants
  Other:

<b>Topic:</b> Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Direct one-on-one communication	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural
  Contractors
  General Public
  Public Employees
  Residential
  School Groups  
 Business
  Developers
  Industries
  Restaurants
  Other:

<b>Topic:</b> Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)

Direct one-on-one communication      Select...      Select...       Yes  No

Select all applicable audiences targeted for this topic.

- Agricultural  
  Contractors  
  General Public  
  Public Employees  
  Residential  
  School Groups  
 Business  
 Developers  
 Industries  
 Restaurants  
 Other:

<b>Topic:</b> Other (describe): <input type="text"/>			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)

Select...      Select...      Select...       Yes  No

Select all applicable audiences targeted for this topic.

- Agricultural  
  Contractors  
  General Public  
  Public Employees  
  Residential  
  School Groups  
 Business  
 Developers  
 Industries  
 Restaurants  
 Other:

**b.** Brief Public Education and Outreach program information for inclusion in the Annual Report. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

**Missing Information**

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

**Minimum Control Measures - Section 2 : Complete**

**2. Public Involvement and Participation**

**a.** Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

Municipal Officials

Appropriate Staff ( such as operators, Department heads, and those that interact with public)

Annual Report is presented at a regular council meeting

b. Complete the following information on Public Involvement Activities related to storm water. Select the mechanism that best describes how the topic message was conveyed to your population. Use the Add Activity to add multiple mechanisms. For Quantity, choose the range for number Mechanisms chosen (i.e., number of workshops, events).

Topic: Storm Water Management Plan and/or updates			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Government Event (Public Hearing, Council Meeting, etc)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: Storm water related ordinance and/or updates			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Government Event (Public Hearing, Council Meeting, etc)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No
<u>Website</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: MS4 Annual Report			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Government Event (Public Hearing, Council Meeting, etc)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: Volunteer Opportunities			
Mechanism	Quantity	Est. People Reached	Regional Effort?

	(optional)	(optional)	(optional)
Clean-up events	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Agricultural
  Contractors
  General Public
  Public Employees
  Residential
  School Groups  
 Business
  Developers
  Industries
  Restaurants
  Other:

Topic: Other (describe) : <input type="text"/>			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Select...	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic .

- Agricultural
  Contractors
  General Public
  Public Employees
  Residential
  School Groups  
 Business
  Developers
  Industries
  Restaurants
  Other:

c. Brief Public Involvement and Participation program information for inclusion in the Annual Report. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

### Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

## Minimum Control Measures - Section 3 : Complete

### 3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have?   Unsure
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?   Unsure
- c. From the municipality's routine screening, how many were confirmed illicit discharges?   Unsure
- d. How many illicit discharge complaints did the municipality receive?   Unsure
- e. From the complaint received, how many were confirmed illicit discharges?   Unsure
- f. How many of the identified Illicit discharges did the municipality eliminate in the reporting year?   Unsure
- g. How many of the following enforcement mechanisms did the municipality  Unsure

use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year.

- |   |                                |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning                    | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation               | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation           | <input type="text" value="0"/> |
| <input type="checkbox"/> No Enforcement Action Taken                  | <input type="text"/>           |

Additional Information: \_\_\_\_\_

- h. Brief Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

### Missing Information

**Do not close** your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

## Minimum Control Measures - Section 4 : Has Missing Items

### 4. Construction Site Pollutant Control

- a. How many total construction sites were active at any point in the reporting year?   Unsure
- b. How many construction sites did the municipality issue permits for in the reporting year?   Unsure
- c. Do the above numbers include sites <1 acre?  Yes  No  Unsure
- d. How many erosion control inspections did the municipality complete in the reporting year?   Unsure

- e. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.  Unsure

- |   |                                |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning                    | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation               | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation           | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Stop Work Order                   | <input type="text" value="0"/> |
| <input type="checkbox"/> Forfeiture of Deposit                        | <input type="text"/>           |
| <input type="checkbox"/> No Authority                                 | <input type="text"/>           |
| <input type="checkbox"/> Other - Describe below                       | <input type="text"/>           |

- f. Brief Construction Site Pollutant Control program information for inclusion in the Annual Report . If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

## Missing Information

Question 4d is required., Question 4b is required., Question 4a is required., Question 4c is required.,

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

## Minimum Control Measures - Section 5 : Complete

### 5. Post-Construction Storm Water Management

- a. How many new construction sites with new structural storm water management practices\* have received local approvals ?   Unsure

\*Structural practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state (such as ponds, swales, infiltration basins, permeable pavement, catch basin sumps, etc.)

- b. How many privately owned storm water facility inspections were completed in the reporting year ?   Unsure

- c. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism?  Unsure

Check all that apply and enter the number of each used in the reporting year.

- |   |                                |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning                    | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation               | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation           | <input type="text" value="0"/> |
| <input type="checkbox"/> Forfeiture of Deposit                        | <input type="text"/>           |
| <input checked="" type="checkbox"/> Complete Maintenance              | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Bill Responsible Party            | <input type="text" value="0"/> |
| <input type="checkbox"/> No Authority                                 | <input type="text"/>           |
| <input type="checkbox"/> Other - Describe below                       | <input type="text"/>           |

- d. Brief Post-Construction Storm Water Management program information for inclusion in the Annual Report . If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

## Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

### Minimum Control Measures - Section 6 : Has Missing Items

#### 6. Pollution Prevention

Storm Water Management Facility Inspections (ponds, biofilters, etc.)  Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water facilities?   Unsure
- b. How many new municipally owned storm water facilities were installed in the reporting year?   Unsure
- c. How many municipally owned storm water devices were inspected in the reporting year?   Unsure
- d. What elements are looked at during inspections (200 character limit)?
- e. How many of these facilities required maintenance?   Unsure

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review)  Not Applicable

- f. How many inspections of municipal properties been conducted in the reporting year?   Unsure
- g. Have amendments to the SWPPPs been made?  Yes  No  Unsure
- h. If yes, describe what changes have been made (200 character limit):

Collection Services - Street Sweeping / Cleaning Program  Not Applicable

- i. Did the municipality conduct street sweeping/cleaning during the reporting year?  
 Yes  No  Unsure
- j. If known, how many tons of material was removed?   Unsure
- k. Does the municipality have a low hazard exemption for this material?  Yes  No
- l. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?  
 Yes  
 No - Explain \_\_\_\_\_  
 Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program*  Not Applicable

- m. Did the municipality conduct catch basin sump cleaning during the reporting year?  
 Yes  No  Unsure
- n. How many catch basin sumps were cleaned in the reporting year?   Unsure
- o. If known, how many tons of material was collected?   Unsure
- p. Does the municipality have a low hazard exemption for this material?  
 Yes  No
- q. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?  
 Yes  
 No - Explain not all 270 sumps were cleaned  
 Not Applicable

Collection Services - *Leaf Collection Program*  Not Applicable

- r. Does the municipality conduct curbside leaf collection?  
 Yes  No  Unsure
- s. Does the municipality notify homeowners about pickup?  
 Yes  No  Unsure
- t. Where are the residents directed to store the leaves for collection?  
 Pile on terrace  Pile in street  Bags on terrace  Unsure  
 Other - Describe or bring to a drop-off location
- u. What is the frequency of collection?  
weekly Oct 1 - Nov 15
- v. Is collection followed by street sweeping/cleaning?  
 Yes  No  Unsure

Winter Road Management  Not Applicable

\*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- w. How many lane-miles of roadway is the municipality responsible for doing snow and ice control?   Unsure
- x. Provide amount of de-icing products used by month last winter season?  
 Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
<u>Salt</u>	<input type="text"/>	<input type="text"/>	<input type="text" value="25"/>	<input type="text" value="40"/>	<input type="text" value="4"/>	<input type="text" value="6"/>

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
<u>None</u>	<input type="text"/>					

- y. Was salt applying machinery calibrated in the reporting year?  Yes  No  Unsure

- z. Have municipal personnel attended salt reduction strategy training in the reporting year?  Yes  No  Unsure

If yes, describe what training was provided (200 character limit):

When:  How many attended:

### Internal (Staff) Education & Communication

- aa. Has training or education on SWPPPs for municipal facilities been held for municipal or other personnel?  Yes  No  Unsure

If yes, describe what training was provided (200 character limit):

When:  How many attended:

- ab. Brief Pollution Prevention program information for inclusion in the Annual Report. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

### Missing Information

Question 6t is required., Question aa is required., Question 6x is required., Question 6x is required.,

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

## Minimum Control Measures - Section 7 : Complete

### 7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?  Yes  No  Unsure

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities  
 Storm pipes  
 Vegetated swales  
 Outfalls  
 Other - Describe below

- b. Brief Storm Sewer System Map information for inclusion in the Annual Report. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

## Missing Information

Do not close your work until you SAVE.

Form 3400-224 (09/17)

### Final Evaluation - Has Missing Items

#### Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
-----------------------------------	-----------------------	----------------------	-----------------

**Element:** Public Education and Outreach

2843    Storm water utility

**Element:** Public Involvement and Participation

1843    Storm water utility

**Element:** Illicit Discharge Detection and Elimination

3526    Storm water utility

**Element:** Construction Site Pollutant Control

6302    Storm water utility

**Element:** Post-Construction Storm Water Management

6302    Storm water utility

**Element:** Pollution Prevention

6302    Storm water utility

**Element:** Storm Water Quality Management

5000    Storm water utility

**Element:** Storm Sewer System Map

2000    Storm water utility

**Other** (describe)

Select...

Please provide a justification for a "0" entered in the Fiscal Analysis

### Water Quality

**a:** Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes  No  Unsure      If Yes, explain below:

**b:** Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes  No  Unsure      If Yes, explain below:

**c:** Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes  No  Unsure

**d:** Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes  No  Unsure

### Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.



Do not close your work until you **SAVE**.

## Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

**\*Required Item**

**Note:** To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

## Storm Sewer System Map

 File Attachment

[ShorewoodStormSewerSystem36x48.pdf](#)

## Attach Documents

(To remove additional items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

## Missing Information

**Draft and Share PDF Report with Municipality's Governing Body.**

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been approved by the governing body, you will have to come back to the MS4 eReporting system to submit the report to the DNR.

[Draft and Share PDF Report with Municipality's Governing Body](#)

## Complete and Submit Your Application

You have not completed all areas of the application. Please return to the application and complete all missing items.

Contact Information: Complete

Minimum Control Measures Section 1: Complete

Minimum Control Measures Section 2: Complete

Minimum Control Measures Section 3: Complete

Minimum Control Measures Section 4: Has Missing Items

Minimum Control Measures Section 5: Complete

Minimum Control Measures Section 6: Has Missing Items

Minimum Control Measures Section 7: Complete

Attachments: Complete

Final Evaluation: Has Missing Items

# Submittal of Annual Reports and other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

## Reporting Information

**Submittal Type:** Annual Report

**Project Name:** MS4 Annual Report - 2018

**County:** Dane

**Municipality:** Shorewood Hills Village

**Facility Number:** 30909

**Reporting Year:** 2018

## Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

### Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following items as appropriate using the attachments tab above
  - a. Construction Site Pollution Control Annual Report Summary
  - b. Illicit Discharge Detection and Elimination Annual Report Summary
  - c. Leaf and Yard Waste Management
  - d. Municipal Cooperation Attachment
  - e. Municipal Facility Inspections
  - f. Pollution Prevention Annual Report Summary
  - g. Post-Construction Storm Water Management Annual Report Summary
  - h. Public Education and Outreach Annual Report Summary
  - i. Public Involvement and Participation Annual Report Summary
  - j. Storm Water Consortium/Group Report
  - k. Storm Sewer System Map Annual Report Attachment
  - l. Storm Water Quality Management Annual Report Attachment
  - m. TMDL Attachment
  - n. Winter Road Maintenance
  - o. Other Annual Report Attachment
- Sign and Submit form

**Municipal Contact Information- Complete**

**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

**Note:** Compliance items must be submitted using the Attachments tab.

**Municipality Information**

**Name of Municipality:** Shorewood Hills Village

**Facility ID # or (FIN):** 30909

**Updated Information:**  Check to update mailing address information

**Mailing Address:** Village Hall Public Works

**Mailing Address 2:**

**City:** Madison

**State:** Wisconsin

**Zip Code:** 53705-2115      xxxxx or xxxxx-xxxx

**Primary Municipal Contact Person (Authorized Representative for MS4 Permit)**

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

**First Name:** Karl

**Last Name:** Frantz

Select to **update** current contact information

**Title:** Village Administrator

**Mailing Address:** 810 Shorewood Blvd

**Mailing Address 2:**

**City:** Shorewood Hills

**State:** WI

**Zip Code:** 53705      xxxxx or xxxxx-xxxx

**Phone Number:** 608-267-2680      Ext:      xxx-xxx-xxxx

**Email:** kpfrantz@shorewood-hills.org

**Additional Contacts Information (Optional)**

- I&E Program
- IDDE Program

**Individual with responsibility for:  
(Check all that apply)**

- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

**First Name:**

**Last Name:**

**Title:**

**Mailing Address:**

**Mailing Address 2:**

**City:**

**State:**

**Zip Code:**

xxxxx or xxxxx-xxxx

**Phone Number:**

Ext:

xxx-xxx-xxxx

**Email:**

1. Does the municipality rely on another entity to satisfy some of the permit requirements? If yes, enter entity name (government, consultant, group/organization).

- Yes  No

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

- Yes  No

**Missing Information**

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (09/17)

## Minimum Control Measures- Section 1 : Complete

### 1. Public Education and Outreach

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the **Add Activity** to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events).

Topic: Detection and elimination of illicit discharges			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Website</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Website</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Active distribution of print media (mailings, newsletters, etc)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: Management of stream banks and shorelines by riparian landowners to

minimize erosion and restore and enhance the ecological value of waterways			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Passive print media (brochures at front desk, posters, etc.)	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

<b>Topic:</b> Infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Website	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

<b>Topic:</b> Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Direct one-on-one communication	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

<b>Topic:</b> Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Direct one-on-one communication	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

<b>Topic:</b> Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)

Direct one-on-one communication      Select...      Select...       Yes  No

Select all applicable audiences targeted for this topic.

- Agricultural  
  Contractors  
  General Public  
  Public Employees  
  Residential  
  School Groups  
 Business  
 Developers  
 Industries  
 Restaurants  
 Other:

<b>Topic:</b> Other (describe): <input type="text"/>			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)

Select...      Select...      Select...       Yes  No

Select all applicable audiences targeted for this topic.

- Agricultural  
  Contractors  
  General Public  
  Public Employees  
  Residential  
  School Groups  
 Business  
 Developers  
 Industries  
 Restaurants  
 Other:

**b.** Brief Public Education and Outreach program information for inclusion in the Annual Report. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

newsletter, website, links, brochures, 1 on 1 communication

**Missing Information**

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

**Minimum Control Measures - Section 2 : Complete**

**2. Public Involvement and Participation**

**a.** Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

annual report is presented at council meeting

Municipal Officials

annual report is presented at council meeting

Appropriate Staff ( such as operators, Department heads, and those that interact with public)

annual report is presented at council meeting

b. Complete the following information on Public Involvement Activities related to storm water. Select the mechanism that best describes how the topic message was conveyed to your population. Use the Add Activity to add multiple mechanisms. For Quantity, choose the range for number Mechanisms chosen (i.e., number of workshops, events).

Topic: Storm Water Management Plan and/or updates			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Government Event (Public Hearing, Council Meeting, etc)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: Storm water related ordinance and/or updates			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Government Event (Public Hearing, Council Meeting, etc)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: MS4 Annual Report			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Government Event (Public Hearing, Council Meeting, etc)</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Restaurants  Other:

Topic: Volunteer Opportunities			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)

Clean-up events

Select...

Select...

Yes  No

Select all applicable participants targeted for this topic.

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups
- Business  Developers  Industries  Restaurants  Other:

Topic: Other (describe) :

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Select...	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic .

- Agricultural  Contractors  General Public  Public Employees  Residential  School Groups
- Business  Developers  Industries  Restaurants  Other:

c. Brief Public Involvement and Participation program information for inclusion in the Annual Report.  
 If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

### Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

## Minimum Control Measures - Section 3 : Complete

### 3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have?   Unsure
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?   Unsure
- c. From the municipality's routine screening, how many were confirmed illicit discharges?   Unsure
- d. How many illicit discharge complaints did the municipality receive?   Unsure
- e. From the complaint received, how many were confirmed illicit discharges?   Unsure
- f. How many of the identified Illicit discharges did the municipality eliminate in the reporting year?   Unsure
- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and  Unsure

enter the number of each used in the reporting year.

- |   |                                |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning                    | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation               | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation           | <input type="text" value="0"/> |
| <input type="checkbox"/> No Enforcement Action Taken                  | <input type="text"/>           |

Additional Information: \_\_\_\_\_

- h. Brief Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

### Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

### Minimum Control Measures - Section 4 : Complete

#### 4. Construction Site Pollutant Control

- a. How many total construction sites were active at any point in the reporting year?   Unsure
- b. How many construction sites did the municipality issue permits for in the reporting year?   Unsure
- c. Do the above numbers include sites <1 acre?  Yes  No  Unsure
- d. How many erosion control inspections did the municipality complete in the reporting year?   Unsure

- e. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.  Unsure

- |   |                                |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning                    | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation               | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation           | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Stop Work Order                   | <input type="text" value="0"/> |
| <input type="checkbox"/> Forfeiture of Deposit                        | <input type="text"/>           |
| <input type="checkbox"/> No Authority                                 | <input type="text"/>           |
| <input type="checkbox"/> Other - Describe below                       | <input type="text"/>           |

- f. Brief Construction Site Pollutant Control program information for inclusion in the Annual Report . If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

## Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

## Minimum Control Measures - Section 5 : Complete

### 5. Post-Construction Storm Water Management

- a. How many new construction sites with new structural storm water management practices\* have received local approvals ?   Unsure

\*Structural practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state (such as ponds, swales, infiltration basins, permeable pavement, catch basin sumps, etc.)

- b. How many privately owned storm water facility inspections were completed in the reporting year ?   Unsure

- c. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism?  Unsure  
Check all that apply and enter the number of each used in the reporting year.

<input checked="" type="checkbox"/> Verbal Warning	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Written Warning (including email)	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Notice of Violation	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Civil Penalty/ Citation	<input type="text" value="0"/>
<input type="checkbox"/> Forfeiture of Deposit	<input type="text"/>
<input checked="" type="checkbox"/> Complete Maintenance	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Bill Responsible Party	<input type="text" value="0"/>
<input type="checkbox"/> No Authority	<input type="text"/>
<input type="checkbox"/> Other - Describe below	<input type="text"/>

- d. Brief Post-Construction Storm Water Management program information for inclusion in the Annual Report . If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

## Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

### Minimum Control Measures - Section 6 : Has Missing Items

#### 6. Pollution Prevention

Storm Water Management Facility Inspections (ponds, biofilters, etc.)  Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water facilities?   Unsure
- b. How many new municipally owned storm water facilities were installed in the reporting year?   Unsure
- c. How many municipally owned storm water devices were inspected in the reporting year?   Unsure
- d. What elements are looked at during inspections (200 character limit)?
- e. How many of these facilities required maintenance?   Unsure

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review)  Not Applicable

- f. How many inspections of municipal properties been conducted in the reporting year?   Unsure
- g. Have amendments to the SWPPPs been made?  Yes  No  Unsure
- h. If yes, describe what changes have been made (200 character limit):

Collection Services - *Street Sweeping / Cleaning Program*  Not Applicable

- i. Did the municipality conduct street sweeping/cleaning during the reporting year?  
 Yes  No  Unsure
- j. If known, how many tons of material was removed?   Unsure
- k. Does the municipality have a low hazard exemption for this material?  Yes  No
- l. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?  
 Yes  
 No - Explain \_\_\_\_\_  
 Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program*  Not Applicable

m. Did the municipality conduct catch basin sump cleaning during the reporting year?

Yes  No  Unsure

n. How many catch basin sumps were cleaned in the reporting year?   Unsure

o. If known, how many tons of material was collected?   Unsure

p. Does the municipality have a low hazard exemption for this material?  Yes  No

q. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?

Yes

No - Explain not all 270 sumps were cleaned this year

Not Applicable

Collection Services - *Leaf Collection Program*  Not Applicable

r. Does the municipality conduct curbside leaf collection?  Yes  No  Unsure

s. Does the municipality notify homeowners about pickup?  Yes  No  Unsure

t. Where are the residents directed to store the leaves for collection?

Pile on terrace  Pile in street  Bags on terrace  Unsure

Other - Describe or bring to drop off location

u. What is the frequency of collection?

weekly Oct 1- Nov 15

v. Is collection followed by street sweeping/cleaning?  Yes  No  Unsure

Winter Road Management  Not Applicable

\*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

w. How many lane-miles of roadway is the municipality responsible for doing snow and ice control?   Unsure

x. Provide amount of de-icing products used by month last winter season?

Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	<input type="text"/>	<input type="text"/>	10	10	14	6

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
None	<input type="text"/>					

y. Was salt applying machinery calibrated in the reporting year?  Yes  No  Unsure

z. Have municipal personnel attended salt reduction strategy training in the reporting year?  Yes  No  Unsure

If yes, describe what training was provided (200 character limit):

When:

How many attended:

### Internal (Staff) Education & Communication

- aa. Has training or education on SWPPPs for municipal facilities been held for municipal or other personnel?  Yes  No  Unsure

If yes, describe what training was provided (200 character limit):

When:

How many attended:

- ab. Brief Pollution Prevention program information for inclusion in the Annual Report. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

### Missing Information

Question 6t is required., Question aa is required., Question 6x is required., Question 6x is required.,

**Do not close** your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/17)

## Minimum Control Measures - Section 7 : Has Missing Items

### 7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?  Yes  No  Unsure

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities  
 Storm pipes  
 Vegetated swales  
 Outfalls  
 Other - Describe below

- b. Brief Storm Sewer System Map information for inclusion in the Annual Report. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

## Missing Information

Question 7a is required.,

Do not close your work until you SAVE.

Form 3400-224 (09/17)

## Final Evaluation - Has Missing Items

### Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
-----------------------------------	-----------------------	----------------------	-----------------

**Element:** Public Education and Outreach

Storm water utility

**Element:** Public Involvement and Participation

Storm water utility

**Element:** Illicit Discharge Detection and Elimination

Storm water utility

**Element:** Construction Site Pollutant Control

Storm water utility

**Element:** Post-Construction Storm Water Management

Storm water utility

**Element:** Pollution Prevention

Storm water utility

**Element:** Storm Water Quality Management

Storm water utility

**Element:** Storm Sewer System Map

Storm water utility

**Other (describe)**

Select...

Please provide a justification for a "0" entered in the Fiscal Analysis

**Water Quality**

**a:** Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes  No  Unsure      If Yes, explain below:

**b:** Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes  No  Unsure      If Yes, explain below:

**c:** Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes  No  Unsure

**d:** Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes  No  Unsure

**Additional Information**

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. If your response exceeds the 200 character limit, attach supplemental information on the attachments page.

## Missing Information

Please enter expenditure amount, Please enter proposed budget amount, Please enter budgeted amount, Please enter expenditure amount, Please enter proposed budget amount, Please enter budgeted amount, Please enter expenditure amount, Please enter proposed budget amount, Please enter budgeted amount, Please enter expenditure amount, Please enter proposed budget amount, Please enter budgeted amount, Please enter expenditure amount, Please enter proposed budget amount, Please enter budgeted amount, Please enter expenditure amount, Please enter proposed budget amount, Please enter budgeted amount, Please enter expenditure amount, Please enter proposed budget amount, Please enter budgeted amount,

Do not close your work until you SAVE.

Form 3400-224 (09/17)

## Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Do not close your work until you **SAVE**.

## Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

**\*Required Item**

**Note:** To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

## Storm Sewer System Map

 File Attachment

[ShorewoodStormSewerSystem36x48.pdf](#)

## Attach Documents

(To remove additional items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

## Missing Information

**Draft and Share PDF Report with Municipality's Governing Body.**

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been approved by the governing body, you will have to come back to the MS4 eReporting system to submit the report to the DNR.

[Draft and Share PDF Report with Municipality's Governing Body](#)

## Complete and Submit Your Application

You have not completed all areas of the application. Please return to the application and complete all missing items.

Contact Information: Complete

Minimum Control Measures Section 1: Complete

Minimum Control Measures Section 2: Complete

Minimum Control Measures Section 3: Complete

Minimum Control Measures Section 4: Complete

Minimum Control Measures Section 5: Complete

Minimum Control Measures Section 6: Has Missing Items

Minimum Control Measures Section 7: Has Missing Items

Attachments: Complete

Final Evaluation: Has Missing Items

ORDINANCE NO. L-2019-1

VILLAGE OF SHOREWOOD HILLS  
DANE COUNTY, WISCONSIN

AN ORDINANCE REPEALING SECTION 9.01  
OF THE VILLAGE CODE OF ORDINANCES  
CONCERNING DISPOSAL OF GARBAGE

WHEREAS, the Village of Shorewood Hills adopted Section 9.01 of the Village code to “outlaw . . . the disposal of garbage and food wastes except through garbage grinders,” and

WHEREAS, there are other options for the disposal of food wastes, such as composting on-site, that residents may prefer;

NOW THEREFORE, the Village Board of Trustees of the Village of Shorewood Hills, Dane County, Wisconsin, ordains as follows:

1. Section 9.01 Disposal of Garbage is repealed.
2. This Ordinance shall take effect upon passage and publication pursuant to law.

*The above and foregoing ordinance was duly adopted by the Village Board of the Village of Shorewood Hills at its meeting held on \_\_\_\_\_, 2019.*

APPROVED:

\_\_\_\_\_  
David J. Benforado, Village President

ATTEST:

\_\_\_\_\_  
Karla Endres, Village Clerk

ORDINANCE NO. L-2018-2

VILLAGE OF SHOREWOOD HILLS  
DANE COUNTY, WISCONSIN

AN ORDINANCE ADDING SECTION 7.08(10)  
OF THE VILLAGE CODE OF ORDINANCES  
RELATING TO PARKING AND TOWING OF VEHICLES

The Village Board of the Village of Shorewood Hills, Dane County, Wisconsin, ordains as follows:

Section 7.08(10) of the Municipal Code of the Village of Shorewood Hills adopts, in accordance with Wisconsin State Statute 349.139:

**Removal of Vehicles owned by Habitual Parking Violators (HPV) – In accordance with Wisconsin Statute § 349.139:**

**Habitual Parking Violators.** When a vehicle has received, more than 60 days previously, 5 or more citations for nonmoving parking violations, that remain unpaid, and for which the person has not scheduled an appearance in court in response to the citations by the Village of Shorewood Hills, the vehicle may be considered a “Habitual Parking Violator” (HPV) of the parking ordinances until such time that all outstanding parking tickets are paid in full. Further, upon subsequent violation, contact or sighting, a vehicle considered to be in habitual violation of the parking ordinances pursuant to section 7.08(10) may be towed and impounded at the owner's expense.

- a. **Notification Prior to Towing.** Written notification of the HPV designation shall be provided to the offending vehicle upon issuance of the fifth citation that if forfeitures remain unpaid for 60-days the vehicle may be seized.
  1. Notice shall be in writing; and
  2. Placed on the offending vehicle’s windshield prior to towing of vehicle.
- b. **Notification of Owner.** Upon impounding of vehicle, the issuing officer or Community Service Officer, shall notify the vehicle owner via the United States Postal Service to the owner’s last known address. The letter shall contain the following information:
  1. All violations for each citation counted;
  2. The date on which the citations were issued;
  3. The license number or vehicle identification number of the vehicle involved;
  4. The place where the citation may be paid (location and website);
  5. The total amount of the forfeiture, and;
  6. The means by which the citation(s) may be contested.

- c. **Release of Vehicle.** A person requesting their vehicle to be released must provide;
1. Identification; and
  2. Receipt showing all outstanding parking citations are paid in full, including the citation for which the towing occurred.

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

*The above and foregoing resolution was duly adopted by the Village Board of the Village of Shorewood Hills at its meeting held on \_\_\_\_\_, 20\_\_.*

APPROVED:

\_\_\_\_\_  
David J. Benforado, Village President

ATTEST:

\_\_\_\_\_  
Karla Endres, Village Clerk

March 11, 2019

Village of Shorewood Hills  
810 Shorewood Boulevard  
Madison, WI 53705

Attention: Mr. Karl Frantz, Village Administrator

Subject: Analysis of Bids and Recommendation for Award of Contracts;  
2019 Street & Utility Improvements - Marshall Court, Catafalque Drive  
and Blackhawk Path; Village of Shorewood Hills

Bid Deadline: Changed via addendum to March 1, 2019 at 11:00 a.m local time

Ladies and Gentlemen:

The purpose of this letter is to analyze the bids received for the 2019 Street & Utility Improvements project and to recommend award of a contract. This project involves sanitary sewer, water main and storm sewer reconstruction, curb & gutter, sidewalk, street excavation and base course, asphalt construction and streetscaping on a multi-use path, Catafalque Drive and Marshall Court, including an alternate bid to rehabilitate the asphalt path adjacent to Shorewood Elementary School, and supplemental bid items for removal and replacement of unsuitable backfill, property corner replacement and erosion matting.

The pre-bid estimate for the base bid was \$895,310.75. Twenty-nine general contractors, subcontractors, and material suppliers requested sets of the plans, specifications and bidding documents. Three contractors submitted bids.

A summary of the bids is as follows:

Contractor	Base Bid	Alternate Bid Total	Supplemental Bid Total
Parisi Construction Co. Inc.	\$1,133,312.50	\$52,126.50	\$24,650.00
S & L Underground, Inc.	\$1,267,002.70	\$49,975.00	\$19,800.00
Maddrell Excavating LLC	\$1,617,943.35	\$75,658.50	\$30,300.00

All of the bids were properly submitted. The low bidder, using the base bid only, the base bid and alternate bid, or the base bid, alternate bid and supplemental bid is Parisi Construction Co., Inc. of Verona, Wisconsin, an experienced utility and street contractor that has successfully completed similar projects for other Dane County communities, including on Shorewood Boulevard and Marshall Court in the Village.

The bid prices are somewhat higher than the original budget due to higher than anticipated traffic control costs and price increases to both asphalt and utility piping since the 2018 construction season.

We recommend that Parisi Construction Co., Inc. be awarded a contract for the base bid, plus the supplemental bid items, for a total of \$1,157,962.50. If budget allows, the Village could also award the bid alternate, bringing the total award to \$1,210,089.00.

This will be a unit price contract. That is, the contractor will be paid for the work actually performed on the basis on the unit prices bid. This means that the final line item costs could be either greater than or less than the bid totals. Also, unexpected conditions are sometimes encountered which result in increased project costs. Therefore, it would be wise to continue to carry the recommended 10% contingency.

If you have any questions with respect to our thoughts on this matter, I am available at your convenience to discuss them with you.

Very truly yours,  
TOWN & COUNTRY ENGINEERING, INC.



Brian R. Berquist, P.E.  
President

BRB:sai

J:\JOB#S\Shorewood Hills\SH-85-M4 2019 Marshall Court Street & Utility Improvements\Bidding\Recommendation Ltr.docx

BID TABULATION

Project:

2019 Street & Utility Improvements - Marshall Court, Catafalque Drive and Blackhawk Pat  
Village of Shorewood Hills

Engineer's Project Number:

SH 85

Bid Deadline: Changed via addendum to March 1, 2019 at 11:00 a.m local time

ITEM NO.	DESCRIPTION OF WORK	BID		PRE-BID ESTIMATE		Parisi Construction Co. Inc.		S & L Underground, Inc.		Maddrell Excavating LLC	
		QUANT.	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>BASE BID</b>											
<b>Utility Work</b>											
1.	8" PVC Sanitary Sewer	226	lin. ft.	\$ 80.00	\$ 18,080.00	\$ 95.00	\$ 21,470.00	\$ 295.00	\$ 66,670.00	\$ 268.00	\$ 60,568.00
2.	Standard Sanitary Manhole Castings	2	each	\$ 680.00	\$ 1,360.00	\$ 1,300.00	\$ 2,600.00	\$ 800.00	\$ 1,600.00	\$ 766.00	\$ 1,532.00
3.	48" Standard Sanitary Manhole Masonry	12.8	vert. ft.	\$ 400.00	\$ 5,120.00	\$ 490.00	\$ 6,272.00	\$ 433.00	\$ 5,542.40	\$ 734.00	\$ 9,395.20
4.	6" Sanitary Lateral Wyes	2	each	\$ 300.00	\$ 600.00	\$ 270.00	\$ 540.00	\$ 87.00	\$ 174.00	\$ 450.00	\$ 900.00
5.	6" PVC Sanitary Service Laterals	74	lin. ft.	\$ 65.00	\$ 4,810.00	\$ 61.00	\$ 4,514.00	\$ 88.00	\$ 6,512.00	\$ 232.00	\$ 17,168.00
6.	Sanitary Lateral Reconnections	3	each	\$ 850.00	\$ 2,550.00	\$ 1,800.00	\$ 5,400.00	\$ 1,205.00	\$ 3,615.00	\$ 2,234.00	\$ 6,702.00
7.	10" D.I. Water Main	417	lin. ft.	\$ 95.00	\$ 39,615.00	\$ 100.00	\$ 41,700.00	\$ 138.00	\$ 57,546.00	\$ 188.00	\$ 78,396.00
8.	6" D.I. Water Main & Hydrant Leads	334	lin. ft.	\$ 83.00	\$ 27,722.00	\$ 85.00	\$ 28,390.00	\$ 127.00	\$ 42,418.00	\$ 224.00	\$ 74,816.00
9.	4" D.I. Water Main	5	lin. ft.	\$ 80.00	\$ 400.00	\$ 270.00	\$ 1,350.00	\$ 116.00	\$ 580.00	\$ 135.00	\$ 675.00
10.	10" Gate Valves & Boxes	1	each	\$ 2,100.00	\$ 2,100.00	\$ 3,600.00	\$ 3,600.00	\$ 3,026.00	\$ 3,026.00	\$ 4,400.00	\$ 4,400.00
11.	6" Gate Valves & Boxes	9	each	\$ 1,600.00	\$ 14,400.00	\$ 2,200.00	\$ 19,800.00	\$ 82.00	\$ 738.00	\$ 2,200.00	\$ 19,800.00
12.	Hydrants	3	each	\$ 4,500.00	\$ 13,500.00	\$ 4,700.00	\$ 14,100.00	\$ 4,350.00	\$ 13,050.00	\$ 8,900.00	\$ 26,700.00
13.	2" Corporation Stops	1	each	\$ 400.00	\$ 400.00	\$ 1,600.00	\$ 1,600.00	\$ 1,155.00	\$ 1,155.00	\$ 866.00	\$ 866.00
14.	2" Curb Stops	1	each	\$ 500.00	\$ 500.00	\$ 950.00	\$ 950.00	\$ 811.00	\$ 811.00	\$ 698.00	\$ 698.00
15.	2" Copper Water Service Laterals	70	lin. ft.	\$ 75.00	\$ 5,250.00	\$ 78.00	\$ 5,460.00	\$ 91.00	\$ 6,370.00	\$ 180.00	\$ 12,600.00
16.	Water Service Lateral Reconnections	1	each	\$ 450.00	\$ 450.00	\$ 2,200.00	\$ 2,200.00	\$ 1,560.00	\$ 1,560.00	\$ 2,345.00	\$ 2,345.00
17.	Water Main Reconnections	3	each	\$ 2,500.00	\$ 7,500.00	\$ 2,900.00	\$ 8,700.00	\$ 2,625.00	\$ 7,875.00	\$ 6,784.00	\$ 20,352.00
18.	6" PVC Storm Sewer	17	lin. ft.	\$ 55.00	\$ 935.00	\$ 83.00	\$ 1,411.00	\$ 67.00	\$ 1,139.00	\$ 88.00	\$ 1,496.00
19.	8" PVC Storm Sewer	19	lin. ft.	\$ 60.00	\$ 1,140.00	\$ 92.00	\$ 1,748.00	\$ 160.00	\$ 3,040.00	\$ 91.00	\$ 1,729.00
20.	10" PVC Storm Sewer	30	lin. ft.	\$ 70.00	\$ 2,100.00	\$ 96.00	\$ 2,880.00	\$ 64.00	\$ 1,920.00	\$ 96.00	\$ 2,880.00
21.	12" Cl. IV RCP Storm Sewer	103	lin. ft.	\$ 56.00	\$ 5,768.00	\$ 79.00	\$ 8,137.00	\$ 87.00	\$ 8,961.00	\$ 95.00	\$ 9,785.00
22.	15" Cl. III RCP Storm Sewer	401	lin. ft.	\$ 65.00	\$ 26,065.00	\$ 78.00	\$ 31,278.00	\$ 91.00	\$ 36,491.00	\$ 85.00	\$ 34,085.00
23.	21" Cl. III RCP Storm Sewer	5	lin. ft.	\$ 70.00	\$ 350.00	\$ 250.00	\$ 1,250.00	\$ 123.00	\$ 615.00	\$ 110.00	\$ 550.00
24.	24" Cl. III RCP Storm Sewer	5	lin. ft.	\$ 75.00	\$ 375.00	\$ 260.00	\$ 1,300.00	\$ 131.00	\$ 655.00	\$ 110.00	\$ 550.00
25.	30" Cl. III RCP Storm Sewer	291	lin. ft.	\$ 90.00	\$ 26,190.00	\$ 120.00	\$ 34,920.00	\$ 133.00	\$ 38,703.00	\$ 211.00	\$ 61,401.00
26.	36" Cl. III RCP Storm Sewer	6	lin. ft.	\$ 100.00	\$ 600.00	\$ 250.00	\$ 1,500.00	\$ 167.00	\$ 1,002.00	\$ 417.00	\$ 2,502.00
27.	48" Storm Manhole, Including Casting	6	each	\$ 3,000.00	\$ 18,000.00	\$ 2,700.00	\$ 16,200.00	\$ 2,920.00	\$ 17,520.00	\$ 4,467.00	\$ 26,802.00
28.	Rectangular Catch Basins	9	each	\$ 2,600.00	\$ 23,400.00	\$ 2,700.00	\$ 24,300.00	\$ 2,730.00	\$ 24,570.00	\$ 3,100.00	\$ 27,900.00
29.	Trench Drain Casting Installation on Existing Flume	4	each	\$ 3,500.00	\$ 14,000.00	\$ 7,000.00	\$ 28,000.00	\$ 8,730.00	\$ 34,920.00	\$ 2,660.00	\$ 10,640.00
30.	Inlet Constructed on Pipe, Including Casting	1	each	\$ 2,000.00	\$ 2,000.00	\$ 2,200.00	\$ 2,200.00	\$ 1,875.00	\$ 1,875.00	\$ 5,300.00	\$ 5,300.00
31.	Infiltration Site Excavation and Grading	1	lump sum	\$ 3,000.00	\$ 3,000.00	\$ 2,300.00	\$ 2,300.00	\$ 8,660.00	\$ 8,660.00	\$ 17,800.00	\$ 17,800.00
32.	24" Area Inlet Constructed on Pipe, Including Casting	1	each	\$ 2,000.00	\$ 2,000.00	\$ 2,100.00	\$ 2,100.00	\$ 1,480.00	\$ 1,480.00	\$ 5,990.00	\$ 5,990.00

Project: 2019 Street & Utility Improvements - Marshall Court, Catafalque Drive and Blackhawk Pat  
Village of Shorewood Hills

Engineer's Project Number: SH 85 Bid Deadline: Changed via addendum to March 1, 2019 at 11:00 a.m local time

ITEM NO.	DESCRIPTION OF WORK	BID		PRE-BID ESTIMATE		Parisi Construction Co. Inc.		S & L Underground, Inc.		Maddrell Excavating LLC	
		QUANT.	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
33.	Engineered Soil	40	cu. yds.	\$ 65.00	\$ 2,600.00	\$ 60.00	\$ 2,400.00	\$ 120.00	\$ 4,800.00	\$ 139.00	\$ 5,560.00
34.	Granular Storage, Pea Gravel and Sand Interface	43	cu. yds.	\$ 13.50	\$ 580.50	\$ 57.00	\$ 2,451.00	\$ 95.00	\$ 4,085.00	\$ 154.00	\$ 6,622.00
35.	Hardwood Mulch Surface	7	sq. yds.	\$ 12.00	\$ 84.00	\$ 110.00	\$ 770.00	\$ 115.00	\$ 805.00	\$ 173.00	\$ 1,211.00
36.	8" Underdrain - Perforated, Including Clean-Out and Cap	34	lin. ft.	\$ 35.00	\$ 1,190.00	\$ 79.00	\$ 2,686.00	\$ 44.00	\$ 1,496.00	\$ 88.00	\$ 2,992.00
<b>Street Work</b>											
37.	Excavation/Fill to Subbase	1	lump sum	\$ 65,000.00	\$ 65,000.00	\$ 100,000.00	\$ 100,000.00	\$ 66,200.00	\$ 66,200.00	\$ 382,200.00	\$ 382,200.00
38.	Excavation and Disposal of Bad Subbase Materials	458	cu. yds.	\$ 25.00	\$ 11,450.00	\$ 31.25	\$ 14,312.50	\$ 23.00	\$ 10,534.00	\$ 27.00	\$ 12,366.00
39.	3" Breaker Run	3,667	tons	\$ 13.00	\$ 47,671.00	\$ 15.50	\$ 56,838.50	\$ 15.00	\$ 55,005.00	\$ 19.00	\$ 69,673.00
40.	¾" Crushed Aggregate Base Course	3,006	tons	\$ 13.50	\$ 40,581.00	\$ 17.25	\$ 51,853.50	\$ 16.50	\$ 49,599.00	\$ 19.00	\$ 57,114.00
41.	30" Barrier Concrete Curb & Gutter	925	lin. ft.	\$ 12.00	\$ 11,100.00	\$ 29.00	\$ 26,825.00	\$ 34.00	\$ 31,450.00	\$ 30.00	\$ 27,750.00
42.	30" Mountable Concrete Curb & Gutter	771	lin. ft.	\$ 14.00	\$ 10,794.00	\$ 29.00	\$ 22,359.00	\$ 34.00	\$ 26,214.00	\$ 30.00	\$ 23,130.00
43.	Spot Curb & Gutter Removal and Replacement	232	lin. ft.	\$ 25.00	\$ 5,800.00	\$ 45.00	\$ 10,440.00	\$ 37.00	\$ 8,584.00	\$ 30.00	\$ 6,960.00
44.	4" Thick Concrete Sidewalk	4,272	sq. ft.	\$ 4.25	\$ 18,156.00	\$ 6.30	\$ 26,913.60	\$ 10.25	\$ 43,788.00	\$ 6.50	\$ 27,768.00
45.	6" Thick Concrete Sidewalk and Concrete Driveway Approaches	1,743	sq. ft.	\$ 4.75	\$ 8,279.25	\$ 7.50	\$ 13,072.50	\$ 11.00	\$ 19,173.00	\$ 6.75	\$ 11,765.25
46.	Truncated Dome Panels	76	sq. ft.	\$ 32.00	\$ 2,432.00	\$ 45.00	\$ 3,420.00	\$ 35.00	\$ 2,660.00	\$ 35.00	\$ 2,660.00
47.	Modular Concrete Retaining Wall	302	Face sq. Ft.	\$ 65.00	\$ 19,630.00	\$ 49.75	\$ 15,024.50	\$ 47.00	\$ 14,194.00	\$ 47.00	\$ 14,194.00
48.	30" Concrete Steps	8	lineal feet of tread	\$ 70.00	\$ 560.00	\$ 400.00	\$ 3,200.00	\$ 51.00	\$ 408.00	\$ 50.00	\$ 400.00
49.	Concrete Median Island- University Bay Drive	1	lump sum	\$ 6,098.00	\$ 6,098.00	\$ 9,800.00	\$ 9,800.00	\$ 8,950.00	\$ 8,950.00	\$ 5,375.00	\$ 5,375.00
50.	Concrete Pavers Border - L Shape	338	lin. ft.	\$ 30.00	\$ 10,140.00	\$ 54.00	\$ 18,252.00	\$ 123.00	\$ 41,574.00	\$ 75.00	\$ 25,350.00
51.	Concrete Pavers Border - U Shape	60	lin. ft.	\$ 45.00	\$ 2,700.00	\$ 64.00	\$ 3,840.00	\$ 185.00	\$ 11,100.00	\$ 75.00	\$ 4,500.00
52.	Sawcutting	349	lin. ft.	\$ 3.00	\$ 1,047.00	\$ 1.30	\$ 453.70	\$ 4.00	\$ 1,396.00	\$ 4.50	\$ 1,570.50
53.	2" Hot-Mix Lower Course Asphalt, Type 4 LT 58-28S	600	tons	\$ 68.00	\$ 40,800.00	\$ 87.00	\$ 52,200.00	\$ 80.00	\$ 48,000.00	\$ 76.60	\$ 45,960.00
54.	Cleaning and Tacking	4,732	sq. yds.	\$ 0.50	\$ 2,366.00	\$ 0.10	\$ 473.20	\$ 0.10	\$ 473.20	\$ 0.45	\$ 2,129.40
55.	1½" Surface Course Asphalt, Type 4 LT 58-28S	450	tons	\$ 70.00	\$ 31,500.00	\$ 87.00	\$ 39,150.00	\$ 80.00	\$ 36,000.00	\$ 76.60	\$ 34,470.00
56.	2" Asphalt Driveway	109	sq. yds.	\$ 30.00	\$ 3,270.00	\$ 24.00	\$ 2,616.00	\$ 35.00	\$ 3,815.00	\$ 28.00	\$ 3,052.00
57.	3" Asphalt Path Pavement 4 LT 58-28 S	1,603	sq. yds.	\$ 14.00	\$ 22,442.00	\$ 17.00	\$ 27,251.00	\$ 15.70	\$ 25,167.10	\$ 16.30	\$ 26,128.90
58.	Permeable Concrete Pavers	158	sq. ft.	\$ 18.00	\$ 2,844.00	\$ 44.50	\$ 7,031.00	\$ 45.00	\$ 7,110.00	\$ 75.00	\$ 11,850.00
59.	Impermeable Concrete Pavers Over Asphalt Base	852	sq. ft.	\$ 21.00	\$ 17,892.00	\$ 20.00	\$ 17,040.00	\$ 24.00	\$ 20,448.00	\$ 18.90	\$ 16,102.80
60.	Streetscape Amenities and Installation	1	lump sum	\$ 6,000.00	\$ 6,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,405.00	\$ 1,405.00	\$ 1,405.00	\$ 1,405.00

BID TABULATION

Project: 2019 Street & Utility Improvements - Marshall Court, Catafalque Drive and Blackhawk Pat

Village of Shorewood Hills

Engineer's Project Number: SH 85

Bid Deadline: Changed via addendum to March 1, 2019 at 11:00 a.m local time

ITEM NO.	DESCRIPTION OF WORK	BID		PRE-BID ESTIMATE		Parisi Construction Co. Inc.		S & L Underground, Inc.		Maddrell Excavating LLC	
		QUANT.	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
61.	Trees and Plantings	1	lump sum	\$ 23,200.00	\$ 23,200.00	\$ 16,700.00	\$ 16,700.00	\$ 15,765.00	\$ 15,765.00	\$ 15,765.00	\$ 15,765.00
62.	Tree Grates and Frame	2	locations	\$ 8,000.00	\$ 16,000.00	\$ 7,200.00	\$ 14,400.00	\$ 8,755.00	\$ 17,510.00	\$ 8,355.00	\$ 16,710.00
63.	Topsoil Restoration, Seeding, Fertilizing and Mulching	1,046	sq. yds.	\$ 4.00	\$ 4,184.00	\$ 10.25	\$ 10,721.50	\$ 12.00	\$ 12,552.00	\$ 4.15	\$ 4,340.90
64.	2" PVC Conduit	460	lin. ft.	\$ 20.00	\$ 9,200.00	\$ 6.40	\$ 2,944.00	\$ 13.00	\$ 5,980.00	\$ 12.10	\$ 5,566.00
65.	Street Light Bases	3	each	\$ 1,500.00	\$ 4,500.00	\$ 1,300.00	\$ 3,900.00	\$ 995.00	\$ 2,985.00	\$ 980.00	\$ 2,940.00
66.	Street Lights and Poles	3	each	\$ 3,000.00	\$ 9,000.00	\$ 2,700.00	\$ 8,100.00	\$ 3,025.00	\$ 9,075.00	\$ 2,980.00	\$ 8,940.00
67.	New 6' High Fence, Picket-Type	296	lin. ft.	\$ 85.00	\$ 25,160.00	\$ 65.00	\$ 19,240.00	\$ 61.00	\$ 18,056.00	\$ 61.00	\$ 18,056.00
68.	New 6' High Vinyl Coated Chain Link Fence, Including Gates	1,012	lin. ft.	\$ 65.00	\$ 65,780.00	\$ 47.00	\$ 47,564.00	\$ 44.00	\$ 44,528.00	\$ 44.20	\$ 44,730.40
69.	Wayfinding Signage	1	lump sum	\$ 2,000.00	\$ 2,000.00	\$ 4,400.00	\$ 4,400.00	\$ 4,150.00	\$ 4,150.00	\$ 4,150.00	\$ 4,150.00
70.	Rapid Rectangular Flashing Beacon System- Blackhawk Path	1	each	\$ 20,000.00	\$ 20,000.00	\$ 12,700.00	\$ 12,700.00	\$ 12,205.00	\$ 12,205.00	\$ 12,029.00	\$ 12,029.00
71.	Rapid Rectangular Flashing Beacon System- Post Farm Park	1	each	\$ 20,000.00	\$ 20,000.00	\$ 12,700.00	\$ 12,700.00	\$ 12,205.00	\$ 12,205.00	\$ 12,029.00	\$ 12,029.00
72.	Permanent Pavement Markings	1	lump sum	\$ 12,000.00	\$ 12,000.00	\$ 20,800.00	\$ 20,800.00	\$ 19,575.00	\$ 19,575.00	\$ 19,575.00	\$ 19,575.00
73.	Erosion Control	1	lump sum	\$ 6,000.00	\$ 6,000.00	\$ 18,800.00	\$ 18,800.00	\$ 15,790.00	\$ 15,790.00	\$ 26,780.00	\$ 26,780.00
74.	Traffic Control - Phase I	1	lump sum	\$ 5,000.00	\$ 5,000.00	\$ 60,000.00	\$ 60,000.00	\$ 100,000.00	\$ 100,000.00	\$ 12,800.00	\$ 12,800.00
75.	Traffic Control - Phase II	1	lump sum	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 28,000.00	\$ 28,000.00	\$ 13,200.00	\$ 13,200.00
76.	Traffic Control - Phase III	1	lump sum	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 3,400.00	\$ 3,400.00	\$ 22,750.00	\$ 22,750.00
	<b>TOTAL BASE BID</b>				\$ 895,310.75		\$ 1,133,312.50		\$ 1,267,002.70		\$ 1,617,943.35
<b>ALTERNATE BID ITEMS</b>											
A1.	Remove Asphalt Path	1,011	sq. yds.	\$ 4.00	\$ 4,044.00	\$ 7.00	\$ 7,077.00	\$ 10.00	\$ 10,110.00	\$ 33.80	\$ 34,171.80
A2.	Sawcutting	59	lin. ft.	\$ 3.00	\$ 177.00	\$ 5.00	\$ 295.00	\$ 4.00	\$ 236.00	\$ 4.00	\$ 236.00
A3.	3" Asphalt Path Pavement 4 LT 58-28 S	1,324	sq. yds.	\$ 14.00	\$ 18,536.00	\$ 17.00	\$ 22,508.00	\$ 13.70	\$ 18,138.80	\$ 16.30	\$ 21,581.20
A4.	¾" Crushed Aggregate Base Course	591	tons	\$ 13.50	\$ 7,978.50	\$ 20.00	\$ 11,820.00	\$ 16.20	\$ 9,574.20	\$ 19.00	\$ 11,229.00
A5.	Topsoil Restoration, Seeding, Fertilizing, and Mulching	993	sq. yds.	\$ 4.00	\$ 3,972.00	\$ 10.50	\$ 10,426.50	\$ 12.00	\$ 11,916.00	\$ 8.50	\$ 8,440.50
	<b>ALTERNATE BID TOTAL</b>				\$ 34,707.50		\$ 52,126.50		\$ 49,975.00		\$ 75,658.50
<b>SUPPLEMENTAL BIDS</b>											
S1.	Removal and Replacement of Unsuitable Backfill	800	cu. yds. in the trench	\$ 40.00	\$ 32,000.00	\$ 30.00	\$ 24,000.00	\$ 22.00	\$ 17,600.00	\$ 36.60	\$ 29,280.00
S2.	Property Corner Replacement	1	each	\$ 800.00	\$ 800.00	\$ 400.00	\$ 400.00	\$ 1,000.00	\$ 1,000.00	\$ 900.00	\$ 900.00
S3.	Erosion Matting	50	sq. yds.	\$ 4.00	\$ 200.00	\$ 5.00	\$ 250.00	\$ 24.00	\$ 1,200.00	\$ 2.40	\$ 120.00
	<b>SUPPLEMENTAL BID TOTAL</b>				\$ 33,000.00		\$ 24,650.00		\$ 19,800.00		\$ 30,300.00

<u>Account No.</u>	<u>Account Title</u>	<u>Fund</u>	<u>2017 Prior Yr Actual</u>	<u>2018 Curr Yr Budget</u>	<u>2018 Curr YTD Actual</u>	<u>2018 Current Yr Est. Year End</u>	<u>2019 Future Yr Budget</u>	<u>NOTES</u>
<b>REVENUE</b>								
400-43-0000-000	INTERGOVML REV:CNTY,STATE,FED	CAPITAL PROJECTS FL	0	0	0	0	0	
400-47-4720-000	UBAY REIMBURSEMENTS	CAPITAL PROJECTS FL	0	0	0	0	0	
400-48-4810-000	INTEREST INCOME: NAN	CAPITAL PROJECTS FL	0	0	0	0	0	
400-48-4810-100	INTEREST INCOME: BOND ISSUE	CAPITAL PROJECTS FL	0	0	0	0	0	
400-48-4810-200	INTEREST INCOME: 2009 NOTES	CAPITAL PROJECTS FL	0	0	0	0	0	
400-48-4810-300	INTEREST INCOME: 2009 BONDS	CAPITAL PROJECTS FL	0	0	0	0	0	
400-48-4810-400	INTEREST INCOME: 2010 BLD AMER	CAPITAL PROJECTS FL	0	0	0	0	0	
400-48-4810-500	INTEREST INCOME: 2013 TAX BOND	CAPITAL PROJECTS FL	0	0	0	0	0	
400-48-4850-000	HOLIDAY TREE LITE CONTRIBUTION	CAPITAL PROJECTS FL	0	0	0	0	0	
400-48-4860-000	HEIDEN HAUS CONTRIBUTIONS	CAPITAL PROJECTS FL	24,103	0	0	0	0	
400-49-4910-000	INSURANCE RECOVERIES	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4911-000	PROCEEDS: 2007 NAN	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4912-100	PREMIUM ON 2012 BONDS	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4913-000	PROCEEDS: 2009 NOTES	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4915-000	PROCEEDS: 2002 BOND "B"	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4916-000	PROCEEDS: 2009 BONDS	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4918-000	RADIO GRANT:OFFICE JUSTICE AST	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4919-000	PROCEEDS: 2010 BUILD AMER BOND	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4920-000	STATE TRUST FUND LOAN	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4922-000	PROCEEDS: 2012 BONDS	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4923-000	PROCEEDS: 2013 NAN	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4925-000	PROCEEDS: 2013 TAXABLE BONDS	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4926-000	PROCEEDS: 2013 REFUNDING BOND	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4927-000	PROCEEDS: 2015 PROMISSORY NOTE	CAPITAL PROJECTS FL	0	0	0	0	0	

<u>Account No.</u>	<u>Account Title</u>	<u>Fund</u>	<u>2017 Prior Yr Actual</u>	<u>2018 Curr Yr Budget</u>	<u>2018 Curr YTD Actual</u>	<u>2018 Current Yr Est. Year End</u>	<u>2019 Future Yr Budget</u>	<u>NOTES</u>
400-49-4928-000	PROCEEDS: 2017 PROMISSORY NOTE	CAPITAL PROJECTS FL	1,085,000	0	0	0	0	
400-49-4928-100	PREMIUM ON 2017 NOTES	CAPITAL PROJECTS FL	(40,735)	0	0	0	0	
400-49-4929-001	DUE FROM TIF 3	CAPITAL PROJECTS FL	0	0	0	0	0	
400-49-4941-000	MISCELLANEOUS REVENUES	CAPITAL PROJECTS FL	10,000	118,000	0	87,633	109,370	From water & sewer utility advances
<b>EXPENSES</b>								
400-52-5210-813	SPEED MONITOR TRAILER '07	CAPITAL PROJECTS FL	0	0	0	0	0	
400-52-5210-814	TRAFFIC CALMING MEASURES	CAPITAL PROJECTS FL	75,391	0	(19,871)	0	0	
400-52-5220-810	FIRE ENGINE, EQUIPMENT	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5320-813	DPW: TRUCK PURCHASE	CAPITAL PROJECTS FL	0	0	9,000	0	117,000	Dump Truck, Pickup Truck, UTV
400-53-5320-819	DPW: SEWER MACHINE	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5327-800	SALT STORAGE BUILDING	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5327-810	COLD STORAGE BUILDING	CAPITAL PROJECTS FL	601,348	0	425	425	0	
400-53-5327-820	REPAIRS: DPW BLDG	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5330-811	DPW: BRUSH CHIPPER	CAPITAL PROJECTS FL	41,385	0	0	0	0	
400-53-5330-813	2007 STREET SWEEPER	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5330-814	DPW: LEAF PICKER	CAPITAL PROJECTS FL	0	40,000	35,702	35,702	0	
400-53-5330-817	BEACH HOUSE REPAIRS	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5330-818	HEIDEN HAUS RENOVATIONS	CAPITAL PROJECTS FL	0	0	0	0	5,000	
400-53-5330-819	BRIDGE REPLACEMENT	CAPITAL PROJECTS FL	0	0	1,361	756	0	
400-53-5330-820	FOUR CORNERS BATHROOMS	CAPITAL PROJECTS FL	0	0	0	0	75,000	
400-53-5342-810	DARKSKY COMPLIANT STREET LITES	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5344-820	SHOREWOOD BOULEVARD	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5344-860	2007/2008 ROADS PROGRAM	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5344-861	2009 ROADS PROGRAM	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5344-862	UNIVERSITY AVE ROAD PROGRAM	CAPITAL PROJECTS FL	0	0	0	0	0	

<u>Account No.</u>	<u>Account Title</u>	<u>Fund</u>	<u>2017 Prior Yr Actual</u>	<u>2018 Curr Yr Budget</u>	<u>2018 Curr YTD Actual</u>	<u>2018 Current Yr Est. Year End</u>	<u>2019 Future Yr Budget</u>	<u>NOTES</u>
400-53-5344-863	UNIVERSITY BAY DR ROAD PROGRAM	CAPITAL PROJECTS FL	0	0	13,687	13,687	0	
400-53-5344-864	COLUMBIA, YALE, COLGATE ROADS	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5344-865	2012 ROADS PROGRAM	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5344-866	2013 ROADS: AMHERST, EAST COLUM	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5344-867	2014 ROAD: WELLESLEY, DARTMOUTH	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5344-868	2015 ROADS: RESURFACE, OAK WAY	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5344-869	2016 ROADS: RESURFACE REMAINING	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5344-870	DPW EQUIPMENT	CAPITAL PROJECTS FL	0	0	7,840	0	8,500	Snowblower, Brush hog
400-53-5344-871	SCHOOL PATH RECONSTRUCTION	CAPITAL PROJECTS FL	0	30,000	0	0	50,000	Harvard/Columbia/Amherst Walking Path
400-53-5344-872	ROAD REPAIR ANNUAL CONTRACT	CAPITAL PROJECTS FL	0	18,000	18,000	18,000	18,000	Crack filling seal coating
400-53-5344-873	OLD VILLAGE HALL REPAIRS	CAPITAL PROJECTS FL	0	25,000	0	0	0	
400-53-5344874	BEACH HOUSE REPAIRS	CAPITAL PROJECTS FL	0	15,000	0	0	0	
400-53-5363-100	UW SEWER CONNECTION	CAPITAL PROJECTS FL	0	0	0	0	0	
400-53-5363-200	STORMWATER IMPROVEMENTS	CAPITAL PROJECTS FL	0	0	0	0	5,000	4 Corners Path
400-53-5363-300	SEWER LINING	CAPITAL PROJECTS FL	0	0	0	0	0	
400-54-5400-100	POLICE: SQUAD VEHICLE	CAPITAL PROJECTS FL	28,960	35,000	31,779	31,779	0	
400-54-5440-800	FIRE/EMS/PD/DPW RADIO EQUIPMNT	CAPITAL PROJECTS FL	8,691	15,000	30,660	30,660	10,500	KeyWatcher System, BodyWorn Cameras
400-55-5531-300	COMMUNITY CENTER	CAPITAL PROJECTS FL	0	0	0	0	0	
400-55-5531-305	COMMUNITY CENTER DESIGN	CAPITAL PROJECTS FL	0	0	0	0	0	
400-55-5531-310	COMMUNITY CENTER REPAIRS	CAPITAL PROJECTS FL	0	0	0	0	13,250	Roof Repairs (50/50 split w/Pool)
400-55-5532-400	HOLIDAY TREE LIGHT EXPENSE	CAPITAL PROJECTS FL	0	0	0	0	0	
400-55-5532-410	POOL LINER	CAPITAL PROJECTS FL	0	0	0	0	0	
400-57-5714-810	VILLAGE HALL	CAPITAL PROJECTS FL	22,598	30,000	27,718	38,100	5,000	PA System Improvements
400-57-5714-830	CAPITAL EQUIPMENT	CAPITAL PROJECTS FL	47,442	0	13,000	13,000	0	
400-57-5741-810	WATER METERS WITH ERTS	CAPITAL PROJECTS FL	0	0	0	0	0	

<u>Account No.</u>	<u>Account Title</u>	<u>Fund</u>	<u>2017 Prior Yr Actual</u>	<u>2018 Curr Yr Budget</u>	<u>2018 Curr YTD Actual</u>	<u>2018 Current Yr Est. Year End</u>	<u>2019 Future Yr Budget</u>	<u>NOTES</u>
400-58-5820-687	INTEREST ON NAN	CAPITAL PROJECTS FL	0	0	0	0	0	
400-59-5920-400	TRANSFER TO GENERAL FUND	CAPITAL PROJECTS FL	0	0	0	0	0	
400-59-5920-500	TRANSFER TO UTILITIES	CAPITAL PROJECTS FL	0	0	0	0	0	
400-59-5920-850	DISCOUNT & DEBT ISSUE COSTS	CAPITAL PROJECTS FL	20,467	0	0	0	0	
400-59-5920-900	DUE TO DEBT SERVICE	CAPITAL PROJECTS FL	0	0	0	0	0	
<b>REVENUE TOTAL:</b>			<b>1,078,367</b>	<b>118,000</b>	<b>0</b>	<b>87,633</b>	<b>109,370</b>	
<b>EXPENSE TOTAL:</b>			<b>846,282</b>	<b>208,000</b>	<b>169,301</b>	<b>182,109</b>	<b>307,250</b>	
<b>NET FUND TOTAL [surplus / (deficit)]:</b>			<b>232,085</b>	<b>(90,000)</b>	<b>(169,301)</b>	<b>(94,476)</b>	<b>(197,880)</b>	

<b>Cash at end of 2017</b>	<b>248,539</b>	from Financial Statements
<b>Cash at end of 2018</b>	<b>154,063</b>	
<b>Debt Service Funds*</b>	<b>160,351</b>	
<b>Cash at end of 2019*</b>	<b>116,534</b>	

\* \$160,351 of unspent proceeds in the Debt Service fund moved to Capital Projects



**GARY BROWN ROOFING CORPORATION**

4227 TRIANGLE ST. • MCFARLAND, WI 53558 • (608) 838-0066 • FAX (608) 838-0508

[www.garybrownroofing.com](http://www.garybrownroofing.com)

**SINGLE-PLY ROOFING • BUILT-UP ROOFING**

Shorewood Hills  
901 Swarthmore Court  
Madison, WI 53705

December 27, 2018

Per your request for a price to install a new roof system at Shorewood Pool Building located at 901 Swarthmore Court in Madison, WI approximately 4500 square feet of roof area: I submit the following specifications for your approval:

- 1) Remove existing roofing ballast using a vacuum. Haul existing ballast away from site and recycle.
- 2) Remove existing EPDM roofing, flashings, and sheet metal. Haul from site for disposal
- 3) Replace all wet or deteriorated roof insulation as necessary. This is not included in our price below and will be billed at our standard time and material rate.
- 4) Install new .060 mil Firestone EPDM rubber membrane to existing insulation.
- 5) Apply new roofing ballast at 12 pounds per square foot to the entire roof area.
- 6) Flash all existing walls and penetrations as necessary per manufacturer's specifications.
- 7) Install new pre-finished 24 gauge sheet metal flashing at perimeter edge. All sheet metal in manufacturer's standard colors.
- 8) Bid includes all necessary permits. Bid assumes parking area to be used for staging area during construction.
- 9) Provide 15 year Firestone Red Shield labor and material warranty.

**Price: \$30,000.00**

Thank you for the opportunity to quote this project. If you have any questions or concerns please give me a call at (608) 838-0066. If you would like to learn more about GBR Corp, please visit our website at [garybrownroofing.com](http://garybrownroofing.com)

Thank you,

A handwritten signature in black ink, appearing to read 'Derek Westrum', is written over a faint, illegible printed name.

Derek Westrum, President

## MEMORANDUM

From: Fred Wade

To: The Village Board

Re: Proposal to Waive or Reduce the Administrative Surcharge for Golf Programs

### I. Introduction

The Village has adopted a policy of adding a 10% surcharge to the cost of participating in recreation programs to cover the cost of services that Village staff may provide in connection with those programs. As I understand it, the cost is charged to each Village recreation program on an assumption that it should represent a rough approximation of the cost that the Village incurs for the staff time that is devoted to the administration of the various recreation programs.

I think the golf programs are different from the other recreation programs in a number of respects, and that the Village Board should either waive the surcharge in its entirety for the golf programs, or reduce the charge to a set amount that would be more commensurate with the services that are provided by Village staff.

### II. Discussion

First, in contrast to other recreation programs, the golf programs are perquisites of Village residents that are provided under the lease between the Village and the Blackhawk Country Club, and these are perquisites that no other community in the area can offer to its residents.

In this context, Lease Section IX (e) provides in part that the Village "shall have the right to use the golf course . . . for adult and children's golf instruction programs . . . [for up to] one-half day per week during the months of May, June, July, and August." The lease also provides that participants shall be limited to "regularly organized groups of Village residents," and that, "[w]henever practical, any golf instruction program shall be conducted jointly between the parties hereto under the supervision of the golf professional(s) in the employ of the Lessee."

Second, the golf programs are part of a cooperative relationship that the Village has with the Club. In the case of the Adult Golf Program, the Village has implemented the lease provision by permitting residents to register at the Village Hall for golf lessons with the Club's golf professionals, and to pay fees for the lessons that are determined by the golf professionals. The Village has also retained the right to conduct a Junior Golf Program, but it has not been necessary to do so in recent years because the Club has invited the children of Village residents to participate in the junior program that it conducts, although the registration for Village participants in the Junior Program, and collection of the program fee, is also handled at the Village Hall. Under

the foregoing circumstances, I believe the Village has a unique responsibility to monitor and oversee the operation of the golf programs in order to encourage participation in these programs, to assure that the program fees are fair and competitive, and to make sure that the programs operate for the benefit of Village residents as contemplated by the lease.

Third, the process of registering at the Village Hall is essential for carrying out the foregoing responsibilities of the Village, because it provides the Village with information concerning the number and identity of the participants in each program. This is valuable information. For example, if memory serves, there were about 10 participants in the Adult Program, and 14 in the Junior Golf Program during 2018. The availability of this information at the Village Hall in a prior year made it possible for me to recruit Mike Stineman to serve as our Adult Program Coordinator, when Win Sager could not continue serving in that capacity, and Mike has assisted in administering the program by communicating information between the pros and the participants from week to week. If it were determined to reduce the cost of providing golf programs to residents, by having residents register directly with the golf pros or the Club, and to pay them directly, the programs would effectively operate independently of the Village, and the Village would not have the information about the participation and operation of the programs that it does at the present time to monitor and oversee the operation of the programs, and identify participants who may be willing to help.

Fourth, I believe that the cost of registering for the golf programs may be higher than most, if not all of the Village recreation programs, apart from membership in the pool, because the costs represent the compensation for the golf pros for their professional skills and experience in providing lessons. As a result, in 2018, the 10% surcharge added as much as \$30 to the cost of the Adult Golf Program, on top of the \$300 fee that the golf pros set for a full 8 weeks of half-hour lessons (which does include the option to play a round of golf at the Club after each lesson). The 10% surcharge is a substantial markup, which raises a concern is that the surcharge may make the Village programs less competitive as compared to the golf lessons that other area golf professionals may offer, and tend to discourage participation in programs that already have a relatively low rate of participation.

Fifth, it is my understanding that the 10% surcharge is supposed to be roughly commensurate with the services that the Village provides, but it appears that the services that the Village provides in taking registrations and fees for the golf programs, and forwarding the fees, either to the golf pros or the Club, are much more limited than the services that the Village provides to some of our other recreation programs, where employees may be hired by the Village, and there are additional administrative expenses for payroll administration and the reporting of taxes. Under these circumstances, it would appear that application of the standard 10% surcharge could require participants in the golf programs to pay an added cost that is either substantially more than the costs of the service provided, or out of proportion to the amounts that participants in other recreation programs may pay, or both.

Sixth, the information about the details and costs of the golf programs ought to be provided to the Village early enough to permit the Village to evaluate whether the proposed lesson fees are fair and competitive, and/or to attempt to negotiate a better cost structure, or course of instruction, if that may appear appropriate, before it is necessary to get publicity about the programs into the Village Bulletin. This year was an exception, and Mike Stineman had time to determine that golf lessons at University Ridge are being offered there for about \$270. On the basis of this information, he asked whether the proposed fees for the Adult Program might be reduced a bit. The response was a suggestion that the Village should instead consider reducing or eliminating the administrative surcharge, and whatever we may decide here, the underlying point that the Village has a choice in deciding whether the golf program fees are fair and competitive is a valid one.

Seventh, the surcharge has already created a serious irritation between the Village and the Club's pros. In the first year that the surcharge was applied to recreation programs, the amount was not added to the program cost of the Adult Program that was publicized in the Bulletin, and was not paid at the time of registration. As a result, the pro who provided the lessons was not paid in a timely manner as consideration was given to the question of whether the surcharge should be deducted from the amount he would be paid, or waived.

The surcharge was ultimately waived for that year, but if memory serves, the payment was made 2-3 months after the lessons had concluded.

Finally, because of the relatively low rates of participation, it appears that the administrative surcharge does not produce an amount of revenue that is significant enough to offset the concerns that are raised above. At the 2018 rates, and assuming the number of participants I recall is accurate, the administrative surcharge would have generated only \$300 if all of the participants had signed up for the full 8 week program and paid a surcharge of \$30 (which was not the case). And the Junior Program, with an across the board surcharge of \$15, would have generated only \$210 of revenue.

### III. Recommendation

Under these circumstances, I believe the application of the administrative surcharge is counter-productive in its potential to discourage participation in the golf programs and to complicate our relationships with the Club and its golf professionals. Given the status of the golf programs under the lease with the Club, we are essentially making arrangements on behalf of our residents with independent contractors for outside professional services (i.e. golf lessons), in a manner that in my view, is analogous to the Village hiring of lawyers and auditors to provide professional legal and accounting services. While the Village permits residents to sign up for and pay for the outside services instead of itself entering into contracts with the golf pros, and does not have to pay the golf pros any money for the services that they provide other than the fees

that residents have already paid at the time of registration, these arrangements do provide residents with the benefits of professional expertise, and are necessary for the Village to carry out its responsibilities under the lease to organize and provide golf instruction programs for our residents. Under these circumstances, I submit that waiving the administrative surcharge for the golf programs would be the best policy for the Village.

Rec Programs - year end carry over using 10% admin fee											
at end 2018											
	Four	Land			indoor	outdoor	indoor	outdoor		Canoe	
	Corners	Rec	Tennis	Baseball	Basketball	basketball	Soccer	soccer	Golf	Kayak	TOTAL
Carryover from											
Prior Year (2017)	0.00	2,100.90	6,651.92	28.32	78.81	1,434.17	67.73	11,900.21	0.00	0.00	22,262.06
Gross Revenues	16,775.00	25,575.00	23,162.00	0.00	0.00	2,760.00	0.00	10,634.00	3,932.50	560.00	83,398.50
Sub-Total	16,775.00	27,675.90	29,813.92	28.32	78.81	4,194.17	67.73	22,534.21	3,932.50	560.00	105,660.56
Expenses											
Wages	12,581.00	11,867.00	17,652.00			1,250.00					43,350.00
Benefits	962.00	908.00	1,350.00			96.00					3,316.00
Op Exp	1,593.42	1,538.45	4,205.25			559.12		6,738.00	4,175.00	560.00	
10% admin fee	1,677.50	2,557.50	2,316.20			276.00		1,063.40	393.25	56.00	8,339.85
Sub-Total	16,813.92	16,870.95	25,523.45	0.00	0.00	2,181.12	0.00	7,801.40	4,568.25	560.00	74,319.09
<b>Net income to programs</b>	-38.92	10,804.95	4,290.47	28.32	78.81	2,013.05	67.73	14,732.81	-635.75	0.00	<b>31,341.47</b>
<b>CARRY OVER PER AUDIT</b>	0.00	10,804.95	4,290.47	28.32	78.81	2,013.05	67.73	14,732.81	0.00	0.00	<b>32,016.14</b>
<b>10% admin fee to Gen Fund</b>	1,677.50	2,557.50	2,316.20	0.00	0.00	276.00	0.00	1,063.40	393.25	56.00	<b>8,339.85</b>
<b>TOTAL NET INCOME</b>											<b>39,681.32</b>

tennis resurface payment in 2018	2500
<b>Tennis retainage</b>	1,790.47

15600 total cost of project. Tennis paid 3000 in 2014 so remainder of **12,600 owed** at 2500/yr. starting 2016 will be paid off in 5.04 years = in 2021

unused Land Rec donations of 2013	165.00
<b>Land Rec retainage</b>	10,969.95

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
deficit amount since 2014	-3862.74	-4,658.44	-709.98	-659.84
<b>Four Corners retainage</b>				

NOTE: at 4/2014 brd meeting, Brd agreed tennis would pay off \$15600 cost of court resurfacing done by Midwest Sealcoat. Tennis pay \$3000 in 2014 and starting 2016, pay \$2500/year

# Village of Shorewood Hills MEMO

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

Date: Monday, March 4, 2019  
To: Board of Trustees  
From: Karla Endres  
RE: Poll Worker appointments

Appointment of Election Officials: A resident has volunteered to serve as a poll worker. Would you please appoint the following to the list of Village election workers?

Eileen Sutula                      1501 Edgehill Drive

The appointments will be effective from March 18, 2019 to December 31, 2019.

Per Wisconsin statutes the qualifications for appointment as an election inspector/official are: each *shall be a resident of the municipality and all officials shall be able to read and write the English language, be capable, be of good understanding, and may not be a candidate for any office to be voted for at any election at which they serve.* Chap 7.3(2)(a).

Thank you

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

The Tuesday, January 15, 2019 meeting of the Plan Commission was called to order at 7:00 pm by Chair Dave Benforado. Members present were: Mr. Benforado, Deb Remington, Jim Etmanczyk, Karl Wellensiek, Earl Munson, Brauna Hartzell and John Imes. Also present was Karl Frantz, Village Administrator and David Sykes, Administrative Services Manager/Deputy Clerk. Seven visitors were in the audience.

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

**Consider recommending Resolution R-2019-1 to the Village Board approving a certified survey map (CSM), termination of cross easements and authorizing closing on the Village's purchase of land from DPPG, LLC (all relating to the completion of the bike path and Catafalque Drive)**

The CSM would show the new property lines and terminate cross easements from when the road was a private drive for parking lot access. Each property owner involved had cross easements in place to access the parking spaces. Now that the Village has acquired the properties for the bike path and Catafalque Drive, the cross easements need to be removed from the title record. All parties have agreed to the termination of the cross easements. The resolution also allows for the acquisition of property behind Psychiatric Services for Catafalque Drive at the negotiate price (~\$190K).

**Consider recommending Resolution R-2019-2 to Discontinue Unused Right of Way Located in the Village of Shorewood Hills, Dane County Wisconsin (used as a temporary hammerhead turnaround west of Arbor Crossing Apartments until Catafalque Drive was to be extended)**

When Arbor Crossing was built, Catafalque Drive was a dead-end road. As part of the zoning approval, the Village required the transfer of right-of-way (ROW) to allow trash trucks, plows and emergency vehicles to turn around. Now that Catafalque Drive will continue through to Marshall Court, the ROW is no longer needed. Resolution R-2019-2 will discontinue use and return the land to the original owner.

Mr. Munson moved and Mr. Wellensiek seconded a motion to approve Resolutions R-2019-1 and R-2019-2.

Approved: 7-0.

**Review and discuss status of Village planning for Garden Homes and progress of ad hoc Stormwater Committee)**

Commission members who attended the Vandewalle & Associates Planning Meeting on January 10 summarized the process and discussions. It was well attended with ~65 people in attendance. It was very well organized. The instant polling worked well. A presentation provided some history of the area. The concern and empathy of attendees for those in Garden Homes was impressive.

Mr. Munson referred to Dan Bromley's letter to the Village that suggested for the Village to make an educated decision it needs a cost analysis to narrow down the options to 2 or 3.

Mr. Frantz and Mr. Benforado said they expect the Vandewalle process will do just that, narrowing things down to about three options. Then, the Village will need to make further

decisions. The Comprehensive Plan is 10 years old and may not adequately address a proposal brought by a developer.

Mr. Munson asked if resolving the stormwater problems in Garden Homes should be the first step. This may be a unique opportunity for the Village to establish reasonable owner-occupied homes in that area.

Mr. Frantz said there may be long-term and short-term mitigation options. Establishing the possible uses in Garden Homes does not necessarily affect stormwater problems.

Mr. Benforado summarized the Stormwater Committees activities to date. It has met three times so far. It is focused on the August 20 flooding event with a preliminary report to the Board in May. On December 5, Greg Fries, City of Madison Deputy Chief Engineer, presented the raw data from the City's stormwater modeling program. City of Madison is focused and interested in improving stormwater issues on University Avenue. Grand Avenue to Willow Creek has been improved. Shorewood Boulevard to Segoe Road has been improved. The missing link is the portion from Shorewood Boulevard to Grand Avenue and is expected to be included in the University Avenue reconstruction in 2021. Other options for mitigation are on the table, the City hopes to find an option for the least expense with the biggest return.

Mr. Frantz added that the Pyare and Marshall Court Neighborhood Plans were helpful in guiding development in those areas. The Vandewalle process is similar to the development of a Garden Homes Neighborhood Plan.

Mr. Frantz indicated the Garden Homes area could qualify as a blight elimination TIF district. This type of TID is not typically used for residential development but it may be an option to consider. The base increment would be low since the homes are demolished. The increased increment could be a funding source to pay for mitigation solutions.

Ms. Hartzell asked if there is something the Village should require to stabilize the land where the homes were demolished. Mr. Frantz said he has talked with the property owner about grass seed but the weather did not allow it this fall/winter.

Mr. Benforado asked Commission members think about the appropriate process for considering the results of the Vandewalle planning process and beyond.

The next Garden Homes Planning Meetings are on February 5 (Review of Concept Alternatives) and February 25 (Draft Development Objectives). These will be followed by presentations to the Plan Commission and Board of Trustees, probably in March.

### **Approve previous meeting minutes**

Mr. Wellensiek moved and Mr. Munson seconded a motion to approve the December 11, 2018 meeting minutes with one grammatical change.

Vote: 7-0.

### **Adjourn**

The meeting was adjourned at 8:25 pm.

Respectfully submitted,

David Sykes  
Administrative Services Manager/Deputy Clerk

## **Approved Public Works Committee Minutes January 14, 2019**

**Call to Order:** Chairperson Lederer called the meeting to order at 7:10 p.m.

**Roll Call:** On call of the roll, members present were Chair Mark Lederer, Rick Chappell, Cara Coburn Faris and Tracy Bailey. Chris Petykowski was excused. Others present included: Village Engineer Brian Berquist, and Karl Frantz, Village Administrator.

**Note compliance with open meeting law:** Compliance with the open meeting law was noted.

**Consider approval of previous meeting minutes** – On motion made by Mr. Chappell seconded by Ms. Bailey the minutes for the December 10 meeting were approved 4-0.

**Report on process and timeline for Bridge Replacement project, consultant selection and establish three-person panel to make recommendation** – The process and timeline for the bridge replacement project was reviewed. The first step is to solicit proposals and select a consultant using a State DOT required quality based process. Mark Lederer seconded by Tracy Baily moved to have Chris, Mark, Brian and Karl perform the task of developing a consultant selection recommendation. The motion was approved 4-0.

**Review and possible recommendations on Marshall Court/Bike Path construction design and progress** – The Village Engineer walked through the plans. He noted that The City will not allow a flashing bike light on University Bay Drive. The City has jurisdiction on the east side of UBD. However, the bike crossing will be painted green and will have an elevated refuge in the middle. There will be bike signals at the Marshall Court intersection. The project will be out to bid soon.

**Overview of Village drainage patterns and stormwater infrastructure and problem areas** – The Village Engineer provided an overview of Village drainage and sub drainage basins and their directional flow. He also provided a map of the existing stormwater conveyance system and identified problem areas.

**Update on Edgehill Drive traffic calming options and objective criteria for Village streets calming policies** – Chair Lederer indicated that the Village Board approved the agreement with Town and Country Engineering and they will begin work on both elements shortly.

The meeting was adjourned at approximately 9:00 p.m.

Respectfully submitted,  
Karl Frantz  
Village Administrator

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**Village of Shorewood Hills  
Services Committee  
Approved Minutes of the December 5, 2018 Meeting**

**1. Call to Order**

The meeting was called to order at 5:00 pm by Chairperson Fred Wade. Committee members present included Mr. Wade, David Logan, Jerry Stein, Charlie Field and Georgene Stratman. Chris Petykowski arrived a few minutes late. Others in attendance were Village Administrator Karl Frantz and Public Works Chief John Mitmoen.

- a. Open Meetings Law: Mr. Franz confirmed compliance with the Open Meetings Law.
- b. Consideration of the minutes of October 30, 2018. This item was deferred and taken up later during the meeting. At that time, Jerry Stein moved approval of the minutes as submitted. The motion received a second from Charlie Field and was approved 6-0.

**2. Scope of Committee Responsibilities**

This item was deferred. Fred Wade explained that this item was placed on the agenda because Trustee Tracy Bailey had advised him that the Recreation Committee had some questions, and had indicated that she might like to discuss them with the Committee. She could not attend the meeting, but may wish to have a discussion with the Committee at a future time.

**3. Review and Possible Recommendations Concerning the Community Center Roof**

This item (Agenda Item 5) was taken up out of order. Fred Wade introduced the discussion by noting that the Committee had recommended at its last meeting that the Community Center Roof be replaced during 2019 in view of the need to repair leaks in the roof, and the Board's recent decision that it would neither tear down the existing structure, nor remove the second floor of the building that the Village uses as its Community Center.

He added that he had separate conversations with Erik Johnson and Barbara Center about the suggestion of the Pool Committee that there might be a rooftop viewing area for pool events. Both expressed the view that a rooftop viewing area was dependent on removal of the second floor, and were in agreement that the Village could pursue the lowest cost option for replacement of the roof. However, they each expressed concern that runoff from the roof drops over the south facing doorways to the structure and is a nuisance that needs a remedy.

John Mitmoen provided the Committee with information about possible options for replacing the roof, and reviewed some of the repairs that have been needed in past years. He suggested that the problematic runoff from the roof could be dealt with by

installing gutters and downspouts on the south side of the structure to divert the water from the doorways, and release it onto the pool deck.

Fred Wade asked whether the Village should consider adding solar panels to the project. However, a member of the Committee suggested that there would probably be an insufficient payback to make that worthwhile based on his understanding of why solar panels were not added to the Village Cold Storage facility when it was built a short time ago.

After a brief discussion, the Committee reached a consensus that John Mitmoen should seek some cost estimates with respect to:

- (1) options for replacing the roof (depending on materials that might be used, and the extent to which the pitch of the roof might be adjusted to divert water from the southside doorways; and
- (2) the installation of gutters to prevent runoff from falling over the southside doorways.

#### **4. Review and Possible Recommendations Concerning Garbage Disposal Ordinance**

Fred Wade introduced the discussion by noting that the Village is no longer in the business of installing and maintaining garbage disposals, and that the Madison Metropolitan Sewer District does not favor the policy of the existing ordinance that was intended to "forbid . . . the disposal of garbage and food wastes except through garbage grinders." Village Code, Section 9.01(a).

The Committee proceeded to consideration of a draft substitute for Section 9.01 of the Village Code that Mr. Wade prepared to update the language and the policies of the Village concerning the disposal of food waste. The major change in policy would be a statement that "It is the current policy of the Village to minimize the disposal of food waste through garbage disposals by encouraging homeowners to compost [and use] food waste on site."

Discussion followed, during which it was agreed that the draft amendment to the Village Code could benefit from some changes. Mr. Wade said he would incorporate the suggestions into a new draft for consideration by the Committee at its next meeting.

#### **5. Review and Recommendations Concerning Facilities Use**

This item (Item 3 on the Agenda) was introduced by Fred Wade. He noted that the lease reserves a right for Village organizations to use facilities within the Clubhouse at the Blackhawk Country Club, provided that they are designated as Village organizations by the Board, but the Village has not designated any Village organizations as eligible to use those facilities under the terms of the lease. He added that there had also been questions raised as to what individuals or organizations could make use of the Village Board room.

The Committee then considered a draft resolution that would address both issues by designating certain organizations as eligible to use both facilities. The key language

would designate certain enumerated "Shorewood Hills organizations" that are eligible to use the Clubhouse of the Blackhawk Country Club subject to the terms of Section X of the lease and/or to use the Board room at the Village Hall at times when it is not needed for governmental business."

After discussion, Jerry Stein moved that the Committee recommend that the Board adopt the resolution. The motion received a second from Charlie Field, and was approved 6-0.

#### **6. Future Agenda Items**

There was a brief discussion, but no consensus as to additional items for future agendas.

#### **7. Next Meeting Date and Time**

The Committee agreed to meet before the January Board meeting, with a date and time to be determined.

#### **8. Adjournment**

The meeting was adjourned at 5:51 pm.

Respectfully submitted,

Fred Wade



**TO: VILLAGE OF SHOREWOOD HILLS BOARD OF TRUSTEES**

**FROM: AARON P. CHAPIN, CHIEF OF POLICE**

**RE: POLICE DEPARTMENT SUMMARY**

**DATE: MARCH 15, 2019**

**CALLS FOR SERVICE:**

I believe the issues with running reports from the MPD records system have been solved. The month of February was busy with 315 incidents generated. 4 of the calls for service were classified by the officers as a criminal offense including 1 fraud investigation, 2 non-domestic disturbances, and 1 threats complaint. There were twelve 9-1-1 calls that were not related to another investigation.

Officers conducted 13 crash investigations during the month. There were 90 parking cases for vehicles parked illegally on the village streets and no complaints of illegal parking on private property. Officers also conducted 73 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:**

In the month of February, the department members attended our 1<sup>st</sup> quarter inservice training with UYPD. The training included Defense and Arrest Tactics (DAAT) and Firearms. Officers were trained on how to deal with combative subjects and worked on low-light and no-light situations for firearms training.

PO Dodsworth and PO Maginot attended the WI DOT Breath Test Specialist training to be able to conduct a breath test of a subject arrested for OWI.

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](http://www.shorewood-hills.org)

PO A. Dostalek attended property room manager training and also was a part of computer crimes investigations training hosted by the WI Department of Criminal Investigations. She also attended the Police Training Officer course hosted by UWPD.

Sgt. Weitzel and I attended the WI Chief's Association Winter training conference. There were training sessions on de-escalation, estate planning, legal updates and hiring practices.

Sgt. Weitzel completed her second week of the Leadership in Police Organizations training hosted by the WI Department of Justice. The final week is in March.

**FUTURE ISSUES/CONCERNS:**

I am have moved forward with the WILEAG Core Standards Accreditation process. It is an abbreviated version of the full accreditation process and will put the department in a better position with regards to critical policies and practices. We will be able to prove that we are in line with best practices for Law Enforcement in the State of Wisconsin.

Respectfully Submitted,

Aaron P Chapin, Chief of Police

# Monthly Incident Summary Report

315 Calls for Service from 2/1/19 through 2/28/19



Call Type	Total
911 Abandoned Call	1
911 Call Playing w/Telephone	1
911 Call Silent	4
911 Call Unintentional	6
911 Disconnect	2
Accident Hit and Run	3
Accident Property Damage	9
Accident Unknown Injuries	1
Alarm	6
Animal Stray	1
Assist Citizen	8
Assist EMS/Fire	6
Assist Police	9
ATL Person	1
Check Person	3
Check Property	37
Disturbance	1
Disturbance Unwanted Persc	1
Fraud	1
Information	18
Intoxicated Person	1
Missing Juvenile/Runaway	1
Noise Complaint	1
Non-Urgent Notifications	1
Parking Complaint On Street	90
Phone	5
Preserve the Peace	1
Safety Hazard	7
Solicitors Complaint	1
Suspicious Vehicle	3
Threats Complaint	1
Traffic Complaint/Investigatio	11
Traffic Stop	73
	<b>315</b>

	February	January	December	November	October	September	August	July	June	May	April	March	Total
	2018	2019	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	
911 Abandoned Call	0	0	1	0	0	1	1	0	0	0	0	0	3
911 Call Playing W/Telephone	0	0	1	0	0	1	0	1	0	0	0	1	4
911 Call Silent	2	4	3	2	2	3	2	5	3	2	2	1	31
911 Call Unintentional	0	2	7	1	4	1	2	5	10	2	1	3	38
911 Disconnect	1	0	0	2	0	1	5	0	1	1	0	0	11
911 Misdial Call	0	1	0	0	1	1	0	2	0	1	2	0	8
Accident Hit And Run	0	0	2	3	1	1	1	3	2	5	1	0	19
Accident Mv/Deer	0	0	0	1	0	0	0	0	0	0	0	0	1
Accident Private Property	0	0	0	0	0	1	1	3	1	3	0	0	9
Accident Property Damage	7	10	7	6	9	8	6	5	5	5	5	2	75
Accident Unknown Injuries	0	1	1	1	2	1	0	1	0	0	0	0	7
Accident W/Injuries	0	1	0	0	6	0	4	5	2	3	2	0	23
Adult Arrested Person	0	0	3	0	0	0	1	0	0	1	2	2	9
Alarm	11	2	16	12	7	6	7	15	8	7	9	10	110
Alarm Broadcast/File	0	0	0	1	1	0	0	0	0	0	0	0	2
Animal Bite	1	0	0	0	0	0	1	0	1	0	0	0	3
Animal Complaint/Disturbance	0	0	0	0	0	0	1	0	0	1	0	0	2
Animal Found	0	0	0	0	0	0	0	0	0	1	0	0	1
Animal Lost	0	0	0	0	0	0	1	0	0	0	0	0	1
Animal Stray	3	0	1	0	0	2	1	5	3	5	1	7	28
Annoying/Obscene Phone Call	0	0	0	0	0	0	0	0	1	0	1	0	2
Assist Citizen	21	6	5	6	7	8	5	4	30	42	30	33	197
Assist Citizen Lake	0	0	0	0	0	0	1	0	0	1	0	0	2
Assist Court	0	0	0	0	0	0	0	0	0	1	0	0	1
Assist Ems/Fire	6	4	12	6	12	11	8	10	5	6	4	11	95
Assist K9	0	0	0	0	0	0	1	0	0	1	0	0	2
Assist Police	13	6	20	16	20	14	13	12	23	18	18	5	178
Atl Person	0	0	2	0	0	2	1	0	0	1	1	1	8
Burglary Non-Residential	0	0	0	0	0	0	0	1	0	0	0	0	1
Burglary Residential	0	0	0	0	1	0	0	3	0	1	0	0	5
Check Person	4	6	4	4	4	6	2	1	7	4	3	3	48
Check Property	25	22	41	26	44	52	41	68	63	74	41	31	528
Child Abuse	0	0	0	0	0	0	3	0	0	0	0	1	4
Child Neglect	0	0	1	0	0	0	0	0	0	0	0	0	1
Civil Dispute	1	0	0	0	1	0	0	1	0	0	0	0	3
Conveyance	0	0	0	0	0	0	0	0	1	0	0	0	1
Conveyance Alcohol (Detox)	0	0	0	0	0	0	0	0	0	1	0	0	1
Conveyance Mental Health	0	0	0	1	0	0	0	0	0	0	0	0	1
Damage To Property	0	1	0	1	0	1	2	1	3	0	1	2	12
Damage To Property Graffiti	0	0	0	1	0	3	0	0	0	0	0	0	4
Death Investigation	0	0	0	3	0	0	0	0	0	0	0	0	3
Disturbance	4	2	3	3	2	0	0	0	0	0	1	2	17
Disturbance Unwanted Person	3	0	0	0	0	0	0	1	0	1	1	2	8
Domestic Disturbance	0	1	0	0	0	0	2	0	2	5	2	0	12
Drug Incident/Investigation	0	0	0	0	0	1	0	0	1	0	1	0	3
Follow-Up	4	0	1	1	2	0	2	4	1	3	2	2	22
Foot Patrol	2	0	2	0	1	1	0	6	1	0	3	6	22

	February	January	December	November	October	September	August	July	June	May	April	March	Total
	2018	2019	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	
Found Person	0	0	0	0	0	1	0	0	0	0	0	0	1
Fraud	2	0	3	1	4	0	2	1	1	0	3	2	19
Information	24	8	13	10	8	19	14	27	42	32	35	37	269
Intoxicated Person	0	0	0	0	2	0	0	0	0	0	0	1	3
Juvenile Complaint	0	1	0	0	3	0	0	1	0	0	0	0	5
Liquor Law Violation	0	0	0	0	0	0	0	1	0	0	0	0	1
Missing Adult	0	0	0	0	1	0	1	0	0	0	0	1	3
Missing Juvenile/Runaway	1	2	0	0	0	5	0	0	1	0	2	1	12
Neighbor Trouble	0	0	0	0	0	0	0	0	0	0	0	1	1
Noise Complaint	0	0	0	1	4	4	0	6	2	1	1	0	19
Omvwi Arrest/Intoxicated Driver	1	1	1	3	1	4	3	2	4	2	4	3	29
Parking Complaint On Street	49	83	98	89	128	92	88	60	65	56	92	70	970
Phone	17	7	9	9	6	2	4	12	10	7	8	8	99
Pnb/Aed Response	0	0	0	0	2	0	1	0	0	0	0	0	3
Preserve The Peace	0	0	0	0	1	0	0	0	0	0	0	0	1
Property Found	0	2	1	2	1	1	3	4	4	1	1	1	21
Property Lost	2	0	0	0	0	1	0	1	0	1	0	0	5
Recovered/Stolen Outside Agency	0	0	0	0	1	0	0	0	0	2	0	0	3
Robbery Armed	0	0	0	0	0	1	0	0	0	0	0	0	1
Safety Hazard	7	9	6	3	6	6	11	3	17	7	2	4	81
Serving Legal Papers	1	0	1	0	0	0	2	2	0	1	0	0	7
Sexual Assault Of A Child	0	0	1	0	0	0	0	0	0	0	0	0	1
Solicitors Complaint	0	0	0	0	2	0	0	0	0	0	0	1	3
Special Event	1	0	0	0	2	0	0	0	3	1	0	0	7
Stolen Auto	0	0	0	1	0	1	0	0	0	0	1	0	3
Stolen Bicycle	0	0	0	0	2	1	0	1	1	0	0	0	5
Suspicious Person	2	0	0	1	2	3	4	1	0	0	2	1	16
Suspicious Vehicle	0	1	5	0	7	2	0	4	0	1	2	5	27
Theft	2	2	1	0	1	1	0	8	3	0	2	7	27
Theft From Auto	0	0	0	0	2	0	0	0	1	2	0	0	5
Theft Retail	3	0	3	0	1	1	0	0	1	2	0	0	11
Threats Complaint	0	2	1	0	1	0	0	0	1	1	1	0	7
Traffic Arrest	0	0	2	0	0	0	0	0	0	0	0	0	2
Traffic Complaint/Investigation	7	3	12	8	9	12	15	12	10	10	5	22	125
Traffic Incident	0	0	0	0	0	1	0	0	0	0	1	0	2
Traffic Stop	34	39	100	87	76	102	80	78	92	83	64	94	929
Trespass	0	3	0	0	3	1	1	2	1	2	0	0	13
Unknown	0	0	0	0	0	1	0	0	0	0	0	0	1
Violation Of Court Order	0	0	0	0	0	0	1	0	0	0	0	0	1
Weapons Offense	0	0	0	0	0	2	0	0	0	0	0	0	2
<b>Total</b>	<b>261.00</b>	<b>232.00</b>	<b>390.00</b>	<b>312.00</b>	<b>403.00</b>	<b>390.00</b>	<b>345.00</b>	<b>388.00</b>	<b>433.00</b>	<b>408.00</b>	<b>360.00</b>	<b>384.00</b>	<b>4,306.00</b>

**Parks Committee Minutes**  
**Village of Shorewood Hills**

Monday, January 14, 2019  
Village Hall - 810 Shorewood Boulevard

1. Meeting called to order at 5:35 pm by Georgene Stratman.
  - a. **Roll Call**  
Members Present: Kathie Brock, David Boutwell, Roma Lenehan, and Georgene Stratman.  
Others Present: Village Forester Corey George, Garden Club liaison Mary Janet Wellensiek, and Parks Assistant Adam Lohrmann.
  - b. **Compliance with Open Meeting Law:** The meeting was properly posted.
  - c. **Approval of Minutes.** Minutes of the October 8<sup>th</sup>, 2018 meeting were approved.
2. **Forestry and Parks Assistant** – The Parks Committee welcomed new part time Forestry and Parks staff person Adam Lohrmann. Adam will work with Corey on forestry, horticulture, and seasonal projects as needed.
3. **Garden Club Liaison** – Mary Janet Wellensiek recently assumed the role of Garden Club Liaison. The committee discussed several topics of shared interest such as roadside visibility, water runoff, and Village Hall garden projects.
4. **Natural Area Restoration Projects** – Corey George and David Boutwell provided the committee with an update on native plant restoration projects at Post Farm Park, Quarry Park, and McKenna Park. Invasive plant removal projects have greatly benefited from several years of support by UW Student Badger Volunteers. Restoration priorities for 2019 continue to be invasive plant control and brush clearing.
5. **Tree Maintenance Projects** – Ash tree removals and treatments will continue in 2019. The invasive emerald ash tree borer has become wide spread throughout the Village. McKenna Park has several red oak trees infected with oak wilt and/or are in poor condition/high risk. These trees will be removed this winter.
6. **Bird City** – The 2019 International Migratory Bird Day (IMBD) celebration will take place on February 28<sup>th</sup> with a talk on “Spring Migration of Birds”. An overview of this year’s event will appear in the February Village Bulletin.
7. **Other Parks Projects** – The committee discussed drainage problems in Koval Woods and Four Corners Park, West Entrance Park rain garden infiltration difficulties, Marshall Court bike path, and invasive shrub removal along Oxford Road (below Haight Road).
8. **Resident Input.** None.
9. **Future Agenda Items.** Spring 2019 priorities.
10. **Forester’s Report.**
11. **Adjourned.** The Committee adjourned at 6:53 pm.

**VILLAGE OF SHOREWOOD HILLS**  
**FORESTER/HORTICULTURIST**  
*Report for January, 2019: Corey George, Forester*

**Tree Inventory** – Update GIS tree inventory, mapping and EXCEL database.

**Project Planning** – Request for proposals/quotes and scheduling of contractors for winter tree maintenance projects (Good Oak, My Tree Guy, and Whitney Tree Service).

**Planting Plans/Tree Orders** – Site visits, resident consults and tree orders for spring planting projects.

**Bradley Park** – Tree pruning and removal project with DPW crew. Pruning deadwood on oaks near sledding hill. Removal of invasive or hazardous trees in park. Removal of old “Fort”.

**Reese Woods** – Brush removal and chipping.

**Salt Shed** – Buckthorn cutting/treating (Good Oak LLC).

**Christmas Trees** – Pickup trees along Village streets.

**Bird City** – Submitted application.

**Snow Removal** – Salting, shoveling and snow blowing around Village Hall and Shop.

**Tree Pruning**

1234-1240 UBD – (4) Flowering Pear

**Tree Removals**

Bradley Park – (25) Norway Maple, invasive

Bradley Park – (3) White Mulberry, invasive and/or poor condition

Bradley Park – (1) Green Ash, EAB plan

Bradley Park – (1) Siberian Elm, invasive and crowded

Bradley Park – (5) Oak, dead, crowded out by Norway maple

McKenna Park – (1) Red Oak, dead, hung up in another tree

McKenna Park – (1) Basswood, 12”, multiple trunks, resprouts

Reese Woods – (1) Hackberry, decayed at trunk base, near road

3415 Edgehill Parkway – (1) Red Oak, 28”, poor condition, history of large limb failures

3415 Edgehill Parkway – (1) Shagbark Hickory, 20”, poor condition, history of large limb failures

3415 Edgehill Parkway – (1) Black Cherry, 12”, poor condition, new driveway construction near base

Edgehill Parkway (3412 Crestwood) – (1) Red Oak, 32”, history of large limb failures, decay at base

**Resident Consults**

1011 Oak Way – Tree removal and landscape maintenance questions.

1018 Shorewood Blvd – Construction project and tree protection questions.

1512 Sumac Drive – Tree removal consult.

1518 Sumac Drive – Tree removal and planting questions.

Harvard/Yale Triangle – Met with neighbors to discuss potential tree removals and replanting.

Tree Planting – Consults with several residents about spring tree planting.

Tree Maintenance – Notifications and consults about public tree maintenance.

**VILLAGE OF SHOREWOOD HILLS**  
**FORESTER/HORTICULTURIST**

*Report for February, 2019: Corey George, Forester*

**Planting Plans/Tree Orders** – Site visits, resident consults and tree orders for spring planting projects.

**Tree Inventory** – Update GIS tree inventory, mapping and EXCEL database.

**Salt Shed (Old Middleton Road)** – Brush clearing and tree removals west of the Salt Shed and around the new Cold Storage Building (between the bike path and Old Middleton Rd). Most of the vegetation was buckthorn and weedy trees in poor condition. Plans are currently underway to restore this site to native plantings.

**Quarry Park** – MG&E is currently installing new poles in Quarry Park. Some damage to landscaping and plantings have occurred. Restoration work will need to be done by MG&E.

**Tree Pruning**

Sumac Drive – (~50) all public trees along street

Edgehill Parkway – (~70) all public trees along street

Crestwood Drive – Started pruning public trees along street

3404 Circle Close – (1) Black Oak, pruned out large broken branch

1014 Shorewood Blvd – (1) ‘Autumn Blaze’ Maple, clearance pruning and structural training

1022 Shorewood Blvd – (1) ‘Autumn Blaze’ Maple, clearance pruning and structural training

Wellesley (2708 Columbia Rd) – (1) ‘Autumn Blaze’ Maple, clearance pruning and structural training

**Tree Removals**

3421 Crestwood Drive – (1) Black Cherry, severe decay, 12”

3421 Crestwood Drive – (1) Norway Maple, poor condition, crowding oak, 16”

3421 Crestwood Drive – (1) Basswood, poor condition, topped, 12”

3421 Crestwood Drive – (1) White Cedar, mostly dead, 10”

1512 Sumac Drive – (1) Green Ash, EAB management, 12”

1512 Sumac Drive – (1) American Elm, Dutch elm disease, 10”

1512 Sumac Drive – (1) White Oak, dead, over/road, 15”

1518 Sumac Drive – (1) Northern Catalpa, severe decay, high risk, 20”

Sumac (3535 LMD) – (1) Boxelder, severe decay, high risk, 24”

3434 Edgehill Parkway – (2) American Elm, poor condition

3434 Edgehill Parkway – (1) Shagbark Hickory, storm damage, poor condition

Old Middleton Road (Salt Shed) – (1) Cottonwood, 30”

Old Middleton Road (Salt Shed) – (5) Green Ash (5-20” range)

Old Middleton Road (Salt Shed) – (9) Boxelder, poor condition (5-20” range)

Old Middleton Road (Salt Shed) – (5) American Elm, diseased, dead (5-15” range)

Four Corners Park (3410 Sunset) – (1) Hackberry, dead, 8”

McKenna Park (3401 LMD) – (1) Red Oak, severe decay, over house, left snag trunk, 24”

**Storm Damage/Tree Failures**

3002 Harvard Drive – Silver maple (village tree), large limb failure, roof damage.

3005 Harvard Drive – Dead elm (private) fell onto power lines and into Post Farm Park.

1011 Columbia Road – Silver maple (village tree), large dead branch hanging over driveway.

Four Corners Park – White pine (village tree) branch failures, damage roof at 3304 Blackhawk Dr.

**Snow Removal** – Shoveling and salting around Village facilities.

**Soil Samples** – Research soil diagnostic options for Community Garden and potential contaminants after flood.

**Kubota UTV** – Purchased and received new Forestry and Parks vehicle (Kubota RTV 500).

**Resident Consults**

1234 Dartmouth Road – New potential home buyer, tree health assessment and removal questions

[https://madison.com/how-the-top-workplaces-are-determined/article\\_dbc94839-4031-5209-a435-15e26c234b10.html](https://madison.com/how-the-top-workplaces-are-determined/article_dbc94839-4031-5209-a435-15e26c234b10.html)

TOP WORKPLACES | ABOUT THE PROGRAM

## **How the Top Workplaces are determined**

From the Shining stars: Survey identifies Madison's top workplaces series

BOB HELBIG Special to the State Journal Mar 3, 2019



How does a company make the Top Workplaces list? By inspiring employees.

“Top Workplaces put the employee at the center of things and focus on creating the right environment to unleash potential and inspire performance,” said Doug Claffey, CEO of Energage, the Wisconsin State Journal’s research partner for Top Workplaces.

This is the first year the Wisconsin State Journal partnered with Exton, Pa.-based Energage to determine the Madison area’s Top Workplaces. The results are based solely on a scientific employee survey process.

Starting in July, the Wisconsin State Journal welcomed anyone to nominate companies as Top Workplaces. Energage also reached out to companies. In all, 779 employers in the region were invited to take part in the process. Any employer was eligible, as long as it had at least 35 employees in the Madison area (Dane, Sauk and Columbia counties). Employers could be public, private, nonprofit or governmental. There is no cost to enter the Top Workplaces program.

For this year, 38 organizations agreed to take the survey. Combined, they employ 14,313 people in the Madison area. Of those employees who received questionnaires, 11,315 responded, either on paper or online. For this year's winners list, 27 Madison-area employers earned recognition as Top Workplaces based on the employee feedback.

The employee engagement survey of 24 questions gathers responses regarding issues relating to workplace culture:

- Alignment – where the company is headed, its values, cooperation
- Connection – employees feel appreciated, their work is meaningful
- Effectiveness – doing things efficiently and well, sharing different viewpoints, encouraging new ideas
- My Manager – cares about concerns, helps employees develop
- Engagement – motivation, retention and recruiting
- Leadership – confidence in company leaders
- The Basics – pay, benefits, flexibility, training, expectations

Employees consistently rate issues of “connection” and “alignment” most important to them, while statements related to pay and benefits rate less important.

Employers are ranked among groups of similar size to most accurately compare results. Within those size groupings, companies are ranked, and those that score high enough are recognized as Top Workplaces. Energage also determines special award winners based on standout scores on specific survey topics.

If you wonder why a particular company is not on the list, it might be because it chose not to participate in the survey, or because it did not score well enough in the survey process. Sometimes, Energage disqualifies employers based on questionable results detected through statistical tests it runs to ensure organizations are accurately administering the survey.

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SIZE BAND	SIZE BAND RANK	COMPANY	OWNERSHIP	SECTOR	REGION LOCATIONS	MADISON AREA EMPLOYEES
Large	1	UW Credit Union	Nonprofit	Finance	15	471
Large	2	Kwik Trip Inc.	Private	Convenience Store / Gas Station	44	886
Large	3	Epic	Private	Health Care IT	1	9545
Small	1	AkitaBox	Private	SaaS Facility Management Software	1	81
Small	2	Aerotek	Private	Staffing	1	39
Small	3	CI Pediatric Therapy Centers	Private	Pediatric Therapy	7	101
Small	4	Widen Enterprises Inc.	Private	Software as a Service	1	126
Small	5	Hiebing	Private	Marketing Communications	1	91
Small	6	Propeller Health	Private	Digital Therapeutics	1	59
Small	7	Oregon Community Bank	Private	Banks	3	75
Small	8	M3 Insurance	Private	Other - Business Services	1	172
Small	9	Fairway Independent Mortgage Corp.	Private	Mortgage Lending	3	240
Small	10	PerBlue	Private	Video Game Development	1	51
Small	11	Horizon Develop Build Manage	Private	Development/Construction/Property Management	1	57
Small	12	Palmer Johnson Power Systems	Private	Off- Highway Industry	1	60
Small	13	JP Cullen	Private	Building Construction	1	47
Small	14	Douglas Stewart Co.	Private	Distributor	1	110
Small	15	ACS Inc.	Private	Engineering	2	74
Small	16	Bank of Prairie du Sac	Private	Banks	2	50
Small	17	Heartland Credit Union	Cooperative/Mutual	Credit Union	4	89
Small	18	Heritage Credit Union	Cooperative/Mutual	Credit Union	4	61
Small	19	LSM Chiropractic	Partnership	Chiropractic	10	57
Small	20	PC/NAMETAG Inc.	Public	Other - Consumer Goods	1	70
Small	21	Brightstar Care	Private	Senior Care and Medical Staffing	3	120
Small	22	Design Concepts Inc.	Private	Product design and development	1	49
Small	23	Temperature Systems Inc.	Private	HVAC	1	65
Small	24	RenewAire LLC	Private	HVAC	1	110

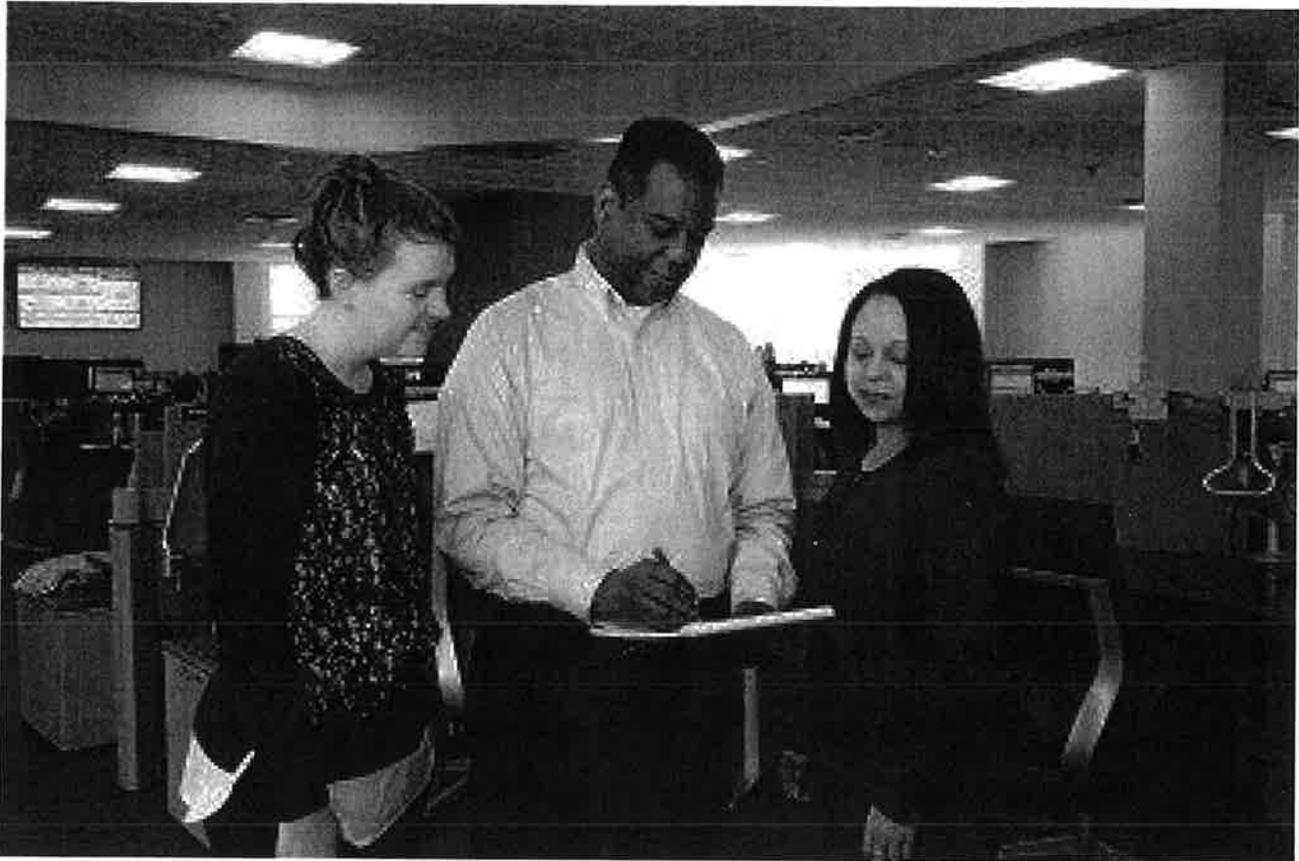
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[https://madison.com/uw-credit-union-passion-commitment-drive-culture/article\\_27744396-4f13-563e-8f42-8316ea471c29.html](https://madison.com/uw-credit-union-passion-commitment-drive-culture/article_27744396-4f13-563e-8f42-8316ea471c29.html)

NO. 1 | UW CREDIT UNION

## **1. UW Credit Union: Passion, commitment drive culture**

From the Shining stars: Survey identifies Madison's top workplaces series



Employees confer at one of UW Credit Union's 15 Madison-area locations. The credit union increased its minimum wage to \$15 per hour and conducts regular benchmark studies to ensure that salaries keep pace with the market.

JILL RICKERT

Shortly after joining UW Credit Union as director of brand marketing, Justine Kessler saw the organization's core values played out time after time.

"I was sitting in meetings with vice presidents and others and we were making decisions, and people were saying, 'Is this really right for the member?' or 'This is going to be so much better for the member,'" said Kessler. "We want our members and our employees to be successful."

"There's a lot of passion at every level, and that's been refreshing for me," she added.

Lee Wiersma, executive vice president and chief human resources officer, said UW Credit Union's workforce reflects the credit union industry's drive to serve its members.

“We’re fanatical about member service. ... There’s almost a social justice aspect to it,” said Wiersma, whose 250,000-member credit union was top-ranked among large companies in this year’s survey.

Wiersma said the credit union, which has \$2.7 billion in assets, provides its employees with a robust package of benefits, including matching the first 4 percent of 401(k) contributions and 50 percent of an additional 2 percent.

In 2018, UW Credit Union also fully implemented a \$15 hourly “foundation wage” for its employees.

“We wanted tellers coming to work for us not to have to get an extra job so they can spend more time with their family or, if they’re a student, they can spend more time on their studies,” Wiersma said.

The credit union conducts regular benchmark studies to ensure that salaries throughout the organization keep pace with the marketplace.

It also offers free bus passes, a health and wellness program, two days of paid volunteer time and educational reimbursement. UW Credit Union also prefers to promote internally, where possible.

Last year, it held a “Halftime Huddle” to recognize the accomplishments and engagement of its employees. The daylong event featured balloons, thank-you signs, personalized letters of thanks from CEO Paul Kundert, gifts and an afternoon social.