

VILLAGE OF ELM GROVE

13600 Juneau Boulevard
Elm Grove, WI 53122

BOARD OF TRUSTEES MEETING AGENDA TUESDAY, JULY 23, 2024 * 7:00 P.M. * COURTROOM

ZOOM LINK: <https://us02web.zoom.us/j/83489188381?pwd=aU1oc1ZVa0hxRE9LZVRNckRuRFNPUT09>

MEETING ID: 834 8918 8381 PASSCODE: 591875

1. **Roll Call**
2. **Announcement of Closed Session pursuant to Wis. Stats. 19.85(1)(g) to discuss update on Litigation(s), more specifically, Matthew Donahue v. Village of Elm Grove et al.; and Geoffrey D. Wilber v. Village of Elm Grove et al.; and Wis Stats. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**
3. **Pledge of Allegiance**
4. **Public Hearing**
5. **Public Comments on any subject without any action, except possible referral to a governmental body or staff member**
6. **Approval of Agenda**
7. **Approval of Minutes**
 - a. June 25, 2024 – Board of Trustees DRAFT Minutes
8. **Report of the Village President – James Koleski**
9. **Report of Fire Chief – Brian Naylor**
 - a. FD Report – June
10. **Report of Police Chief – Jason Hennen**
 - a. PD Chief Report – June
 - b. PD Report – June
11. **Report of EMS Director – Dr. Jon Robinson**
 - a. EMS Quarterly Report
12. **Report of Village Clerk – Katie Panella**
 - a. Review and act on Special Event Permit for Elm Grove Oktoberfest submitted by the Elm Grove Community Foundation.
13. **Report of Village Manager – Thomas Harrigan**
 - a. Review and act on a Joint Request for Proposal for Village Logo Redesign.
 - b. Updates on the Caroline Heights Development.
 - c. Discussion on “Chronic Nuisance Premises” Ordinances with possible referral to a governing body (Plan Commission / Legislative Committee).
 - d. Update on Property Maintenance Violations, 15220 and 15260 Marilyn Drive.
 - e. Discussion on the regulation of trampolines with possible referral to a governing body (Plan Commission / Legislative Committee).

14. Report of Village Attorney – Hector de la Mora

15. Report of Standing Committees

a. **Plan Commission – President Koleski**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

1. Draft Minutes from 07/01/24

b. **Library Board – Trustee Castile**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

c. **Public Works – Trustee Schindler**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

1. Draft Minutes from 07/08/24
2. Review and action on request for We Energies Distribution Easement.
3. Review and action on Department of Public Works Pole Building Bid.
4. Update and discussion on Referendum for Underwood Creek Daylighting.

d. **Public Safety – Trustee Sayas**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

e. **Legislative – Trustee Stuckert**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

f. **Park and Recreation – Trustee Shepherd**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

1. Fourth of July Recap Memo

g. **Administrative and Personnel – Trustee Stuckert**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings

h. **Finance and Licensing – President Koleski**

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

1. Update on Q3 2024 Firehouse subs Public Safety Foundation Grant.
2. Review and possible action on VOIP Quotes.
3. Project Updates and Financial Reports.
4. Review and act on vouchers.

16. Closed Session –

Motion will be made to go into closed session pursuant to Wis. Stats. 19.85(1)(g) to discuss update on Litigation(s), more specifically, Matthew Donahue v. Village of Elm Grove et al.; and Geoffrey D. Wilber v. Village of Elm Grove et al.; and Wis Stats. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- a. Discuss and provide an update on litigations, more specifically, Matthew Donahue v. Village of Elm Grove et al.; and Geoffrey D. Wilber v. Village of Elm Grove et al.
- b. Discuss and consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

17. Reconvene into Open Session -

Upon conclusion of the closed session, a motion will be made to reconvene in open session, pursuant to Wis. Stats. 19.85(2) for possible discussion and/or action on matters discussed in closed session.

- a. Possible discussion and/or action on litigations, more specifically, Matthew Donahue v. Village of Elm Grove et al.; and Geoffrey D. Wilber v. Village of Elm Grove et al.
- b. Possible discussion and/or action on employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

18. Other Business

19. Adjourn

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Village Clerk, 48 hours prior to the meeting at (262) 782-6700 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in the above notice.

VILLAGE OF ELM GROVE

13600 Juneau Boulevard
Elm Grove, WI 53122

BOARD OF TRUSTEES MEETING DRAFT MINUTES TUESDAY, JULY 23, 2024 * 7:00 P.M. * COURTROOM

1. Roll Call

The meeting was called to order by President Koleski at 7:01PM.

Present: 5 – President Koleski, Trustee Stuckert (Via Zoom), Trustee Schindler, Trustee Castile, and Trustee Hillmann.

Absent: 2 – Trustee Shepherd and Trustee Sayas

- 2. Announcement of Closed Session pursuant to Wis. Stats. 19.85(1)(g) to discuss update on Litigation(s), more specifically, Matthew Donahue v. Village of Elm Grove et al.; and Geoffrey D. Wilber v. Village of Elm Grove et al.; and judgements obtained against Triple J Generation, LLC; and judgements obtained against Crown Development & Advisors, LLC and Wis Stats. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**

President Koleski made the above announcement regarding Closed Session.

3. Pledge of Allegiance

4. Public Hearing

None

- 5. Public Comments on any subject without any action, except possible referral to a governmental body or staff member**

Linda de La Mora, 1260 Lakeside Dr, spoke regarding the history and distribution of the 2024-2025 Elm Grove Directory.

Bonnie Klamik, 1225 Orchard Ln, spoke regarding the history and distribution of the 2024-2025 Elm Grove Directory.

6. Approval of Agenda

Motion by Trustee Castile, second by Trustee Hillmann to approve the Board of Trustee Agenda for Tuesday, June 25, 2024. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

7. Approval of Minutes

- a. June 25, 2024 – Board of Trustees DRAFT Minutes

Motion by Trustee Schindler, second by Trustee Castile to approve the Board of Trustees draft minutes from June 25, 2024 as amended. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

8. Report of the Village President – James Koleski

- a. Appointment to Police and Fire Commission – Dave Beaumier

Mr. Beaumier was present to answer Trustee questions regarding the appointment. Trustee Schindler asked Mr. Beaumier if he was aware that it is a five-year appointment and if he is familiar with the workings of the committee. Mr. Beaumier explained he read the materials and is aware of the commitment.

Motion by Trustee Castile, second by Trustee Schindler to approve the appointment to Police and Fire Commission of Dave Beaumier. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

9. Report of Fire Chief – Brian Naylor

- a. FD Report – May

10. Report of Police Chief – Jason Hennen

- a. PD Chief Report – May
b. PD Report – May

President Koleski highlighted the increase of calls for dogs off leash, aggressive dogs, and unlicensed dogs and explained the Police Chief has added extra bike patrol in the park. President Koleski encourages residents to be aware of the situations and reminded residents that dogs must be on leashes and are not allowed in the Beer Garden. Trustee Stuckert suggested adding this topic in the monthly newsletter and on the Village website as all residents may not be familiar with the rules regarding dogs in the park.

Trustee Stuckert asked about the increase in noise complaints and if it is the same person/location or the same situation. Trustee Stuckert asked for clarification regarding the traffic complaints were doubled and asked if it was due to construction.

Village Manager Harrigan will follow up with Chief Hennen regarding the increase in calls.

11. Report of EMS Director – Dr. Jon Robinson

No report.

12. Report of Village Clerk – Katie Panella

- a. Consideration and possible action on proposed Ordinance 2024-02, Ordinance Opting Out of Extended Closing Hours for Licensed Premises during National Convention Period 2024

Village Clerk Panella explained staff reached out to local establishment's regarding the extension of closing hours. Village Clerk Panella explained the overall feedback from establishments contacted was that they did not have any plans to operate later hours and would remain open during their normal business hours.

Motion by Trustee Schindler, second by Trustee Hillmann to approve Ordinance 2024-02, Ordinance Opting Out of Extended Closing Hours for Licensed Premises during National Convention Period 2024. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

13. Report of Village Manager – Thomas Harrigan

- a. Update on We Energies Power outages, and update on “Overhead to Underground” resiliency projects.

Village Manager Harrigan explained the Village is serviced by four feeder stations that are located within the four corners of the Village boundaries with the Wirth Park feeder station being in the worst condition.

Village Manager Harrigan provided an update of the timeline for the ‘Overhead to Underground’ resiliency plans. Village Manager Harrigan explained the Village will be in a good spot when other project areas are slated for construction for ‘Overhead to Underground’ which will hopefully improve the overall outage experience. Village Manager Harrigan explained he has received inquiries from residents regarding the telecommunication lines to be buried. Village Manager Harrigan explained WE Energies stated if the Village is to pursue the colocation of telecommunication facilities with the power facilities, it could potentially delay the current timeline.

President Koleski asked if We Energies could put their position on their letterhead what will happen to the poles following the burial of infrastructure. President Koleski stated the feeder lines will remain above ground because it transfers from transformer to transformer.

Village Manager Harrigan explained the WE Energies representatives will be at the Committee of the Whole meeting in September.

- b. Update on Finance Director Recruitment

Village Manager Harrigan explained two candidates were interviewed and a second round of interviews was completed on June 25th. The second interview was two panels. One panel was members of the Finance Committee and the second panel was department heads. Village Manager Harrigan explained an offer will be extended to the candidate.

c. Update on Village Projects

Village Manager Harrigan provided an update regarding the Caroline Heights construction, specifically the dust not being abated by way of cars, trucks, construction traffic going through the neighborhood off Stephen Place. Village Manager Harrigan explained DF Tomasini was affected by the Operator Strike in Southeastern Wisconsin, which meant there was no water being applied to the roadway. Village Manager Harrigan explained staff reached out to DF Tomasini to apply water to the roadway in the early morning and evening. Village Manager Harrigan stated additional road closure signage was added to the roadway on Stephen Place to deter traffic.

Village Manager Harrigan stated the Underwood Creek Daylighting project is moving along and further details will be discussed in Closed Session.

Village Manager Harrigan provided an update on the Highland Drive Pedestrian Pathway construction. Village Manager Harrigan explained the contractor has completed the paving of the pathway, absent the crossing at the railroad right away. Village Manager Harrigan explained the Office of the Commissioner of the Railroad will hold a Public Hearing on August 6th to consider an order to CP Rail to allow for the crossing to take place. Village Manager Harrigan explained the Highland Drive Culvert replacement is going well and the road will remain closed until July 12th. Village Manager Harrigan explained the current sanitary sewer main was not damaged during the removal of the old culvert, which saved the Village approximately \$12,000.00.

Village Manager Harrigan stated the basketball court has been striped and is now open for play.

Village Manager Harrigan stated the Village is going through to determine if any sensitive information was breached during a recent cyber security event. Village Manager Harrigan explained if it is determined any sensitive information was breached, the Village is obligated to provide notice to those individuals impacted. Village Manager Harrigan stated we are currently working on a plan with our legal counsel provided by our insurance carrier.

14. Report of Village Attorney – Hector de la Mora

No report

Trustee Hillmann asked for an update for outstanding litigation at a future Board of Trustees meeting.

15. Report of Standing Committees

a. Plan Commission – President Koleski

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

The committee did not meet. President Koleski stated the Plan Commission will meet July 1st.

b. Library Board – Trustee Castile

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

1. Draft Minutes from 06/17/24

Trustee Castile stated Laurie Leahy was present. Trustee Castile stated all but two cookies from the parade were sold. Trustee Castile stated FOEGL earned \$1,200.00 in an event with two authors at the Elm Grove Woman's Club. Trustee Castile stated the library is at 57% of the planned budget. Trustee Castile explained there are three different groups working on the Strategic Plan.

Further details regarding the June 17th, 2024 meeting can be found in the minutes.

c. Public Works – Trustee Schindler

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

1. Draft Minutes from 06/10/24

Trustee Schindler stated Ruckert-Mielke was present to provide an update on Grant Assistance Services and provided a review of the grant matrix with the committee. The three main categories for grant options to focus on include Safe Drinking Water Grants, Energy Grants, and Trails/Pathways Grants. Trustee Schindler stated Village staff is looking into the grant finder tool provided by the League of Wisconsin Municipalities.

Trustee Schindler provided an update from the Sustainability Committee. Trustee Schindler stated the plastic bag recycling effort has been completed. Trustee Schindler stated efforts are going to be made to reduce plastic bag use and reduce overall use of plastic packaging. Trustee Schindler explained the committee is working on finding outdoor lighting around Village Hall to provide safety and to align with the goals of the Dark Skies Initiative.

Trustee Schindler stated Department of Public Works Director, Richard Paul Jr., provided an update on the street paving projects planned for 2024. Trustee Schindler stated the winning bid came in at more than \$300,000.00 below budget. Trustee Schindler explained under State law, the Village can add up to 25% to the contract, which would come out to \$123,514.30 for additional street paving. Trustee Schindler explained Mr. Paul Jr. identified parts of Overhill Rd (Lakeside Dr to Juneau Blvd), Woodlawn Circle (Sunset Dr to Hillside Rd), and St. George Ct as streets that could be paved with the additional funding.

Trustee Schindler explained the committee held extensive discussion on the geotechnical and environmental subsurface investigations along the proposed channel alignment of the daylighting project. Trustee Schindler explained the reason for the investigation is the high probability of saving the Village money by taking the uncertainty out of the bidding process for contractors. Trustee Schindler explained having a better idea of condition of the soil along the proposed channel will allow contractors to reduce the amount of contingency in their bid by removing or reducing the unknowns. Trustee Schindler stated the committee recommends a Request for Proposal for a traffic study of the impacted area near the Park and Shop and to commission an updated plat survey of the abandoned CP Rail Corridor the Village is looking to purchase.

Trustee Castile asked for clarification regarding the traffic study. Trustee Schindler explained it will be a larger scale traffic study and it will include pedestrian safety.

Further details regarding the June 10th, 2024 meeting can be found in the minutes.

2. Draft Minutes from 06/17/24

Trustee Schindler stated the committee met onsite to walk the area where the construction will take place to discuss proposed plans for the Underwood Creek Daylighting project.

Trustee Schindler explained the committee discussed the modified Scope of Services presented by Stantec. Trustee Schindler explained the Village was informed in May that CP Rail has a long-term plans to run a third rail line through the Village. Trustee Schindler explained the third rail, while still on CP Rail property, would increase the Zone of Influence, where any construction near the tracks would be subject to third party review, which would be extensive and expensive. Trustee Schindler explained a solution was discussed to move part of the channel further west. Trustee Schindler explained the committee was in favor of moving the pedestrian pathway to the east of the channel, as it will be near more green space. Trustee Schindler explained that adding a future bridge to cross the creek would make the area more bike and pedestrian friendly and as a connector trail, it is anticipated to be eligible for grant funding.

Further details regarding the June 17th, 2024 meeting can be found in the minutes.

3. Discussion and action on increase of Paving Project up to \$123,514.30 for additional work.

Motion by Trustee Hillmann, second by Trustee Castile to approve the increase of Paving Project up to \$123,514.30. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

4. Discussion and action on geotechnical and environmental subsurface investigations along the proposed channel alignment of the daylighting project (Stantec Task 1 and table 1 of estimated fees of \$204,737.00, commissioning of an RFP for a traffic study proposal to include traffic, pedestrian and parking with a timeframe and cost, and retaining services to provide an updated plat for the railroad property that is subject to negotiations.

Trustee Hillmann asked if there was a downside or any concerns in the discussions. Trustee Schindler explained the original designs were 90% complete; however, they did not include the geotechnical investigations, which means contractors who bid on it would put a higher contingency. Trustee Schindler stated they thought they were further along in the project. President Koleski stated it is a natural progression in the project to have the information to better estimate the cost of the project. President Koleski asked Attorney de la Mora about the \$500,000.00 limit with TID spending. Trustee Stuckert explained she would like to keep the project moving and it has sat for too long.

Motion by Trustee Schindler, second by Trustee Stuckert to approve the geotechnical and environmental subsurface investigations along the proposed channel alignment of the daylighting project (Stantec Task 1 and table 1 of the estimated fees of \$204,737.00), commissioning of a RFP for a traffic study proposal to include traffic, pedestrian and parking with a timeframe and cost, and retaining services to provide an updated plat for the railroad property that is subject to negotiations. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

5. Discussion and action of Design Modification Services from Stantec (Task 1, Table 2 of estimated fees of \$176,568.00), to include Alternate Evaluation for channel alignment and bank treatments, design of revisions, and storm sewer modifications.

Motion by Trustee Schindler, second by Trustee Stuckert to approve the proposed design modification scope of work identified in the June 14th, 2024, Task Order 2024-2, not to exceed \$176,568 and to include the following design activities:

1. Alternatives Evaluation for channel alignment and bank treatments.
2. Design of revised channel and bank treatments in selected alternative; corresponding hydraulic model modifications.
3. Storm sewer modifications to accommodate drainage improvements.

The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

d. Public Safety – Trustee Sayas

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

1. Draft Minutes from 06/17/24

Trustee Hillmann explained the committee considered a number of traffic related requests, which were either tabled or closed out. Trustee Hillmann explained the citizens who brought the issues forward were not present at the meeting.

Trustee Hillmann stated there was a request for a crossing guard on Watertown Plank Road and Crescent Drive. Trustee Hillmann explained based on Chief Hennen's input, it is a currently lighted intersection with mid-road signage, no action will be taken at this time. Trustee Hillmann explained the committee will continue to monitor the area given the increase of traffic from the Caroline Heights project.

Further details regarding the June 17th, 2024 meeting can be found in the minutes.

e. Legislative – Trustee Stuckert

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

The committee did not meet.

f. Park and Recreation – Trustee Shepherd

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

1. Draft Minutes from 06/11/24

Trustee Hillmann explained the committee discussed July 4th issues. Trustee Hillmann explained the committee discussed an adjustment to the CORP. Village Manager Harrigan explained the motion was made at the May Board of Trustees meeting by President Koleski to engage with Vandewalle and not to exceed \$24,000 for the development of a CORP document that would be satisfactory to the needs of the Village. Village Manager Harrigan explained the motion was not specific to indicate if the scope of the project were changed or modified based on the dollar amount that it would have to go back to the Board of Trustees. Village Manager Harrigan explained the \$24,000 was proposed to Vandewalle and they modified their scope. Village Manager Harrigan stated the changes that were made were related to the surveys that get generated, rather than Vandewalle handling the survey, they will ask Village staff to put together the first set of

survey questions with Vandewalle reviewing them. Trustee Hillmann stated the discussion with the committee is if the change of scope of services would be acceptable to the Board of Trustees, as the expectation was that the change in price would not result in a change of service. Trustee Hillmann explained the change in price was requested because they were substantially more expensive than the other candidates.

President Koleski explained it was a resolution for staff to proceed with Vandewalle at a price not to exceed \$24,000, as staff wanted to work with them after they conducted their analysis. Trustee Castile stated his understanding was the scope of services would not change, the price would. Trustee Hillmann stated it is a different proposal. President Koleski stated it is an adjustment to the proposal submitted. President Koleski stated the motion indicated it would not exceed \$24,000 and it passed unanimously. President Koleski explained intrinsically the bid was a certain number and if scope is not adjusted in some peripheral areas, how do you justify a different bid.

Trustee Hillmann stated the committee reviewed proposals the other bids were not able to change their proposals. Trustee Hillmann stated they were asked to change their price, not services offered, which is different than the original proposal. Trustee Hillmann stated there is now a new proposal that the Board of Trustees and the committee have not seen or approved. President Koleski stated he asked Vandewalle to change the scope when he added the Public Outreach portion to the scope.

Further details regarding the June 11th, 2024 meeting can be found in the minutes.

g. Administrative and Personnel – Trustee Stuckert

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings

1. Review and possible action on Department of Public Works organizational restructure

Trustee Stuckert explained the Village Forester is retiring and with the retirement, there is a proposal to restructure the Department of Public Works. Trustee Stuckert explained the restructure would help the department operate more efficiently. Trustee Stuckert stated the proposal is more streamlined and the Forester is combined with a Superintendent position with administrative responsibilities.

Trustee Schindler asked Village Manager Harrigan the reason for flattening the chain of command. Village Manager Harrigan explained it is primarily for efficiencies and to remove the daily tasks away from the director.

Trustee Stuckert stated she would like to see something in the description to be proactive for identifying trees within the right-of-way prior to any construction starting on a new property.

Motion by Trustee Castile, second by Trustee Schindler to approve the Department of Public Works organizational restructure. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

h. Finance and Licensing – President Koleski

Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

1. Review and act on Original Alcohol application for R&L Enterprises for Class “B” Beer and “Class C” Wine license for the 2024-2025 licensing period.

Motion by Trustee Schindler, second by Trustee Stuckert to approve the Original Alcohol application for R&L Enterprises for Class “B” Beer and “Class C” Wine license for the 2024-2025 licensing period. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

2. Project Updates and Financial Reports

No project update given the vacancy in the Finance Director position.

3. Review and act on vouchers

Motion by Trustee Stuckert, second by Trustee Schindler to approve the vouchers as submitted. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

16. Closed Session –

Motion will be made to go into closed session pursuant to Wis. Stats. 19.85(1)(c) to discuss and consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and Wis. Stats 19.85(1)(e) for possible discussion and deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

President Koleski made the above announcement regarding Closed Session.

Roll Call Vote to Convene into Closed Session at 8:30PM. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

- a. Discuss and consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- b. Discuss and deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

17. Reconvene into Open Session -

Upon conclusion of the closed session, a motion will be made to reconvene in open session, pursuant to Wis. Stats. 19.85(1)(c) and Wis. Stats. 19.85(1)(e) for possible discussion and/or action on matters discussed in closed session.

Roll Call Vote to Reconvene into Open Session at 9:30PM. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

- a. Possible discussion and/or action on employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
- b. Discuss and deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

18. Other Business

Trustee Stuckert stated she received a letter regarding regulating trampolines with nets in residence's front yards. Trustee Stuckert explained that it appears that there is currently nothing in the ordinances to regulate them, as they are not considered a play structure. Trustee Stuckert stated they are big and they go up and usually stay up for long periods of time. Trustee Stuckert stated it is her recommendation to create an ordinance regulating the placement of trampolines. Trustee Stuckert would like to refer this item to the Plan Commission for consideration and recommendation of a possible ordinance regulating trampolines.

Trustee Stuckert asked staff to look into this to see what other municipalities do to regulate trampolines and bring it back before the Trustees.

19. Adjourn

Motion by Trustee Hillmann, second by Trustee Schindler to adjourn the Board of Trustees meeting at 9:39PM. The motion carried by the following vote:

Aye: 5 – President Koleski, Trustee Stuckert, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

Elm Grove Fire department

Fire Chief Narrative

Board of Trustee Report

Training for May, 2024

For the month of June the fire department has concentrated training Water supply and VES (vent, enter and search).

June had 10 calls for service

2-CO alarms

1-Natural Gas Investigation

2-Motor Vehicle Accidents

1-Electrical Hazard

4-Fire Alarms

Respectfully submitted,

Brian Naylor, Elm Grove Fire Chief

ELM GROVE POLICE DEPARTMENT

DATE: July 17, 2024
TO: Village Board of Trustees
FROM: Jason Hennen, Chief of Police
SUBJECT: June 2024 Summary

Village Trustees:

Attached is the monthly report for June, 2024. At the Police and Fire Commission meeting, the Commission made conditional appointments of Jared Peterson and Peter Holmes to the position of Police Officer. Officer Peterson started on July 9th and Officer Holmes is expected to begin in early August.

The Detective Bureau is currently working 8 active investigations, which include 4 thefts, 6 frauds, 1 sensitive crimes investigation, and a death investigation. The attached CM Inquiry List report provides details on current active cases being investigated, and also recent cases closed by the Detective Bureau.

Our staff has increased our attention to focused speed enforcement. Staff are conducting random *speed waves*, which is an enforcement strategy that is done with several officers focusing on a specific stretch of roadway at a targeted time. A heavy police presence is created with the multiple squads being on simultaneous traffic stops which oftentimes results in future compliance.

Officer Weber is engaged in an active community services role this summer. Weber assisted with training the Rec and Pool Staff on recognition of circumstances that should necessitate the involvement of police. He also assisted with the Safety Village program in June. Officer Weber as well as other officers have been assigned to bike patrol for both daily patrol and special events in the park.



Jason Hennen
Chief of Police



Elm Grove Police Department
 13600 Juneau Blvd, Elm Grove, WI 53122
 (262)-786-4141

CM Inquiry Lists

Printed On: 07/16/24 09:43

Elm Grove Police Department

Case#	Invest#	Status	Assigned Date	Prim PF	Solv Fact	Highest - CAT
24-000244	24-000015	Open	07/16/24	Mayer, Craig A		11-Fraud
24-000238	24-000014	Open	07/10/24	Lenardic, Sean Z		11-Fraud
24-000221	24-000012	Open	06/20/24	Lenardic, Sean Z		06-Theft
24-000211	24-000013	Open	06/24/24	Lenardic, Sean Z		06-Theft
24-000204	24-000011	Suspended	06/19/24	Unger, Ryan A		11-Fraud
24-000149	24-000009	Open	04/19/24	Mayer, Craig A		46-DOA
24-000123	24-000008	Closed	03/26/24	Lenardic, Sean Z		49-Miscellaneous Service Report
24-000122	24-000007	Closed	03/25/24	Mayer, Craig A		10-Forgery/Counterfeiting
24-000108	24-000006	Open	03/19/24	Mayer, Craig A		06-Theft
24-000085	24-000004	Closed	03/07/24	Mayer, Craig A		02-Sexual Assault
24-000075	24-000003	Closed	02/26/24	Mayer, Craig A		05-Burglary
24-000071	24-000005	Suspended	02/21/24	Mayer, Craig A		05-Burglary
24-000011	24-000001	Closed	01/09/24	Karasti, Kyle D		11-Fraud
23-000640	24-000002	Suspended	01/19/24	Mayer, Craig A		06-Theft
23-000630	23-000028	Closed	12/21/23	Mayer, Craig A		09-Other Assaults
23-000610	23-000027	Open	12/07/23	Mayer, Craig A		11-Fraud
23-000609	23-000026	Suspended	12/07/23	Mayer, Craig A		11-Fraud
23-000601	23-000025	Open	12/05/23	Lenardic, Sean Z		11-Fraud
23-000519	23-000003	Closed	11/22/23	Mayer, Craig A		11-Fraud
23-000495	23-000021	Closed	11/15/23	Lenardic, Sean Z		05-Burglary
23-000469	23-000002	Open	11/09/23	Mayer, Craig A		11-Fraud
23-000428	23-000022	Suspended	08/22/23	Lenardic, Sean Z		11-Fraud
23-000398	23-000001	Suspended	11/09/23	Mayer, Craig A		05-Burglary
23-000388	23-000009	Open	11/13/23	Lenardic, Sean Z		11-Fraud
23-000369	23-000008	Open	11/13/23	Lenardic, Sean Z		26-All Other Offenses
23-000368	23-000004	Closed	11/13/23	Mayer, Craig A		11-Fraud
23-000342	23-000007	Closed	11/13/23	Lenardic, Sean Z		06-Theft
23-000335	23-000006	Closed	11/13/23	Lenardic, Sean Z		05-Burglary
23-000248	23-000005	Closed	11/13/23	Mayer, Craig A		11-Fraud
23-000063	23-000024	Closed	11/30/23	Lenardic, Sean Z		18-Narcotic Law Violations
22-000211	24-000010	Open	06/03/24	Mayer, Craig A		06-Theft



**ELM GROVE POLICE DEPARTMENT
MONTHLY REPORT
Call for Service Total Activity**



1/1/2024 - 6/30/2024

	Jan	Feb	Mar	Apr	May	Jun	Total
911 Verify	22	18	23	23	20	23	129
911/TDD Test	3	5	1	3	3	2	17
Abandoned Vehicle	1	1	2	1	1	1	7
Accident-Personal Injury	2	1	1	0	1	2	7
Accident-Property Damage On	18	5	4	7	6	9	49
Accident-Unknown	1	0	0	1	0	0	2
Alarm Business	2	1	3	2	2	4	14
Alarm Residential	8	5	7	7	1	5	33
Ambulance Request	32	20	27	22	34	17	152
Animal Bite Dog/Cat	0	0	0	0	1	2	3
Animal Complaint	6	6	6	7	6	19	50
Area Check	2	2	6	2	8	7	27
Assault	0	0	0	1	0	0	1
Assist Invalid	6	6	1	9	5	5	32
Assist Other Ambulance Servic	1	3	3	1	4	2	14
Assist Other Fire Department	7	1	1	2	2	1	14
Burglary	1	1	0	0	0	0	2
Burning Complaint	0	0	0	1	0	0	1
CDTP	1	0	1	1	0	0	3
Community Relations	11	23	16	23	18	13	104
Court Order Vios/TRO/DOM/IN	0	2	0	0	1	0	3
Death Investigation	0	2	0	1	0	0	3
Disabled Vehicle	52	7	11	6	9	17	102
Disorderly Conduct	0	1	3	1	2	2	9
Domestic Dispute	0	0	0	0	1	0	1
Duty Injury	0	2	0	0	0	0	2
Extra Patrol Request	2	1	3	9	6	9	30
Fight	0	0	0	1	0	0	1
Fire Alarm	1	2	1	6	2	4	16



ELM GROVE POLICE DEPARTMENT MONTHLY REPORT Call for Service Total Activity



1/1/2024 - 6/30/2024

	Jan	Feb	Mar	Apr	May	Jun	Total
Fire Department Call	34	2	4	2	2	4	48
Fugitive Warrants All	0	0	1	0	0	0	1
Harassment	0	0	0	0	0	1	1
Lockout	5	2	3	3	3	4	20
Lost Property	1	2	0	2	0	0	5
Missing Person	1	0	0	5	3	1	10
Mutual Assist to other PD	1	1	2	5	3	5	17
Noise Complaint	0	1	0	1	7	2	11
Open Door/Window Business	8	12	15	16	10	13	74
Open Door/Window Residence	3	5	4	3	5	10	30
Ordinance Violation	12	3	2	7	8	16	48
Parking Complaint	6	0	3	2	2	9	22
Patrol Info	2	0	1	2	12	2	19
Public Accident	0	0	0	2	2	1	5
Public Service	37	49	47	44	42	53	272
Recovered Property	1	1	5	4	4	4	19
Request Mutual Aid for Fire De	0	0	1	0	0	0	1
Request Mutual Aid for Police	3	4	10	3	3	5	28
Request Mutual Aid-Ambulanc	1	0	0	1	0	0	2
Sex Offense	0	0	1	0	0	0	1
Speed Trailer Deployment	0	0	0	1	3	2	6
Suspicion-General	4	7	7	3	5	5	31
Suspicious Person	2	5	5	4	7	9	32
Suspicious Phone Call	1	1	1	3	0	0	6
Suspicious Vehicle	5	6	12	15	8	11	57
Tavern/Tobacco Check	0	4	0	2	3	4	13
Theft	6	8	3	2	3	6	28
Traffic Complaint	2	7	2	7	14	15	47
Traffic Counter Deployment	1	1	2	2	1	0	7
Traffic Hazard	79	11	7	7	13	13	130



**ELM GROVE POLICE DEPARTMENT
MONTHLY REPORT
Call for Service Total Activity**



1/1/2024 - 6/30/2024

	Jan	Feb	Mar	Apr	May	Jun	Total
Traffic Stop	267	327	363	334	263	311	1,865
Transient Merchant	0	0	0	0	1	0	1
Weather Alert/Warning	0	2	2	1	7	6	18
Total	661	576	623	620	567	656	3,703

CAD Dispositions

	Jan	Feb	Mar	Apr	May	Jun	Total
All Other Dispos	486	367	360	419	412	475	2,519
Verbal Warning	175	209	263	201	155	181	1,184
Total	661	576	623	620	567	656	3,703



Elm Grove Police Department

MONTHLY REPORT



Case Activity based on CFS Management Codes

** For official use only **

CASES by CFS CODES	Jan	Feb	Mar	Apr	May	Jun	Total
Administrative	2	2	1	1	0	0	6
Animal Complaints - Bite	0	0	0	0	1	2	3
Bail Jumping	1	1	0	1	0	0	3
Burglary - No Forced	0	1	0	0	0	0	1
Burglary - No Forced Entry/Residence/Day	0	1	0	0	0	0	1
Burglary - No Forced Entry/Residence/Night	0	0	0	0	0	1	1
Carrying a Concealed Weapon	0	1	0	0	0	0	1
Death: Natural/Accidental	0	2	0	1	0	0	3
Disorderly Conduct	0	1	1	1	1	2	6
Disorderly Conduct - Simple Assault	0	0	0	0	1	0	1
Driving/Operating Under the Influence -	2	1	3	0	1	0	7
Driving/Operating Under the Influence -	0	0	0	1	0	0	1
Embezzlement - Business Property	0	1	0	0	0	0	1
Forgery of Checks	0	0	1	0	0	0	1
Found/Recovered - Property	1	2	5	5	4	4	21
Fraud	1	0	0	1	0	0	2
Fraud - Identity Theft	0	0	1	0	0	0	1
Fraud - Illegal Use of a Credit Card	0	0	0	0	0	1	1
Fraud - Impersonate/Identity Theft	0	1	1	0	2	0	4
Fraud - Swindle	0	1	0	0	0	0	1
Fraud and Abuse - Computer/Computer	0	0	0	0	1	0	1
Health or Safety	1	1	0	0	0	0	2
Hit and Run/Leaving the Scene of an	1	0	1	2	1	0	5
Indecent Exposure	0	0	0	0	0	1	1
Informational Report/All Other	3	6	9	3	3	5	29
Liquor Laws - Tavern Violatons (Bartender,	0	1	0	0	0	0	1
Lost/Missing Person - Adult	1	0	0	0	1	0	2



Elm Grove Police Department

MONTHLY REPORT



Case Activity based on CFS Management Codes

**** For official use only ****

	Jan	Feb	Mar	Apr	May	Jun	Total
Lost/Missing Person - Juvenile	0	0	0	0	0	1	1
Marijuana - Possession	0	0	4	3	2	1	10
Mental Observation/Emergency Detention	1	0	1	0	0	2	4
Mutual Aid	0	0	0	1	0	0	1
MV Accident-Personal Injury	3	0	0	0	1	2	6
MV Accident-Property Damage Only	16	3	3	1	1	7	31
Obstruct a Criminal Investigation	0	0	0	0	1	0	1
Ordinance/Zoning Violation	0	0	0	0	1	0	1
Public Order Crimes	0	0	1	0	0	0	1
Sexual Assault	0	0	1	0	0	0	1
Simple Assault	0	0	1	1	0	0	2
Suspicious Circumstances	2	1	3	0	0	0	6
Suspicious Person	0	1	0	1	1	0	3
Theft - All Others <\$50	2	0	0	0	0	0	2
Theft - All Others >=\$200	1	2	0	0	0	1	4
Theft - Auto Parts >=\$200	0	0	1	0	0	0	1
Theft - From Auto <\$50	0	2	0	0	0	0	2
Theft - From Building >=\$200	0	0	0	0	0	1	1
Theft - From Shipment >=\$200	0	0	0	0	0	1	1
Theft - Pocketpicking >=\$200	0	0	0	0	0	1	1
Theft of Motor Vehicle	0	0	0	1	0	1	2
Traffic Offense	7	1	11	8	3	5	35
Violation of a Court Order	0	0	0	0	1	0	1
Violation of a Court Order Including DV	0	0	0	0	1	0	1
Warrant - Other Dept Pickup	0	1	1	2	1	2	7
Total	45	34	50	34	29	41	233

ELM GROVE POLICE DEPARTMENT
Monthly Report
June 2024

	THIS MONTH	THIS YEAR TO DATE	LAST YEAR TO DATE
MISCELLANEOUS ACTIVITY:			
BUSINESS CHECKS	3,555	16,489	13,478
TAVERN CHECKS	4	13	9
VACANT HOME CHECKS	49	306	242
FORFEITURES & FEES COLLECTED	\$12,579.19	\$121,840.54	\$155,994.15

OVERTIME HOURS EXPENDED:			
Dispatcher Carryover	69.75	406.50	158.60
Officer Carryover	158.00	1,048.75	608.75
Court	10.00	46.25	48.50
Meetings/Conferences	9.00	17.00	25.50
Report Writing	0.00	6.50	35.50
Training	0.00	155.00	218.50
Investigation	0.00	28.50	26.50
Prisoner Process	1.50	5.00	6.00
Crime Prevention	26.00	94.00	56.00
Special Unit Call-Up (MIU, CDU, SCIT, METRO)	5.50	23.00	47.50
Miscellaneous	0.00	0.00	21.00
OVERTIME HOURS TOTAL	279.75	1,830.50	1,252.35

911 CALLS RECEIVED:			
EMERGENCY	27	163	163
NON-EMERGENCY	7	49	52
MALFUNCTIONS	0	0	0
VERIFICATIONS	23	129	189
TESTS	2	17	37
TOTAL	59	1,044	1,291

Elm Grove EMS Statistics

2024

		Days	31	29	31	30	31	30	31	31	30	31	30	31
2024		Start	01/01/24	02/01/24	03/01/24	04/01/24	05/01/24	06/01/24	07/01/24	08/01/24	09/01/24	10/01/24	11/01/24	12/01/24
YTD		Name	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
		Month	1	2	3	4	5	6	7	8	9	10	11	12
132	Total Calls		46	25	32	29	42	24	0	0	0	0	0	0
85	Day Calls		31	15	20	19	31	12						
47	Noc Calls		15	10	12	10	11	12						
11	Mutual Aid Calls		1	4	4	2	4	2						
	Run Subs													
	Number		4	2	1	2	7	0						
	Avg Call Crew Size													
2.08	Overall		2.58	2.52	2.41	2.52	2.21	2.36						
2.20	Day		2.76	2.75	2.52	2.53	2.28	2.54						
1.87	Night		2.27	2.11	2.00	2.50	2.08	2.17						
130,941	Total Pay		32,898	31,515	33,367	33,161	33,863	31,649						
	Crew Hours Spent													
	Staffed On-Call		1488	1404	1434	1488	1464	1432						
	All Available		37	38	41	25	26	24						

2024		Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
YTD														
		Total Shifts to Fill	248	232	248	240	248	240	248	248	240	248	240	248
		Avg												
26.57		Shifts Unfil	31.00	17	22	40	34	33	40					
		%	12.77	6.9	9.5	16.1	14.2	13.3	16.7					
		ALS Shifts to Fill	124	116	124	120	124	120	124	124	120	124	120	124
		Avg												
		ALS Unfilled	26.17	9	19	27	33	30	39					
		%	21.60	7.3	16.4	21.8	27.5	24.2	32.5					
		06-10	4	2	3	2	3	0						
		10-14	2	7	10	14	14	21						
		14-18	3	10	14	17	13	18						
		18-06	0	0	0	0	0	0						
		Other	0	0	0	0	0	0						
		BLS Shifts to Fill	124	116	124	120	124	120	124	124	120	124	120	124
		Avg												
		BLS Unfilled	4.83	8	3	13	1	3	1					
		%	3.93	6.5	2.6	10.5	0.8	2.4	0.8					
		06-10	3	0	4	0	0	0						
		10-14	2	1	5	0	1	0						
		14-18	3	1	4	1	2	0						
		18-06	0	0	0	0	0	0						
		Other	0	1	0	0	0	1						

2024	<u>Major Activities</u>
	Training on New Cardiac Arrest Equipment
	Cardiac Arrest Team Mechanics
	EVOG (Emergency Vehicle Operations Course) training
	Monthly Lectures on various EMS topics
	Scenario based training (CPAP, Nitrous, Kendrick Device, Cardiac Arrest)
	Training for/with Lifeguards at Community Pool - Cooperative effort of EMS, PD, FD
	Drug overdose, Aggression Response and Self Defense, Trauma injuries, Airway use, Fire Extinguisher Use, 911 access, BLE
	Acquired Equipment outlined in accepted State Grant proposal
	Training on New Video Laryngoscope
	Developed and Implement New Paid On Call System
	State Ambulance Inspections - PASSED both ambulances
	Preparing for Medicare/Medicaid Audit
	Continued Onboarding of new members
	Maintenance
	Ongoing Medication Review and Replenishment
	Ongoing Vehicle Disinfection
	Repair of compressor on Med 224
	Public Relations
	Consolidate control of Social Media for EMS
	WCTC Meet and Greet Event
	Memorial Day Parade
	4th of July Fireworks
	Cruising the Grove Auto Show



VILLAGE OF ELM GROVE
 13600 JUNEAU BOULEVARD
 ELM GROVE, WI 53122
 PH: (262) 782-6700
SPECIAL EVENTS PERMIT APPLICATION**

Special Event: As defined by Chapter 241 of Village Code, is "an outdoor assemblage of 200 or more persons at any one time on public or private property for a performance, celebration, commemoration, display and/or sale of goods or other type of social gathering open to the public for free or upon payment of some kind of consideration; it includes, but is not limited to, whether for profit or not, outdoor festivals, flea markets, fun runs, bicycle races, walkathons, marathons, outdoor gatherings on non-residential property involving the use of temporary structures, and other similar type activities that do not require a permanent site or business location and do not compromise public health, safety or welfare."

This application must be filed with the Village Clerk at least **sixty (60) days prior** to the scheduled date of the special event. Please be sure to fill out the reverse side of this form, as *incomplete submittals will not be accepted.*

Has the proposed event been permitted in a previous year? (circle one): Yes No

Name of Event: Elm Grove Oktoberfest
 Date(s) of Event: Sept 20-21, 2024 Start Date: Sept 20 2023 End Date: Sept 21 2024

Name of Organization (list contact information for all partners, officers and directors if the organization is a partnership or corporation):

Elm Grove Community Foundation
 Address: PO Box 74 City: Elm Grove State: WI Zip: 53122

Contact Person (Day of event): Ted Wentzel
 Address: 14905 Watertown Plank Rd City: Elm Grove State: WI Zip: 53122
 E-Mail: tedwentzel@yahoo.com Home Phone: _____ Cell Phone: 262-844-6774

Time/date event will begin/end : Sept 20, 2024 4pm Sept 21, 2024 10pm

Site plan information. Attach a detailed map/diagram of the event and indicate the location of the following: event vendors (e.g. food, alcohol); parking accommodations (on and off site); proposed road closures; signage.

Estimated attendance at event: 2,000 (Note: more than 300 people requires approval from the Village Board of Trustees)

Will there be outdoor music at event? Yes No _____

Will alcoholic beverages be served? Yes No _____

Other submittal items:

- ❖ Written description of event activities.
- ❖ Proof of event notice (Delivery of notice at least three weeks prior to the event to properties within a 500' radius of the event – Village will provide mailing addresses for affected properties)
- ❖ Signage submission including the number, type and required property consent forms (see Chapter 335-47 of the Village Code of Ordinance).
- ❖ Proof of current insurance (to be accepted and approved by the Village Manager or authorized designee)

I understand the filing of this application does not ensure the issuance of this license and further that additional information may be required. I hereby certify that the foregoing facts are true to the best of my knowledge.

Signature of Applicant: *Ted Wentzel* Date: June 17, 2024

Approved: _____ (Village Manager or authorized designee) Date: _____

**** The Village of Elm Grove is not responsible for the applicant's investing of any monies for purpose of the special event should the application be denied.**

VILLAGE OF ELM GROVE
13600 JUNEAU BOULEVARD
ELM GROVE, WI 53122
PH: (262) 782-6700
SPECIAL EVENTS PERMIT APPLICATION**

Special Events Planning Checklist (check all that apply):

- Road closures/barricades (for use on public property)
- Signage
- Generators
- Vendors (e.g. food; beverage)
- Contact Waukesha County Division of Environmental Health

September 6, 2024

Dear Resident,

We are excited to inform you about the upcoming 0.5K Fun Run scheduled for September 21, 2024, right on your street as part of the Elm Grove Oktoberfest Celebration. The Fun Run is set to kick off at 3:30 pm from O'Donoghue's Irish Pub.

In the interest of ensuring the safety of all participants in the Fun Run, we want to let you know that the Elm Grove Police Department will temporarily close your street beginning at 3:25pm and its immediate vicinity to vehicular traffic. The streets will re-open at 3:40pm. We anticipate around 275 runners to take part in this event.

Should you require access to or from your driveway or residence using a vehicle, we kindly request that you make necessary arrangements either before the street closure or once your street is reopened.

Furthermore, we extend a warm invitation for you to consider joining in on the Fun Run or perhaps afterward at Village Park to partake in the Elm Grove Oktoberfest Celebration.

With warm regards,

Elm Grove Community Foundation Board

Elm Grove Community Foundation To Hold 8th Annual Oktoberfest to support community projects

Since 2016, the Elm Grove Community Foundation has been bringing our community the sights, sounds and tastes of Germany to Village Park. The 8th Annual Elm Grove Community Foundation Oktoberfest celebration, presented by Honest Teeth, kicks off again on Friday, September 20 at 5 pm featuring German and local beers, American and German food options, live music, Oktoberfest games. The fun continues Saturday, September 21 at 3:30 pm with the annual 0.5K Fun Run, followed by the traditional Oktoberfest celebration, with authentic live German music, Raise Your Pint contests, more Oktoberfest games, and lots of local and German beers.

With an expected crowd of over 3,000 people attending the festivities, the Community Foundation is excited to showcase live local music performances by the Evan & Tom Leahy Band on Friday night and the Jeff Winard Band on Saturday night.

In addition to live music, Oktoberfest will feature an even larger Bier und Wine tent sponsored by Leinenkugel's, a variety of food options including Nothing Bundt Cakes, Pop's Kettle Corn, Kettle Range Meats, Great Harvest Bread, Romero's Tacos, Donut NV and others. Attendees can participate in several Oktoberfest games including Stein Racing and new this year a Kids Zone Rock Climbing wall sponsored by Doering and Co. We'll also feature the Raise Your Pint contest but are moving the stage away from the pavilion so guests can enjoy more of the live German music.

On Saturday, the 0.5K Fun Run kicks off at 3:30pm and is more of a walk/run beer parade from O'Donoghue's Irish Pub, the Official Oktoberfest Race Sponsor, to the Village Park Oktoberfest grounds to kick off the day's festivities. Participants over 21 may enjoy some great brews along the way provided by Molson Coors. Registered runners/walkers receive a race t-shirt, a few free beers and finish at the Oktoberfest tent in Village Park. Those under 21 are encouraged to participate and may enjoy root beer along the course instead. All finishers, which is hopefully everyone, will receive a special cow bell medal.

Official Auto Sponsor, Uptown Motors Automotive Group, has arranged for the Elm Grove Original Scooter (EGOS) group to lead the way to ensure runners do not veer off course. Other race sponsors include Medical Sponsor Weber Physical Therapy. If your business is interested in being a sponsor, please email us at elmgrovefoundation@gmail.com for more information.

Joint Request for Proposal (RFP) for Logo Redesign
Issued by: Village of Elm Grove and Elm Grove Community Foundation

1. Project Overview

The Village of Elm Grove and the Elm Grove Community Foundation are seeking proposals from a qualified graphic designer, design firm, or agency to refresh and redesign their respective logos and develop a short style guide for each. The objective is to create two final logos that are visually related yet distinct enough to avoid confusion. Both logos should reflect the organization they represent, feel contemporary and timeless, and be easy to work with from a design and reproduction standpoint.

The Village of Elm Grove and the Elm Grove Community Foundation will retain all rights to any and all images, logos, and style guides created by the selected designer or firm.

2. Project Scope

The redesign should:

- Reflect the character and heritage of the municipality and community organization.
- Consider revisiting elm tree symbols but ensure distinctiveness from other local organizations using similar imagery.
- Avoid dense designs that may not reproduce well in various mediums. This is a challenge of the current village logo.
- Be easily reproducible at various sizes and in different formats.
- Ensure each logo performs well in both black-and-white and color versions.
- Create a horizontal and vertical version of both logos for flexible use.
- Have a coordinated look without causing confusion between the two logos.

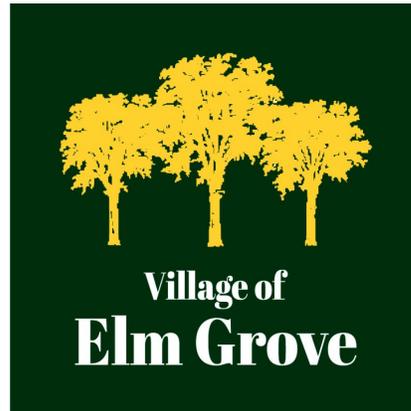
3. Target Audience

The primary audience for both logos is the residents of Elm Grove, Wisconsin.

4. Current Branding

Village of Elm Grove

- **Current Logo:** Features multiple elm trees with a dense design that does not always reproduce well in certain mediums.



- **Objective:** Slight refresh/evolution, maintaining the heritage and reflection of the community, while modernizing the look. Simplify the graphic presentation.

Elm Grove Community Foundation

- **Current Logo:** Features "53one22" which causes communication confusion based on the layout / treatment. The numbers represent the zip code of Elm Grove (53122).



- **Objective:** Redesign for clearer communication and a contemporary look. Design a

5. Deliverables

- An initial broad range of concepts for each logo that meets the criteria stated above.
- Revisions and refinement, going from a large set of broad concepts down to the final designs.
- Two final logos (one for each organization) with both horizontal and vertical use-case versions.
- A brief style guide with usage guidelines and "dos and don'ts" for each logo.
- Suggested complementary color palette.
- Professional artwork files (.eps).

6. Budget and Timeline

- **Budget:** \$6,000

This budget is to be considered inclusive and “all-in”, to include any and all vendor fees and expenses (e.g. initial concepts, subcontractor fees, presentation time and materials, travel time and expenses, production hard costs, retouching, font purchases, electronic artwork delivery, and project and account management).

- **Timeline:**

- RFP Issued: {DATE}
- Proposals Due: {DATE}
- Project Awarded: {DATE}
- Presentation of initial range of concept for each entity(presented jointly): 2-3 weeks after selection / kickoff.
- Feedback to design firm: approximately 1- 2 weeks after initial presentation.
- Refinement of subset of logos (round 2): 1-2 weeks after feedback delivery.
- Feedback on round 2: 1- 2 weeks after presentation
- Finalization of logos: 1 week after feedback.
- Delivery of usage guides: 1 week after logo acceptance.

7. Submission Requirements

This is an open and competitive process for all qualified graphic designers and reputable design firms. Interested parties should provide:

- A written proposal outlining, in detail, the approach and process for going from the current logos through approved final new logos, starting with kickoff through project closure. This should focus on a detailed description of the approach to this project, from project initiation through completion, outlining all client requirements and process steps to ensure a clear, mutual understanding of process, concept and revision phase and project closeout.
- A visual portfolio / case studies of other brand identities, logos, and logo systems created for clients that showcase the design aesthetic and range of creative intent. Include client references for a subset of designs shared. Provide a written explanation of 2 to 3 logo design samples and how you derived design from concept to end product
- Proposed timeline and cost estimate.

8. Evaluation Criteria

Proposals will be evaluated, and an award made to the most responsible, responsive proposer submitting the proposal most advantageous to the Village of Elm Grove and the Elm Grove Community Foundation. Proposals will be evaluated based on:

- Creativity as demonstrated through other projects.
- Recommended approach to managing the project given multiple stakeholders.
- Ability to meet time and budget requirements.
- Pricing structure / rates

9. Contact Information

Points of Contact (please address questions to both parties, preferably in writing:

- **Elm Grove Community Foundation:**
 - Name: Kristina Sayas
 - Title: Vice President, Board of Directors
 - Email: [Your Email]
 - Phone: [Your Phone Number]
- **Village of Elm Grove:**
 - Name: Tom Harrigan
 - Title: Village Manager, Village of Elm Grove
 - Email: [Your Email]
 - Phone: [Your Phone Number]

10. Additional Information

Please ensure your proposal addresses all the specified requirements and provides a clear vision of your approach to meeting the project goals. If you have any questions or need further information, please reach out to the contact persons listed above.

11. Submission of Proposal

Submittals are due by _____, at _____:

{address – can cut if email is OK}

{electronic submission details like email

9.25 REGISTRATION OF LANDLORDS OF CHRONIC NUISANCE PROPERTIES.

- (1) Purpose. Properties that have been determined to be Chronic Nuisance Premises (CNP) under Sec. 25.09, MGO, are properties that harm the community, requiring a higher proportion of City police and inspection services, negatively impacting the safety of the occupants and neighbors of the property, and damaging the fabric of the neighborhood. The vast majority of properties determined to be Chronic Nuisance Premises are non-owner occupied rental properties. Due to the negative effects such properties have on the community, it is in the City's interest to regulate the owners of these properties who choose to rent the premises, or portion thereof, to other people. The purpose of this Ordinance is to protect the public welfare by requiring that those owners who have a property or properties that have been declared a Chronic Nuisance Premises be registered with the City to ensure compliance with an abatement plan, that the property is adequately maintained, and that the owners are sufficiently trained regarding landlord-tenant issues.
- (2) Definitions. In addition to all of the definitions contained in Sec. 25.09(2), MGO, the following definitions apply to this section:
 - (a) "Absentee Landlord" means a landlord who owns a rental property and does not reside in Dane County and/or is not involved in the day-to-day management of the property.
 - (b) "Dwelling unit" means one or more rooms which are arranged, designed or used as living quarters for one family only.
 - (c) "Landlord" means the owner(s) of a property where a 3rd party has entered into a rental agreement for the rental or lease of all or part of a property.
 - (d) "Registration authorities" are the Chief of Police, the Director of Building Inspection, and the City Attorney, or their respective designees.
 - (e) "Managing agent" is a person who, by virtue of his or her position, has control, including physical and contractual, over a property.
 - (f) "Owner" means any person who jointly or severally is vested with all or part of legal title to (or beneficial ownership of) the property, and who has the right to present use and enjoyment of the premises, and the full or partial proceeds thereof. The term includes, but is not limited to, a mortgagee in possession, a trustee, a trust, a life-estate holder, a remainderman, a land-contract seller, and a land-contract buyer.
 - (g) "Person" means any individual, partnership, association, corporation, joint venture, limited liability company or partnership, trust, or other entity that may enter into contracts.
 - (h) "Rental agreement" is a written or oral agreement for the rental or lease of a specific dwelling unit or premises, or portion thereof, in which the owner and tenant agree on essential terms of tenancy such as rent. This term does not include an agreement to enter into a rental agreement in the future, nor does it include land contracts.
- (3) Applicability.
 - (a) Except as set forth in sub. (b), every owner of a property determined to be a Chronic Nuisance Premises under Sec. 25.09(3)(a), MGO must comply with the provisions of this section.
 - (b) This section does not apply where the registration authorities provide the Clerk notice, pursuant to sub. (7)(b), that the property is no longer subject to the registration requirements of this section. However, this exception does not apply to subsequent determinations that the property is again a Chronic Nuisance Premises.

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- (4) Registration Requirement. Within ninety (90) days of a property being determined to be a Chronic Nuisance Premises, or a transfer of full or partial ownership of a property already determined to be a Chronic Nuisance Premises, or the enactment of this Ordinance, every owner subject to this section must have registered with the Clerk under this section in order to rent, or offer for rent, all or part of the property determined to be a Chronic Nuisance Premises.
- (5) Registration Process.
- (a) Initial Registration.
1. Registration Process.
- a. Owners must register with the Clerk within fifteen (15) days of the issuance of the CNP Notice under Sec. 25.09(3)(a), MGO. To be considered by the Clerk, registrations submitted more than thirty (30) days after the issuance of the CNP Notice must be accompanied by a letter from the registration authorities that a nuisance abatement plan has been agreed to. An owner who has had his or her registration revoked under sub. (d) cannot reapply for registration at that property.
 - b. Registrations must be accompanied by the registration fee as set forth in subsection (8).
 - c. Registrations must be submitted on a form provided by the Clerk which shall require the following information:
 - i. The name, address, work, cellular and home telephone numbers and email address of each owner of the property, as well as the registered agent of any owner of the property. When the owner is a land trust, the form shall include the name and address of each person(s) holding a beneficial interest and/or power of direction therein.
 - ii. The name, address, work, cellular and home telephone numbers of any person appointed as managing agent(s) of the property. If the managing agent is other than a natural person, the above information shall also be provided for the designated employee(s) of the managing agent specifically assigned to the property.
 - iii. A copy of the written management agreement between the owner and the managing agent shall be attached to the registration form. If no written agreement exists, the owner and managing agent shall attach an executed statement setting forth the terms of the managing agent's authority to rent, manage, and make expenditures with respect to the multi-family dwelling.
 - iv. If no managing agent has been appointed, the name, address, work, cellular and home telephone numbers of an agent authorized by the owner to accept notices and process.
 - v. The number of dwelling units in the property, the occupancy rate for each unit, the names of the occupants of each rental dwelling unit, and the rental rate for each unit.
 - vi. The name and mailing address of the property mortgagee and the name under which the mortgage for the property is held.

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- vii. A signed statement from the registrant that he or she agrees to all the terms and conditions of the registration as set forth in subsection (6).
 - d. Upon receipt of a registration form, the City Clerk shall forward copies of the same to the registration authorities.

2. Registration Certificate.

- a. A registration certificate shall be issued by the Clerk only upon being notified jointly by the licensing authorities that:
 - i. The registrant has provided complete and accurate information on the application form;
 - ii. The registrant has agreed to, and is cooperating with, a nuisance abatement plan under Sec. 25.09(3)(b)3.; and
 - iii. The registrant has attended and completed the landlord training program as required under Sec. 25.09(3)(b)4., or other similar class approved by the City Attorney.
 - iv. There are no existing inspection reports identifying any code violation(s) which have not been corrected and for which the time of correction of said violation as noted in such inspection report has expired; and/or
 - v. There is no pending litigation with respect to code violations at such property.
 - vi. If the circumstances in iv. or v. above exist, the Clerk shall hold the registration and fee in abeyance until the identified code violations are cured or the code violation charges are dismissed by a Court or the City. Upon either of such event occurring, the Clerk shall promptly issue the license.
- b. A copy of the registration certificate shall be forwarded to the registration authorities, the property owners mortgage holder as identified in subsubparagraph 5(a)1.c.vi. and to the Dane County Register of Deeds.
- c. A registration certificate issued under this section is valid for one (1) year from the date of issuance.

(b) Renewal of Registration.

- 1. Within thirty (30) days, and no later than ten (10) days, of the expiration of the registration certificate, the owner must apply for a renewal of the registration certificate and pay the renewal fee as set forth in subsection (8).
- 2. Renewal registrations must be submitted on a form provided by the Clerk which shall require the following information:
 - a. Either:
 - i. A statement that no information contained on the initial registration form or most recent renewal form has changed; or
 - ii. An update of the information that has changed since the initial registration or most recent renewal registration.
 - b. A signed statement from the registrant that he or she agrees to all the terms and conditions of the registration as set forth in subsection (6).

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3. Upon receipt of the registration renewal, the City Clerk shall forward copies of the same to the registration authorities.
 4. The City Clerk shall renew the registration only upon being notified jointly by the registration authorities that:
 - a. The registrant has provided complete and accurate information on the registration renewal form;
 - b. The registrant has either fully abated the chronic nuisance and the property is no longer a Chronic Nuisance Premises, or the registrant is cooperating with the nuisance abatement plan under Sec. 25.09(3)(b)3.;
 - c. The registrant has attended a landlord training program approved by the Office of the City Attorney within sixty (60) days prior to the renewal of the registration and, in addition, if landlord is an absentee landlord, proof that a person directly involved in the day-to-day management of the property attend landlord training within sixty (60) days of the expiration of the certificate each year the certificate is up for renewal;
 - d. There has been no more than three (3) Enforcement Actions at the property during any six (6) month period after the issuance or renewal of the registration;
 - e. The registrant has paid all the fees and costs associated with the Chronic Nuisance Premises finding that accrued during the period of the registration; and
 - f. There are no existing inspection reports identifying any code violation(s) which have not been corrected and for which the time of correction of said violation as noted in such inspection report has expired; and/or
 - g. There is no pending litigation with respect to code violations at such property.
 - h. If the circumstances in subsection f. or g. above exist, the Clerk shall hold the registration and fee in abeyance until the identified code violations are cured or the code violation charges are dismissed by a Court or the City. Upon either of such event occurring, the Clerk shall promptly issue the license. (Am. by ORD-22-00052, 6-21-22)
 5. A registration renewed under this subdivision is valid for one (1) year from the date of issuance, and must be renewed, pursuant to this subdivision, within thirty (30) days, and no later than ten (10) days, of the expiration of the registration.
- (c) Revocation of Registration. A registration certificate issued under this section can be revoked at any time by the City upon a joint determination by the registration authorities that:
1. More than three (3) Enforcement Actions have occurred within any ninety (90) day period since the issuance of the registration certificate;
 2. More than six (6) Nuisance Activities have occurred within any twelve (12) month period since the issuance of the registration certificate;
 3. The registrant has retaliated against a tenant of the property under Sec. 32.15;
 4. The registrant has not made a good faith effort to comply with the nuisance abatement plan entered into under Sec. 25.09(3)(b)3 for more than ninety (90) days; or

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- (6) Terms and Conditions of Registration. Each registration certificate issued or renewed shall have the following terms and conditions:
- (a) Registration Certificates are Not Transferable. Registration certificates issued under this section are not transferable. If the registrant sells all or any part of his or her interest in the property, the registration certificate terminates and the new owner is subject to this section as set forth in subsection (3).
 - (b) Individual Responsibility. Each owner of the property must separately apply for and obtain a registration certificate under this section, and each owner is individually responsible for complying with the terms and conditions of registration.
 - (c) Posting of Registration Certificate. A copy of the registration certificate must be provided to each tenant of the premises and must be conspicuously posted at all entry points to the building and on the office door if there is an office at the property. In addition to the certificate, there must be an explanation regarding the property's declaration as a Chronic Nuisance Premises and a statement that the property owner is actively working with the City to correct the nuisance issues associated with the property. The posting shall be no smaller than 11" by 17" and the placement shall be approved by the Building Inspection Department.
 - (d) Information Update. The registrant agrees to update any information contained on the registration form or registration renewal form within ten (10) days of said change by providing written notice of said changes to the registration authorities.
 - (e) Compliance With Nuisance Abatement Plan. The registrant agrees to comply with the nuisance abatement plan reached under Sec. 25.09(3)(b)3.
 - (f) Inspection Requirement. The registrant agrees to allow inspections of the property by the Director of Building Inspection, or his or her designee, upon tenant complaints, pursuant to reinspection deadlines, or because of programmed inspections. It shall be deemed a failure to allow an inspection by every registrant of the property if an inspection is scheduled and the inspector is prevented from accessing the property.
 - (g) Yearly Training. The registrant agrees to attend a landlord training program within sixty (60) days of the expiration of the certificate, each year the certificate is up for renewal. If registrant is an absentee landlord, registrant agrees to, in addition to registrant, have a person directly involved in the day-to-day management of the property attend landlord training within sixty (60) days of the expiration of the certificate each year the certificate is up for renewal.
 - (h) Rental Agreements Required. The registrant agrees that each occupied dwelling unit, except for an owner-occupied unit, shall be subject to a rental agreement. The registrant agrees to forfeit the registration certificate if he or she permits a person(s), other than the immediate family members of an owner-occupant, to occupy a dwelling unit without a rental agreement. An owner will be deemed to have met the requirements of this condition if the owner has initiated a civil action for the removal of the unlawful or unauthorized occupant, or has contacted the Police Department to pursue trespassing charges.
- (7) Termination of Registration Requirement.
- (a) The owner of a property subject to the requirements of this section, may apply to the registration authorities to terminate the requirement that he or she register and obtain a registration certificate to rent, or offer for rent, the property. This can be done upon a showing by the owner, verified by the registration authorities, that either:
 - 1. For a one (1) year period, every owner(s) of the property, or prior owner(s) of the property, has

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- a. Fully complied with the nuisance abatement plan reached under Sec. 25.09(3)(b)3.;
 - b. Fully complied with all the terms and conditions of the registration certificate under subsection (6); and
 - c. There has not been an Enforcement Action at the property; or
 2. There has been a change in full ownership of the property since the Chronic Nuisance Premises determination was made, and, within ninety (90) days of the change in full ownership, the property is no longer determined to be a Chronic Nuisance Premises by the registration authorities.
 - (b) Upon the owner meeting the requirements of subdivision (a), the registration authorities shall provide the Clerk notice that the property is no longer subject to the registration requirements of this section.
- (8) Fees.
- (a) Application Fee. Each registrant for a registration certificate shall pay the Clerk two hundred and fifty dollars (\$250). However, if there are multiple owners to a property, the second and subsequent registrant shall pay the Clerk one hundred dollars (\$100).
 - (b) Renewal Fee. Each registrant submitting a renewal form shall pay the Clerk fifty dollars (\$50).
 - (c) Late Charge. If a registrant for a license or an owner attempting to renew his or her registration under this section fails to file the registration or renewal form on time, the associated fee set forth above is doubled.
- (9) Enforcement. The provisions of this section are enforceable by the Clerk and each of the registration authorities.
- (10) Appeal. The provisions of Sec. 9.49, MGO apply to the review of administrative determinations made by the Clerk or the registration authorities pursuant to this section.
- (11) Penalty.
- (a) Renting Without a Registration Certificate. Anyone subject to this section who violates the registration requirement of subsection (4) shall be subject to a forfeiture of not less than five hundred dollars (\$500) nor more than twenty-five hundred dollars (\$2,500) upon conviction. Each day of the violation and each dwelling unit rented, or offered for rent, without a registration certificate shall be construed as a separate offense.
 - (b) Any other violation of this section shall be subject to a forfeiture of not less than one hundred dollars (\$100) nor more than one thousand dollars (\$1000) upon conviction. Each day of the violation shall be construed as a separate offense.

(Sec. 9.25 Cr. by ORD-10-0011, 2-4-10)

DIVISION 3. CHRONIC NUISANCE PREMISES

Sec. 29-70. Chronic nuisance premises.

- (a) *Declaration.* The city council finds that from time to time certain premises in the City of Schofield require a disproportionate amount of city resources (including public safety services provided by the Everest Metro Police Department) to be devoted to addressing various nuisances, criminal activities and other incidents that occur thereon. Often this disproportionate devotion of city resources is due to property owner's actions or failure of the property owners to accept and exercise sufficient responsibility for and over the actions of occupants, guests, agents or employees that reside or frequent that premises. Such premises, as further described in subsection (b), are deemed chronic nuisance premises and are hereby recognized as a public nuisance due to the resource drain it causes the community as a whole. The ordinance from which this section derives is enacted to encourage property owners and/or managers to engage in their responsibility to ensure that activities occurring on their property conform to the law and do not unduly burden the city's resources and to provide a mechanism for the city to take action against property owners who fail to ensure premises they own do not require a disproportionate devotion of resources to the premises. This section is not intended to discourage crime victims or any person in legitimate need of police services from requesting them.
- (b) *Determination of chronic nuisance premises.*
- (1) Any residential unit premises to which a city department (including the Everest Metro Police Department) responds to complaints of any nuisance activity that results in a municipal citation or city enforcement action, three or more separate times within any 60-day period is deemed to have received and required more than the general acceptable level of municipal services and places an undue burden upon the taxpayers of the city. A residential unit shall be defined as a delineated, single-family residence that is housed in a home, duplex unit, apartment complex, condominium or other residential dwelling.

For the purposes of this subsection, a nuisance activity shall be any offense(s) under chapters 5, 8, 11, 23, 29, 37, 43, 46, 49, 52 and 55 of the City of Schofield Municipal Code, or their statutory counterparts, or any offense under state law for which a penalty under state law provides for a forfeiture, fine or imprisonment.
 - (2) Any nonresident owner of a residential unit(s) available for lease or rent within the City of Schofield, that has had three units or ten percent of their available units for lease or rent, whichever is the greater number of units, designated as a chronic nuisance premises, shall be deemed a chronic nuisance landlord and shall be subject to the notice, abatement, hearing and penalties and remedies provisions found herein this section. Further, the designation of a chronic nuisance landlord shall be posted in the city's official newspaper, website and newsletter for the purpose of public awareness.

For the purposes of this subsection, a determination of chronic nuisance premises or the designation of a chronic nuisance landlord of a mobile home park shall be a reviewable item in consideration of renewal of the mobile home park's annual operating license under Wis. Stats. § 66.058.
 - (3) Any business or commercial venture to which a department responds to complaints of nuisance activity, that results in a municipal citation or municipal enforcement action, five or more separate times within any 60-day period is deemed to have received and required more than the general,

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- acceptable level of municipal services, and places an undue burden upon the taxpayers of the city. For the purposes of this subsection, a nuisance activity is defined under subsection (b)(1) of this section. For the purposes of this subsection, a determination of a chronic nuisance premises that carries any class of municipal liquor license, shall be a reviewable item in consideration of the revocation of the premise's liquor license, per Wis. Stats. § 125.12(2), and shall be assigned the appropriate violation points as determined by the City of Schofield's Alcohol Beverage Demerit Point System.
- (4) For the purpose of this section, a residential unit or business venture shall automatically be designated as a chronic nuisance premises if any single nuisance is affiliated with illegal drug distribution or gang activity (Wis. Stats. § 823.113).
 - (5) An offense shall not be considered a nuisance if it is committed by a person having no association with the premises by acquaintance with, relation to or expressed or implied invitation from the owner, occupant operator, or agent of the premises.
 - (6) An offense shall not be considered a nuisance if it is:
 - a. An offense that results from the property owner/landlord's self-notification to a city official or the Everest Metro Police Department as a means of mitigating the nuisance or crime;
 - b. A report of domestic violence per Wisconsin State Statutes.
 - (7) Whenever any such premises exist, the appropriate city department head or the Everest Metro Police Department Chief, shall determine from the facts of each incident and considering the purpose of this subsection as set forth in subsection (a) above, whether the premises is a chronic nuisance premises. A chronic nuisance premises shall be defined as a public nuisance.
- (c) *Notice.* Whenever a city department head or EMPD Chief finds a premises constitutes a chronic nuisance premises under subsection (a)(1), the department head or EMPD Chief shall provide written notice of his determination to the owner of the premises as identified by the records of the city assessor and Marathon County Land Records. Such notice shall be delivered by registered mail, return receipt requested or by personal service. If the owner cannot be located, the notice shall be published as a class 2 notice under Wis. Stats. ch. 985. The notice shall contain the following information:
- (1) The street address and number, if applicable, otherwise the parcel number of legal description sufficient to identify the premises.
 - (2) A brief statement, including a description of the relevant activities, supporting the determination that the premises is a chronic nuisance premises.
 - (3) A statement that the owner shall, within ten days of receipt of the notice, or last day of publication if published, respond to the appropriate department head or EMPD Chief requesting a hearing before the common council or proposing in writing a course of action that will be taken to abate the nuisance activities.
 - (4) A statement that owner shall immediately notify the appropriate department head of any change in address to ensure receipt of future notices.
- (d) *Owner abatement.* If the owner responds to the notice in subsection (c) within ten days of receipt of notice or the last day of publication if published with a nuisance abatement proposal, the department head or EMPD Chief may accept, reject, or work with the owner to modify the proposal in his or her discretion. If the department head or EMPD Chief rejects the abatement proposal, determines that an agreement on an appropriate abatement proposal cannot be reached or determines that owner abatement is for any reason unsuccessful, the matter shall be referred to the common council for hearing.
- (e) *Chronic nuisance landlord abatement.* If the nonresident owner of residential units available for lease or rent responds to the notice in subsection (c) within ten days of the receipt of notice or the last day of publication

with a nuisance abatement proposal for all units (three units or more than ten percent of the units available for lease or rent, whichever is greater), the department head or EMPD Chief may accept, reject, or work with the owner to modify the proposal in his or her discretion and remove the designation of chronic nuisance landlord. The designated chronic nuisance landlord nuisance abatement proposal shall include remedies that shall be undertaken to mitigate chronic nuisances, which may include, but is not limited to, landlord-tenant screening, tenant education, tenant eviction procedures, and other preventative practices to improve the residential unit(s). If a nonresident owner of residential units for lease or rent abatement of a nuisance causes the number of nuisance premises to be reduced below the chronic nuisance landlord threshold of three units or more, than ten percent of the units available for lease or rent, whatever is greater, the city shall drop the designation of chronic nuisance landlord.

- (f) *Hearing.* If a hearing is requested by the owner or if the department head or EMPD Chief determines that a satisfactory abatement plan cannot be agreed upon or if the department head or EMPD Chief determines that abatement actions taken by the owner are unsuccessful, a hearing shall be held before the common council. The owner shall receive ten days' written notice of the hearing, sent by regular mail or, if the owner cannot be located, by publication of a class 2 notice under Wis. Stats. ch. 985. The common council shall hear any and all evidence it deems relevant and shall affirm or reverse the determination of the department head or EMPD Chief.
- (g) *Penalties and remedies.*
 - (1) If the department head's or EMPD Chief's determination is affirmed, the common council may order the owner to pay the actual cost of city services to respond to any nuisance activities occurring after the three responses that led to the determination that the premises was a chronic nuisance premises. Such costs shall be presented to the common council and may include costs incurred prior to the common council's determination. The common council may order costs of all such calls to the chronic nuisance premises be paid until the public nuisance is abated under this subsection (g). Such costs, plus a reasonable administrative charge, shall be billed to the owner by invoice sent by regular mail and if not paid within 30 days of the date on the invoice, shall be charged to the property as a special charge pursuant to Wis. Stats. § 66.0627.
 - (2) The common council may authorize any other penalty or remedy authorized by law.
- (h) *When nuisance is deemed abated.* The public nuisance created by a chronic nuisance premises shall be deemed abated when no city resources have responded to the premises to address nuisance activities occurs for a period of six consecutive months. The city or EMPD may also deem a chronic nuisance premises to be abated, if the occupant, which may include a tenant or resident-owner, vacates the premises.
- (i) *Abatement of public nuisances; inspection of premises.* Whenever a complaint is made to any city official or employee that a public nuisance exists within the city, said complaint shall be directed to the appropriate department head or EMPD Chief, who shall in his or her reasonable discretion, inspect or cause to be inspected the premises complained of and shall make a written report of his or her findings to the mayor. Whenever practicable, the inspecting officer shall cause photographs to be made of the premises.
- (j) *Summary abatement.*
 - (1) *Notice to owner.* If the inspecting officer shall determine that a public nuisance exists within the city, the department head or EMPD Chief may serve notice personally or by certified mail on the persons causing, permitting or maintaining such nuisance and/or upon the owner or occupant of the premises where such nuisance is caused, permitted or maintained and to post a copy of said notice on the premises. Such notice shall direct the person causing, permitting or maintaining such nuisance or the owner or occupant of the premises to abate or remove such nuisance within a specified, reasonable period of time after consideration of all relevant circumstances and shall state that unless the same is done will cause the nuisance to be abated and will charge the cost thereof to the owner, occupant, or

person causing, permitting or maintaining the nuisance, as the case may be and that said costs may be collected as a special charge pursuant to Wis. Stats. § 66.0627.

- (2) *Abatement by the city.* If the nuisance is not abated within the time provided or if the owner, occupant or person causing the nuisance cannot be found, the department head or EMPD Chief shall cause the abatement or removal of such public nuisance. Wherever possible, costs of abatement shall be billed to the owner, occupant or person causing the nuisance. If said costs are not paid within 30 days of billing such costs, or if the owner, occupant or person causing the nuisance cannot be found, said costs may be collected pursuant to Wis. Stats. § 66.0627.
 - (3) *Other methods not excluded.* Nothing in this section shall be construed as prohibiting the abatement of public nuisance by the city or its officials in accordance with the laws of the State of Wisconsin including, but not limited to an action under Wis. Stats. ch. 823.
- (k) *Cost of abatement.* In addition to any other penalty imposed by this chapter for the erection, contrivance, continuance or maintenance of a public nuisance, the cost of abating a public nuisance by the city shall be collected as a debt from the owner, occupant or person causing, permitting or maintaining the nuisance, and if notice to abate the nuisance has been given to the owner, such cost shall be assessed against the real estate as a special charge.
- (l) *Penalty provisions.*
- (1) *General penalty.* Whenever so provided in this section, any person who shall violate any provision of this Code shall upon conviction of such violation, be subject to a penalty, which shall be as follows:
 - a. *First offense—Penalty.* Any person who shall violate any provision of this section subject to a penalty shall, upon conviction thereof, forfeit not more than \$2,500.00, together with the costs of prosecution and in default of payment of such forfeiture and costs of prosecution shall be imprisoned in the county jail until said forfeiture and costs are paid, but not exceeding 90 days.
 - b. Any person found guilty of violating any provision of this section, who shall previously have been convicted of a violation of the same provision, shall upon conviction thereof, forfeit not less than \$50.00, nor more than \$2,500.00 for each such offense, together with the costs of prosecution and in default of payment of such forfeiture and costs shall be imprisoned in the county jail until said forfeiture and costs of prosecution are paid, but not to exceed six months.
 - (2) *What constitutes a separate offense.* Each violation and each day a violation continues or occurs shall constitute a separate offense. Nothing in this section shall preclude the city from maintaining any appropriate action to prevent or remove a violation of any provision contained in this section.
- (m) *Execution against defendant's property.* Whenever any person fails to pay any forfeiture and costs of prosecution upon the order of the court for violation of any ordinance of the city, the court may, in lieu of ordering imprisonment of the defendant, or after the defendant has been released from custody, issue an execution against the property of the defendant for said forfeiture and costs.

(Ord. of 5-11-2010(2), § 1)

Secs. 29-71—29-82. Reserved.

9.24.070 Chronic nuisance premises.

- (a) *Findings.* The Wausau City Council finds that certain premises within the City require and receive a disproportionate amount of police and City Inspection and Zoning Department services, place an undue and inappropriate burden on City taxpayers, and constitute public nuisances. Nuisance activity contributes to the general decay of an affected neighborhood and negatively impacts law-abiding residents in these neighborhoods, as well as the economic values of all properties in the vicinity of this activity. Often this disproportionate devotion of City resources is due to a property owner's own actions or failure of the property owner to accept and exercise sufficient responsibility for and over the actions of occupants, guests, agents or employees that reside in or frequent the premises. This ordinance is enacted to encourage property owners to recognize their responsibility to ensure that activities occurring on their premises conform to the law and do not unduly burden the City's Police and Building and Zoning Department and to provide a mechanism for the City to take action against property owners who chronically, routinely, actively, consistently, or often fail to ensure their premises do not require a disproportionate devotion of City resources. This section is not intended to discourage crime victims or a person in legitimate need of police services from requesting them.
- (b) *No property owner shall maintain a chronic nuisance premises.* Chronic nuisance premises means a premises that meets any of the following criteria:
- (1) Is a premises which has nuisance activity occurring on the premises three times on separate days during a six-month period and resulting in enforcement action;
 - (2) Is a premises that has generated complaints to the City Inspection and Zoning Department that result in a City enforcement action three or more times within a six-month period; or
 - (3) Is a premises which has had one enforcement action resulting from the manufacture or delivery of controlled substance or related offenses, as defined in Wis. Stats. ch. 961.
- (c) *Definitions.* The following terms shall be defined as follows in this section.
- (1) *Chief* means the Chief of Police or his or her designee.
 - (2) *Chief Inspector* means the Chief Inspector or Zoning Administrator of the City Inspection and Zoning Department or his or her designee.
 - (3) *Chronic nuisance landlord* means any owner of a residential unit(s) available for lease or rent within the City that has had three premises or ten percent of their available premises for lease or rent, whichever is less, designated as a chronic nuisance premises within a 12-month period, shall be deemed a chronic nuisance landlord and shall be subject to the additional provisions of subsection (e) and the abatement provisions of subsection (f).
 - (4) *Enforcement action* means arrest, the issuance of a citation, the issuance of a summons and complaint, the issuance of a written warning, or notice of violation from the City Inspection and Zoning Department.
 - (5) *Nuisance activity* means any of the following activities, behaviors, or conduct occurring on a premises:
 - (A) An act of harassment, as defined in Wis. Stats. § 947.013.
 - (B) Disorderly conduct, as defined in Wis. Stats. § 947.01.
 - (C) Battery, substantial battery, or aggravated battery, as defined in Wis. Stats. § 940.19.
 - (D) Lewd and lascivious behavior, as defined in Wis. Stats. § 944.20.
 - (E) Prostitution, as defined in Wis. Stats. § 944.30.

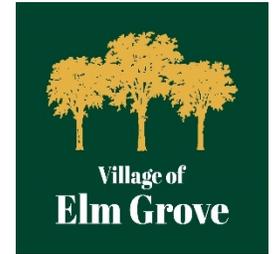
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- (F) Theft, as defined in Wis. Stats. § 943.20.
 - (G) Receiving stolen property, as defined in Wis. Stats. § 943.34.
 - (H) Arson, as defined in Wis. Stats. § 943.02.
 - (I) Possession, manufacture, or delivery of controlled substance or related offenses, as defined in Wis. Stats. ch. 961.
 - (J) Gambling, as defined in Wis. Stats. § 945.02.
 - (K) Animal violations, as defined in chapter 8 of the Wausau Municipal Code.
 - (L) Trespassing, as defined in Wis. Stats. §§ 943.13 and 943.14.
 - (M) Weapons violations, as defined in chapter 9.08 of the Wausau Municipal Code.
 - (N) Noise violations, as defined in section 9.04.030 of the Wausau Municipal Code.
 - (O) Any conspiracy to commit, as defined in Wis. Stats. § 939.31, or attempt to commit, as defined in Wis. Stats. § 939.32, any of the activities, behaviors, or conduct enumerated in subsections (3)(A) through (N) above.
 - (P) Violations of the City Housing Code, chapter 16 of the Wausau Municipal Code.
 - (Q) Social host as provided in section 9.04.028 of the Wausau Municipal Code.
 - (R) Possession or consumption of alcohol by underage person as defined in Wis. Stats. § 125.07(4)(b).
- (6) *Nuisance activity* does not include activities, behaviors or conduct that result in a call for assistance made by the owner or occupant requesting law enforcement services related to any of the following:
- (A) Domestic abuse as defined in Wis. Stats. § 813.12(1)(am).
 - (B) Sexual assault as described in Wis. Stats. §§ 940.225, 948.02 and 948.025.
 - (C) Stalking as defined in Wis. Stats. § 940.32.
- (7) *Owner* means the owner of the premises and his or her agent.
- (8) *Premises* means an individual dwelling unit or an individual business premises and associated common areas.
- (d) *Notice and designation of chronic nuisance premises.* Whenever the Chief or Chief Inspector finds a premises meets the definition of a chronic nuisance premises, such official shall notify the premises owner in writing that the premises are declared a chronic nuisance premises. In reaching this determination, the police shall not count nuisance activities that were reported by the owner of the premises. The notice shall contain the street address or legal description sufficient to identify the premises, a description of the nuisance activities that have occurred at the premises, a statement indicating that the cost of future enforcement may be assessed as a special charge against the premises, and a notice as to the appeal rights of the owner. The notice shall be delivered pursuant to section 9.28.040 of the Wausau Municipal Code.
- (e) *Notice and designation of chronic nuisance landlord.* Whenever the Chief or Chief Inspector finds an owner meets the definition of a Chronic Nuisance Landlord, such official shall notify the owner in writing that the owner is declared a Chronic Nuisance Landlord. The notice shall contain the street addresses or legal descriptions sufficient to identify the premises forming the basis for the designation, and the other notice requirements set forth in subsection (d). The notice shall further provide a statement that the owner shall, within ten days of receipt of the notice, provide the Chief or Chief Inspector in writing, a course of action that will be taken to abate the nuisance activities. The owner shall also be notified that failure to abate the

activities shall result in the owner's designation of chronic nuisance landlord being posted on the City's website; and in the City newsletter.

- (f) *Chronic nuisance landlord abatement.* If the owner of residential units available for lease or rent responds to the notice in subsection (3) within ten days of the receipt of notice or posting and mailing of the notice with a nuisance abatement proposal for all units designated as chronic nuisance premises, the Chief or Chief Inspector or his or her designee may accept, reject, or work with the owner to modify the proposal in his or her discretion and upon approval of the plan, remove the designation of Chronic Nuisance Premises. The designated Chronic Nuisance Landlord nuisance abatement proposal shall include steps that shall be undertaken to mitigate chronic nuisances, which may include, but are not limited to, landlord tenant screening, tenant education, tenant eviction procedures, and other preventative practices to improve the residential unit(s). The Chief or Chief Inspector shall provide written notice to the Chronic Nuisance Landlord of the acceptance or rejection of the nuisance abatement proposal. If the owner causes the number of chronic nuisance premises to be reduced below the Chronic Nuisance Landlord threshold of three units or more than ten percent of the units available for lease or rent, whichever, is less, the City shall remove the designation of Chronic Nuisance Landlord,.
- (g) *Additional nuisance activity.* Whenever the Chief or Chief Inspector determines that additional nuisance activity has occurred at a premises for which notice has been issued pursuant to subsections (d) or (e) of this section, that this nuisance activity has occurred not less than 15 days after notice has been issued nor more than 180 days after the last enforcement action, and that reasonable efforts have not been made to abate the nuisance activity, the Chief or Chief Inspector may calculate the cost of police or other staff response and enforcement for this and any subsequent nuisance activities and cause such charges and administrative costs to be assessed and collected as a special charge.
- (h) *Appeal.* The owner of any premises determined to be a chronic nuisance premises or designated to be a Chronic Nuisance Landlord under this section by the Chief or Chief Inspector pursuant to subsections (d) or (e) may appeal the determination, or the rejection of the owner's abatement plan submitted under subsection (f), to the Public Health and Safety Committee within 30 days of the date of notice issued pursuant to subsections (d), (e) or (f) by providing written notice to the City Clerk. The Public Health and Safety Committee shall set a hearing on such appeal and provide written notice of the hearing to the owner. The Public Health and Safety Committee shall hear any and all evidence it deems relevant and shall affirm or reverse the determination of the Chief or Chief Inspector. Wis. Stats. ch. 68 shall not apply to such an appeal or hearing.

(Ord. 61-5606 (1, 2014, File No. 05-1113; Ord. 61-5584 (1, 2013, File No. 05-1113; Ord. 61-5556 (1 (part), 2013, File No. 05-1113; Ord. 61-5528 (1, 2012, File No. 05-1113; Ord. 61-5273 (1(part), 2005, File No. 05-1113.)

Memo



To: Board of Trustees

From: Katherine Gehl, Assistant Manager/Zoning & Planning Administrator

Date: Friday, July 19, 2024

Re: Update on Property Maintenance Violations at 15220 and 15260 Marilyn Drive

15220 Marilyn Drive

On May 1, 2023 an Order for Judgement was granted pursuant to Elm Grove Code of Ordinances § 220-15 and 1-16 in the amount of \$324,000.

The violation was regarding an improperly secured pool due to a fence in disrepair.

On July 20, 2023 there was a Lis Pendens for the purpose of notifying of action to foreclose on a judgement lien for the property located at 15220 Marilyn Drive.

On March 1, 2024 the Lis Pendens was released.

15260 Marilyn Drive

On May 1, 2023 an Order for Judgement was granted pursuant to Elm Grove Code of Ordinances § 220-15 and 1-16 in the amount of \$345,000.

The violations were regarding the smoke-stained status of the garage doors and garbage, waste, debris, materials that continue to litter the front and back yard causing a nuisance and blighting influence.

Additional violations were regarding improper lighting, faulty wiring, and access doors in disrepair.

On July 20, 2023 there was a Lis Pendens for the purpose of notifying of action to foreclose on a judgement lien for the property located at 15220 Marilyn Drive.

On March 1, 2024 the Lis Pendens was released.

Since the release of the Lis Pendens in March, there have been additional violations on the property. The property was given notice about grass height. Someone went out to cut the grass in the time period allowed in the violation letter; however, there was no clean-up done so a third-party contractor was hired to clean-up the property and this charge will be placed on the property's tax bill.

The property owner was also sent a violation notice for a downed tree limb across the front driveway of the property. The tree limb was removed and the violation was closed out.

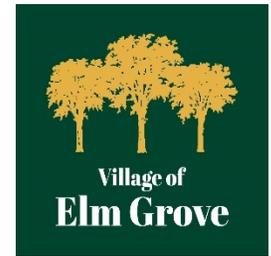
15240 Marilyn Drive

In May of 2024, the Village was contacted regarding potential violations at 15240 Marilyn Drive (one of four units located at 15220-15240 Marilyn Drive). A property inspection was performed by the Village's Building Inspector and a violation notice was subsequently sent in June of 2024 regarding a violation of § 220-130(A) as it relates to minimum standards for maintenance.

The violation is regarding long-term roof leakage that is occurring in the bedroom and through the bathroom vent.

Staff is actively working to address these violations.

Memo



To: Board of Trustees
From: Katherine Gehl, Assistant Manager/Zoning & Planning Administrator
Date: Friday, July 19, 2024
Re: Update on findings related to regulation of trampolines

§ 335-88D(8)(k) of the Village Code regulates play structures and play houses in the Village. The Code defines a Play Structure as, “a detached structure which can be or is intended to be used by minors to engage in commonly accepted play activities.” The Code defines a Play House as, “a play structure or component thereof, which is covered or partially covered and which has at least three walls or sides, and is placed on or attached to the ground and not entirely located on and supported by a tree, such as a tree house.” The Code also defines a Seasonal Play Structure as, “a play structure that is not permanently attached to the ground, is ordinarily not intended for year-round usage because of its design or limited usefulness and is removed during the off season of use.”

Generally, play structures are permitted to be 15’ in height and are not required to be located in street yards. A play house is permitted to have a footprint not exceeding 100 square feet and is permitted to be 10’ in height. A play house is also not permitted to be located in a street yard and they are required to comply with setback requirements. If a play structure complies with these guidelines, they can install the structure without a review/approval process. If a resident would like to install a play structure or play house inside of a setback area, they must receive written consent from all abutting property owners.

If a resident wishes to install a play structure taller than 15’ feet or would like to install a play structure or play house which is not clearly exempted from the review, the application is submitted to the Plan Commission for review. At such point, each abutting property owner is notified of the date, time, and place of the Plan Commission meeting.

§ 335-88D(8)(k)[2][c] of the Village Code states that Seasonal Play Structures shall be exempt from the requirements set forth in this section of Code (§ 335-88D(6)(k)).

As directed by the Board of Trustees at the June Board of Trustees Meeting, I have conducted research as to how similar communities regulate trampolines.

The **Village of Fox Point** Building Inspector shared with me that Play Equipment is exempt from their Zoning Code. Their Code states that, “this exclusion applies to a structure that is play equipment, as defined herein, provided that it is accessory to a residential use on the lot where it is located, and the lot is zoned for residential use, and the play equipment is set back at least three feet from any lot line. Play equipment is defined as a swing set, sandbox, jungle gym, or similar equipment that has no utility other than for amusement of children, as determined by the Village Building Inspector, but not including a structure that has walls and a roof which form an enclosure.”

The **City of Wauwatosa** Planning & Zoning Manager shared that the City has a regulation for Play Houses; however, they are not specifically defined, and they are only allowed in rear yards and must comply with accessory structure setback requirements. Their Code states that, “all accessory structures including but not limited to storage sheds, dog houses, flag poles, kennels, rabbit hutches, play houses, tree houses, barbecue pits and planters shall be maintained in good repair and in a clean and sanitary condition.”

The **City of Shorewood** Building Inspector shared that they have historically not enforced the placement of these types of play structures under the provisions of Chapter III of the Wisconsin Uniform Building Code which states, “accessory building shall mean a building that is not a private garage that is accessory and incidental to the primary building, but excludes playground structures and similar equipment as determined by the building inspector.” He also noted that the Village of Shorewood does not have any specific language on these types of structures or equipment.

I did not hear directly from the staff with the **Village of Greendale**; however, their Code defines Playground Equipment as, “equipment fabricated to be utilized by children in play or sport. Basketball hoops, backboards and poles upon which they are attached are excluded from this definition.” § 17.04(8) further denotes that playground equipment is only permitted to be located in the rear yard.

I did not hear directly from staff with the **City of Brookfield**; however, their Zoning Code defines an “accessory use” as, “uses customarily incident to the permitted uses in that district shall be permitted, subject to such requirements as may be designated for that district in which they are located.” Additionally, the Code defines a “temporary use” as, “Carnivals or fairs; Christmas tree/wreath sales (see Chapter 5.12); Festivals or holiday markets; Farmers’ markets, produce stands, food sales, and flower sales; Tents erected for the display of goods for sale or trade; Any other similar use determined to be temporary by the Administrator,” which, “may be permitted for a limited time upon a parcel or lot when granted a temporary use permit pursuant to the procedures provided in this section.” Additionally, a “structure” is defined as, “anything constructed or erected, the use of which requires permanent location on or in the ground (as a swimming pool or sunken sandbox) or attachment to something having a permanent location on or in the ground. “Structure” does not include transportation and pedestrian connections and recreational trails, which are consistent with the goals and objectives of the city master plan or elements thereof.” A “Temporary structure” is defined as, “a movable structure not designed for human habitation, but for the temporary protection of goods or chattels during a period of construction, but not to exceed one year,” and a “Temporary use” is defined as, “a use established for a limited duration with the intent to discontinue use upon the expiration of the limited time period.”

The **Village of Bayside** Department of Public Works Operations Coordinator shared that they do not have any specific language in their Code regarding trampolines or play structures. However, when a resident reaches out with questions regarding them, they try to encourage them to follow setbacks. A Building, “means any structure erected or constructed of wood, metal, stone, plastic or other materials, which is intended to be used by human beings or animals for occupancy, livery, commerce, education, cultural activities or other purpose. The term does not include children's play structures, agricultural barns, agricultural sheds or agricultural accessory buildings.” Additionally, their Building Code section of the Municipal Code does not apply to children’s play structures. The Scope of the Code, “applies to all one- and two-family dwellings, commercial buildings/structures, swimming pools, decks, residential accessory buildings and agricultural buildings. Notwithstanding this section, this article shall not apply to children's play structures.”

The **Village of Brown Deer's** Development Director explained that they do not regulate trampolines; however, they do regulate "playgrounds". Playgrounds are permitted in only the rear yard and open courts which is defined as "an open unoccupied space other than a yard on the same lot with a building or group of buildings and which is bounded on two or more sides by such building or buildings." Their Code outlines that, "modifications to the above referenced standards for accessory structures and uses are allowed if upon review and approval by the plan commission, in its sole authority, said modifications are determined to be consistent with the spirit of the Code and subject to any such conditions as deemed necessary for harmonious land use development. Notice of review at the plan commission shall be extended to all property owners within 200 feet of residential property and 500 feet of commercial property."

The **Village of Glendale's** Municipal Code states that, "in any residential district, in addition to the principal building, a detached garage or attached garage and one additional accessory building or structure and one children's play structure may be placed on a lot. Excluded from this calculation shall be retaining walls, small landscape amenities, and fixtures integral to the primary structure." Furthermore, "no detached accessory building shall occupy any portion of the required front or side yard. Garages and other detached accessory buildings shall be less than 15 feet in height. No detached accessory building shall occupy more than 50 percent of the required rear yard."

The **Village of Whitefish Bay** Building Services Director shared that the Village does not specifically regulate trampolines; however, they do not permit structures within setback areas. He explained that structures, trampolines, and play sets are not specifically restricted from being located in a street yard; however, most principal structures are typically constructed as close to the setback as possible so there is little room left for an additional structure to be placed.

SUMMARY OF FINDINGS				
<i><u>Municipality</u></i>	<i><u>Specifically Defined</u></i>	<i><u>Regulated</u></i>	<i><u>Setback Requirements</u></i>	<i><u>Yard/Location Requirements</u></i>
Village of Fox Point	Y	N	Y (3' from lot line)	N
City of Wauwatosa	N	Y	Y (Typical Setbacks)	Y (Rear Only)
City of Shorewood	N	N	N	N
Village of Greendale	Y	Y	N	Y (Rear Only)
City of Brookfield	N	N	N	N
Village of Bayside	N	N	N	N
Village of Brown Deer	N	N	N	N
Village of Glendale	N	Y	Y (Typical Setbacks)	Y (Rear Only)
Village of Whitefish Bay	N	Y	Y (Typical Setbacks)	N
Village of Elm Grove	N	N	N	N

Based on these findings, it is evident that there are various ways in which municipalities regulate, or do not regulate, trampolines and play equipment. Additionally, based on the municipalities that I researched, it is not often that a municipality specifically defines what a play structure is or specifically defines a trampoline. However, based on these findings, it would be my recommendation to maintain the current Code language. The current language has not cause wide-spread issues in the Village. Additionally, if we

continue with the consideration of these trampolines as seasonal play structures, I maintain the ability, as the Zoning & Planning Administrator, to regulate them for removal during the off season. The Village uses a complaint-based system for enforcement. If I am contacted for the use or placement of these structures throughout the year, I will take appropriate measures to ensure compliance of the Code and therefore, the removal of these structures in the off season. Finally, the current Code language will allow residents to maintain the right to place these structures on their property in the most conducive and potentially safe location.

**DISCLAIMER – THE FOLLOWING ARE DRAFT MINUTES FROM THE PLAN COMMISSION
AND ARE SUBJECT TO CHANGE UPON APPROVAL FROM THE PLAN COMMISSION**

**PLAN COMMISSION
MEETING MINUTES
Monday, July 1, 2024**

Meeting was called to order at 6:05 P.M. by President Koleski.

1. Roll Call.

Present:

President Koleski

Trustee Stuckert

Ms. Becker

Mr. Cashin (via Zoom)

Mr. Termuehlen

Katherine Gehl, Assistant Manager/Zoning & Planning Administrator

Hector de la Mora, Village Attorney

Absent:

Ms. Wynia-Smith

Mr. Fronberry

2. Review and act on meeting minutes dated May 6, 2024.

**MS. BECKER MOTIONED TO APPROVE THE MEETING MINUTES AS PRESENTED.
TRUSTEE STUCKERT SECONDED. MOTION CARRIED 5-0.**

3. Public hearing, review and act on a request for a special exception at 15100 Watertown Plank Road pursuant to §335-51B(2) to allow an addition to an existing legal nonconforming structure within the side yard setback area.

Ms. Juana Mazorra Bolmes, the homeowner, and Mr. Gene Eggert, architect with Architectural Designs Inc., were present before the Board to represent the request.

President Koleski opened the Public Hearing.

Seeing no comments, President Koleski closed the Public Hearing.

Ms. Gehl introduced the item and explained that this request is being made because the current home is a legal non-conforming structure due to an existing side yard setback of 19'9". The applicants are proposing an addition to the rear yard of the home that will not increase the non-conformity of the structure.

Mr. Cashin noted that this is very standard request and he has no objections.

TRUSTEE STUCKERT MOTIONED TO APPROVE THE REQUEST FOR A SPECIAL EXCEPTION AT 15100 WATERTOWN PLANK ROAD. MS. BECKER SECONDED. MOTION CARRIED 5-0.

4. Review and act on a request for a demolition permit for a single-family style building located at 14755 Lata Vista Drive, pursuant to §106-11 to §106-14.

Mr. Cameron Mikkelson, contractor with Mikkelson Builders, Inc., was present before the Plan Commission to represent the request.

Ms. Gehl introduced the item and explained that the applicants are requesting approval to raze the existing single-family home on the property located at 14755 Lata Vista Drive. The intention is to demolish the existing home and begin construction of a new single-family home soon thereafter.

Mr. Cashin asked if the impervious surface levels have been submitted. Ms. Gehl noted that this was an action item noted in the Engineer Review letter that will need to be addressed by the applicants.

Mr. Termuehlen asked about the note about wetlands in the Engineer Review letter. Ms. Gehl explained that the note in the letter regarding wetlands is as a result of the predominant soil type present on the parcel which is typically a wetland indicator. In order to ensure that there are no wetlands present, the engineer has asked that a wetland delineation be done.

President Koleski asked Mr. Mikkelson why the applicants are proposing to tear down the existing home. Mr. Mikkelson explained that there are minor grading issues as well as foundation concerns. There is also deterioration of the fascia and several areas that gather water.

President Koleski asked if there have been any concerns expressed by neighbors. Mr. Mikkelson stated that he had heard none. Ms. Gehl noted that she heard from the neighbor across the street that they were concerned about the angle of the driveway; however, the applicants are planning to address this in their revised submittal.

Trustee Stuckert asked why there are trees being removed in the rear yard of the property. Mr. Mikkelson explained that because of their location there would most likely be root damage during excavation.

MR. CASHIN MOTIONED TO APPROVE THE DEMOLITION PERMIT CONTINGENT UPON ALL OUTSTANDING ITEMS WITHIN THE RUEKERT & MIELKE ENGINEERING REVIEW BEING COMPLETED, SUBJECT TO TECHNICAL CORRECTION. MS. BECKER SECONDED. MOTION CARRIED 5-0.

5. Review and act on a request by Caroline Heights for an amendment to the Storm Water Maintenance Agreement (SWMA).

Ms. Gehl introduced the item and explained that the developer of Caroline Heights has requested an amendment to the SWMA consisting of the removal of previously planned rain gardens on two single-family residential lots on the south end of development, in the Green Meadow subdivision. The purpose of this amendment is to improve lot buildability while having little to no impact on the overall stormwater management of the development. The request was

reviewed by Village Engineers with Ruekert & Mielke and their recommendation is for approval of the requested SWMA amendment.

Ms. Gehl explained that the Development Agreement states that any amendment to the SWMA is required to come to the Plan Commission for review and recommendation and then that that recommendation will be taken to the Board of Trustees for a public hearing, review, and action.

President Koleski noted that he would like to see a better explanation as to why the rain gardens were included in the plan in the first place and what the impact of their removal is. He would like to see how their removal ties into the overall stormwater management plan.

Trustee Stuckert was in agreement and noted that there are ongoing concerns with the elevations and the Commission should have a better understanding of where water is going to be flowing.

Mr. Cashin was in agreement that more explanation should be provided as to why the rain gardens are no longer needed. He would like to see plans that show where the rain gardens were proposed versus plans that show the parcels following their removal. He noted that this current Commission does not have the historical perspective of these plans because they were not on the Commission when it was being voted on.

Ms. Gehl explained that it's been noted that this was essentially just an oversight from the beginning and that the Village Engineer has reviewed the proposal and does not have concern with their removal because of a very minimal impact on the overall plan. She explained that this is a time sensitive matter because it requires Plan Commission review as well as Board of Trustee review/action.

President Koleski does not feel that any action can be taken tonight because the Plan Commission needs more information. He noted that no one associated with the request is present and he would like to have representatives from both K Singh and the Ruekert & Mielke present at an upcoming meeting to review the request and explain their recommendations.

TRUSTEE STUCKERT MOTIONED TO TABLE THE DISCUSSION UNTIL MORE INFORMATION IS PROVIDED. MR. TERMUEHLEN SECONDED. MOTION CARRIED 5-0.

6. Discussion regarding the referral of the review of §30-2 Letting of Contracts from the Board of Trustees.

President Koleski introduced this item and noted that this item is coming to the Plan Commission following the referral of the discussion by the Board of Trustees. This item was first discussed at the April 23, 2024 Board of Trustees meeting. The Village currently has ordinance language, adopted in April of 2022, which states that any public works project in excess of \$1,000,000 is required to go to referendum. There was extensive discussion at the Board of Trustees meeting regarding an amendment to the ordinance for a potential increase in the current referendum trigger amount and the Board will be discussing the matter further at an upcoming Committee of the Whole meeting; however, it was requested that this item be presented at the Committee level to hear various opinions.

Mr. Cashin stated that he does believe \$1 million is too low and it is costing the village time and money every time it has to go to referendum. He believes that the number should be raised to at least \$2 million; however, when originally proposed he did not have an issue with \$5 million.

Mr. Termuehlen noted that he believes this ordinance was adopted for a reason and any change to this ordinance should go to the public for a vote.

Mr. Becker noted that she believes the Trustees should be able to make the decision without sending it to referendum. She believes the current number is too low.

President Koleski reiterated that the village wants to avoid area-by-area approval processes with referendums and also noted that there is currently no inflation clause included in the language and believes there should be.

Mr. Termuehlen suggested the number be increased to \$2 million with a CPI adjustment to allow the village to keep up with inflation. Trustee Stuckert was in agreement.

Trustee Stuckert noted that staff is currently looking into a two-tier approach with a referendum requirement when Tax Incremental Financing is involved.

7. Update and discussion on a strategic planning session in partnership with representatives from the Wisconsin Economic Development Corporations (WEDC) Connect Communities program.

Ms. Gehl introduced the item and explained that village staff reached out to Errin Welty with the Wisconsin Economic Development Corporation to discuss direction as to our next steps forward following the May Plan Commission meeting. During this conversation, it was suggested that instead of doing a survey now, there may be a greater benefit to holding the strategic planning session, as offered through our involvement in the Connect Communities program, to engage local stakeholders to focus on downtown enhancements and initiatives that could be started prior to the downtown master planning process.

President Koleski suggested that prior to the strategic planning session being held with stakeholders, the Plan Commission do a session of their own first so that the Commissioners are educated about the process and can understand the goals for the Downtown Master Plan.

Trustee Stuckert noted that she would like to see aesthetics considered at the end of this process.

Ms. Becker thought that it could be important to look at aesthetics and other low-hanging fruit because they are small improvements that can be made right away that could lead to bigger improvements.

Mr. Cashin was in agreement that the Plan Commission should do a session first and thought that we should look for small wins first to bring in excitement and energy for the project.

8. Other Business

Trustee Stuckert explained the ongoing discussion regarding trampolines in the Village. Ms. Gehl explained to the Commission that staff is currently researching what area communities do. This report will be brought to the Board of Trustee meeting for discussion and the possible forwarding of the discussion to a different committee.

President Koleski asked about property maintenance on various properties. Ms. Gehl noted that there is ongoing enforcement.

President Koleski asked about the letters that were sent for the installation of water laterals and requested that the original and most recent letters be shared with the trustees as well as talking points for trustees.

President Koleski would like staff to visit the new pickleball courts in Krueger Park as a reference for the start of the Comprehensive Outdoor Recreation Plan process.

9. Adjournment

MR. CASHIN MOTIONED TO ADJOURN. MR. TERMUEHLEN SECONDED. MOTION CARRIED 5-0.

Meeting adjourned at 7:18 P.M.

Respectfully Submitted,

Katherine Gehl
Assistant Village Manager/Zoning & Planning Administrator

DRAFT

**PUBLIC WORKS/UTILITIES (PWUC) COMMITTEE
MEETING MINUTES
Monday, July 8th, 2024 5:30 p.m., Parkview Room**

1. Roll call.

Meeting was called to order at 5:32 pm by Mr. Schindler

Present: Mr. Schindler, Ms. Schneider, Mr. Zwirlein, and Mr. Eull.

Absent: Mr. Koleski, Mr. Shepherd, and Mr. Harley

Also Present: Mr. Harrigan, Mr. Paul, Ms. Bridgot Gysbers from Ruckert-Mielke via Zoom, and Mr. Richard Klein of Stantec Engineering

2. Review and act on minutes from June 10th, 2024 and June 17th, 2024 Meeting.

Mr. Schindler provided some edits of the minutes as written. Mr. Zwirlein moved and Ms. Schneider seconded approval of the minutes with the suggested edits the June 10th, 2024. Motion carried 4-0. Mr. Zwirlein moved and Mr. Eull seconded approval of the minutes with the suggested edits the June 17th, 2024. Motion carried 4-0

3. Update from Sustainability Committee

Nothing to report. No meeting.

4. Update on Grant Assistance Services provided by Ruckert-Mielke

Ms. Bridgot Gysbers of Ruckert-Mielke reviewed the grants that the Village would best be suited for and discussed timeline as well as the process on applications. The main categories/grant options that are the focus include Safe Drinking Water Grants, Energy Grants and Trails/Pathway Grants (though these typically require a Comprehensive Outdoor Recreation Plan – CORP).

Ms. Gysbers conveyed the fact that some of these grants will require an Intent to Apply application, while further planning getting some preliminary design ready for future submittal. She also noted that if not chosen for the first round that it behooves the Village to continue to apply in subsequent cycles.

One of the priorities will be looking forward to a water main extension project for 2025, which would include 111 homes in the Marian Heights subdivision, which could draw funds from TID # 3 to put together a preliminary design.

Also noted was the fact that once the CORP is completed, that will assist with submittal of applications for grants that could help gain funding for pathways.

5: Update and possible action on Underwood Creek Daylighting Design Services, Task Order 2024-2, with Stantec Engineering

Mr. Harrigan updated the committee on the process with obtaining the land from the railroad. Mr. Harrigan had been in conversations with Attorney Allan Markowitz of Von Briesen and Roper, who is extremely knowledgeable in the field of land acquisitions, in this case with railroads, and it appears the best path for the Village is to notify CPKC that the Village will be proceeding with the route of eminent domain since the negotiations with the appraisals ended in a stale mate. This would afford the Village the opportunity to only acquire the land that is needed for the project and not the entire corridor.

Mr. Harrigan then introduced Mr. Rich Klein of Stantec to the committee to allow him to walk through his updated schedule, and discuss the channel options and parking in order to move forward with the design.

The committee discussed the pros and cons of each design as well as how it impacted both recreational use and connection with the businesses and downtown. The focus was on infrastructure of future amenities (pedestrian bridge, electrical infrastructure, etc.), and discussion regarding the parking lot configuration in which Mr. Harrigan had been in contact with and will be following up with the landowner of the Sendik's property to work through details.

With a traffic impact study in the works, independently of this project, the consensus of the committee (4-0) was to move forward with Alternative 1, which includes an east side pathway and a Pedestrian Bridge in the design.

6: Review and possible action on Request for Proposal (RFP) for Traffic Impact Analysis

The committee reviewed the draft RFP for a Traffic Impact Analysis and offered a few edits/additions including adding a map exhibit, and adding Wall St and Elm Grove to the reach of the analysis. As there was already a direction to proceed, no action was required and all edits and additions will be included with the submittal.

7: Review and possible action on request for easement from WE Energies for resiliency project

Staff presented the request from WE Energies to acquire an easement along back (east side) of the village-owned lot located on Legion between 1150 Legion Drive and 1160 Legion Drive. Staff indicated that there are no conflicts with Village utilities in this area and that it would behoove the committee to approve the request. The committee felt that as long as there were no conflicts with Village operations or stormwater they want to help move along the process.

Mr. Eull moved to approve the easement acquisition and Mr. Zwirlein seconded. Motion carried 4-0.

8: Review and possible action on recommendation of DPW pole building bid.

Mr. Paul presented the bid tab and recommended award of bid to Walter's Buildings, which was the only bidder, for the construction of a pole building at the DPW Facility. This was a 2024 Capital Budget item. Mr. Paul and the committee agreed that they felt comfortable proceeding based upon their reputation and longevity/years in the business.

Mr. Schindler moved to recommend approval of the pole building up to \$178,170.00 that would cover the base bid and alternatives as needed. Mr. Zwirlein seconded. Motion carried 4-0.

9: Review and possible action on Request for Proposal (RFP) for Engineering and Design Services for Future Village Pathways

The committee felt it would be more productive to review and edit this RFP at the next scheduled meeting. Ms. Schneider motioned to table this item until the next meeting. Mr. Zwirlein seconded. Motion carried 4-0.

10: Update on Public Works Projects

Mr. Paul provided an update to the committee in regards to the Highland Drive cross culvert which included the fact that it is expected to be open to traffic once again on Friday, July 12th, 2024.

Mr. Paul also informed the committee that the current DPW Foreman has now left the Village and will be taking the position of Deputy Director of Public Works with the City of New Berlin. Mr. Paul was very appreciative of his time with the Village and the Department and the recruitment for staff with the reorganization is already underway with a scheduled interview for a qualified candidate this week.

11: Other Business

Mr. Harrigan informed the committee that the water lateral letters went out last week identifying the required information and the fact that the contractor performing the work would be Cornerstone 1. As a recap, DF Tomasini whom originally bid out the work, did not have a contract to perform this work and as they were a sub-contractor to Mandel, Mandel needed them to stay focused on their site work, Mandel did provide Cornerstone 1 as an alternative who bid out the work and came in a little less than DF

Tomasini. There was a slight adjustment for the costs due to Wauwatosa's inspection fees of \$800. Other than Meadows of the Grove being connected up to the home, the rest of the properties will have a service lateral to a curb stop installed at the property line. Cornerstone 1 will also be directionally boring the laterals on Watertown Plank Rd, thus having less impact on traffic and road cuts.

12: Adjourn

Mr. Eull motioned and Mr. Schindler seconded to adjourn the meeting at 8:05 pm Motion carried 4-0.

Respectfully. Submitted
Richard Paul, Jr.
Public Works Director

DRAFT



We Energies
Property Rights & Information Group
231 W Michigan Street, Room P277
PO Box 2046
Milwaukee, WI 53201-2046

June 14, 2024

Village of Elm Grove, Waukesha County, Wisconsin, a Wisconsin Municipal Corporation
13600 Juneau Boulevard
Elm Grove, WI 53122

Subject: WSS23003-Elm Grove X24661 System Improvement Project
Work Request No.: 4737450
Parcel Tract ID#: 006-1160
Parcel ID#: EGV 1106029001

Dear Customer:

As a part of our continuing effort to improve service and reliability, we will be upgrading facilities in and around the Village of Elm Grove. This work will involve replacing poles, overhead wire, underground cables, transformers, and other equipment along the route. Due to changes in standards and the use of upgraded equipment, size or height of newly installed facilities may not be identical to current facilities.

To complete this project, we will need your permission in the form of an easement. An easement gives us land rights to use a defined part of a property for a specific purpose such as the installation, maintenance, and inspection of utility facilities. The easement agreement is enclosed. **If you are agreeable, please sign one copy of the easement agreement in the presence of a notary public and return it in the enclosed postage-paid envelope. Keep the other copy for your records.**

Construction is expected to begin in **Fall 2024**. We will continue to communicate details about our work as we move through the project – including notification a few weeks prior to start of construction. If you have any questions, please contact [Virginia Herek, Right of Way Agent at virginia.herek@contractlandstaff.com](mailto:virginia.herek@contractlandstaff.com) or [\(cell\) 262-939-5928](tel:262-939-5928) and reference the work request in the subject line above. Thank you for your cooperation and understanding as construction takes place in your area.

Sincerely,

Virginia Herek

Virginia Herek
Contract Land Staff Representing We Energies
Right of Way Agent

**DISTRIBUTION EASEMENT
UNDERGROUND**

Document Number

WR NO. **4737450** IO NO. **52938**

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **Village of Elm Grove, a Wisconsin Municipal Corporation**, hereinafter referred to as "Grantor", owner of land, hereby grants and warrants to **WISCONSIN ELECTRIC POWER COMPANY, a Wisconsin corporation doing business as We Energies**, hereinafter referred to as "Grantee", a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area".

The easement area is described as **the Easterly Eight (8) feet**, situated in Lot 4, Block 1, Brookside Subdivision, Village of Elm Grove, Waukesha County, Wisconsin, more particularly described in Map or Plat thereof, recorded in Document Number 233987, Register of Deeds, Waukesha County, Wisconsin, less and except any conveyances heretofore made.

- 1. Purpose:** The purpose of this easement is to construct, install, operate, maintain, repair, replace and extend underground utility facilities, conduit and cables, electric pad-mounted transformers, concrete slabs, power pedestals, riser equipment, terminals and markers, together with all necessary and appurtenant equipment under and above ground as deemed necessary by Grantee, all to transmit electric energy, signals, television and telecommunication services, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
- 2. Access:** Grantee or its agents shall have the right to enter and use Grantor's land with full right of ingress and egress over and across the easement area and adjacent lands of Grantor for the purpose of exercising its rights in the easement area.
- 3. Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric codes or any amendments thereto.
- 4. Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
- 5. Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
- 6. Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
- 7. Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.
- 8. Easement Review:** Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document or voluntarily waives the five day review period.

RETURN TO:
We Energies
PROPERTY RIGHTS & INFORMATION GROUP
231 W. MICHIGAN STREET, ROOM P277
PO BOX 2046
MILWAUKEE, WI 53201-2046

EGV 1106029001
(Parcel Identification Number)

Grantor:

**Village of Elm Grove, Waukesha County, Wisconsin,
a Wisconsin Municipal Corporation**

By: _____

Name: _____

Title: _____

Acknowledged before me in _____ County, State of _____, on _____, 20____
by _____, its _____ (title) signing on
behalf of **Village of Elm Grove, Waukesha County, Wisconsin, a Wisconsin Municipal Corporation.**

Notary Public Signature

Notary Public Name (Typed or Printed)

(NOTARY STAMP/SEAL)

My commission expires _____

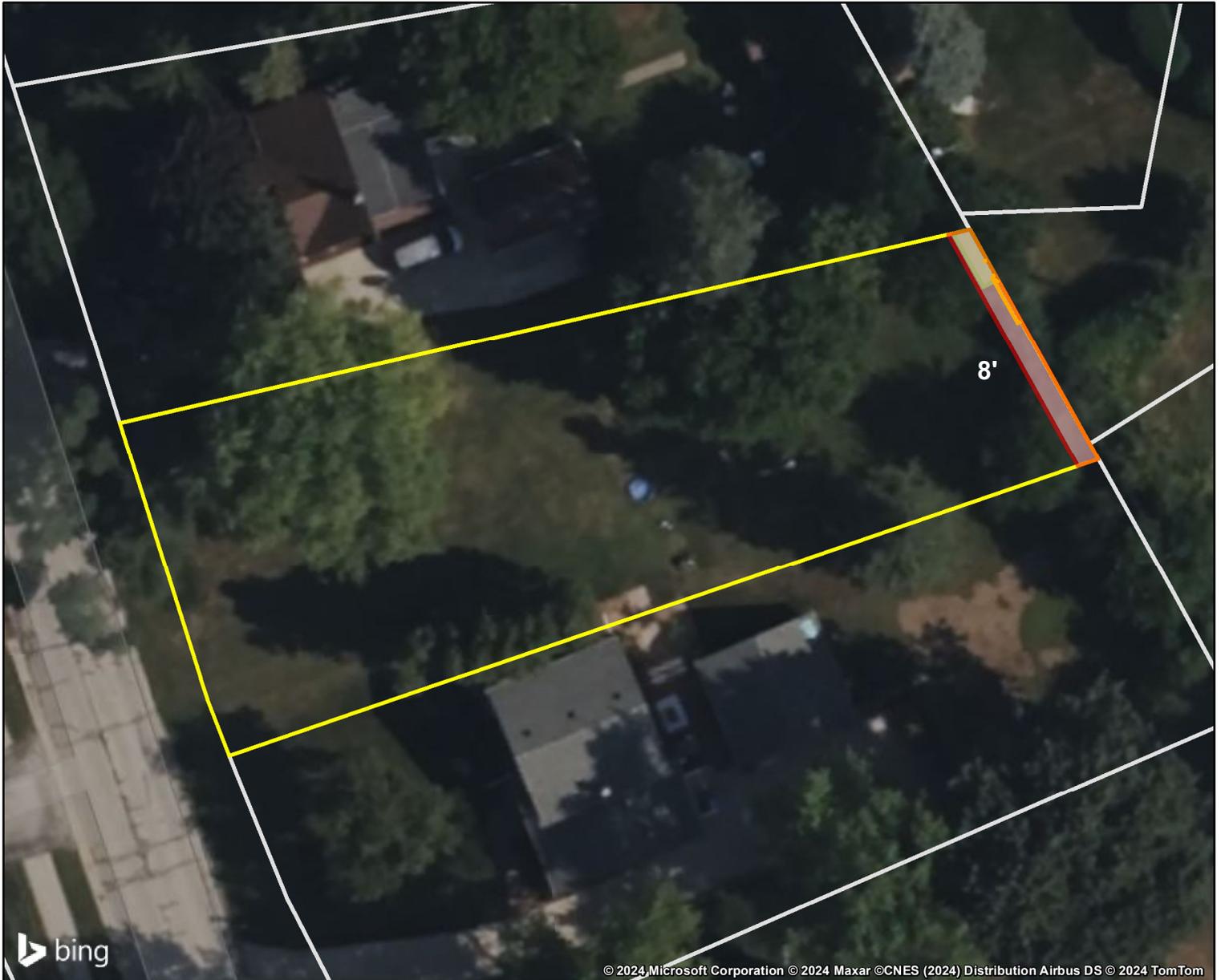
This instrument was drafted by CLS-Alicia Trapp on behalf of Wisconsin Electric Power Company, PO Box 2046, Milwaukee, Wisconsin 53201-2046.

Temporary Exhibit "A"

Waukesha County, WI

Tax ID: EGV 1106029001

Tract: 006-1160



For discussion purposes only. All measurements and distances are approximations and pend final survey and engineering.

Prepared by:



Contract Land Staff, LLC
2245 Texas Drive, Suite 200
Sugar Land, TX 77479



Date: 4/15/2024

Legend

-  Proposed Primary Easement 8'
-  Proposed Secondary Easement 6'
-  Existing Easement
-  Anchor
-  Transformer
-  New Pole
-  Pedestal

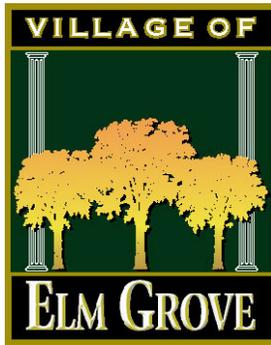
Tract Name:

EG 4737450

**006-1160-
ROW**

Property Owner:

**Village of Elm Grove, a
Wisconsin Municipal
Corporation**



PUBLIC WORKS

Richard Paul, Jr.
Director of Public Works

1500 Elmwood
Waukesha, WI 53122-1679

Phone: (262) 782-8714

Website: [elmgrovewi.org](http://www.elmgrovewi.org)

July 2nd, 2024

Public Works Utilities Committee/ Board of Trustees

On July 2nd, 2024 at 10:00 am, a bid opening was held for the construction of a pole building at the DPW Facility. The bid spec included details on construction materials, and requested optional bid items to cover and issues with the site construction prep should there be any soil issues that are encountered.

The bid broke out the building package and materials, the concrete floors, as well as the option to build the structure on a grade beam footing if required due to soil issues.

One bid was received at the bid opening in the amount of \$178,170 for all options. The bidder was Walter's Buildings (Allenton, WI) who have been in the business with great references since 1967. Within the past 5 years they have completed similar buildings for the City of Amery, Ashippun Fire Department, Waukesha Parks, Rec and Forestry, and many other businesses and private structures. The DPW will have the option of performing some minor site work that may provide additional discounts that would help with the overall cost of the project.

This 2024 Capital Budget item was approved for \$181,000.00. I recommend approval of Walter's Building's bid for a total of \$178,170.00 to the Public Works Utilities Committee and the Board of Trustees.

Thank you,

Richard Paul, Jr.
Director of Public Works
Village of Elm Grove

VILLAGE OF ELM GROVE DPW Pole Building

SCHEDULE OF PRICES

Walter's Buildings

ITEM NO.	DESCRIPTION	APPROX. QUANTITY	UNIT PRICE	EXTENDED TOTALS
1	Total Building Package	EACH 1	EACH \$126,673.00	\$126,673.00
2	Option 1: 5" thick concrete floor with 1.5 lb of fibermesh reinforcement, saw cut and sealed once, in shed only	EACH 1	EACH \$33,810.00	\$33,810.00
3	Option 2: 16" x 16" gradebeam with four #4 rebar (no post in ground), building built on slab)	EACH 1	EACH \$10,787.00	\$10,787.00
4	Option 3: 5" thick concrete floor under overhang/porch with 1.5 lb of fibermesh reinforcement, light broom finish, saw cut and sealed once	EACH 1	EACH \$6,900.00	\$6,900.00
TOTAL				\$178,170.00

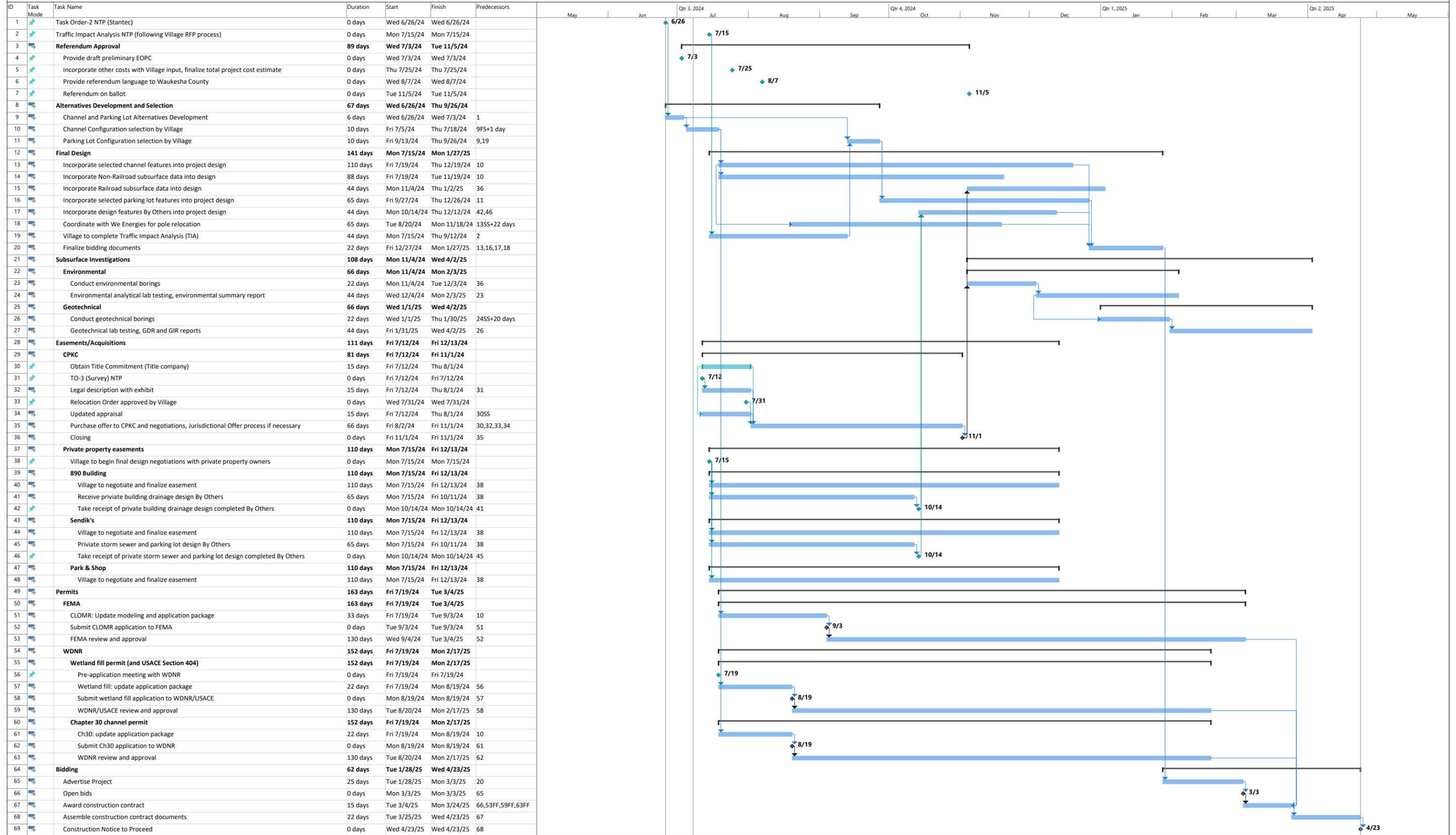
Shall the Village of Elm Grove complete the Village's long term stormwater management plan developed in response to past flooding by daylighting and realigning Underwood Creek south of Watertown Plank Road through the downtown area?

The existing creek drainage enclosure located under the Park and Shop parking lot and the Sendik's building is failing, and will not receive permitting for repair from the Wisconsin Department of Natural Resources or the U.S. Army Corps of Engineers. The remaining portion of the plan requires that the Village acquire land and easements to construct a naturalized streambed for the purpose of stormwater management. This action will enhance public safety, provide additional public space, connect pedestrian pathways and protect the economic viability of the downtown. The project will be paid for with existing storm water fees and continued funding from Tax Incremental Financing District #2. The total project cost SHALL not exceed \$_____.

_____ YES

_____ NO

Underwood Creek Daylighting
 Village of Elm Grove, Wisconsin
 Draft Design, Acquisition, Permitting, and Bidding Schedule



Legend: Task (blue bar), Milestone (diamond), Project Summary (black bar), Inactive Milestone (grey diamond), Manual Task (green bar), Manual Summary Rollup (teal bar), Start-only (blue bar with arrow), External Tasks (grey bar), Deadline (grey bar), Manual Progress (green bar with arrow), Split (dotted line), Summary (dotted line), Inactive Task (grey bar), Inactive Summary (grey bar), Duration-only (grey bar), Manual Summary (teal bar), Finish-only (blue bar with arrow), External Milestone (grey diamond), Progress (grey bar).

Page 1

To: Tom Harrigan
 Elm Grove Village Manager

From: Richard Klein, PE
 Stantec

Date: July 3, 2024

Reference: Alternatives Evaluation
Underwood Creek Daylighting, Village of Elm Grove, Wisconsin

This memorandum presents conceptual alternatives intended to serve as a basis for discussion to facilitate selection of a final configuration of elements to be included in the project design.

- Three alternative stream channel and bank treatment combinations, including pedestrian access options in the channel daylighting project area footprint.
- Three alternative parking lot configurations, showing ingress and egress options at Watertown Plank Road and Wall Street, vehicular and pedestrian travel lanes, and parking spaces. The Village’s upcoming Traffic Impact Analysis will further inform the development of these alternatives.

Table 1 below summarizes the channel alternatives.

Table 1 - Channel Alternatives

Channel Alternative No.	Name	Comments
1	East Path and Pedestrian Bridge	<p>Alternative 1 includes a pedestrian path east of the new channel between Watertown Plank Road and Wall Street, and a pedestrian bridge over the channel to connect the path to the commercial area. This alternative provides a safe, direct connection between the pedestrian path system north of downtown with the path south of Wall Street. It also fosters increased pedestrian traffic to local businesses via the pedestrian bridge.</p> <p>This alternative is more costly than Alternatives 2 and 3 because of the pedestrian bridge and the extended quarry stone bank treatment adjacent to the abutments.</p>

Channel Alternative No.	Name	Comments
2	East Path and West Sidewalk	<p>Alternative 2 includes a pedestrian path east of the new channel between Watertown Plank Road and Wall Street, and a sidewalk west of the new channel between Wall Street and the north side of the Sendik's building. This alternative provides a safe, direct connection between the pedestrian path system north of downtown with the path south of Wall Street.</p> <p>A pedestrian bridge is not included in this alternative. Pedestrian traffic from Wall Street to the middle of the Park and Shop commercial area is facilitated via a sidewalk along the west channel top of bank.</p> <p>This alternative is less expensive than Alternative 1 because it does not include the pedestrian bridge. The west sidewalk adds a moderate expense that Alternative 1 does not include.</p>
3	West Sidewalk	<p>Alternative 3 includes a sidewalk along the west channel top of bank to facilitate pedestrian traffic from Wall Street to the middle of the Park and Shop commercial area.</p> <p>Neither the east path nor the pedestrian bridge is included in this alternative. It is therefore the least expensive of the three channel alternatives.</p>

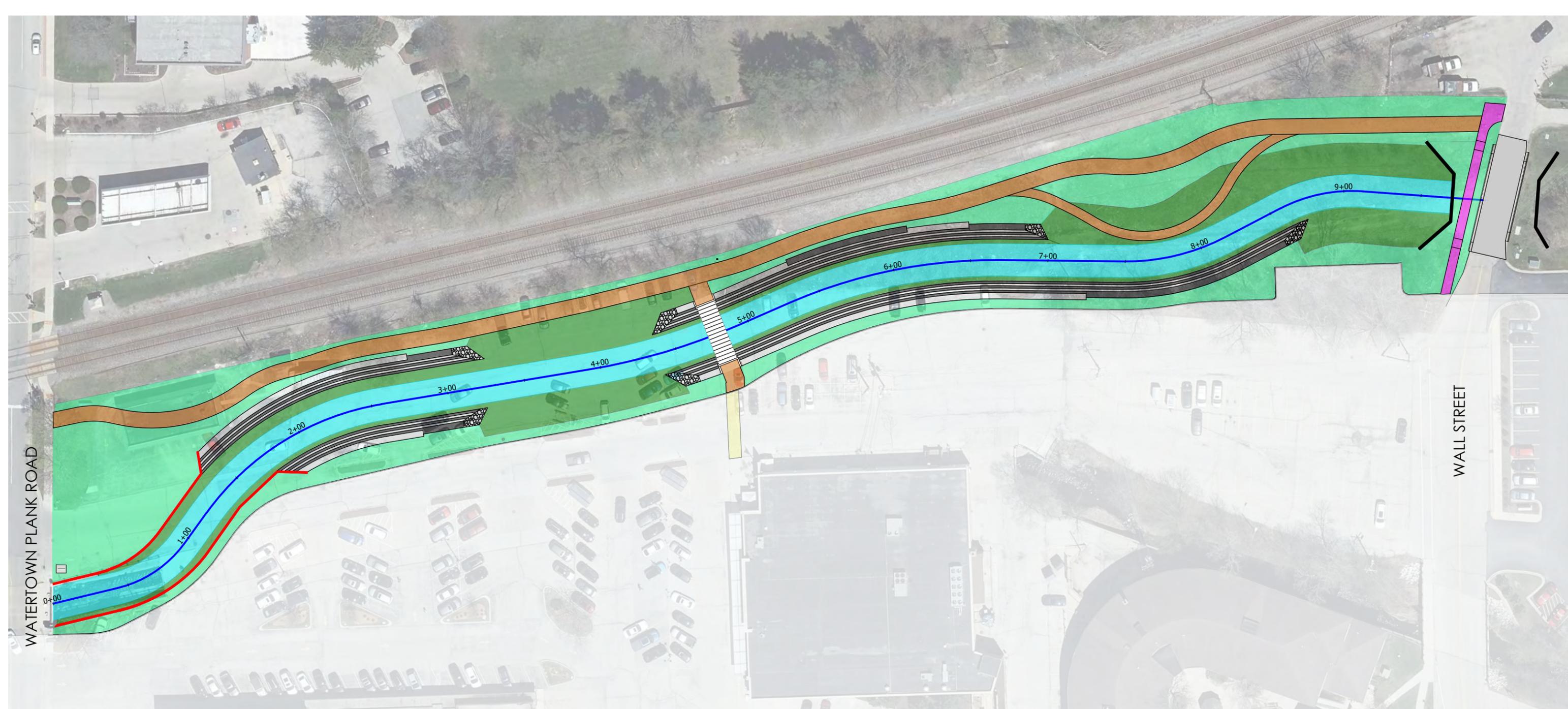
Table 2 below summarizes the parking lot alternatives.

Table 2 - Parking Lot Alternatives

Parking Lot Alternative No.	Name	Comments
A	Ingress/Egress at Watertown Plank Road and at Wall Street	Alternative A accommodates ingress and egress (left-turn out and right-turn out) at both Watertown Plank Road and at Wall Street. Additional space is made available at Watertown Plank Road by relocating the Park and Shop entrance sign to the east side of the channel.
B	Ingress Only at Watertown Plank Road and Ingress/Egress at Wall Street	Alternative B accommodates ingress only at Watertown Plank Road. Alternative B maintains the Park and Shop entrance sign on the west side of the channel and accommodates both ingress and egress at Wall Street.
C	Ingress and Right-Turn Only Egress at Watertown Plank Road and Ingress/Egress at Wall Street	Alternative C accommodates ingress and right-turn only egress at Watertown Plank Road. Alternative C maintains the Park and Shop entrance sign on the west side of the channel and accommodates both ingress and egress at Wall Street.

Attached: Exhibits 1 through 3: Channel Alternatives

Exhibits A through C: Parking Lot Alternatives



WATERTOWN PLANK ROAD

WALL STREET

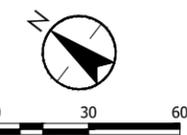
EXHIBIT 1

STREAM CHANNEL ALTERNATIVE 1 East Path with Pedestrian Bridge

VILLAGE OF ELM GROVE
UNDERWOOD CREEK DAYLIGHTING

LEGEND

-  STREAM BANK: SLOPE NATIVE VEGETATION (3:1)
-  STREAM BANK: STEPPED QUARRY STONE (1:1)
-  STREAM BANK: RETAINING WALL (VERTICAL)
-  NEW STREAM BED
-  ASPHALT PATH
-  CONCRETE SIDEWALK
-  PEDESTRIAN BRIDGE



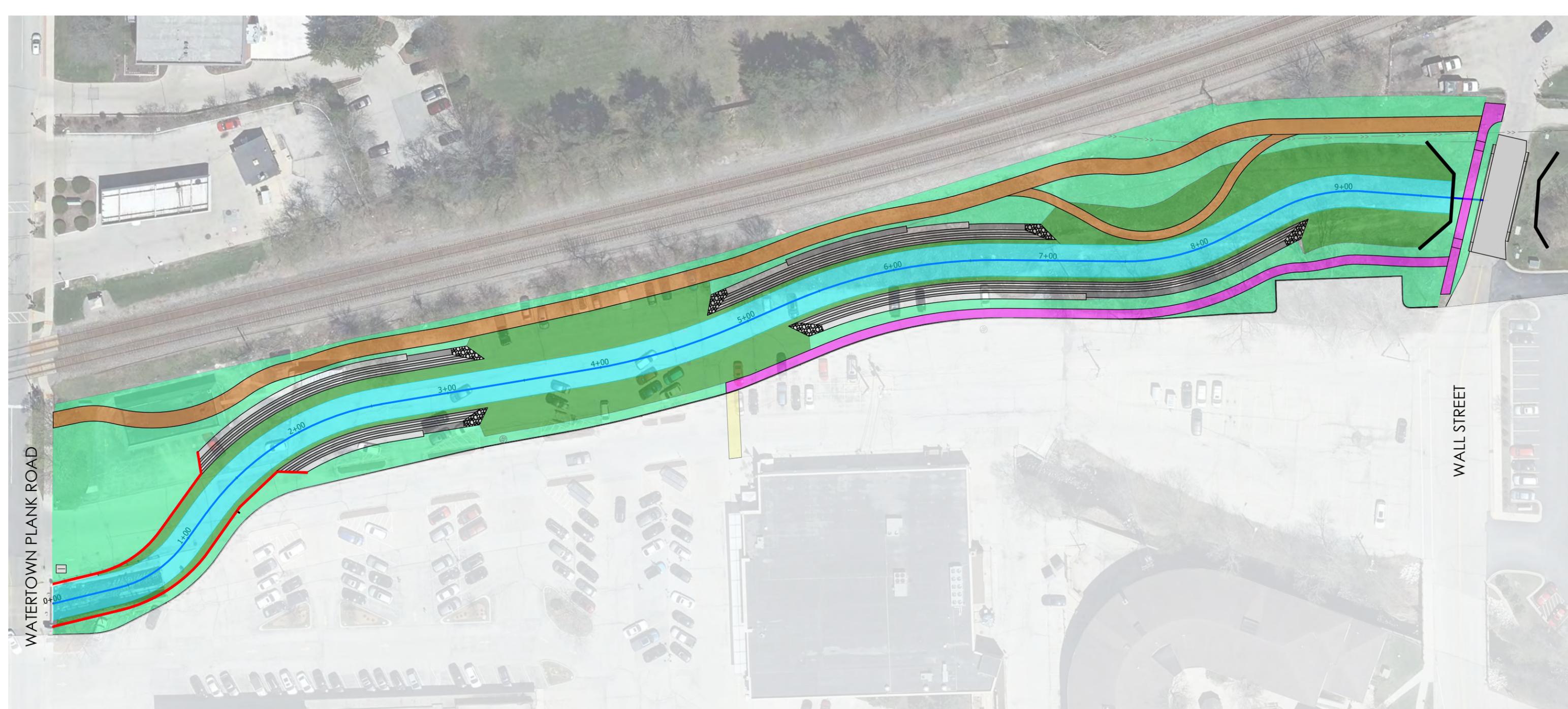


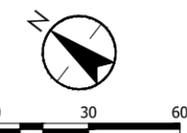
EXHIBIT 2

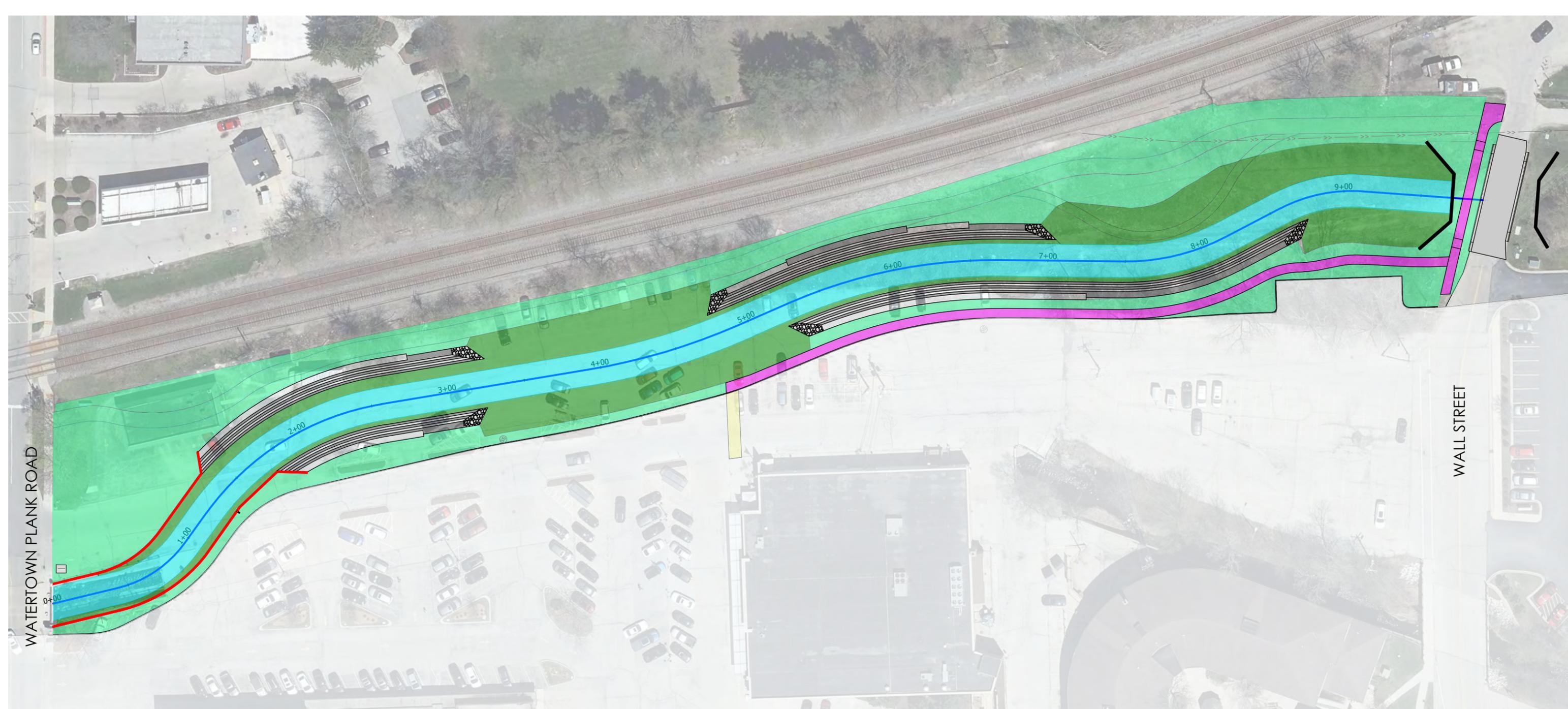
STREAM CHANNEL ALTERNATIVE 2 East Path and West Sidewalk

VILLAGE OF ELM GROVE
UNDERWOOD CREEK DAYLIGHTING

LEGEND

-  STREAM BANK: SLOPE NATIVE VEGETATION (3:1)
-  STREAM BANK: STEPPED QUARRY STONE (1:1)
-  STREAM BANK: RETAINING WALL (VERTICAL)
-  NEW STREAM BED
-  ASPHALT PATH
-  CONCRETE SIDEWALK
-  PEDESTRIAN BRIDGE





WATERTOWN PLANK ROAD

WALL STREET

EXHIBIT 3

STREAM CHANNEL ALTERNATIVE 3 West Sidewalk

VILLAGE OF ELM GROVE
UNDERWOOD CREEK DAYLIGHTING

LEGEND

- STREAM BANK: SLOPE NATIVE VEGETATION (3:1)
- STREAM BANK: STEPPED QUARRY STONE (1:1)
- STREAM BANK: RETAINING WALL (VERTICAL)
- NEW STREAM BED
- ASPHALT PATH
- CONCRETE SIDEWALK
- PEDESTRIAN BRIDGE

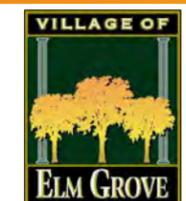
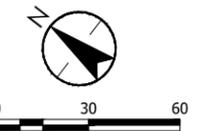




EXHIBIT A

PARKING LOT ALTERNATIVE A
Ingress/Egress at Watertown Plank Road and at Wall Street

VILLAGE OF ELM GROVE
UNDERWOOD CREEK DAYLIGHTING

LEGEND

-  ARROW SHOWING DIRECTION OF TRAVEL
-  PEDSTRIAN CROSSWALK
-  PARKING SPACES
-  PARK & SHOP ENTRANCE SIGN

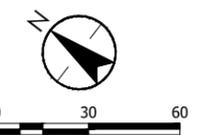




EXHIBIT B

PARKING LOT ALTERNATIVE B
 Ingress Only at Watertown Plank Road and Ingress/Egress at Wall Street

VILLAGE OF ELM GROVE
 UNDERWOOD CREEK DAYLIGHTING

LEGEND

-  ARROW SHOWING DIRECTION OF TRAVEL
-  PEDSTRIAN CROSSWALK
-  PARKING SPACES
-  PARK & SHOP ENTRANCE SIGN

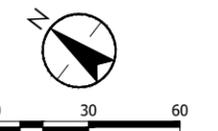




EXHIBIT C

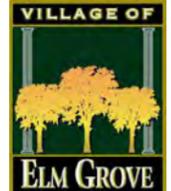
PARKING LOT ALTERNATIVE C
 Ingress and Right Turn Only Egress at Watertown Plank Road and Ingress/Egress at Wall Street

VILLAGE OF ELM GROVE
 UNDERWOOD CREEK DAYLIGHTING

LEGEND

- ARROW SHOWING DIRECTION OF TRAVEL
- PEDSTRIAN CROSSWALK
- PARKING SPACES
- PARK & SHOP ENTRANCE SIGN

0 30 60



To: Tom Harrigan
Elm Grove Village Manager

From: Richard Klein, PE
Stantec

Date: July 3, 2024

**Reference: Draft Engineer's Opinion of Probable Construction Cost (EOPC)
Underwood Creek Daylighting, Village of Elm Grove, Wisconsin**

This memorandum documents the updated Engineer's Opinion of Probable Construction Cost (EOPC) for the Underwood Creek Daylighting project through downtown Elm Grove and is provided at this time to inform the total project cost required for the planned November 2024 referendum. This July 3, 2024, version of the EOPC should be considered draft since several significant components, including the channel bank elements and soil disposal items, are currently only at a conceptual design stage, and since the total list of project components has not yet been finalized. The items included sum to a total project price of \$6,377,000, as detailed in the attached table. It is anticipated that the Village will apply a contingency multiplier to this number prior to finalizing the referendum language to account for these various uncertainties.

The project components evaluated in developing the EOPC include:

- Clearing, site preparation, demolition and removal of the existing abandoned railroad bridge over Underwood Creek.
- New channel excavation from Watertown Plank Road to the confluence with Underwood Creek approximately 600 south of Wall Street.
- Disposal of excess soil.
- Construction of new channel bed and banks including vegetated banks, toe wood, quarried stone banks, and cast-in-place retaining walls.
- Abandonment of the existing Underwood Creek channel and culvert between Wall Street and just downstream of Watertown Plank Road.
- New storm sewer drainage piping.
- New pipe arch vehicular culvert crossing over the new channel at Wall Street.
- Asphalt path between Watertown Plank Road and Wall Street east of the new channel.
- Pedestrian bridge over the new channel.
- Surface restoration of disturbed areas consisting of seeding, plantings and pavement.

The components considered are most similar to those included in the channel alternative named "Alternative 1" that is being developed and provided as a separate submittal.

Reference: Draft Engineer's Opinion of Probable Construction Cost (EOPC)

Several notable differences between the components considered in this current EOPC and the 2019 version include:

- A more conservative material disposal approach that anticipates a greater percentage of excess soil being disposed of at a landfill. This approach will be refined after completion of the upcoming subsurface investigation.
- Increased pavement demolition and restoration requirements due to the generally deteriorated existing parking lot pavement quality.
- Removal and disposal of the existing railroad bridge at the downstream end of the project area.
- Additional channel bank revetment required to narrow the channel section without extending the channel footprint further west into the parking lot.
- New asphalt path east of channel between Watertown Plank Road and Wall Street.
- Addition of curbing on west edge of channel top of bank along parking lot.
- New pedestrian bridge over the new channel between asphalt path and parking lot connection near north side of Sendik's building.
- Sidewalk along west edge of channel top of bank between Wall Street and pedestrian bridge.
- Revised unit prices referencing recent similar work in the area that reflect the current bidding environment and economy.

Attached: EOPC tabulation (July 3, 2024)

Underwood Creek Daylighting

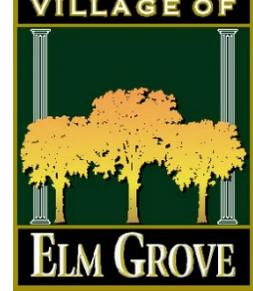
Village of Elm Grove, Wisconsin
July 3, 2024

Draft - Engineer's Opinion of Probable Construction Cost

No.	Item	Units	Qty	Unit Price	Total
1	Mobilization, Demobilization, And Site Preparation	LS	1	\$ 150,000.00	\$ 150,000
2	Sign Removal and Reinstallation	LS	1	\$ 7,000.00	\$ 7,000
3	Lighting Removal and Reinstallation	LS	1	\$ 15,000.00	\$ 15,000
4	Clearing and Grubbing	LS	1	\$ 30,000.00	\$ 30,000
5	Asphalt Removal	SY	12,200	\$ 6.00	\$ 73,200
6	Concrete Sidewalk Removal	SY	30	\$ 15.00	\$ 450
7	Curb & Gutter Removal	LF	730	\$ 6.00	\$ 4,380
8	Railroad Bridge Removal	LS	1	\$ 76,700.00	\$ 76,700
9	Soil Excavation and Grading	LS	1	\$ 352,000.00	\$ 352,000
10	Off-site Material Disposal - Landfill Daily Cover	TON	27,600	\$ 50.00	\$ 1,380,000
11	Off-site Material Disposal - Landfill Direct	TON	10,600	\$ 70.00	\$ 742,000
12	Off-site Material Disposal - Non-Landfill	TON	8,300	\$ 15.00	\$ 124,500
13	Cast-In-Place Retaining Wall (East)	LS	1	\$ 225,000.00	\$ 225,000
14	Cast-In-Place Retaining Wall (West)	LS	1	\$ 314,000.00	\$ 314,000
15	Pedestrian Bridge - Structure	LS	1	\$ 175,000.00	\$ 175,000
16	Pedestrian Bridge - Abutments	EA	2	\$ 32,000.00	\$ 64,000
17	Quarry Stone Bank	TON	2,779	\$ 430.00	\$ 1,195,153
18	Riprap Quarry Stone Bank Transitions	TON	90	\$ 170.00	\$ 15,300
19	Wall Street Arch Culvert	LS	1	\$ 265,000.00	\$ 265,000
20	Wall Street Roadway	SY	400	\$ 49.00	\$ 19,600
21	Parking Lot Asphalt Paving	SY	7,340	\$ 44.00	\$ 322,979
22	Concrete Curb and Gutter	LF	975	\$ 27.00	\$ 26,325
23	Concrete Sidewalk	SF	2,755	\$ 9.00	\$ 24,795
24	East Asphalt Path	SY	1,008	\$ 36.00	\$ 36,300
25	Subpavement Material (Channel Bed Base)	TON	1,080	\$ 20.00	\$ 21,600
26	Riffle Material	TON	840	\$ 70.00	\$ 58,800
27	Glide Material	TON	170	\$ 40.00	\$ 6,800
28	Run Material	TON	290	\$ 80.00	\$ 23,200
29	Heavy Riprap Energy Dissipation Pool	TON	460	\$ 70.00	\$ 32,200
30	Toewood	LF	350	\$ 150.00	\$ 52,500
31	Landscaping Boulders	EA	20	\$ 300.00	\$ 6,000
32	Topsoil	TON	1,220	\$ 20.00	\$ 24,400
33	Native Seeding – Zones A & B	SY	1,525	\$ 6.00	\$ 9,150
34	Native Seeding – Zone C	SY	5,300	\$ 6.00	\$ 31,800
35	Turf Seeding – Zone D	SY	2,500	\$ 3.00	\$ 7,500
36	Live Stakes (Dormant Woody Cuttings)	EA	1,500	\$ 4.00	\$ 6,000
37	Shrubs	EA	500	\$ 150.00	\$ 75,000
38	Trees	EA	25	\$ 600.00	\$ 15,000
39	Culvert/Channel Removal And Abandonment (W/Pr To Sendiks)	LS	1	\$ 54,600.00	\$ 54,600
40	Culvert Abandonment With Flowable Fill (Beneath Sendiks)	LS	1	\$ 90,000.00	\$ 90,000
41	Stream Channel Abandonment (Downstream Of Sendiks)	LS	1	\$ 45,100.00	\$ 45,100
42	Storm Sewer Pipe Rcp 18-Inch	LF	202	\$ 125.00	\$ 25,250
43	Storm Sewer Pipe Rcp 24-Inch	LF	74	\$ 135.00	\$ 9,990
44	Storm Sewer Pipe Rcp 30-Inch	LF	71	\$ 150.00	\$ 10,650
45	Storm Sewer Pipe Rcp 36-Inch	LF	242	\$ 200.00	\$ 48,400
46	Storm Sewer Pipe Rcp 42-Inch	LF	219	\$ 225.00	\$ 49,275
47	42-Inch Concrete Apron Endwall	EA	1	\$ 3,000.00	\$ 3,000
48	Storm Sewer Manhole 48-Inch	EA	3	\$ 3,300.00	\$ 9,900
49	Storm Sewer Manhole 60-Inch	EA	3	\$ 4,800.00	\$ 14,400
50	Storm Sewer Manhole 72-Inch	EA	1	\$ 7,000.00	\$ 7,000

Contingency 0% \$ -
Total \$ 6,377,000

Memo



To: Trustee Shepherd

From: Logan Kein

Date: Wednesday July 17th, 2024

2024 Fourth of July Recap

To whom it may concern,

We had another successful Fourth of July celebration this year. The morning started with the Fun Run where we had 49 participants, Volunteers from the Rotary Club, Recreation Staff and officers from the Police Department coordinated together for a successful event. Open Swim had an estimated 380 patrons enjoy the beautiful day at the pool. Lifeguards had one save near the beginning of open swim and received a couple complaints that were addressed by pool staff. The Park from approximately 11:00am to 4:00pm had a number of Families enjoying the park and its amenities. The new basketball court was heavily used by multiple families throughout the day. Wolverine Fireworks, Donut NV, Third Space Brewery and the DJ arrived around 4:30pm and began setup for the evening festivities.

The rain came in around 5:00pm and lasted till around 6:45pm. During this time the remainder of the food trucks Kona Ice, Tom's Travelin Coffee and the Fatty Patty arrived and set-up and began serving patrons after the weather cleared. In collaboration with Chief Hennen and utilizing weather software in Police dispatch we were able to give the green light for fireworks to remain on schedule for the 9:30pm display. This was posted on village social media which received a number of likes.

Between 6:30pm and 9:00pm is when the park received its most traffic of patrons coming and setting up to view the fireworks. It is estimated that 1500 patrons visited the park to view the Fireworks display. Recreation staff monitored bathrooms and trash in the park and cleaned and emptied trash accordingly. Wolverine Fireworks remained on schedule for the 9:30 showing. Elm Grove Police were present in the park on foot and bike patrol. The fireworks display started on time and lasted for 25minutes. One comment that was asked was about a large "fireball" at the end of the display. This was planned by the Wolverine Fireworks crew and was not an accident. The Police Department had a plan for traffic leaving the park which was successful. The parking lot was emptied of Vehicles in approximately 30-40minutes. No notes issues or complaints. Public works and Recreation staff were able to clean up the park and return it to its normal operation on Friday July 5th. Please reach out with any questions for the Fourth of July event and possible recommendations for next year's 70th celebration.

Respectfully submitted by,
Logan Kein
Recreation Manager

VILLAGE OF ELM GROVE

**13600 Juneau Boulevard
Elm Grove, WI 53122**

**FINANCE MEETING AGENDA
TUESDAY, JULY 23, 2024 * 6:30 P.M. * PARKVIEW ROOM**

- 1. Call meeting to order**
- 2. Review and act on meeting minutes**
 - FL062624Dm
- 3. Update on Q3 2024 Firehouse Subs Public Safety Foundation Grant**
- 4. Review and act on VOIP Quotes**
 - See MEMO from Village Manager
 - See MEMO from Village IT Director
- 5. Project Updates and Financial Reports**
 - Monthly Financial Report 6.2024
- 6. Review and act on vouchers**
 - List attached
- 7. Other Business**
- 8. Adjourn**

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Village Clerk, 48 hours prior to the meeting at (262) 782-6700 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request.

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to in the above notice.

DISCLAIMER – THE FOLLOWING ARE DRAFT MINUTES FROM THE FINANCE & LICENSING COMMITTEE AND ARE SUBJECT TO CHANGE UPON APPROVAL FROM THE FINANCE & LICENSING COMMITTEE

**VILLAGE OF ELM GROVE
FINANCE & LICENSING COMMITTEE
MEETING MINUTES**

Tuesday, June 25, 2024

1. Roll Call

Present: President Jim Koleski, Trustee John Schindler, Mr. Rusty Zosel, Mr. Glenn Schrubbe

Absent: Trustee Tom Shepherd

Also present: Village Manager Tom Harrigan, Assistant Village Manager Katherine Gehl, Village Clerk Katie Panella

President Koleski called the meeting to order at 6:33 P.M.

2. Review and act on meeting minutes dated May 25, 2024

MR. SCHRUBBE MOTIONED TO APPROVE THE MINUTES AS PRESENTED. TRUSTEE SCHINDLER SECONDED. MOTION PASSED 4-0.

Item 3. Review and act on Original (new) Alcohol License for R&L Enterprises (Board and Brush)

Clerk Panella introduced the item and explained that R&L Enterprises submitted an Original Alcohol Application for Class “B” Beer and “Class C” Wine Licenses to operate at 13475 Watertown Plank Road which is currently licensed as Board and Brush Elm Grove. This is a new application to take over the existing license held at the business. This is due to there being a new owner.

MR. SCHRUBEE MOTIONED TO RECOMMEND APPROVAL OF THE ORIGINAL ALCOHOL LICENSE FOR R&L ENTERPRISES (BOARD AND BRUSH) TO THE BOARD OF TRUSTEES. TRUSTEE SCHINDLER SECONDED. MOTION PASSED 4-0.

Item 4. Project Updates and Financial Reports

Village Manager Harrigan explained that staff was not able to generate these reports this month following the retirement of Finance Director Hughes; however, staff will be working to generate these reports and send them to the Finance & Licensing Committee.

Village Manager Harrigan noted that the basketball court construction is complete and the Highland Drive pathway construction is underway. The culvert replacement across Highland Drive required the full closure of Highland Drive. The Village is awaiting approval from the Railroad in order for the pathway to cross the railroad. We anticipate this approval being given

in August; however, there may be additional screening requirements mandated with the approval.

Village Manager Harrigan explained that staff is currently working with engineers for a revised Scope of Services for the Underwood Creek Daylighting project. This revised Scope of Services is for work to be done ahead of time so that the Village can save money up front. This work includes geotechnical work for the CP Rail Corridor property, updates to the plat of survey for the CP Rail Corridor property, review of alternate options for channel alignment as a result of an increased zone of impact after discovering a third track is being planned for the future. Staff is actively working towards getting a project cost in order to finalize referendum language for the November election.

Village Manager Harrigan explained that the Finance Director posting was published for about four (4) weeks. There were 25 interested individuals, with six (6) to eight (8) who were deemed qualified by the Village's recruitment firm. Village staff and officials held multiple rounds of interviews and will be extending an offer to an individual with significant auditing and finance experience.

Item 5. Review and act on vouchers

The voucher list with detail was submitted to the Committee for review.

MR. SCHRUBEE MOTIONED TO APPROVE THE VOUCHERS AS PRESENTED. MR. ZOSEL SECONDED. MOTION PASSED 4-0.

Item 6. Other Business

None.

Item 7. Adjournment

MR. ZOSEL MOTIONED TO ADJOURN. TRUSTEE SCHINDLER SECONDED. MOTION PASSED 4-0.

Meeting adjourned at 6:54 P.M.

Respectfully Submitted,

Katherine Gehl
Assistant Manager/Zoning & Planning Administrator

Tom P. Harrigan

From: Jason R. Hennen
Sent: Tuesday, July 9, 2024 7:37 AM
To: Tom P. Harrigan
Subject: FW: APPROVED: Q3 2024 Firehouse Subs Public Safety Foundation Grant
Attachments: Donated by-logo for grants (1).jpg; Foundation Logo jpg-RGB (1).jpg; Foundation Logo-VectorCMYK (1).ai; Foundation Logo-VectorCMYK (1).eps; Q3 2024 PSF Press Release Template FINAL (1).docx; Q3 2024 PSF Social Template FINAL (1).docx

Great news! We were grant funded for 1 additional e-bike with a smaller frame.

Since this is grant funded I can move forward without board approval, correct? My plan was to inform the board but not seek approval since it will be paid for in full. Any incidental overage would come out of our donated funds account.

I would also do the purchase with a purchase order and ACH reimbursement for the cost.

Jason Hennen
Chief of Police
Elm Grove Police Department
13600 Juneau Blvd
Elm Grove, WI 53122

jhennen@elmgrovewi.org

From: Firehouse Subs Public Safety Foundation <foundation@firehousesubs.com>
Sent: Tuesday, July 9, 2024 7:08 AM
To: Jason R. Hennen <jhennen@elmgrovewi.org>; Ryan A. Unger <runger@elmgrovewi.org>
Cc: Erwin, Eric <eric.erwin@rbi.com>; Andy Miller <andy.miller@firehousesubs.com>; Firehouse Subs Public Safety Foundation <foundation@firehousesubs.com>
Subject: APPROVED: Q3 2024 Firehouse Subs Public Safety Foundation Grant

Dear Chief Hennen & Ryan,

We are pleased to announce that the Firehouse Subs Public Safety Foundation Board of Directors has awarded the **Village of Elm Grove, on behalf of Elm Grove Police Department** in **Elm Grove, WI** the requested **Element Step Police Bike (Including Freight up to \$500)** valued up to **\$3,000.00**. If your grant award must be approved by your city council, please add this item to the agenda immediately, and contact us with the meeting date.

PROCUREMENT:

We will contact you no later than Friday, August 16, 2024, to initiate the procurement process. There are two possible methods for procurement, to be determined by our Foundation:

- Direct Purchase made by the Foundation
OR
- Memo of Understanding. NOTE: Our Foundation provides funding via ACH transfer only. We are unable to fund a grant award by paper check.

Do not make advanced purchases until you have heard from the Foundation with the next steps. Failure to follow this process will jeopardize your grant award. If you have any fulfillment questions, please email Procurementfoundation@firehousesubs.com.

PUBLIC RELATIONS (PR) NOTES

- PR announcements from your organization regarding the grant award are optional. If you choose to share the good news, please use the attached press release template and/or social media post template and send it back to Foundation@firehousesubs.com for review and approval (allowing for 72 hours turnaround time). *Please do not pitch or post before receiving approval from the Foundation team.*

Use of the Firehouse Subs Public Safety Foundation logo:

- We ask that your organization acknowledges the grant by displaying our Foundation logo on granted items/equipment whenever possible. Our Foundation logo is attached for your convenience. Please note that the final artwork will need to be approved by our Foundation via Foundation@firehousesubs.com before being displayed.

Did you know?

More than 70% of the funds raised for the Firehouse Subs Public Safety Foundation come from the generosity of Firehouse Subs guests and the restaurant brand? Please consider supporting a Firehouse Subs restaurant near you.

We are very excited to assist your organization and ultimately improve the lifesaving capabilities of your community.

Firehouse Subs Public Safety Foundation

12735 Gran Bay Parkway, Suite 150, Jacksonville, FL 32258

foundation@firehousesubs.com

FirehouseSubsFoundation.org

[Twitter](#) [Facebook](#)

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For Immediate Release

CONTACT:

Your Name
Your Contact Email
Your Contact Phone

**(INSERT ORGANIZATION NAME) Awarded Critical Lifesaving Upgrade from
Firehouse Subs Public Safety Foundation**

*Grant is part of more than \$86 million given by Firehouse Subs Public Safety Foundation
to support safety across the U.S.*

(INSERT CITY, STATE) – (INSERT ORGANIZATION NAME) has been named a 2024 grant recipient by [Firehouse Subs Public Safety Foundation](#), receiving (INSERT DOLLAR AMOUNT) to ensure (INSERT TOWN NAME) is safer than ever. The grant will be used to purchase (INSERT EQUIPMENT NAME) for the department and will ensure our community is better prepared for emergencies.

Commented [KC1]: Do not include cents

(Use this section for a quote. You can either use a quote from your organization, or use the quote below on behalf of Firehouse Subs Public Safety Foundation)

"We are committed to helping organizations such as (INSERT ORGANIZATION NAME) continue their lifesaving work. We are honored to be able to award this grant and do our part to ensure that (INSERT TOWN NAME) is safer for everyone, including first responders," said Robin Peters, Executive Director, Firehouse Subs Public Safety Foundation.

The (INSERT EQUIPMENT NAME) will be used to (INSERT EQUIPMENT DESCRIPTION AND IMPACT IT WILL HAVE ON THE COMMUNITY).

For the past 18 years, charitable donations have been the driving force behind [Firehouse Subs Public Safety Foundation](#) supporting first responders and public safety organizations nationwide. To learn more about Firehouse Subs Public Safety Foundation or donate directly, visit [FirehouseSubsFoundation.org](#).

###

ABOUT FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION

In 2005, the Firehouse Subs founders established the 501(c)(3), non-profit Firehouse Subs Public Safety Foundation. The charity provides lifesaving equipment, prevention education, scholarships and continued education, and disaster relief for first responders and public safety organizations, as well as support for military veterans. Since inception, the Firehouse Subs Public Safety Foundation has awarded more than \$86 million to hometown heroes in all 50 states and Puerto Rico. Support for Canadian first responders is provided through the Firehouse Subs Public Safety Foundation of Canada.

The Firehouse Subs Public Safety Foundation is honored to be listed as a four-star nonprofit organization, the highest designation, by Charity Navigator. Charity Navigator is the nation's largest and most-utilized evaluator of charities. Grant allocations are made possible thanks to the overwhelming

support of Firehouse Subs restaurants and generous donors. More than 70% of the funds raised for the Firehouse Subs Public Safety Foundation come from the generosity of Firehouse Subs guests and the restaurant brand. Please consider supporting a Firehouse Subs restaurant near you!



Firehouse Subs Public Safety Foundation Grant Recipient Social Media Template

Facebook:

We're so thankful for the (INSERT DOLLAR AMOUNT) grant from Firehouse Subs Public Safety Foundation [Tag Firehouse Subs Public Safety Foundation on Facebook]! The grant was used to purchase (INSERT EQUIPMENT NAME), helping us keep (INSERT TOWN NAME) safer than ever. A huge thank you to the generosity of the Foundation, our local Firehouse Subs restaurant and the generous donors who made this grant possible. [Post with photo of new equipment or the department if possible]

Commented [KC1]: Do not include cents

X (Twitter):

(INSERT TOWN NAME) is safer than ever thanks to @savinglives awarding our department a (INSERT DOLLAR AMOUNT) grant. Thank you to Firehouse Subs Public Safety Foundation, our local Firehouse Subs restaurant and its generous donors! #GivingBack [Post with photo of new equipment or the department if possible]

Commented [KC2]: Do not include cents

Instagram:

We're better equipped to serve (INSERT TOWN NAME) thanks to a generous equipment grant from @firehousesubsfoundation! The (INSERT EQUIPMENT) will help keep our community safe and save lives. #GivingBack [Post with photo of new equipment or the department if possible]

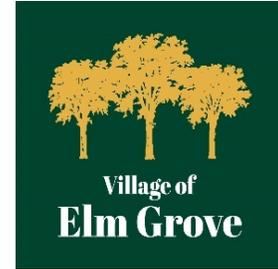
Firehouse Subs Public Safety Foundation Social Profiles:

Facebook: <https://www.facebook.com/FirehouseSubsFoundation/>

X (Twitter): <https://twitter.com/savinglives>

Instagram: <https://www.instagram.com/firehousesubsfoundation/>

Memo



To: Finance Committee
Village Board

From: Thomas Harrigan, Village Manager

Date: July 19, 2024

RE: Request for Voice Over Internet Protocol (VOIP) Phone System Upgrade

The existing Meridian phone system which services all of the Village's facilities has reached "end of life". Replacement of the phone system was allocated in the capital budget, however it was deferred in multiple budget cycles. The decision was made as part of the 2023 budget to remove the project from the capital funding and to utilize ARPA funding instead. Currently, \$51,500 of the Village's remaining ARPA funding has been designated for this project.

IT Manager, Iqam Hans, has been tasked with researching a comprehensive phone system upgrade to a VOIP platform. Multiple vendors were contacted for proposals, and those findings and recommendations are enclosed in your packets for review.

As identified in the enclosed VOIP solution memo from Mr. Hans, the anticipated total project cost is now \$94,764.79, inclusive of estimated support from the Moulas Group. We are requesting approval for this project to be fully funded with ARPA funding, not to exceed \$100,000.

The Village's remaining ARPA funding as of 1/1/2024 was \$228,500. Remaining project budgets identified for use of these funds include:

1. VOIP Telephone System Upgrade - \$51,500
2. Village Hall Parking Lot Lighting - \$160,000
3. Watertown Plank Road / Church Street Cross Walk Improvements - \$17,000 (Completed)

As we now know, the Village Hall Parking Lot Lighting project will need to be segregated into multiple phases. A very low number of vendors provided quotes for the lighting replacements and the difficulty of directional boring conduit for the light poles has limited the qualified vendor pool.

The Village will need to identify what the remaining ARPA funding will be expended on by the end of 2024.

Please do not hesitate contacting me with questions prior to the meeting.

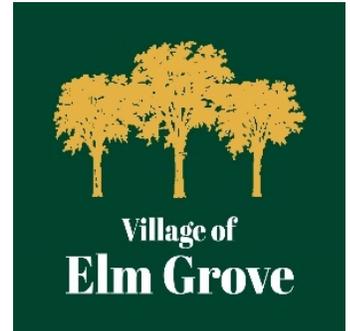
Memo

To: Finance Committee

From: Iaqam Hans, Information Systems Manager

Date: July 19th 2024

Re: VOIP solution proposal, June 23rd , 2024



Part A: VOIP System

The quotes comprise two elements of this project; wiring and the VOIP systems themselves. One cannot exist without the other, the existing wire for the current phone solution we enjoy today does not support VOIP. There are no accurate lead times from the current vendors, but the number being thrown around from all is typically within 60 days.

As part of the proposal, I reached out to 6 companies to provide bidding. They were:

CC&N: They have opted out at this time.

PCS: They have opted out of on-premise solutions altogether and they suggested a cloud solution, Ring Central, that we could engage ourselves. PCS is our current provider for our existing phone system.

Krueger Comm.: \$ 65,849.00

AVI-SPL: \$ 31,063.78 (Avaya Solution)

PhonesPlus: \$ 21,846.00 (Sangoma Solution)

TriTech: \$ 16,593.11 (3CX Solution)

I recommend the AVI-SPL solution for a number of compelling reasons:

- A) They are the preferred vendor with AT&T which we are firmly embedded with for our 911 system and our new phone system has to integrate with 911 seamlessly.
- B) This is the most robust system, from the most established phone vender of all our quotes. It is literally the direct replacement to our existing system.
- C) The support for this system is at the top of the tier, as it is the most accepted tier 1 phone.
- D) Avaya is the largest company, with revenue exceeding \$3B, and in the Government (local & Federal) space the #1 phone provider.
- E) This system is more easily accepted by every level of end user experience. Team members who struggle to adopt technology will have an easier transition.

PhonesPlus was the second picked candidate. Their solution is based on an open source (FreePBX) platform which is refreshing on one hand but in this case it would be a harder adoption for our team as training and this solutions 'finish' is not on par with the Avaya solution above. The other concern is PhonesPlus is in the transition at this time, selling it's company to a another firm which could impact deployment and the project as a whole.

TriTech's quote appears to be lacking in 'completeness' and after additional conversations this quote doesn't have the feel of being thorough to capture all aspects of our needs.

Krueger Comm. offered a Mitel based system. These are similar systems but the cost of the system was high. Also, AVI-SPL is the 911 team at ATT's #1 supported vendor and highly recommended from our telecom partners.

Part B: Wiring

The second aspect is wiring support, to provide new wiring where it doesn't exist, and to replace wiring that is not of the correct size/type. We will utilize our existing ethernet network in a pass-through configuration where possible.

We had three vendors quote us and, in the end, it came down to CC&N and Roman. Roman electric is our preferred vendor, they recently ran additional wires for the Police Department and General Government office spaces. Their familiarity with our building is an asset and the estimate for the wiring from them is:

Roman Electric: \$ 19,789.00

Patch Cables: \$3,000

All of our proposed vendors quoted for patch cables, but the cost of this was excessive and I pulled patch cables out. We can order them for 75% less than paying for them embedded into the quote.

Part C: Recorder Upgrade

NICE Recorder Upgrade: \$ 26,945

Our current NICE recorder is at end of life. This was supposed to be budgeted separately but that is unknown to me. When we discussed our VOIP project with our NICE vendor, they indicated it was most effective to bring a new solution versus retrofitting our current recorder. The current recorder does have the ability to do VOIP, but this is not a reasonable solution with it end of life. The NICE solution records radio and phone traffic for public safety.

Part D: Switching Infrastructure

Switching: \$ 10,142.01

Our current phone system terminates into punch blocks into the existing phone system. We need to move the entirety of our existing phone extensions and new extensions to ethernet, and to accommodate all these phones we will need a new switching infrastructure.

Part E: Total Estimated Solution Cost

\$31,063.78 Avaya Phone System

\$19,789.00 Wiring and Infrastructure Upgrades

\$3,000.00 Cables at the phones and patch cables for the switches and related wiring equipment/mounting.

\$10,142.01 Switching

\$26,945.00 Police Department NICE recorder upgrade

\$90,939.79

\$3,825.00 Estimated support from TMG. Based on an estimate of 45 hours at \$85/hour (contracted rate). Proposed VLAN setup for phone, networking between the pool and Village Hall and then also to DPW Garage.

ELMGROVE, WI

07/16/24 8:46 AM

Page 1

Payments

Current Period: JUNE 2024

Payment Batch 06-2024 AP

\$627,274.73

Refer	10032	<u>KIRKUS MEDIA</u>	Ck# 108223	<u>6/26/2024</u>		
Cash Payment	E 001-5413200	PW fuel	87 UNLEADED REFORMULATED GASOLINE		\$1,734.93	
Invoice	381932	5/22/2024				
Transaction Date	5/29/2024		Town Bank	1110300	Total	\$1,734.93
Refer	10033	<u>ELMBROOK HUMANE SOCIETY</u>	Ck# 108211	<u>6/26/2024</u>		
Cash Payment	E 001-5143320	Elmbrook Humane Society	MONTHLY CONTRACT FEE		\$743.75	
Invoice						
Transaction Date	5/29/2024		Town Bank	1110300	Total	\$743.75
Refer	10034	<u>ELM GROVE PROFESSIONAL POLI</u>	Ck# 108210	<u>6/26/2024</u>		
Cash Payment	G 001-2111300	Union Dues-Police	2024 dues \$50.50 per month		\$707.00	
Invoice						
Transaction Date	5/29/2024		Town Bank	1110300	Total	\$707.00
Refer	10035	<u>SAFEWAY PEST MANAGEMENT</u>	Ck# 108248	<u>6/26/2024</u>		
Cash Payment	E 001-5173200	GG Bldg maintenance	monthly service		\$60.00	
Invoice	734189	6/11/2024				
Transaction Date	5/29/2024		Town Bank	1110300	Total	\$60.00
Refer	10036	<u>CTW WELLS & PUMPS</u>	Ck# 108204	<u>6/26/2024</u>		
Cash Payment	E 001-5173200	GG Bldg maintenance	SERVICE COST - VALVE CHECK		\$900.00	
Invoice	41350	5/22/2024				
Transaction Date	5/29/2024		Town Bank	1110300	Total	\$900.00
Refer	10037	<u>FORWARD TS</u>	Ck# 108212	<u>6/26/2024</u>		
Cash Payment	E 001-5143326	Village wide copy equip	Fire Dept Printer		\$8.17	
Invoice	AR227699	5/28/2024				
Cash Payment	E 001-5143326	Village wide copy equip	PD Printer		\$201.62	
Invoice	AR227696	5/28/2024				
Cash Payment	E 001-5143326	Village wide copy equip	GG Printer		\$284.81	
Invoice	AR227700	5/28/2024				
Cash Payment	E 001-5143326	Village wide copy equip	PD Dispatch		\$4.60	
Invoice	AR227698	5/28/2024				
Transaction Date	5/29/2024		Town Bank	1110300	Total	\$499.20
Refer	10038	<u>IMPERIAL DADE</u>	Ck# 108218	<u>6/26/2024</u>		
Cash Payment	E 001-5173300	Building Supplies	MAINTENANCE SUPPLIES		\$91.89	
Invoice	16718435	5/20/2024				
Transaction Date	5/29/2024		Town Bank	1110300	Total	\$91.89
Refer	10039	<u>JANI-KING OF MILWAUKEE</u>	Ck# 108219	<u>6/26/2024</u>		
Cash Payment	E 001-5143350	Bldg Cleaning- Contract	MONTHLY CONTRACT		\$2,112.00	
Invoice	MIL06240041	6/1/2024				
Transaction Date	5/29/2024		Town Bank	1110300	Total	\$2,112.00
Refer	10040	<u>JOHNSON NURSERY</u>	Ck# 108221	<u>6/26/2024</u>		
Cash Payment	E 001-5443500	Brush Disposal	YARD WASTE 20 YARDS OR MORE		\$432.00	
Invoice	04245170	4/30/2024				
Cash Payment	E 001-5613400	Forestry-Village Landscapi	HYBRID SWAMP & BUR OAK		\$195.00	
Invoice	98597	6/10/2024				
Transaction Date	5/29/2024		Town Bank	1110300	Total	\$627.00

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Refer	10041	KERWEL, ANDREAS	Ck# 108222	6/26/2024		
Cash Payment	E 001-5233530	Fire- Training,Travel,Conf	MPO STATE EXAM		\$80.00	
Invoice	26952	5/14/2024				
Transaction Date	5/29/2024	Town Bank	1110300	Total	\$80.00	
Refer	10042	LEXIPOL	Ck# 108225	6/26/2024		
Cash Payment	E 007-5970300	5 yr Capital Fire	ANNUAL FIRE PHASE 1 MANUAL & DAILY TRAINING BULLETINS		\$2,242.80	
Invoice	INV1233001	3/1/2024				
Transaction Date	5/29/2024	Town Bank	1110300	Total	\$2,242.80	
Refer	10043	LF GEORGE INC	Ck# 108226	6/26/2024		
Cash Payment	E 001-5613200	Forestry Tree Care	STUMPER RENTAL		\$1,700.00	
Invoice	LC19724	5/17/2024				
Cash Payment	E 001-5433220	PW equip rental	EXCAVATOR ONE DAY RENTAL		\$800.00	
Invoice	LC19814	6/4/2024				
Transaction Date	5/29/2024	Town Bank	1110300	Total	\$2,500.00	
Refer	10045	VON BRIESEN & ROPER SC	Ck# 108258	6/26/2024		
Cash Payment	E 001-5121075	legal expense	MUNICIPAL COURT		\$3,957.60	
Invoice	459467	5/21/2024				
Cash Payment	E 001-5163105	Retainer - de la Mora	RETAINER SERVICES - APRIL		\$1,198.00	
Invoice	459466	5/21/2024				
Cash Payment	E 001-5163100	Legal Exp-de la Mora	NON-RETAINER SERVICES		\$11,497.50	
Invoice	459465	5/21/2024				
Cash Payment	E 001-5121075	legal expense	CIRCUIT COURT		\$409.50	
Invoice	462095	6/19/2024				
Cash Payment	E 001-5121075	legal expense	MUNICIPAL COURT		\$4,367.10	
Invoice	462094	6/19/2024				
Cash Payment	E 001-5163100	Legal Exp-de la Mora	NON-RETAINER SERVICES		\$7,843.50	
Invoice	462092-REVISED	6/19/2024				
Cash Payment	E 001-5163105	Retainer - de la Mora	RETAINER SERVICES -MAY		\$1,198.00	
Invoice	462093-REVISED	6/19/2024				
Transaction Date	5/29/2024	Town Bank	1110300	Total	\$30,471.20	
Refer	10046	WAUKESHA CO TECH COLLEGE	Ck# 108261	6/26/2024		
Cash Payment	G 008-3260100	FB-ACT 102 Grant	EMS CONTINUING EDUCATION/PARAMEDIC REFRESHER		\$122.03	
Invoice	S0831941	5/24/2024				
Cash Payment	E 001-5233530	Fire- Training,Travel,Conf	ROEDL AND GARDNER CLASSES		\$58.88	
Invoice	S0831942	5/28/2024				
Cash Payment	E 001-5213420	Police-school/seminar/conf	PD TRAINING		\$1,512.54	
Invoice	S0831943	5/28/2024				
Transaction Date	5/29/2024	Town Bank	1110300	Total	\$1,693.45	
Refer	10051	SHARMA, ROHINI	Ck# 108170	6/4/2024		
Cash Payment	E 001-5523160	Instructor Fees-	Art Class Jan 6th-Feb 24th and March 2nd - April 27th		\$681.40	
Invoice		6/3/2024				
Transaction Date	6/4/2024	Town Bank	1110300	Total	\$681.40	
Refer	10053	NFPA	Ck# 108172	6/4/2024		
Cash Payment	E 001-5233500	Fire-Dues & Subscriptions	MEMBERSHIP RENEWAL NOTICE		\$225.00	
Invoice	0194467M	5/24/2024				

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Transaction Date	6/4/2024	Town Bank	1110300	Total	\$225.00
Refer	10054 NATIONAL FIRE CODES	Ck# 108173	6/4/2024		
Cash Payment	E 001-5233500 Fire-Dues & Subscriptions	NFCSS - MEMBERSHIP RENEWAL			\$1,552.50
Invoice	0031295S	6/4/2024			
Transaction Date	6/4/2024	Town Bank	1110300	Total	\$1,552.50
Refer	10055 DIVERSIFIED BENEFIT SERVICES I	Ck# 108208	6/26/2024		
Cash Payment	E 001-5142030 Adminstrative Fee-HRA	105-HRA JUNE			\$190.98
Invoice	411780	6/3/2024			
Cash Payment	E 001-5142020 FSA Sect 125 administrati	125 FSA -JUNE			\$112.80
Invoice	413257	6/17/2024			
Transaction Date	6/5/2024	Town Bank	1110300	Total	\$303.78
Refer	10056 MIDWEST FIBER	Ck# 108232	6/26/2024		
Cash Payment	E 001-5143331 Internet Expense	monthly fee			\$950.00
Invoice	38473	6/15/2024			
Transaction Date	6/5/2024	Town Bank	1110300	Total	\$950.00
Refer	10061 TEREK, ANDREA	Ck# 108176	6/11/2024		
Cash Payment	E 009-5990700 Recreation	ANDREA & THE MODS - TUNES ON TUESDAY 6/11/24			\$350.00
Invoice		6/11/2024			
Transaction Date	6/11/2024	Town Bank	1110300	Total	\$350.00
Refer	10062 JANISCH, CHRIS	Ck# 108177	6/11/2024		
Cash Payment	E 009-5990700 Recreation	ANDREA & THE MODS - TUNES ON TUESDAY 6/11/24			\$150.00
Invoice		6/11/2024			
Transaction Date	6/11/2024	Town Bank	1110300	Total	\$150.00
Refer	10064 REGAN, JOSHUA	Ck# 108175	6/11/2024		
Cash Payment	E 001-5423220 PW MISC	REIMBURSEMENT FOR CDL PROCUREMANT			\$178.56
Invoice		6/11/2024			
Transaction Date	6/11/2024	Town Bank	1110300	Total	\$178.56
Refer	10085 THOMAS & MARY PAT KIRCHEN R	Ck# 108187	6/14/2024		
Cash Payment	G 001-1210150 Tax Refunds Owed	REPLACE LOST TAX REFUND CHECK 2022 CHK #106208			\$632.00
Invoice		6/14/2024			
Transaction Date	6/14/2024	Town Bank	1110300	Total	\$632.00
Refer	10116 COREY OIL	Ck# 108202	6/26/2024		
Cash Payment	E 001-5413200 PW fuel	THERMACOOL HD ELC			\$443.35
Invoice	551763	5/30/2024			
Cash Payment	E 001-5413200 PW fuel	87 UNLEADED REFORMULATED GAS			\$1,216.23
Invoice	383506	5/29/2024			
Cash Payment	E 001-5413200 PW fuel	87 UNLEADED REFORMULATED GAS			\$1,651.65
Invoice	377940	6/10/2024			
Cash Payment	E 001-5413200 PW fuel	#2 ULS CLEAR DIESEL			\$551.17
Invoice	377941	6/10/2024			
Cash Payment	E 001-5413200 PW fuel	#2 CLEAR DIESEL			\$758.09
Invoice	376997	5/30/2024			
Cash Payment	E 001-5413200 PW fuel	87 UNLEADED REFORMULATED GAS			\$1,273.97
Invoice	383652	6/20/2024			

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Cash Payment	E 001-5413200 PW fuel	#2 CLEAR DIESEL			\$683.13
Invoice	383651	6/20/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$6,577.59
Refer	10118	<u>ABEDNEGO FIRE PROTECTION LL</u>	<u>Ck# 108189</u>	<u>6/26/2024</u>	
Cash Payment	E 001-5233205 Fire-supplies&maintenance	HYDROSTATIC TEST OF LADDER AND COMP			\$750.00
Invoice	152779	5/30/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$750.00
Refer	10119	<u>AFFEKTIVE SOFTWARE LLC</u>	<u>Ck# 108191</u>	<u>6/26/2024</u>	
Cash Payment	E 001-5523140 Recreation -Pool Exp	REC - SCHEDULING SOFTWARE ANNUAL MEMBERSHIP			\$203.50
Invoice	3628	6/1/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$203.50
Refer	10120	<u>AIR ONE EQUIPMENT INC</u>	<u>Ck# 108192</u>	<u>6/26/2024</u>	
Cash Payment	E 007-5970300 5 yr Capital Fire	FIRE TRUCK REPAIR			\$183.47
Invoice	207051	5/21/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$183.47
Refer	10121	<u>ALL-WAYS CONTRACTORS INC</u>	<u>Ck# 108193</u>	<u>6/26/2024</u>	
Cash Payment	E 005-5813500 Infrastructure Maintenance	TOPSOIL			\$396.00
Invoice	59248	5/30/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$396.00
Refer	10122	<u>WI DEPT OF AG, TRADE AND CON</u>	<u>Ck# 108265</u>	<u>6/26/2024</u>	
Cash Payment	E 001-5143310 WI Dept Agriculture	WEIGHTS AND MEASURERS CONTRACT INSPECTION			\$750.00
Invoice	115-0000033781	5/23/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$750.00
Refer	10123	<u>TRUGREEN</u>	<u>Ck# 108255</u>	<u>6/26/2024</u>	
Cash Payment	E 001-5613300 Forestry pesticides	LAWN SERVICE - ELMHURST AND WRAYBURN			\$361.43
Invoice	193398060	5/29/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$361.43
Refer	10124	<u>WAUKESHA CO TREASURER</u>	<u>Ck# 108262</u>	<u>6/26/2024</u>	
Cash Payment	E 001-5143110 Election- printing ballots	APRIL2024 BALLOTS			\$250.94
Invoice	2024-54010016	5/30/2024			
Cash Payment	R 001-4362000 Court Fines-Expense	JAIL SURCHARGES - MAY			\$1,643.00
Invoice		6/3/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$1,893.94
Refer	10125	<u>WI COURT FINES AND SURCHARG</u>	<u>Ck# 108264</u>	<u>6/26/2024</u>	
Cash Payment	R 001-4362000 Court Fines-Expense	PENALTY SURCHARGES FOR MAY			\$5,008.98
Invoice		6/3/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$5,008.98
Refer	10126	<u>COMPLETE OFFICE OF WISCONSI</u>	<u>Ck# 108201</u>	<u>6/26/2024</u>	
Cash Payment	E 001-5173300 Building Supplies	GG GARBAGE BAGS			\$489.30
Invoice	721798	6/11/2024			
Cash Payment	E 001-5523198 Building/Grounds Mainena	PARK - GARBAGE BAGS			\$715.32
Invoice	721798	6/11/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$1,204.62

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Refer	10127	<u>LARSEN, DAN LANDSCAPING INC</u>	<u>Ck# 108224 6/26/2024</u>		
Cash Payment	E 001-5613500	Forestry -Tree Planting	SPRING 2024 STREET TREE PLANTING		\$12,792.00
Invoice		5/27/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$12,792.00
Refer	10128	<u>DIGGERS HOTLINE</u>	<u>Ck# 108206 6/26/2024</u>		
Cash Payment	E 005-5813100	Engineering/Consulting			\$79.45
Invoice	240561801	5/31/2024			
Cash Payment	E 002-3230300	Inspection and Engineering			\$79.45
Invoice	240561801	5/31/2024			
Transaction Date	6/18/2024	Town Bank	1110300	Total	\$158.90
Refer	10138	<u>AE GRAPHICS INC</u>	<u>Ck# 108190 6/26/2024</u>		
Cash Payment	E 001-5193200	GG Print/Publish/Postage	BOND PRINT		\$18.90
Invoice	684022	6/12/2024			
Cash Payment	E 001-5193200	GG Print/Publish/Postage	BOND PRINT/SCANNIN LARGE FORMAT/EMAIL FILES		\$151.57
Invoice	683977	6/11/2024			
Cash Payment	E 001-5193200	GG Print/Publish/Postage	SCANNING LARGE FORMAT/EMAIL FILES		\$39.90
Invoice	684227	6/18/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$210.37
Refer	10139	<u>BOBCAT PLUS INC</u>	<u>Ck# 108196 6/26/2024</u>		
Cash Payment	E 001-5413210	PW equip maint & supplies	TOOLCAT		\$29.02
Invoice	IB27194	6/14/2024			
Cash Payment	E 001-5413210	PW equip maint & supplies	BAUMA FLAIL MOWER		\$612.93
Invoice	IB27098	6/14/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$641.95
Refer	10140	<u>BUCKLIN TREE SERVICE</u>	<u>Ck# 108198 6/26/2024</u>		
Cash Payment	E 001-5443500	Brush Disposal	GRIND BRUSH FOR MULCH USE		\$4,700.00
Invoice	107195	5/29/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$4,700.00
Refer	10141	<u>CARLIN</u>	<u>Ck# 108199 6/26/2024</u>		
Cash Payment	E 001-5613400	Forestry-Village Landscapi	50# BAG AMSUL		\$215.93
Invoice	7016558-00	6/11/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$215.93
Refer	10142	<u>FOX VALLEY TECHNICAL COLLEG</u>	<u>Ck# 108213 6/26/2024</u>		
Cash Payment	G 001-1235000	Due From Elmbrook- SRO	SRO CONFERENCE		\$295.00
Invoice		6/5/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$295.00
Refer	10143	<u>GOODYEAR AUTO SERVICE CENT</u>	<u>Ck# 108215 6/26/2024</u>		
Cash Payment	E 001-5213210	Police-vehicle repair/maint	TIRES SQUAD 206		\$339.00
Invoice	58873	6/12/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$339.00
Refer	10144	<u>HILLER FORD</u>	<u>Ck# 108216 6/26/2024</u>		
Cash Payment	E 001-5213210	Police-vehicle repair/maint	DOOR HANDLE		\$22.19
Invoice	1361747	5/30/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$22.19
Refer	10145	<u>HOME DEPOT</u>	<u>Ck# 108217 6/26/2024</u>		

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Cash Payment	E 001-5613400 Forestry-Village Landscapi	TOWABLE AERATOR		\$45.66
Invoice	271616	6/11/2024		
Transaction Date	6/19/2024	Town Bank	1110300	Total \$45.66
Refer	10146 <u>JOHNS DISPOSAL SERVICE</u>	Ck# 108220	6/26/2024	
Cash Payment	E 001-5443100 Contracted Waste Collecti	MAY LANDFILL CHARGES		\$7,600.29
Invoice	1360285	6/5/2024		
Cash Payment	E 001-5443500 Brush Disposal	LANDFILL CHARGES		\$992.18
Invoice	1360285	6/5/2024		
Transaction Date	6/19/2024	Town Bank	1110300	Total \$8,592.47
Refer	10148 <u>FRIED, KATHLEEN A</u>	Ck# 108214	6/26/2024	
Cash Payment	E 001-5523160 Instructor Fees-	YOGA		\$646.22
Invoice		6/12/2024		
Transaction Date	6/19/2024	Town Bank	1110300	Total \$646.22
Refer	10149 <u>LINDE GAS & EQUIPMENT INC</u>	Ck# 108227	6/26/2024	
Cash Payment	E 008-5223230 Ambo Medical Supplies	RENTAL		\$190.99
Invoice	43029002	5/22/2024		
Transaction Date	6/19/2024	Town Bank	1110300	Total \$190.99
Refer	10150 <u>MASSOPUST, JAYNE ELLEN</u>	Ck# 108228	6/26/2024	
Cash Payment	E 001-5523160 Instructor Fees-	PILATES		\$1,238.42
Invoice		6/12/2024		
Transaction Date	6/19/2024	Town Bank	1110300	Total \$1,238.42
Refer	10151 <u>MENARDS</u>	Ck# 108231	6/26/2024	
Cash Payment	E 001-5433200 PW salt & sand	GREEN TREATMENT		\$21.18
Invoice	53286	6/4/2024		
Transaction Date	6/19/2024	Town Bank	1110300	Total \$21.18
Refer	10152 <u>NIR ROOF CARE INC</u>	Ck# 108236	6/26/2024	
Cash Payment	E 001-5173200 GG Bldg maintenance	APRIL 2024 NIR ROOF CARE PLAN SERVICE		\$432.00
Invoice	168078	5/31/2024		
Transaction Date	6/19/2024	Town Bank	1110300	Total \$432.00
Refer	10153 <u>ODP BUSINESS SOLUTIONS, LLC</u>	Ck# 108237	6/26/2024	
Cash Payment	E 001-5213505 Police-Office Supplies	PRINTER TONER - SGT OFFICE		\$110.84
Invoice	366050062001	5/16/2024		
Transaction Date	6/19/2024	Town Bank	1110300	Total \$110.84
Refer	10154 <u>PROHEALTH CARE MEDICAL ASS</u>	Ck# 108240	6/26/2024	
Cash Payment	E 001-5524900 Rec Misc	REC PRE-EMPLOYMENT TESTING		\$1,265.00
Invoice	322722	6/3/2024		
Cash Payment	E 001-5524900 Rec Misc	REC PRE-EMPLOYMENT TESTING		\$55.00
Invoice	322728	6/3/2024		
Cash Payment	E 001-5524900 Rec Misc	REC PRE-EMPLOYMENT TESTING		\$55.00
Invoice	322715	6/3/2024		
Transaction Date	6/19/2024	Town Bank	1110300	Total \$1,375.00
Refer	10155 <u>PROVEN POWER</u>	Ck# 108241	6/26/2024	
Cash Payment	E 001-5423210 PW uniforms	JDC CABLE AND JDC SNAP RING		\$148.26
Invoice	02-461971	6/4/2024		
Transaction Date	6/19/2024	Town Bank	1110300	Total \$148.26

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Refer	10156	<u>REINDERS</u>	<u>Ck# 108242 6/26/2024</u>		
Cash Payment	E 001-5523140	Recreation -Pool Exp	PLASTIC GLOBE/ANGLE VALVE		\$77.11
Invoice	1961198-00	6/4/2024			
Cash Payment	E 001-5523140	Recreation -Pool Exp	SPLASHPAD		\$293.18
Invoice	1960779-01	6/3/2024			
Cash Payment	E 001-5523140	Recreation -Pool Exp	SPLASHPAD		\$160.35
Invoice	7539568-00	5/30/2024			
Cash Payment	E 005-5813500	Infrastructure Maintenance	LANDSCAPE LAWN SEED/PERENNIAL SEED		\$1,089.04
Invoice	1960532-00	5/24/2024			
Cash Payment	E 005-5813500	Infrastructure Maintenance	LANDSCAPE LAWN SEED/PERENNIAL		\$1,266.70
Invoice	1962176-00	6/17/2024			
Cash Payment	E 001-5523140	Recreation -Pool Exp	SPLASHPAD		\$224.61
Invoice	1960779-02	6/13/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$3,110.99
Refer	10157	<u>ROZGA PLUMBING</u>	<u>Ck# 108244 6/26/2024</u>		
Cash Payment	E 002-3230455	MMSD- PP/II Project Costs	CONTRACTOR		\$7,990.00
Invoice		4/29/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$7,990.00
Refer	10158	<u>SAFEBUILT</u>	<u>Ck# 108246 6/26/2024</u>		
Cash Payment	E 001-5241000	Inspections-Building			\$3,854.95
Invoice	448220	5/31/2024			
Cash Payment	E 001-5241100	Inspections-Electrical			\$1,966.25
Invoice	448220	5/31/2024			
Cash Payment	E 001-5241150	Inspections- HVAC			\$15,079.19
Invoice	448220	5/31/2024			
Cash Payment	E 001-5241200	Inspections- Plumbing			\$634.35
Invoice	448220	5/31/2024			
Cash Payment	E 001-5241350	Inspection-misc			\$1,785.00
Invoice	448220	5/31/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$23,319.74
Refer	10159	<u>SMART SPACES</u>	<u>Ck# 108249 6/26/2024</u>		
Cash Payment	E 011-6111000	Equipment Purchased-AR	AV CONTRACT MONTHLY		\$384.38
Invoice	10002418	5/21/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$384.38
Refer	10160	<u>STARK PAVEMENT CORP</u>	<u>Ck# 108250 6/26/2024</u>		
Cash Payment	E 005-5813500	Infrastructure Maintenance	3/8" SURFACE		\$423.47
Invoice	05066859	5/25/2024			
Cash Payment	E 001-5433100	Pavement Maintenance	TACK/EMULSON PAIL & 3/8" SURFACE		\$1,168.55
Invoice	05066961	6/1/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$1,592.02
Refer	10161	<u>STATEWIDE SECURITY SYSTEMS</u>	<u>Ck# 108251 6/26/2024</u>		
Cash Payment	E 001-5413000	Telephone,alarms PW	MONITORING - QUARTERLY		\$120.00
Invoice	197674	6/1/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$120.00
Refer	10162	<u>STREICHER S</u>	<u>Ck# 108252 6/26/2024</u>		
Cash Payment	G 001-3260500	FB fire-Schmidt donation	MEN PANTS		\$62.00
Invoice	11702093	5/31/2024			

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Cash Payment	G 001-3260500 FB fire-Schmidt donation	UNIFORM			\$192.98
Invoice	I1699015	5/14/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$254.98
Refer	10163 MOULAS GROUP LLC		Ck# 108234	6/26/2024	
Cash Payment	E 007-5970300 5 yr Capital Fire	2 DESKTOP & SHIPPING			\$3,283.10
Invoice	107375	6/5/2024			
Cash Payment	E 007-5970100 5 yr Capital Gen Govt	1 DESKTOP			\$1,573.60
Invoice	107375	6/5/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$4,856.70
Refer	10164 TRANS UNION LLC		Ck# 108253	6/26/2024	
Cash Payment	E 001-5213425 Police-Recruitment	BACKGROUND - PD			\$32.02
Invoice	05405494	5/25/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$32.02
Refer	10165 UPTOWN MOTORS		Ck# 108256	6/26/2024	
Cash Payment	E 001-5213200 Police Gasoline	208			\$137.46
Invoice	522753	6/5/2024			
Cash Payment	E 001-5213200 Police Gasoline	208			\$400.68
Invoice	523078	6/11/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$538.14
Refer	10166 BRAUN, VALARIE		Ck# 108197	6/26/2024	
Cash Payment	E 001-5523160 Instructor Fees-	TAEKWONDO			\$1,011.60
Invoice		6/12/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$1,011.60
Refer	10167 VERITIV OPERATING COMPANY		Ck# 108257	6/26/2024	
Cash Payment	E 001-5193100 GG office supplies				\$782.50
Invoice					
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$782.50
Refer	10168 YALE HYUNDAI		Ck# 108266	6/26/2024	
Cash Payment	E 001-5413210 PW equip maint & supplies	BELT			\$73.05
Invoice	INV00461807	6/5/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$73.05
Refer	10170 BAKER TILLY VIRCHOW KRAUSE L		Ck# 108195	6/26/2024	
Cash Payment	E 001-5143315 Audit/Accounting Expense	AUDIT FEES			\$5,500.00
Invoice		6/5/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$5,500.00
Refer	10171 ASCENDENT HEALTH PARTNERS,		Ck# 108194	6/26/2024	
Cash Payment	E 001-5213599 Police- Miscellaneous	PRE EMPLOYMENT TESTING			\$368.00
Invoice	418343	5/17/2024			
Cash Payment	E 001-5143099 GG- miscellaneous exp	PRE EMPLOYMENT TESTING			\$180.00
Invoice	418344	5/17/2024			
Cash Payment	E 001-5423220 PW MISC	RANDOM TESTING			\$189.00
Invoice	418188	5/7/2024			
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$737.00
Refer	10172 ROEDL, CLAUDIA		Ck# 108243	6/26/2024	

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Cash Payment	E 001-5233530 Fire- Training,Travel,Conf	FD TRAINING - ROEDL - FUNDAMENTALS UNDER FIRE			\$75.00
Invoice 1549	6/13/2024				
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$75.00
Refer	10173 <i>ELLIOTT ACE HARDWARE</i>	Ck# 108209	6/26/2024		
Cash Payment	E 001-5173200 GG Bldg maintenance				\$16.29
Invoice					
Cash Payment	E 001-5173300 Building Supplies				\$21.26
Invoice					
Cash Payment	E 001-5213210 Police-vehicle repair/maint				\$14.36
Invoice					
Cash Payment	E 001-5213410 Police-Firearms training eq				\$5.02
Invoice					
Cash Payment	E 001-5413000 Telephone,alarms PW				\$7.50
Invoice					
Cash Payment	E 001-5413210 PW equip maint & supplies				\$179.28
Invoice					
Cash Payment	E 001-5523140 Recreation -Pool Exp				\$8.52
Invoice					
Cash Payment	E 001-5523198 Building/Grounds Mainena				\$22.26
Invoice					
Cash Payment	E 001-5613300 Forestry pesticides				-\$18.43
Invoice					
Cash Payment	E 001-5613400 Forestry-Village Landscapi				\$198.57
Invoice					
Cash Payment	E 005-5813500 Infrastructure Maintenance				\$4.04
Invoice					
Transaction Date	6/19/2024	Town Bank	1110300	Total	\$458.67
Refer	10179 <i>CARRICO AQUATIC RESOURCES I</i>	Ck# 108200	6/26/2024		
Cash Payment	E 001-5523140 Recreation -Pool Exp	POOL TESTING			\$223.34
Invoice 20243711	6/12/2024				
Cash Payment	E 001-5523140 Recreation -Pool Exp	TECHNICAL CONSULATION/FIRMWARE INSTALLATION/PRESURE METER PUMP			\$2,142.66
Invoice 20243535	5/31/2024				
Cash Payment	E 001-5523140 Recreation -Pool Exp	SUMMER WATER MANAGEMENT 2024 3 OF 4			\$2,550.00
Invoice 20243361	6/1/2024				
Cash Payment	E 001-5523140 Recreation -Pool Exp	AUORA 340 SERIES LARGE BORE SEAL KIT/MOTOR			\$3,233.12
Invoice 20243835	6/17/2024				
Cash Payment	E 001-5523140 Recreation -Pool Exp	COMPUND GAUGE			\$79.00
Invoice 20243903	6/19/2024				
Transaction Date	6/20/2024	Town Bank	1110300	Total	\$8,228.12
Refer	10180 <i>CREATIVE BRICK AND CONCRETE</i>	Ck# 108203	6/26/2024		
Cash Payment	E 009-5990700 Recreation	BRICK 4X8 RUSTIC RED			\$93.29
Invoice 720591	6/7/2024				
Transaction Date	6/20/2024	Town Bank	1110300	Total	\$93.29
Refer	10181 <i>NEWD CUSTOM PRINTING</i>	Ck# 108235	6/26/2024		
Cash Payment	E 008-5223300 EMS Uniforms	EMS UNIFORMS - EMBROIDERY			\$758.10
Invoice 102193	6/18/2024				

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Transaction Date	6/20/2024	Town Bank	1110300	Total	\$758.10
Refer	10182 <i>PORT A JOHN</i>		<u>Ck# 108239 6/26/2024</u>		
Cash Payment	E 001-5523198 Building/Grounds Mainena	HANDICAP RESTROOM			\$154.00
Invoice	1371153-IN	6/14/2024			
Transaction Date	6/20/2024	Town Bank	1110300	Total	\$154.00
Refer	10183 <i>TREE TOP PRODUCTS</i>		<u>Ck# 108254 6/26/2024</u>		
Cash Payment	E 001-5523198 Building/Grounds Mainena	TWO REYCLCED PLASTIC RECEPTABLES			\$1,869.94
Invoice	TP200068367	6/13/2024			
Transaction Date	6/20/2024	Town Bank	1110300	Total	\$1,869.94
Refer	10184 <i>RUEKERT MIELKE, INC.</i>		<u>Ck# 108245 6/26/2024</u>		
Cash Payment	E 002-3230300 Inspection and Engineering	REVISE SANITARY SEWER MAPS			\$384.47
Invoice	151806	5/22/2024			
Cash Payment	E 001-5423300 PW Consulting Services	14025 JUNEAU BLVD - REVIEW LEGAL DOCUMENTS TO DETERMINE RIGHT OF WAY			\$858.50
Invoice	151806	5/22/2024			
Cash Payment	E 001-5423300 PW Consulting Services	SQUIRE GROVER WATER MAIN RELAY			\$402.00
Invoice	151806	5/22/2024			
Cash Payment	G 001-3340753 Resident Billings	CAROLINE HEIGHTS DEVELOPMENT			\$2,781.50
Invoice	151806	5/22/2024			
Cash Payment	G 001-3340753 Resident Billings	EMERALD WOODS WATER MAIN EXTENSION			\$251.25
Invoice	151806	5/22/2024			
Cash Payment	E 002-3230455 MMSD- PP/II Project Costs	ADDITIONAL LATERAL INSPECTION			\$236.25
Invoice	151807	5/22/2024			
Cash Payment	E 014-5814400 Creek Daylighting Project	REVIEW - UNDERWOOD CREEK DAYLIGHTING			\$2,462.70
Invoice	151808	5/22/2024			
Cash Payment	E 001-5143332 GIS Expense	GIS MAINTENANCE			\$365.00
Invoice	151809	5/22/2024			
Cash Payment	E 005-5813200 Permit Expenditures	MS4 ANNUAL REPORT			\$1,858.00
Invoice	151810	5/22/2024			
Cash Payment	E 015-5831000 TIF #2 Water Project	WATER MAIN EXTENSION PLAN REVIEW			\$201.00
Invoice	151811	5/22/2024			
Cash Payment	E 013-5970403 Highland Pathway Project	CONSTRUCTION SERVICES			\$1,437.10
Invoice	151812	5/22/2024			
Cash Payment	E 013-5970403 Highland Pathway Project	SURVEY & DESIGN SERVICES			\$1,353.05
Invoice	151813	5/22/2024			
Cash Payment	E 001-5423300 PW Consulting Services	2024 GRANT ASSISTANCE TASKS			\$1,786.75
Invoice	151814	5/22/2024			
Cash Payment	E 005-5813260 Highland Culvert	DESIGN AND BIDDING			\$5,927.37
Invoice	151815	5/22/2024			
Cash Payment	G 001-3340753 Resident Billings	CAROLINE HEIGHTS DEVELOPMENT			\$10,814.54
Invoice	151980	6/10/2024			
Cash Payment	E 002-3230455 MMSD- PP/II Project Costs	ADDITIONAL LATERAL INSPECTION			\$897.75
Invoice	151981	6/10/2024			
Cash Payment	E 002-3230455 MMSD- PP/II Project Costs	LATERAL REHAB CONSTRUCTION REVIEW-WRAYBURN/TERRACE			\$614.25
Invoice	151982	6/10/2024			
Cash Payment	E 013-5970402 Engineering/Design -	CONSTRUCTION SERVICES			\$1,996.56
Invoice	151983	6/10/2024			

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Cash Payment	E 013-5970401 Annual Street Paving	SURVEY & DESIGN SERVICES		\$1,292.00
Invoice	151984	6/10/2024		
Cash Payment	E 013-5970401 Annual Street Paving	CONSTRUCTION SERVICES		\$23,007.10
Invoice	151985	6/10/2024		
Cash Payment	E 005-5813260 Highland Culvert	CONSTRUCTION		\$2,674.93
Invoice	151986	6/10/2024		
Transaction Date	6/20/2024	Town Bank	1110300	Total \$61,602.07
Refer	10186 <u>MILWAUKEE JOURNAL SENTINEL</u>	Ck# 108233	6/26/2024	
Cash Payment	E 001-5143200 License Expense	2024 Liquor License renewals		\$2,016.52
Invoice	0006414496	6/20/2024		
Cash Payment	E 001-5143200 License Expense			\$504.88
Invoice				
Transaction Date	6/20/2024	Town Bank	1110300	Total \$2,521.40
Refer	10187 <u>CW PURPERO INC</u>	Ck# 108205	6/26/2024	
Cash Payment	E 013-5970401 Annual Street Paving	HIGHLAND DRIVE NORTH PEDESTRIAN PATHWAY		\$395,636.00
Invoice		6/15/2024		
Transaction Date	6/20/2024	Town Bank	1110300	Total \$395,636.00
Refer	10188 <u>DILLETT MECHANICAL SERVICE</u>	Ck# 108207	6/26/2024	
Cash Payment	E 001-5523140 Recreation -Pool Exp	BOILER MAINTENANCE		\$686.96
Invoice	0193249	5/31/2024		
Cash Payment	E 001-5523140 Recreation -Pool Exp	BACKWASH PUMP REPAIR		\$2,530.00
Invoice		6/17/2024		
Transaction Date	6/20/2024	Town Bank	1110300	Total \$3,216.96
Refer	10189 <u>MCE - RITTER TECHNOLOGY, LLC</u>	Ck# 108229	6/26/2024	
Cash Payment	E 001-5413210 PW equip maint & supplies	JIC 37 SWIVEL		\$30.48
Invoice	d94720-001	6/14/2024		
Transaction Date	6/20/2024	Town Bank	1110300	Total \$30.48
Refer	10190 <u>MEGA RENTALS, INC</u>	Ck# 108230	6/26/2024	
Cash Payment	E 001-5213599 Police- Miscellaneous	TYPE III BARRICADE - MEMORIAL DAY		\$116.25
Invoice	4459	5/25/2024		
Transaction Date	6/20/2024	Town Bank	1110300	Total \$116.25
Refer	10191 <u>PAYNE & DOLAN</u>	Ck# 108238	6/26/2024	
Cash Payment	E 005-5813500 Infrastructure Maintenance	3/4" TB		\$661.70
Invoice	10-00009612	6/14/2024		
Cash Payment	E 005-5813500 Infrastructure Maintenance	3/4" TB		\$342.67
Invoice	10-00010429	6/21/2024		
Transaction Date	6/20/2024	Town Bank	1110300	Total \$1,004.37
Refer	10192 <u>SAFETY KLEEN</u>	Ck# 108247	6/26/2024	
Cash Payment	E 001-5443200 Contracted Recycling Colle	OIL SERVICE		\$245.00
Invoice	94737540	6/11/2024		
Transaction Date	6/20/2024	Town Bank	1110300	Total \$245.00
Refer	10193 <u>WESTERN CULVERT & SUPPLY IN</u>	Ck# 108263	6/26/2024	
Cash Payment	E 005-5813500 Infrastructure Maintenance	18" FLARED END SECTION GRATE		\$527.50
Invoice	070646	6/18/2024		
Transaction Date	6/20/2024	Town Bank	1110300	Total \$527.50

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Refer 10194 SECURIAN FINANCIAL GROUP INC Ck# 108188 6/20/2024					
Cash Payment	E 001-5142005 GG life insurance	GG LIFE INS			\$124.96
Invoice 072024	6/20/2024				
Cash Payment	E 001-5202005 Dispatch Life Insurance	DISPATCH LIFE INS			\$80.36
Invoice 072024	6/20/2024				
Cash Payment	E 001-5212005 Police Life Insurance	PD LIFE INS			\$282.08
Invoice 072024	6/20/2024				
Cash Payment	E 001-5232000 Fire-Life/Disability Insuranc	FIRE LIFE INS			\$0.00
Invoice 072024	6/20/2024				
Cash Payment	E 001-5412005 DPW- life insurance	DPW LIFE INS			\$81.62
Invoice 072024	6/20/2024				
Cash Payment	E 001-5612005 Forestry- Life Insur	FORESTRY LIFE INS			\$47.63
Invoice 072024	6/20/2024				
Cash Payment	E 006-5512005 Library- life insurance	LIB LIFE INS			\$76.69
Invoice 072024	6/20/2024				
Cash Payment	E 001-5522005 Recreation-life insurance	REC LIFE INS			\$3.96
Invoice 072024	6/20/2024				
Cash Payment	G 001-2111600 Life Insurance Payable	PAYABLE LIFE INS			\$693.93
Invoice 072024	6/20/2024				
Transaction Date	6/20/2024	Town Bank	1110300	Total	\$1,391.23
Refer 10195 WALTERS, GRACE Ck# 108259 6/26/2024					
Cash Payment	E 001-5524200 Camp Elm Grove	CAMP ELM GROVE REIMBURSEMENT			\$50.86
Invoice 418158	6/9/2024				
Transaction Date	6/21/2024	Town Bank	1110300	Total	\$50.86
Refer 10196 WAUKESHA CO PARKS & LAND U Ck# 108260 6/26/2024					
Cash Payment	E 001-5524200 Camp Elm Grove				\$0.00
Invoice					
Transaction Date	6/21/2024	Town Bank	1110300	Total	\$0.00

Fund Summary

	1110300 Town Bank
001 General Fund	\$165,027.73
002 Sewer Fund	\$10,202.17
005 Stormwater Operation Fund	\$15,250.87
006 Library Operating Fund	\$76.69
007 5 Year Capital Fund	\$7,282.97
008 Emergency Medical Service	\$1,071.12
009 Donation Fund	\$593.29
011 Covid- ARPA Fund	\$384.38
013 Transportation Fund	\$424,721.81
014 TIF #2 Special Revenue Fund	\$2,462.70
015 TIF #3 Mandel DevelopmentSSND	\$201.00
	\$627,274.73

Pre-Written Checks	\$627,274.73
Checks to be Generated by the Computer	\$0.00
Total	\$627,274.73

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Payment Batch 07-24AP		\$465,681.81	
Refer	10214 <u>KESSLER, STEVE</u>	Ck# 108277	7/3/2024
Cash Payment	E 001-5524925 4th of July celebration	FOURTH OF JULY DJ SERVICES	\$600.00
Invoice	7/3/2024		
Transaction Date	7/3/2024	Town Bank	1110300
		Total	\$600.00
Refer	10215 <u>ELMBROOK HUMANE SOCIETY</u>	Ck# 108317	7/24/2024
Cash Payment	E 001-5143320 Elmbrook Humane Society	MONTHLY CONTRACT FEE	\$743.75
Invoice			
Transaction Date	7/5/2024	Town Bank	1110300
		Total	\$743.75
Refer	10216 <u>AARONIN STEEL SALES, INC</u>	Ck# 108300	7/24/2024
Cash Payment	E 001-5413210 PW equip maint & supplies	FLAT 1/4 X 3	\$53.00
Invoice 11779	4/1/2024		
Cash Payment	E 001-5413210 PW equip maint & supplies	ELECTRIC WELD TUBING	\$28.10
Invoice 12226	5/1/2024		
Cash Payment	E 001-5413210 PW equip maint & supplies	BED FOR UTILITY SKID BOX	\$1,165.00
Invoice 12896	6/20/2024		
Transaction Date	7/5/2024	Town Bank	1110300
		Total	\$1,246.10
Refer	10218 <u>ALL-WAYS CONTRACTORS INC</u>	Ck# 108301	7/24/2024
Cash Payment	E 005-5813500 Infrastructure Maintenance	TOPSOIL	\$564.00
Invoice 59530	6/19/2024		
Cash Payment	E 005-5813500 Infrastructure Maintenance	TOPSOIL	\$840.00
Invoice 59592	6/21/2024		
Transaction Date	7/5/2024	Town Bank	1110300
		Total	\$1,404.00
Refer	10219 <u>AXLEY ATTORNEYS</u>	Ck# 108304	7/24/2024
Cash Payment	E 001-5163106 Other Legal Expense	EASEMENT ACQUISITION - UNDERWOOD CREEK	\$172.50
Invoice 977870	5/23/2024		
Transaction Date	7/5/2024	Town Bank	1110300
		Total	\$172.50
Refer	10221 <u>BROOKFIELD, CITY OF</u>	Ck# 108305	7/24/2024
Cash Payment	E 001-5173100 GG utilities	METER READING - WALL ST	\$89.62
Invoice 144368	6/30/2024		
Transaction Date	7/5/2024	Town Bank	1110300
		Total	\$89.62
Refer	10222 <u>CRAIG D. CHILDS, PHD, S.C.</u>	Ck# 108309	7/24/2024
Cash Payment	E 001-5213420 Police-school/seminar/conf	RECRUITMENT - PSYCHOLOGICAL	\$495.00
Invoice 3835	6/23/2024		
Transaction Date	7/5/2024	Town Bank	1110300
		Total	\$495.00
Refer	10223 <u>DIVERSIFIED BENEFIT SERVICES I</u>	Ck# 108313	7/24/2024
Cash Payment	G 001-2110370 Accr HRA	JULY 105-HRA REIMBURSEMENT	\$181.16
Invoice 414253	7/1/2024		
Cash Payment	E 001-5142020 FSA Sect 125 administrati	125-FSA JULY	\$101.28
Invoice 415733	7/15/2024		
Transaction Date	7/5/2024	Town Bank	1110300
		Total	\$282.44
Refer	10224 <u>ELMBROOK SENIOR TAXI</u>	Ck# 108318	7/24/2024
Cash Payment	E 001-5193699 Community Relations	ANNUAL CONTRIBUTION TO SENIOR TAXI 2024	\$1,620.00
Invoice	5/29/2024		

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Transaction Date	7/5/2024	Town Bank	1110300	Total	\$1,620.00
Refer	10225 FORWARD TS	Ck#	108320 7/24/2024		
Cash Payment	E 001-5143326 Village wide copy equip		Fire Dept Printer		\$11.29
Invoice	AR230122		6/27/2024		
Cash Payment	E 001-5143326 Village wide copy equip		Police dispatch		\$5.52
Invoice	AR230121		6/27/2024		
Cash Payment	E 001-5143326 Village wide copy equip		PD Printer		\$188.50
Invoice	AR230119		6/27/2024		
Cash Payment	E 001-5143326 Village wide copy equip		GG Printer		\$232.22
Invoice	AR230123		6/27/2024		
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$437.53
Refer	10226 WALTERS, GRACE	Ck#	108359 7/24/2024		
Cash Payment	E 001-5524200 Camp Elm Grove		CAMP ELM GROVE SNACKS REIMBURSEMENT		\$49.94
Invoice			6/28/2024		
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$49.94
Refer	10227 HOPKINS SPORTS CAMPS, LLC	Ck#	108324 7/24/2024		
Cash Payment	E 001-5523160 Instructor Fees-		MINI-HAWK CAMP 2667		\$1,563.75
Invoice	57737		6/21/2024		
Cash Payment	E 001-5523160 Instructor Fees-		FLAG FOOTBALL AND BASKETBALL CAMP		\$2,085.00
Invoice	58109		7/17/2024		
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$3,648.75
Refer	10228 INTERSTATE ALL BATTERY CENT	Ck#	108327 7/24/2024		
Cash Payment	E 001-5213215 Police-Other Equip maint		LIDAR BATTERIES		\$21.15
Invoice	1916901015218		6/24/2024		
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$21.15
Refer	10229 JANI-KING OF MILWAUKEE	Ck#	108328 7/24/2024		
Cash Payment	E 001-5143350 Bldg Cleaning- Contract		MONTHLY CONTRACT -JULY		\$2,112.00
Invoice	MIL07240041		7/1/2024		
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$2,112.00
Refer	10230 MORRIS, JENNIFER	Ck#	108338 7/24/2024		
Cash Payment	G 001-3260800 FB Beautification Comm		REIMBURSMENT FOR BACKPACK FOR BIRDERS OF THE GROVE LIBRARY DONATION		\$16.79
Invoice	4065833		6/23/2024		
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$16.79
Refer	10231 JOHNS DISPOSAL SERVICE	Ck#	108329 7/24/2024		
Cash Payment	E 001-5443100 Contracted Waste Collecti		APRIL LANDFILL CHARGES		\$6,982.04
Invoice	1339699		5/6/2024		
Cash Payment	E 001-5443500 Brush Disposal		LANDFILL CHARGES		\$141.74
Invoice	1339699		5/6/2024		
Cash Payment	E 001-5443100 Contracted Waste Collecti		CONTRACTED GARBAGE		\$21,716.52
Invoice	1352887		5/24/2024		
Cash Payment	E 001-5443200 Contracted Recycling Colle		CONTRACTED RECYCLING		\$19,272.33
Invoice	1352887		5/24/2024		
Cash Payment	E 001-5443100 Contracted Waste Collecti		MUNICIPAL BULKY		\$2,227.89
Invoice	1352887		5/24/2024		

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Cash Payment	E 001-5443200 Contracted Recycling Colle	CONTRACTED 32 RECYCLING			\$865.20
Invoice 1352887	5/24/2024				
Cash Payment	E 001-5443100 Contracted Waste Collecti	CONTRACTED GARBAGE			\$21,716.52
Invoice 1377340	6/26/2024				
Cash Payment	E 001-5443200 Contracted Recycling Colle	CONTRACTED RECYCLING			\$19,272.33
Invoice 1377340	6/26/2024				
Cash Payment	E 001-5443100 Contracted Waste Collecti	MUNICIPAL BULKY			\$2,227.89
Invoice 1377340	6/26/2024				
Cash Payment	E 001-5443200 Contracted Recycling Colle	CONTRACTED 32 RECYCLING			\$865.20
Invoice 1377340	6/26/2024				
Cash Payment	E 001-5443500 Brush Disposal	LANDFILL CHARGES			\$425.22
Invoice 1377340	6/26/2024				
Cash Payment	E 001-5443100 Contracted Waste Collecti	JUNE LANDFILL CHARGES			\$7,268.32
Invoice 1387326	7/8/2024				
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$102,981.20
Refer	10232 <u>JOHNSON NURSERY</u>	Ck# 108330	7/24/2024		
Cash Payment	E 001-5443500 Brush Disposal	YARD WASTE AND WOOD WASTE			\$576.00
Invoice 06245170	6/30/2024				
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$576.00
Refer	10233 <u>LINDE GAS & EQUIPMENT INC</u>	Ck# 108333	7/24/2024		
Cash Payment	E 008-5223230 Ambo Medical Supplies	CYLINDER RENTAL			\$196.36
Invoice 43631026	6/22/2024				
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$196.36
Refer	10234 <u>STERNITZKY, NICCI</u>	Ck# 108352	7/24/2024		
Cash Payment	G 001-3260800 FB Beautification Comm	REIMBURSEMENT - GIFT ON BEHALF OF COMMITTEE			\$35.73
Invoice	6/23/2024				
Cash Payment	G 001-3260800 FB Beautification Comm	REIMBURSEMENT - POSTAGE, CARDS, AND TRASH BAGS			\$45.78
Invoice	6/23/2024				
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$81.51
Refer	10235 <u>NORTHERN LAKE SERVICE INC</u>	Ck# 108339	7/24/2024		
Cash Payment	E 001-5173200 GG Bldg maintenance	2024 WDNR DRINKING WATER REQUIREMENT			\$29.00
Invoice 2410039	6/25/2024				
Cash Payment	E 001-5173200 GG Bldg maintenance	TOTAL COLIFORM BACTERIA -JULY			\$29.00
Invoice 2411219	7/15/2024				
Cash Payment	E 001-5173200 GG Bldg maintenance	TOTAL COLIFORM BACTERIA - MAY			\$29.00
Invoice 2407966	5/22/2024				
Cash Payment	E 001-5173200 GG Bldg maintenance	2024 WDNR DRINKING WATER REQUIRMENT			\$30.00
Invoice 2410681	7/8/2024				
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$117.00
Refer	10239 <u>STARK PAVEMENT CORP</u>	Ck# 108351	7/24/2024		
Cash Payment	E 005-5813500 Infrastructure Maintenance	3/8' SURFACE			\$767.34
Invoice 05067346	6/22/2024				
Cash Payment	E 005-5813500 Infrastructure Maintenance	3/8" SURFACE			\$209.45
Invoice 05067589	7/13/2024				
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$976.79

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Refer	10240	<u>STREICHER S</u>	<u>Ck# 108353 7/24/2024</u>		
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS		\$31.99
Invoice	I1704978	6/18/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS - BASE LAYERS		\$141.94
Invoice	I1704977	6/18/2024			
Cash Payment	E 001-5213410	Police-Firearms training eq	9MM AMMO		\$897.96
Invoice	I1703777	6/10/2024			
Cash Payment	E 001-5213410	Police-Firearms training eq	9MM PRACTICE		\$598.64
Invoice	I1703778	6/10/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PETERSON UNIFORM AN EQUIP		\$820.74
Invoice	I1707357	7/3/2024			
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$2,491.27
Refer	10241	<u>TAPCO</u>	<u>Ck# 108354 7/24/2024</u>		
Cash Payment	E 001-5423100	Signs/posts/line painting	STREET SIGN - HUGHES RETIREMENT		\$167.23
Invoice	I781499	6/24/2024			
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$167.23
Refer	10242	<u>UNITED HEALTH REFUND CENTER</u>	<u>Ck# 108356 7/24/2024</u>		
Cash Payment	R 008-4416000	Ambulance fees	CALL NUMBER: 23-0451		\$467.88
Invoice		6/15/2024			
Cash Payment	R 008-4416000	Ambulance fees	CALL NUMBER: 23-526		\$588.25
Invoice		6/15/2024			
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$1,056.13
Refer	10243	<u>ELM GROVE, VILLAGE</u>	<u>Ck# 108316 7/24/2024</u>		
Cash Payment	E 001-5173100	GG utilities	UTILITY METER READING - 900 WALL STREET		\$855.96
Invoice	8005	7/1/2024			
Cash Payment	E 001-5173100	GG utilities	UTILITY METER READING - 13600 JUNEAU BLVD		\$3,614.11
Invoice	9007	7/1/2024			
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$4,470.07
Refer	10244	<u>WAUKESHA CO TECH COLLEGE</u>	<u>Ck# 108360 7/24/2024</u>		
Cash Payment	E 001-5213540	Police Crime Prevention	PD - CITIZENS ACADEMY		\$199.50
Invoice	S0835181	6/26/2024			
Cash Payment	E 001-5213410	Police-Firearms training eq	SGT VEHICLE PURSUIT TRAINING		\$19.12
Invoice	S0835181	6/26/2024			
Cash Payment	G 008-3260100	FB-ACT 102 Grant	ACLS CONTINUED EDUCATION		\$139.88
Invoice	S0835180	6/26/2024			
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$358.50
Refer	10245	<u>WILLIAM REID</u>	<u>Ck# 108366 7/24/2024</u>		
Cash Payment	E 002-3230400	Repair and Maintenance	FLOW SENSOR WITH INSTALL FOR SANITARY PUMP STATION		\$10,366.00
Invoice	61156	6/24/2024			
Transaction Date	7/5/2024	Town Bank	1110300	Total	\$10,366.00
Refer	10248	<u>ELLIOTT ACE HARDWARE</u>	<u>Ck# 108314 7/24/2024</u>		
Cash Payment	E 001-5173200	GG Bldg maintenance			\$17.75
Invoice		6/30/2024			
Cash Payment	E 001-5173300	Building Supplies			\$46.29
Invoice		6/30/2024			

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Cash Payment	E 001-5233205 Fire-supplies&maintenance				\$33.99
Invoice		6/30/2024			
Cash Payment	E 001-5413199 PW Bldg & grounds mainte				\$89.98
Invoice		6/30/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies				\$150.65
Invoice		6/30/2024			
Cash Payment	E 001-5523140 Recreation -Pool Exp				\$7.54
Invoice		6/30/2024			
Cash Payment	E 001-5613200 Forestry Tree Care				\$8.06
Invoice		6/30/2024			
Cash Payment	E 001-5613400 Forestry-Village Landscapi				\$53.38
Invoice		6/30/2024			
Cash Payment	E 005-5813500 Infrastructure Maintenance				\$203.83
Invoice		6/30/2024			
Cash Payment	E 005-5813600 Pond maintenance				\$14.38
Invoice		6/30/2024			
Transaction Date	7/10/2024	Town Bank	1110300	Total	\$625.85
Refer	10273 WAUKESHA CO, DPW ENGINEERI	Ck# 108276	7/15/2024		
Cash Payment	E 013-5970402 Engineering/Design -	ROW PERMIT FEE FOR HIGHLAND			\$170.00
Invoice		PATHWAY			
Invoice		7/15/2024			
Transaction Date	7/15/2024	Town Bank	1110300	Total	\$170.00
Refer	10274 SCHANO, EVAN	Ck# 108280	7/15/2024		
Cash Payment	G 001-2110300 Accr Payroll	PAYROLL CORRECTION 7/12/24			\$2,034.67
Invoice					
Invoice		7/15/2024			
Transaction Date	7/15/2024	Town Bank	1110300	Total	\$2,034.67
Refer	10292 KESSLER, STEVE	Ck# 108281	7/16/2024		
Cash Payment	E 009-5990700 Recreation	TUNES ON TUESDAY - SATURDAY JUNE			\$1,000.00
Invoice		BAND			
Invoice		7/16/2024			
Transaction Date	7/16/2024	Town Bank	1110300	Total	\$1,000.00
Refer	10293 AMERICAN LITHO	Ck# 108302	7/24/2024		
Cash Payment	E 001-5523400 Printing expense -Rec dept	3100 SUMMER REC GUIDE			\$2,043.00
Invoice	260260-01				
Invoice		4/29/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$2,043.00
Refer	10294 ASCENSION MEDICAL GROUP/RE	Ck# 108303	7/24/2024		
Cash Payment	E 001-5143099 GG- miscellaneous exp	DRUG SCREEN - NEW EMPLOYEE			\$90.00
Invoice	419098				
Invoice		6/28/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$90.00
Refer	10295 GREGG, CALLIE	Ck# 108322	7/24/2024		
Cash Payment	E 001-5124399 court-miscellaneous	WITNESS FEE			\$15.00
Invoice					
Invoice		6/27/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$15.00
Refer	10296 CARRICO AQUATIC RESOURCES I	Ck# 108306	7/24/2024		
Cash Payment	E 001-5523140 Recreation -Pool Exp	SUMMER WATER MANAGEMENT			\$2,550.00
Invoice	20244324	AGREEMENT 4 OF 4			
Invoice		7/1/2024			

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Transaction Date	7/17/2024	Town Bank	1110300	Total	\$2,550.00
Refer	10297 <i>WAUWATOSA, CITY OF</i>	<u>Ck# 108362 7/24/2024</u>			
Cash Payment	E 001-5423120 StreetLights-electric	ELECTRICITY 124/WATETOWN PLANK/MAINTENANCE REIMBURSEMENT			\$86.49
Invoice	7145 7/2/2024				
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$86.49
Refer	10298 <i>COREY OIL</i>	<u>Ck# 108308 7/24/2024</u>			
Cash Payment	E 001-5413200 PW fuel	87 UNLEADED REFORMULATED GASOLINE			\$1,377.50
Invoice	383933 7/2/2024				
Cash Payment	E 001-5413210 PW equip maint & supplies	CASTROL UNIVERSAL TRACTOR FLUID			\$296.92
Invoice	556690 7/3/2024				
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$1,674.42
Refer	10299 <i>CUMMINS SALES AND SERVICE</i>	<u>Ck# 108310 7/24/2024</u>			
Cash Payment	E 001-5173200 GG Bldg maintenance	REPLACE AIR/FUEL MIXED VALCE AND BLOCK HEATER ON GEN SET			\$1,462.34
Invoice	F6-77170 6/27/2024				
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$1,462.34
Refer	10300 <i>DIGICORP</i>	<u>Ck# 108312 7/24/2024</u>			
Cash Payment	E 001-5143331 Internet Expense	FORTIGATE 1 YEAR SOFTWARE 7/1/24-7/1/25			\$2,585.00
Invoice	351341 6/30/2024				
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$2,585.00
Refer	10302 <i>WI DEPT OF JUSITCE -TIME</i>	<u>Ck# 108365 7/24/2024</u>			
Cash Payment	E 001-5203315 ProPhoenix /TIME	QUARTERLY CHARGE - TIME			\$409.50
Invoice	16792 7/10/2024				
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$409.50
Refer	10303 <i>EMS MANAGEMENT & CONSULTA</i>	<u>Ck# 108319 7/24/2024</u>			
Cash Payment	E 008-5223260 Ambo Billing Charges	EMS MANAGEMENT SERVICES			\$329.30
Invoice	EMS-005205 6/30/2024				
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$329.30
Refer	10304 <i>GRAINGER</i>	<u>Ck# 108321 7/24/2024</u>			
Cash Payment	E 001-5173200 GG Bldg maintenance	PUSH BUTTON			\$341.88
Invoice	9175064121 7/9/2024				
Cash Payment	E 001-5173200 GG Bldg maintenance	RETURN			-\$341.88
Invoice	1520777236 7/15/2024				
Cash Payment	E 001-5173200 GG Bldg maintenance	PLEATED AIR FILTER			\$74.28
Invoice	9167687186 6/28/2024				
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$74.28
Refer	10305 <i>HANES GEO COMPONENTS</i>	<u>Ck# 108323 7/24/2024</u>			
Cash Payment	E 005-5813500 Infrastructure Maintenance	MULCH WOOD			\$706.80
Invoice	64-265624 6/17/2024				
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$706.80
Refer	10306 <i>RANKIN, LINDA</i>	<u>Ck# 108344 7/24/2024</u>			
Cash Payment	E 001-5143100 Election Inspectors	APRIL ELECTION TRAINING 2024			\$20.00
Invoice	7/17/2024				
Cash Payment	E 001-5143100 Election Inspectors	APRIL ELECTION - AM SHIFT			\$52.50
Invoice	7/17/2024				

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Transaction Date	7/17/2024	Town Bank	1110300	Total	\$72.50
Refer	10307 RANKIN, JOHN	Ck# 108343	7/24/2024		
Cash Payment	E 001-5143100 Election Inspectors	APRIL ELECTION TRAINING			\$20.00
Invoice	7/17/2024				
Cash Payment	E 001-5143100 Election Inspectors	APRIL ELECTION - AM SHIFT			\$52.50
Invoice	7/17/2024				
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$72.50
Refer	10308 LAKESIDE INTERNATIONAL TRUC	Ck# 108331	7/24/2024		
Cash Payment	E 001-5413210 PW equip maint & supplies	THERMOSTATE ENG			\$348.58
Invoice	1423954P	7/3/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies	TRUCK			\$1,098.32
Invoice	1424730P	6/12/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$1,446.90
Refer	10309 LEMBERG ELECTRIC CO INC	Ck# 108332	7/24/2024		
Cash Payment	E 001-5523140 Recreation -Pool Exp	POOL PUMP AND MOTOR			\$2,046.02
Invoice	183472	6/26/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$2,046.02
Refer	10311 MERIT ASPHALT	Ck# 108335	7/24/2024		
Cash Payment	E 007-5970500 5 yr Capital Recreation	BASKETBALL COURT REPLAEMENT			\$43,073.00
Invoice	12915	6/12/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$43,073.00
Refer	10312 MIDWEST FIBER	Ck# 108336	7/24/2024		
Cash Payment	E 001-5143331 Internet Expense	monthly fee			\$950.00
Invoice	38915	7/15/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$950.00
Refer	10313 MILWAUKEE METROPOLITAN SE	Ck# 108337	7/24/2024		
Cash Payment	E 002-3230100 MMSD user charges	APRIL 2024 THROUGH JUNE 2024			\$118,065.64
Invoice	136-24	7/9/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$118,065.64
Refer	10314 MARTINIZING	Ck# 108334	7/24/2024		
Cash Payment	E 001-5213100 Police-Clothing Allow/Clea	JUNE AND JULY UNIFORM CLEANING			\$252.52
Invoice	7799	7/1/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$252.52
Refer	10315 PAWSON, ELIZABETH	Ck# 108340	7/24/2024		
Cash Payment	E 001-5523300 Tennis Program	REIMBURSEMENT - TENNIS CLASS - CANCELLED			\$55.00
Invoice	7/10/2024				
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$55.00
Refer	10316 PAYNE & DOLAN	Ck# 108341	7/24/2024		
Cash Payment	E 005-5813500 Infrastructure Maintenance	3/4"TB			\$352.43
Invoice	10-00011703	7/3/2024			
Cash Payment	E 005-5813500 Infrastructure Maintenance	3/4"TB			\$324.07
Invoice	10-00011013	6/27/2024			
Cash Payment	E 005-5813500 Infrastructure Maintenance	3/4"TB			\$334.44
Invoice	10-00013555	7/19/2024			

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Transaction Date	7/17/2024	Town Bank	1110300	Total	\$1,010.94
Refer	10317 PERSONNEL EVALUATION INC	Ck# 108342	7/24/2024		
Cash Payment	E 001-5213425 Police-Recruitment	BACKGROUNDS			\$25.00
Invoice	51857	6/30/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$25.00
Refer	10318 RIEDEL SPORTS INC	Ck# 108345	7/24/2024		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	FIRE BEANIES/CAPS			\$1,154.25
Invoice		7/8/2024			
Cash Payment	E 001-5523180 Program Expenses	DISTRICT TEE			\$577.50
Invoice	22561	6/24/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$1,731.75
Refer	10319 SAFEBUILT	Ck# 108348	7/24/2024		
Cash Payment	E 001-5241000 Inspections-Building				\$3,795.60
Invoice	473148	6/30/2024			
Cash Payment	E 001-5241100 Inspections-Electrical				\$8,381.10
Invoice	473148	6/30/2024			
Cash Payment	E 001-5241150 Inspections- HVAC				\$8,381.63
Invoice	473148	6/30/2024			
Cash Payment	E 001-5241200 Inspections- Plumbing				\$738.53
Invoice	473148	6/30/2024			
Cash Payment	E 001-5241350 Inspection-misc				\$0.00
Invoice	473148	6/30/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$21,296.86
Refer	10320 SAFEWAY PEST MANAGEMENT	Ck# 108349	7/24/2024		
Cash Payment	E 001-5173200 GG Bldg maintenance	monthly service			\$63.00
Invoice	736354	7/9/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$63.00
Refer	10321 TRANS UNION LLC	Ck# 108355	7/24/2024		
Cash Payment	E 001-5213425 Police-Recruitment	RECRUITMENT			\$32.02
Invoice	06405427	6/28/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$32.02
Refer	10322 WESTERN CULVERT & SUPPLY IN	Ck# 108363	7/24/2024		
Cash Payment	E 005-5813500 Infrastructure Maintenance	12X22 CMPA			\$4,628.00
Invoice	070769	7/3/2024			
Cash Payment	E 005-5813500 Infrastructure Maintenance	CMPA			\$4,738.70
Invoice	070854	7/15/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$9,366.70
Refer	10323 COMPLETE OFFICE OF WISCONSI	Ck# 108307	7/24/2024		
Cash Payment	E 001-5523198 Building/Grounds Mainena	GARBAGE BAGS FOR PARK			\$700.00
Invoice		6/30/2024			
Cash Payment	E 001-5173300 Building Supplies	GARBAGE BAGS FR GG			\$504.62
Invoice		6/30/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$1,204.62
Refer	10335 ELM GROVE PROFESSIONAL POLI	Ck# 108315	7/24/2024		
Cash Payment	G 001-2111300 Union Dues-Police	2024 dues \$50.50 per month			\$757.50
Invoice					

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Transaction Date	7/17/2024	Town Bank	1110300	Total	\$757.50
Refer	10350 HUMANA	<u>Ck# 108325 7/24/2024</u>			
Cash Payment	R 008-4416000 Ambulance fees	REIMBURSEMENT OF OVERPAYMENT			\$407.38
Invoice	240214 4/29/2024				
Transaction Date	7/18/2024	Town Bank	1110300	Total	\$407.38
Refer	10351 IMPERIAL DADE	<u>Ck# 108326 7/24/2024</u>			
Cash Payment	E 001-5173300 Building Supplies	TOLIET TISSUE/PAPER TOWEL			\$1,163.09
Invoice	16463213 5/2/2024				
Transaction Date	7/18/2024	Town Bank	1110300	Total	\$1,163.09
Refer	10352 CW PURPERO INC	<u>Ck# 108311 7/24/2024</u>			
Cash Payment	E 013-5970401 Annual Street Paving	HIGHLAND DRIVE NORTH PEDISTRIAN PATHWAY			\$20,560.00
Invoice					
Invoice	7/15/2024				
Transaction Date	7/18/2024	Town Bank	1110300	Total	\$20,560.00
Refer	10353 RUEKERT MIELKE, INC.	<u>Ck# 108347 7/24/2024</u>			
Cash Payment	E 001-5143332 GIS Expense	ESRI LICENSE FEE			\$200.00
Invoice	152308 7/8/2024				
Cash Payment	E 013-5970402 Engineering/Design -	CONSTRUCTION SERVICES -GEBHARDT RD			\$378.00
Invoice	152311 7/8/2024				
Cash Payment	E 001-5423300 PW Consulting Services	WISLR UPDATES			\$500.00
Invoice	152306 7/8/2024				
Cash Payment	E 005-5813200 Permit Expenditures	MS4 COMPLIANCE			\$1,161.25
Invoice	152310 7/8/2024				
Cash Payment	E 002-3230455 MMSD- PP/II Project Costs	ADDITIONAL LATERAL INSPECTION - WRAYBURN/TERRACE			\$2,173.50
Invoice	152304 7/8/2024				
Cash Payment	E 002-3230455 MMSD- PP/II Project Costs	LATERAL REHAB CONTRCUTION REVIEW - WRAYBURN/TERRACE			\$2,788.34
Invoice	152305 7/8/2024				
Cash Payment	E 005-5813200 Permit Expenditures	MS4 PERMIT REAPPLICATION ASSISTANCE			\$5,300.00
Invoice	152309 7/8/2024				
Cash Payment	E 005-5813260 Highland Culvert	CONSTRUCTION - HIGHLAND DR CULVERT REPLACEMENT			\$7,999.58
Invoice	152314 7/8/2024				
Cash Payment	E 013-5970402 Engineering/Design -	CONSTRUCTION -HIGHLAND DR NORTH PEDISTRIAN PATHWAY			\$16,682.64
Invoice	152313 7/8/2024				
Cash Payment	E 001-5143332 GIS Expense	GIS MAINTENANCE			\$474.50
Invoice	152307 7/8/2024				
Cash Payment	G 001-3340753 Resident Billings	MANDEL GROUP			\$552.75
Invoice	152312 7/8/2024				
Cash Payment	G 001-3340753 Resident Billings	14840 JUNEAU BLVD			\$242.50
Invoice	152303 7/8/2024				
Cash Payment	G 001-3340753 Resident Billings	MANDEL GROUP			\$13,594.42
Invoice	152303 7/8/2024				
Cash Payment	E 013-5970402 Engineering/Design -	DEVELOPMENT PLANS/SITE VISITS			\$5,551.62
Invoice	152303 7/8/2024				
Transaction Date	7/18/2024	Town Bank	1110300	Total	\$57,599.10
Refer	10354 SECURIAN FINANCIAL GROUP INC	<u>Ck# 108299 7/18/2024</u>			

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Cash Payment	E 001-5142005 GG life insurance	GG LIFE INS		\$104.13
Invoice				
Cash Payment	E 001-5202005 Dispatch Life Insurance	DISPATCH LIFE INS		\$66.97
Invoice				
Cash Payment	E 001-5212005 Police Life Insurance	PD LIFE INS		\$235.07
Invoice				
Cash Payment	E 001-5412005 DPW- life insurance	DPW LIFE INS		\$68.02
Invoice				
Cash Payment	E 001-5612005 Forestry- Life Insur	FORESTRY LIFE INS		\$39.69
Invoice				
Cash Payment	E 006-5512005 Library- life insurance	LIB LIFE INS		\$63.91
Invoice				
Cash Payment	E 001-5522005 Recreation-life insurance	REC LIFE INS		\$3.30
Invoice				
Cash Payment	G 001-2111600 Life Insurance Payable	PAYABLE LIFE INS		\$572.00
Invoice				
Transaction Date	7/18/2024	Town Bank	1110300	Total \$1,153.09
Refer	10355 <u>W&E RADTKE</u>	Ck#	108358	7/24/2024
Cash Payment	G 001-3260800 FB Beautification Comm	JUNE 2024		\$4,248.75
Invoice	155257	6/1/2024		
Transaction Date	7/18/2024	Town Bank	1110300	Total \$4,248.75
Refer	10356 <u>VON BRIESEN & ROPER SC</u>	Ck#	108357	7/24/2024
Cash Payment	G 001-3340753 Resident Billings	THE MANDEL GROUP		\$315.00
Invoice	464331	7/15/2024		
Cash Payment	E 014-5814400 Creek Daylighting Project	ATTONREY MARCUVITZ		\$4,057.30
Invoice	464331	7/15/2024		
Cash Payment	E 001-5163100 Legal Exp-de la Mora	NON-RETAINER FEES		\$6,770.70
Invoice	464331	7/15/2024		
Cash Payment	E 001-5121075 legal expense	MUNICIPAL COURT FEES		\$4,062.15
Invoice	464333	7/15/2024		
Cash Payment	E 001-5163105 Retainer - de la Mora	RETAINER FEES		\$1,198.00
Invoice	464332	7/15/2024		
Transaction Date	7/18/2024	Town Bank	1110300	Total \$16,403.15
Refer	10357 <u>WAUKESHA CO TREASURER</u>	Ck#	108361	7/24/2024
Cash Payment	R 001-4362000 Court Fines-Expense	JAIL SURCHARGES FOR JUNE		\$960.00
Invoice		7/18/2024		
Transaction Date	7/18/2024	Town Bank	1110300	Total \$960.00
Refer	10358 <u>WI COURT FINES AND SURCHARG</u>	Ck#	108364	7/24/2024
Cash Payment	R 001-4362000 Court Fines-Expense	SURCHARGES FOR JUNE		\$2,892.50
Invoice		7/18/2024		
Transaction Date	7/18/2024	Town Bank	1110300	Total \$2,892.50
Refer	10362 <u>SHADY LANE GREENHOUSE</u>	Ck#	108350	7/24/2024
Cash Payment	E 001-5613400 Forestry-Village Landscapi	PLANTERS/POLE BASKETS		\$2,850.00
Invoice	41348	5/22/2024		
Transaction Date	7/18/2024	Town Bank	1110300	Total \$2,850.00
Refer	10363 <u>ROZGA PLUMBING</u>	Ck#	108346	7/24/2024

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Current Period: JULY 2024

Cash Payment	E 002-3230455 MMSD- PP/II Project Costs PRIVATE LATERAL TELEVISING			\$3,288.00
Invoice	7/12/2024			
Transaction Date	7/18/2024	Town Bank	1110300	Total \$3,288.00

Fund Summary

	1110300 Town Bank	
001 General Fund		\$207,190.54
002 Sewer Fund		\$136,681.48
005 Stormwater Operation Fund		\$28,144.27
006 Library Operating Fund		\$63.91
007 5 Year Capital Fund		\$43,073.00
008 Emergency Medical Service		\$2,129.05
009 Donation Fund		\$1,000.00
013 Transportation Fund		\$43,342.26
014 TIF #2 Special Revenue Fund		\$4,057.30
		<u>\$465,681.81</u>

Pre-Written Checks	\$465,681.81
Checks to be Generated by the Computer	\$0.00
Total	<u>\$465,681.81</u>

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Current Period: JULY 2024

Payment Batch 07-2024 CC BATCH		\$18,457.80	
Refer	10263 <i>PICK AND SAVE</i>	Ck# 007927	7/24/2024
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL	\$19.83
Invoice	042457 6/14/2024		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL	\$3.99
Invoice	009376 6/14/2024		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL	\$7.38
Invoice	009737 6/21/2024		
Transaction Date	7/15/2024	Town Bank	1110300
		Total	\$31.20
Refer	10264 <i>SAMS CLUB</i>	Ck# 007930	7/24/2024
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL	\$98.91
Invoice	037274 6/16/2024		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL	\$176.18
Invoice	076866 6/20/2024		
Cash Payment	E 001-5523180 Program Expenses	CAMP ELM GROVE SUPPLIES	\$60.36
Invoice			
Cash Payment	E 001-5143099 GG- miscellaneous exp	SAMS CLUB RENEWAL	\$162.75
Invoice	6/11/2024		
Cash Payment	E 001-5523420 Soda/Snack Expense	POOL HOUSE CONCESSIONS	\$158.00
Invoice	6/24/2024		
Cash Payment	E 001-5523420 Soda/Snack Expense	POOL HOUSE CONCESSIONS	\$197.74
Invoice	6/24/2024		
Cash Payment	E 001-5524200 Camp Elm Grove	SNACKS	\$103.04
Invoice	77222 7/1/2024		
Cash Payment	E 001-5523140 Recreation -Pool Exp	POOL HOUSE CONCESSIONS	\$376.66
Invoice	77222 7/1/2024		
Cash Payment	E 001-5523200 Swimming Program	POOL HOUSE	\$49.34
Invoice	77222 7/1/2024		
Cash Payment	E 001-5523198 Building/Grounds Mainena	PARK RESTROOM	\$14.54
Invoice	77222 7/1/2024		
Cash Payment	E 001-5523200 Swimming Program	POOL HOUSE	\$76.08
Invoice			
Transaction Date	7/15/2024	Town Bank	1110300
		Total	\$1,473.60
Refer	10265 <i>RING CENTRAL</i>	Ck# 007928	7/24/2024
Cash Payment	E 001-5523100 Recreation -Telephone	MONTHLY SUBSCRIPTION FEE	\$44.10
Invoice	13794999002 7/1/2024		
Transaction Date	7/15/2024	Town Bank	1110300
		Total	\$44.10
Refer	10266 <i>ZISTERS</i>	Ck# 007948	7/24/2024
Cash Payment	E 001-5193699 Community Relations	LUNCH WITH WAUWATOSA	\$49.12
Invoice	000966 6/11/2024		
Transaction Date	7/15/2024	Town Bank	1110300
		Total	\$49.12
Refer	10267 <i>WI ASSOC OF ASSESSORS</i>	Ck# 007947	7/24/2024
Cash Payment	E 001-5143000 GG Training/Dues	ASSESOR'S MEMBERSHIP	\$62.00
Invoice	10211 7/1/2024		
Transaction Date	7/15/2024	Town Bank	1110300
		Total	\$62.00
Refer	10268 <i>SHUTTERFLY</i>	Ck# 007932	7/24/2024

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Cash Payment	E 001-5213505 Police-Office Supplies	PD THANK YOU CARDS			\$40.80
Invoice	8000436	6/28/2024			
Transaction Date	7/15/2024	Town Bank	1110300	Total	\$40.80
Refer	10269	<u>BOUND TREE MEDICAL LLC</u>	<u>Ck# 007909</u>	<u>7/24/2024</u>	
Cash Payment	E 008-5223230 Ambo Medical Supplies	EMS MED SUPPLIES			\$302.87
Invoice	105369116	6/17/2024			
Cash Payment	E 008-5223230 Ambo Medical Supplies	EMS MED SUPPLIES			\$29.50
Invoice	105369116	6/17/2024			
Cash Payment	E 008-5223230 Ambo Medical Supplies	EMS MED SUPPLIES			\$40.19
Invoice	105383473	6/25/2024			
Cash Payment	E 008-5223230 Ambo Medical Supplies	EMS MED SUPPLIES			\$227.32
Invoice	105383472	6/24/2024			
Cash Payment	E 008-5223230 Ambo Medical Supplies	EMS MED SUPPLIES			\$112.50
Invoice	105369116	6/18/2024			
Transaction Date	7/15/2024	Town Bank	1110300	Total	\$712.38
Refer	10270	<u>ABLE</u>	<u>Ck# 007904</u>	<u>7/24/2024</u>	
Cash Payment	E 001-5523140 Recreation -Pool Exp	ADA CHAIR FRAME AND BRACKET KIT			\$1,574.00
Invoice	986	6/26/2024			
Transaction Date	7/15/2024	Town Bank	1110300	Total	\$1,574.00
Refer	10271	<u>SMART SIGN</u>	<u>Ck# 007933</u>	<u>7/24/2024</u>	
Cash Payment	E 001-5523198 Building/Grounds Mainena	POOL HOUSE SIGNS			\$137.19
Invoice	MSS-308259	6/13/2024			
Transaction Date	7/15/2024	Town Bank	1110300	Total	\$137.19
Refer	10272	<u>AMAZON</u>	<u>Ck# 007906</u>	<u>7/24/2024</u>	
Cash Payment	E 001-5193100 GG office supplies	MINI BALL VALVE			\$19.27
Invoice	2172256	6/13/2024			
Cash Payment	E 001-5193100 GG office supplies	OFFICE SUPPLIES			\$52.87
Invoice	0138642	6/11/2024			
Cash Payment	E 001-5523198 Building/Grounds Mainena	POOL HOUSE/PUMP ROOM BATHROOM SUPPLIES			\$143.54
Invoice	9461804	6/20/2024			
Cash Payment	E 001-5523600 Baseball Program	FIELD MARKING PAINT			\$299.80
Invoice	7290657	6/20/2024			
Cash Payment	E 001-5524200 Camp Elm Grove	BASKETBALLS			\$129.12
Invoice	8580218	6/20/2024			
Cash Payment	E 001-5193100 GG office supplies	OFFICE SUPPLIES			\$86.04
Invoice	7537059	6/27/2024			
Cash Payment	E 001-5523198 Building/Grounds Mainena	DOG BAGS			\$959.20
Invoice	1115438	6/26/2024			
Cash Payment	E 001-5523300 Tennis Program	TENNIS			\$586.83
Invoice	5707434	6/26/2024			
Cash Payment	E 001-5143099 GG- miscellaneous exp	PHONE CASE			\$26.24
Invoice	7269037	6/26/2024			
Cash Payment	E 001-5143099 GG- miscellaneous exp	PHONE CASE AND SCREEN COVER			\$38.18
Invoice	4445858	6/25/2024			
Cash Payment	E 001-5143099 GG- miscellaneous exp	PHONE CASE			-\$17.85
Invoice	4445858	6/25/2024			

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Current Period: JULY 2024

Cash Payment	E 001-5613200 Forestry Tree Care	LITER ONE-HAND PRESSURE - WEEDS		\$47.29
Invoice	1115563	6/17/2024		
Cash Payment	E 001-5413210 PW equip maint & supplies	OIL		\$223.96
Invoice	6650607	6/25/2024		
Cash Payment	E 001-5413210 PW equip maint & supplies	FILTERS		\$312.42
Invoice	3928217	6/25/2024		
Cash Payment	E 001-5413210 PW equip maint & supplies	SAFETY GLASSES		\$58.95
Invoice	7787420	7/3/2024		
Cash Payment	E 001-5413210 PW equip maint & supplies	GASOLINE NOZZLE		\$83.45
Invoice	8175414	7/5/2024		
Cash Payment	E 001-5413210 PW equip maint & supplies	BINDER CLIPS		\$9.95
Invoice	3042637	7/3/2024		
Cash Payment	E 001-5413210 PW equip maint & supplies	OIL FILTERS		\$44.99
Invoice	9179466	6/25/2024		
Cash Payment	E 001-5173300 Building Supplies	FOAM SOAP DISPENSER		\$286.44
Invoice	2793869	6/18/2024		
Cash Payment	E 001-5173200 GG Bldg maintenance	BUILDING SUPPLIES		\$60.57
Invoice	4297067	6/26/2024		
Cash Payment	E 001-5523600 Baseball Program	BASEBALL SUPPLIES		\$240.08
Invoice		6/26/2024		
Cash Payment	E 001-5523300 Tennis Program	TENNIS SUPPLIES		\$163.32
Invoice		6/26/2024		
Cash Payment	E 001-5523600 Baseball Program	BASEBALL SUPPLIES		\$121.37
Invoice		6/26/2024		
Cash Payment	E 001-5523300 Tennis Program	TENNIS SUPPLIES		\$104.50
Invoice		6/26/2024		
Transaction Date	7/15/2024	Town Bank	1110300	Total \$4,080.53
Refer	10278	CONSTANT CONTACT	Ck# 007911	7/24/2024
Cash Payment	E 001-5193699 Community Relations			\$55.00
Invoice		7/8/2024		
Transaction Date	7/16/2024	Town Bank	1110300	Total \$55.00
Refer	10279	TRACTOR SUPPLY	Ck# 007939	7/24/2024
Cash Payment	E 005-5813600 Pond maintenance	SPOT SPRAYER		\$299.99
Invoice	058720	6/18/2024		
Transaction Date	7/16/2024	Town Bank	1110300	Total \$299.99
Refer	10280	GREENHOUSE MEGASTORE	Ck# 007916	7/24/2024
Cash Payment	E 001-5613400 Forestry-Village Landscapi	Handi-Reach Handles		\$93.26
Invoice	199177	7/9/2024		
Transaction Date	7/16/2024	Town Bank	1110300	Total \$93.26
Refer	10281	CARLIN	Ck# 007910	7/24/2024
Cash Payment	E 001-5613400 Forestry-Village Landscapi	FORESTER SUPPLIES		\$302.78
Invoice	7016881	7/9/2024		
Transaction Date	7/16/2024	Town Bank	1110300	Total \$302.78
Refer	10282	NAPA NEW BERLIN	Ck# 007923	7/24/2024
Cash Payment	E 001-5413210 PW equip maint & supplies	SOLENOID BUCKET TRUCK FILTER		\$53.98
Invoice	560333	6/17/2024		
Cash Payment	E 001-5233200 Fire-truck maintenance	OIL FILTER		\$38.99
Invoice	561355	7/1/2024		

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Transaction Date	7/16/2024	Town Bank	1110300	Total	\$92.97
Refer	10283 <i>FARM & FLEET</i>		<u>Ck# 007915 7/24/2024</u>		
Cash Payment	E 001-5413210 PW equip maint & supplies	HITCH PIN AND CLIP/SHANK PINTLE/PINTLE COMBINATION			\$176.97
Invoice	047085	6/10/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies	MEDIUM MAGNETIC HOLDERNOZZLE GEL/BLUE SHOP TOWELS			\$42.46
Invoice	089002	7/2/2024			
Transaction Date	7/16/2024	Town Bank	1110300	Total	\$219.43
Refer	10284 <i>KAESTNER AUTO ELECTRIC CO.</i>		<u>Ck# 007919 7/24/2024</u>		
Cash Payment	E 001-5233200 Fire-truck maintenance	TRUCK 24			\$895.46
Invoice	501564	7/8/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies	OVAL STROBE /CLEAR BULLET/OVAL GROMMET			\$591.98
Invoice	501328	6/10/2024			
Transaction Date	7/16/2024	Town Bank	1110300	Total	\$1,487.44
Refer	10285 <i>NATIONAL BAKERY</i>		<u>Ck# 007925 7/24/2024</u>		
Cash Payment	E 001-5213599 Police- Miscellaneous	PD SWEARING IN			\$41.35
Invoice	074007	7/9/2024			
Transaction Date	7/16/2024	Town Bank	1110300	Total	\$41.35
Refer	10286 <i>WHITLOW S SECURITY SPECIALIS</i>		<u>Ck# 007946 7/24/2024</u>		
Cash Payment	E 001-5173300 Building Supplies				\$3.75
Invoice	068294	6/24/2024			
Cash Payment	E 001-5523198 Building/Grounds Mainena	POOL HOUSE DOOR LATCH			\$262.00
Invoice		6/24/2024			
Transaction Date	7/16/2024	Town Bank	1110300	Total	\$265.75
Refer	10287 <i>DOMINOS PIZZA</i>		<u>Ck# 007913 7/24/2024</u>		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$55.99
Invoice	347	6/11/2024			
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$53.99
Invoice	865	6/25/2024			
Transaction Date	7/16/2024	Town Bank	1110300	Total	\$109.98
Refer	10288 <i>LOWES HOME CENTERS INC</i>		<u>Ck# 007921 7/24/2024</u>		
Cash Payment	E 001-5523198 Building/Grounds Mainena	REC SUPPLIES - GARBAGE BAGS			\$114.96
Invoice	85927	6/10/2024			
Cash Payment	E 001-5173300 Building Supplies	BATTERIES			\$61.94
Invoice	046481	7/3/2024			
Cash Payment	E 001-5173200 GG Bldg maintenance	FLUSH LEVE			\$10.38
Invoice	010509	6/27/2024			
Transaction Date	7/16/2024	Town Bank	1110300	Total	\$187.28
Refer	10289 <i>USPS</i>		<u>Ck# 007943 7/24/2024</u>		
Cash Payment	E 001-5193200 GG Print/Publish/Postage	POSTAGE			\$0.75
Invoice	7360	6/14/2024			
Transaction Date	7/16/2024	Town Bank	1110300	Total	\$0.75
Refer	10290 <i>AED SUPERSTORE</i>		<u>Ck# 007905 7/24/2024</u>		
Cash Payment	E 001-5193100 GG office supplies	GG OFFICE AED			\$71.73
Invoice	S3365940	6/2/2024			

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Transaction Date	7/16/2024	Town Bank	1110300	Total	\$71.73
Refer	10337 <u>SPECTRUM - BOX 6030</u>	Ck#	007935	7/24/2024	
Cash Payment	E 001-5173100 GG utilities	PHONE			\$359.91
Invoice	0052043052224	5/22/2024			
Cash Payment	E 001-5203325 911 Annual Maintenance C	DISPATCH PHONES			\$448.65
Invoice	079118401060124	6/1/2024			
Cash Payment	E 001-5173100 GG utilities	TV			\$38.58
Invoice		6/21/2024			
Cash Payment	E 001-5413000 Telephone,alarms PW	PHONE - DPW			\$39.99
Invoice	0052365061224	6/12/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$887.13
Refer	10338 <u>APPOINTMENT QUEST</u>	Ck#	007907	7/24/2024	
Cash Payment	E 001-5143335 Assessor Services	scheduling software- monthly			\$45.00
Invoice		7/1/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$45.00
Refer	10339 <u>VERIZON</u>	Ck#	007944	7/24/2024	
Cash Payment	E 001-5203315 ProPhoenix /TIME	police MDC data plan			\$547.80
Invoice					
Cash Payment	E 001-5203310 Dispatch Comm-Telephon	police phones			\$394.72
Invoice					
Cash Payment	E 002-3233000 Sewer Electric & Verizon	sewer data			\$0.00
Invoice					
Cash Payment	E 001-5413000 Telephone,alarms PW	DPW phones			\$228.53
Invoice					
Cash Payment	E 001-5173100 GG utilities	GG phones			\$208.56
Invoice					
Cash Payment	E 001-5233400 Fire-Communications	fire phones			\$36.20
Invoice					
Cash Payment	E 001-5523100 Recreation -Telephone	recr-pool data			\$40.96
Invoice					
Cash Payment	E 008-5223400 EMS Communications	EMS phone			\$45.53
Invoice					
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$1,502.30
Refer	10340 <u>FACTORY MOTOR PARTS</u>	Ck#	007914	7/24/2024	
Cash Payment	E 001-5413210 PW equip maint & supplies	FOREMAN TRUCK			\$778.05
Invoice	13-1735373	7/8/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$778.05
Refer	10342 <u>THE LIFEGUARD STORE</u>	Ck#	007938	7/24/2024	
Cash Payment	E 001-5523140 Recreation -Pool Exp	SEAL MASK KIT/RISE HEAD IMMOBILIZER KIT			\$123.90
Invoice	000788036	6/17/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$123.90
Refer	10343 <u>VIEWPOINT LLC</u>	Ck#	007945	7/24/2024	
Cash Payment	G 008-3260100 FB-ACT 102 Grant	EMS EDUCATION			\$95.00
Invoice	63246	6/26/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$95.00
Refer	10344 <u>SENDIKS</u>	Ck#	007931	7/24/2024	

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Cash Payment	E 001-5213599 Police- Miscellaneous	SWEARING IN PD			\$2.95
Invoice	00131536	7/9/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$2.95
Refer	10345 <u>ULINE</u>		<u>Ck# 007942 7/24/2024</u>		
Cash Payment	E 001-5413210 PW equip maint & supplies	HI VIS SAFETY VESTS			\$33.00
Invoice	20915444	6/12/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$33.00
Refer	10346 <u>NORTHERN TOOL AND EQUIPMEN</u>		<u>Ck# 007926 7/24/2024</u>		
Cash Payment	E 001-5413210 PW equip maint & supplies	PIKSTIK PRO			\$24.99
Invoice	048365	6/28/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$24.99
Refer	10347 <u>MODERN INK SIGNS & GRAPHICS</u>		<u>Ck# 007922 7/24/2024</u>		
Cash Payment	E 001-5213599 Police- Miscellaneous	NO PARKING SIGNS			\$217.60
Invoice	30425	7/3/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$217.60
Refer	10348 <u>HOME DEPOT</u>		<u>Ck# 007917 7/24/2024</u>		
Cash Payment	E 001-5613400 Forestry-Village Landscapi	TOWABLE AERATOR			-\$45.66
Invoice	32012	6/11/2024			
Cash Payment	E 001-5613400 Forestry-Village Landscapi	TOWABLE AERATOR			\$100.00
Invoice	32012	6/11/2024			
Transaction Date	7/17/2024	Town Bank	1110300	Total	\$54.34
Refer	10359 <u>TARGET</u>		<u>Ck# 007937 7/24/2024</u>		
Cash Payment	E 001-5523180 Program Expenses	KUNG FU PANDA			\$22.99
Invoice	60102	7/3/2024			
Cash Payment	E 001-5523420 Soda/Snack Expense	STAFF JULY 4TH DRINKS			\$35.80
Invoice	60102	7/3/2024			
Cash Payment	E 001-5523420 Soda/Snack Expense	SNACKS FOR CAMP ELM GROVE			\$30.22
Invoice	081030	6/24/2024			
Transaction Date	7/18/2024	Town Bank	1110300	Total	\$89.01
Refer	10360 <u>TREE TOP PRODUCTS</u>		<u>Ck# 007940 7/24/2024</u>		
Cash Payment	E 001-5523198 Building/Grounds Mainena				\$1,958.94
Invoice					
Transaction Date	7/18/2024	Town Bank	1110300	Total	\$1,958.94
Refer	10361 <u>JIMMY JOHNS</u>		<u>Ck# 007918 7/24/2024</u>		
Cash Payment	E 001-5524925 4th of July celebration	STAFF 4TH OF JULY LUNCH - REC			\$94.16
Invoice	66017	7/4/2024			
Transaction Date	7/18/2024	Town Bank	1110300	Total	\$94.16
Refer	10364 <u>COSTCO</u>		<u>Ck# 007912 7/24/2024</u>		
Cash Payment	E 008-5223235 Medical Supplies-squads	MEMBERSHIP RENEWAL			\$63.00
Invoice		7/1/2024			
Transaction Date	7/18/2024	Town Bank	1110300	Total	\$63.00
Refer	10365 <u>BEST WESTERN</u>		<u>Ck# 007908 7/24/2024</u>		
Cash Payment	G 001-1235000 Due From Elmbrook- SRO	SRO CONFERENCE			\$202.00
Invoice					
Transaction Date	7/19/2024	Town Bank	1110300	Total	\$202.00

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Payments

Current Period: JULY 2024

Refer	10366	NATIONAL ACADEMY OF EMD	Ck# 007924	7/24/2024	
Cash Payment	G 001-1235000	Due From Elmbrook- SRO	SRO CLASS		\$225.00
Invoice					
Cash Payment	G 001-1235000	Due From Elmbrook- SRO	ANNUAL ASSOCIATION FEE		\$50.00
Invoice					
Transaction Date	7/19/2024	Town Bank	1110300	Total	\$275.00
Refer	10367	KALAHARI RESORT	Ck# 007920	7/24/2024	
Cash Payment	E 001-5213420	Police-school/seminar/conf	PRO PHOENIX TRAINING		\$98.00
Invoice					
Cash Payment	E 001-5213420	Police-school/seminar/conf	PRO PHOENIX TRAINING		\$98.00
Invoice					
Transaction Date	7/19/2024	Town Bank	1110300	Total	\$196.00
Refer	10368	SP 13 FIFTY	Ck# 007934	7/24/2024	
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS		\$144.00
Invoice					
Transaction Date	7/19/2024	Town Bank	1110300	Total	\$144.00
Refer	10369	TVRP	Ck# 007941	7/24/2024	
Cash Payment	E 001-5124399	court-miscellaneous	SUSPENDED LICENSE PLATE		\$3.06
Invoice					
Transaction Date	7/19/2024	Town Bank	1110300	Total	\$3.06
Refer	10370	SWIMOUTLET.COM	Ck# 007936	7/24/2024	
Cash Payment	E 001-5523200	Swimming Program			\$108.64
Invoice					
Transaction Date	7/19/2024	Town Bank	1110300	Total	\$108.64
Refer	10372	ROCKY ROCOCO	Ck# 007929	7/24/2024	
Cash Payment	E 001-5423220	PW MISC	EDER GOING AWAY GATHERING		\$127.10
Invoice 96869989	7/3/2024				
Transaction Date	7/19/2024	Town Bank	1110300	Total	\$127.10

Fund Summary

	1110300 Town Bank
001 General Fund	\$17,241.90
002 Sewer Fund	\$0.00
005 Stormwater Operation Fund	\$299.99
008 Emergency Medical Service	\$915.91
	\$18,457.80

Pre-Written Checks	\$18,457.80
Checks to be Generated by the Computer	\$0.00
Total	\$18,457.80

**VILLAGE OF ELM GROVE
BUILDING BOARD
MEETING MINUTES**

Tuesday, June 18, 2024

1. Roll Call

Present: Trustee Stuckert, Mr. Falsetti, Mr. Janusz, Mr. Roge, Ms. Jackson, Mr. Matola

Absent: Chairman Olson, Mr. Thedford, Ms. Steindorf

Also present: Ms. Gehl, Ms. Miller, and Applicants

Ms. Gehl called the meeting to order at 5:31 P.M.

Noting the absence of Chairman Olson, Ms. Gehl requested a nomination for a Pro-tem Chair.

MR. FALSETTI MOTIONED TO NOMINATE MR. MATOLA AS PRO-TEM CHAIR. MS. JACKSON SECONDED. MOTION PASSED 6-0.

2. Review and act on meeting minutes dated May 21, 2024

MR. FALSETTI MOTIONED TO APPROVE THE MINUTES AS PRESENTED. TRUSTEE STUCKERT SECONDED. MOTION PASSED 6-0.

3. Public Hearing, review and act on a request by Michelle Russ, 695 Elm Grove Road, for a fence variance request

Ms. Michelle Russ, the homeowner, was present before the Board to represent the request.

Applicants are requesting approval for 4' aluminum picket open fence in the backyard of their property. The applicants are requesting to construct the fence approximately 11' forward of the rear line of their home on the north side of their home and approximately 18' forward of the rear line of the home on the south side which will be at variance with Section 335-88D(8)(g)[3][d] of the Village Code. Per Village Ordinance, "Solid Fences, or any Open Fence proposal at variance with the aforesaid standards, shall be examined by the Building Board. A variance from the terms of this chapter may be granted by the Building Board, but only after a public hearing before said Board." Please see the enclosed plan set for review.

Mr. Matola opened the Public Hearing.

There was no one in attendance to speak. Ms. Gehl stated that she did not hear from any neighbors regarding the request.

Seeing no additional comments, Mr. Matola closed the Public Hearing.

Mr. Matola clarified that the reason for the variance request is that the proposed fence is proposed to be 11' forward from the rear line of the principal structure on the north side of the

home and 18' forward from the rear line of the principal structure on the south side of the home. He explained that the type of fence as proposed complies with the Code and that on the north side of the home, the fence will be placed 5' lower than the home due to an elevation change.

Ms. Russ said that adding the south portion of the fence will deter foot traffic from the Rm-1 zoned condos as people currently walk on her property to get to Elm Grove Road.

TRUSTEE STUCKERT MOTIONED TO APPROVE THE REQUEST AS SUBMITTED DUE TO THE PROPERTIES CLOSE PROXIMITY TO RM-1 ZONED PROPERTIES. MR. FALSETTI SECONDED. MOTION PASSED 6-0.

4. Review and act on a request by Chris Powell, 1185 Terrace Drive, for an accessory structure (chicken coop)

No one was present before the Board to represent the request. (The homeowner arrived at 5:48 P.M.)

Applicant is requesting approval for an accessory structure for the purposes of a chicken coop. Per the Village Code, the notice of application was provided to all abutting properties and the staff did not receive any comments. The application complies with all Code requirements and is now eligible for Building Board review. The applicants are proposing to place the chicken coop in the rear yard of their property. Please see the enclosed plan set for review.

Ms. Gehl stated that when she receives an application for the keeping of chickens, the Code outlines that notice is required to be sent to the owners of all properties that directly abut the subject property at any point, including those properties that abut a path or right-of-way directly across from the yard on the subject property where the chickens will be kept. These property owners have 30 days to file a written objection to the application. If no objections are filed, the application is forwarded to the Building Board for review.

Ms. Gehl stated that no neighbors have relayed any comments objecting to the request.

Mr. Falsetti stated that he tried to call two of the neighbors but he was not able to connect with them.

Mr. Matola explained that the proposed chicken coop is consistent with what has been approved in the past. The size will be 4' x 14-1/2'. The Board requested that the coop be white with black trim and black shingles to match the house and all trim that touches the roof should be black. The run will be a natural stain.

Mr. Chris Powell, the homeowner, arrived at 5:48 P.M. and explained that the coop will be painted white with black trim and black shingles to match the home which will be painted in the near future.

MR. FALSETTI MOTIONED TO APPROVE THE REQUEST AS SUBMITTED. MS. JACKSON SECONDED. MOTION PASSED 6-0.

5. Review and act on a request by Mark & Annie Andres, 12435 Stephen Place, for an alteration

Mr. Joseph Klein, designer with SJ Janis Company, and Mr. Mark & Ms. Annie Andres were present before the Board to represent the request.

Applicants are requesting approval for an alteration to their front porch as part of a home remodel. The applicants are proposing to remove and replace the existing covered front porch and remove and replace the faux and structure columns. Please see the enclosed plan set for review.

Mr. Klein explained that the homeowners are proposing a new front porch as the existing columns are rotting. The new columns will be built in the same position as the existing columns. The existing lights will remain but soffit lights will be added. They are also proposing to tear out and to infill the existing sunroom located at the back of the home and to install new windows above the kitchen sink. The existing shutters will remain. They are proposing to remove the decorative piece that is currently above the front door but noted that the transom window will stay. All new shingles and bricks will match existing. There will be new black flashing where the new porch roof meets the house.

Mr. Matola requested a cut sheet of the new exterior lights be submitted and suggested a straight angle support bracket rather than the proposed curved bracket where the sun room is being removed.

MR. FALSETTI MOTIONED TO APPROVE THE REQUEST WITH THE FOLLOWING CONDITIONS:

- 1. THE APPLICANTS SUBMIT A CUT SHEET OF PROPOSED ADDITIONAL LIGHTING;**
- 2. THE PLANS ARE UPDATED TO ADJUST THE BRACKET ON THE REAR OF THE HOME TO BE A 45 DEGREE ANGLE;**
- 3. BRICK MOULDING TO BE BLACK WHERE IT MEETS THE ROOF;**

MS. JACKSON SECONDED. MOTION PASSED 6-0.

6. Review and act on a request by Peter Kearney, 12805 Elmhurst Parkway, for a shed

No one was present before the Board to represent the request. (The homeowner arrived at 6:50 P.M.)

Applicant is requesting approval for a 10' tall shed with a 12' x 10' footprint to be located off the southwest corner of their home. The proposed shed is in height and size compliance and is indicated to have white LP Smartside siding, windows, roof shingles, and blue doors to match the home. The shed is proposed to be located outside of setback areas. Please see the enclosed plan set for review.

Mr. Matola stated that the proposed shed will be located off the northwest corner of the house and is outside of setback areas. He also noted that the plans indicate that there will be no electrical to the shed.

Mr. Kearney arrived at 6:50 P.M.

Mr. Kearney indicated that the shed will be placed on a concrete slab and will be located outside of setback areas. He explained that he plans to paint the door panels blue and the trim white.

Mr. Matola noted that it appeared the scale off on the hand drawn plans and asked Mr. Kearney to update these plans and submit them to staff for review. He also noted that he would like the top of the window to be in line with the top of the door on the adjacent side of the shed.

MR. FALSETTI MOTIONED TO APPROVE THE REQUEST WITH THE FOLLOWING CONDITIONS:

- 1. ADJUST PLANS TO REFLECT A SCALE TO MATCH THE 10' PROPOSED HEIGHT;**
- 2. NO ELECTRICAL WILL BE RUN TO THE SHED;**
- 3. THE TOP OF THE WINDOWS SHOULD BE IN LINE WITH THE TOP OF THE DOOR ON THE ADJACENT SIDE OF THE SHED;**
- 4. DOOR PANELS TO BE PAINTED BLUE**
- 5. TRIM TO BE PAINTED WHITE**
- 6. REVISED PLANS SHOULD BE SUBMITTED TO STAFF FOR REVIEW AND APPROVAL;**

MS. JACKSON SECONDED. MOTION PASSED 6-0.

7. Review and act on a request by Juana Mazorra-Bolmes, 15110 Watertown Plank Road, for an addition

Ms. Juana Mazorra Bolmes, the homeowner, and Mr. Gene Eggert, architect with Architectural Designs Inc., were present before the Board to represent the request.

Applicants are requesting approval for a 420 square foot addition off the north side of the home as part of home remodel. The applicants are proposing to match materials to the existing home. The proposal is in compliance with impervious surface requirements. Please see the enclosed plan set for review.

Mr. Eggert explained that the project will include a new master bedroom suite at the rear of the house and a reconfiguration of another bedroom to accommodate a hallway. The kitchen will be completely remodeled with the patio door and basement window removed. A new rubber membrane roof will be tan instead of the current black.

Mr. Matola stated that the Board will need material samples.

Ms. Jackson questioned the size and shape of the proposed new windows on the west side of the house. She proposed removing the hallway window and putting 2 smaller horizontal windows in the new bedroom suite would work better with the rest of the home.

Mr. Matola suggested making the windows on the west side of the home larger.

Ms. Mazorra-Bolmes requested to table the discussion in order to submit an updated proposal taking into consideration the Boards' comments.

TRUSTEE STUCKERT MOTIONED TO ACCEPT THE REQUEST OF THE APPLICANT TO TABLE THE DISCUSSION. MS. JACKSON SECONDED. MOTION PASSED 6-0.

8. Review and act on a request by Alex Schwab, 15025 Cascade Drive, for an addition

Mr. Alex Schwab was present before the Board to represent the request.

Applicants were previously at the May 21, 2024 Building Board meeting for consideration. The Building Board asked the applicants to make various changes to the previously submitted plans based on the discussion held at that meeting (see May 21, 2024). Applicant is requesting approval to construct an addition in the rear yard of the property. The proposed addition would have a footprint of 42'x28' and would stand 11' tall with a fireplace structure to stand 14'4" tall. As part of this application, the applicant is also asking for consideration of an outdoor kitchen and firepit. Please see the enclosed plan set for review.

Mr. Schwab explained that the plans have taken into consideration all of the changes that the Board requested at the May 21st, 2024 Building Board meeting which included the following: the structure be physically attached to the home and treated as an addition, the addition to have a solid flat roof with a black rubber membrane, dimension added along the roof line of the addition, stone cap on fireplace to match the caps on existing chimneys, stone columns to match the design of existing stone on the home with drainage through the center of the columns, light gray pavers, can lighting, and a countertop to match the color of the stone.

MR. FALSETTI MOTIONED TO APPROVE THE REQUEST AS RE-SUBMITTED. MR. ROGE SECONDED. MOTION PASSED 6-0.

9. Other Business

None.

10. Adjournment

MR. FALSETTI MOTIONED TO ADJOURN. MR. ROGE SECONDED. MOTION PASSED 6-0.

Meeting adjourned at 7:05 P.M.

Respectfully Submitted,

Katherine Gehl
Assistant Manager/Zoning & Planning Administrator

**VILLAGE OF ELM GROVE
BUILDING BOARD
MEETING MINUTES**

Tuesday, July 2, 2024

1. Roll Call

Present: Chairman Olson, Trustee Stuckert, Mr. Falsetti, Mr. Roge, Ms. Jackson, Mr. Thedford, Ms. Steindorf

Absent: Mr. Falsetti, Mr. Matola, Mr. Janusz

Also present: Ms. Gehl, Ms. Miller, and Applicants

Chairman Olson called the meeting to order at 5:30 P.M.

2. Review and act on meeting minutes dated June 18, 2024

MS. JACKSON MOTIONED TO APPROVE THE MINUTES AS PRESENTED. TRUSTEE STUCKERT SECONDED. MOTION PASSED 6-0.

Item 3. Review and act on a request by Juana Mazorra-Bolmes, 15110 Watertown Plank Road, for an addition

Ms. Juana Mazorra-Bolmes, the homeowner, was present before the Board to represent the request.

Applicant was previously at the June 18, 2024 Building Board meeting for consideration. The Building Board asked the applicants to make various changes to the previously submitted plans based on the discussion held at that meeting (see June 18, 2024 meeting minutes). Applicant is requesting approval for a 420 square foot addition off the north side of the home as part of home remodel. The applicant is proposing to match materials to the existing home. The proposal is in compliance with impervious surface requirements. Please see the enclosed plan set for review.

Chairman Olson introduced the item and noted that the architect had shared several variations of window changes with him to review prior to formally re-submitting to the Building Board. At the previous Board meeting, there were concerns regarding the type of windows. The new proposal reflects a change from two (2) double-hung windows to three (3) casement windows. The Board was in agreement that this new proposal looks better and ties better into the overall style of the home.

Chairman Olson asked about the roof color and noted that the proposed Tan 820 appears to be too light of a color compared to the existing roof. Ms. Mazorra-Bolmes explained that the other roof color options are special order and will take more time and money. This addition is a pressing matter for her family so she would like to get started as soon as possible.

MR. ROGE MOTIONED TO APPROVE THE REQUEST AS SUBMITTED. MS. STEINDORF SECONDED. MOTION PASSED 6-0.

Item 4. Review and act on a request by Nicholas & Kristin Fuchs, 2000 Fairhaven Boulevard, for a shed

Mr. Nicholas Fuchs, the homeowner, was present before the Board to represent the request.

Applicants are requesting approval for a 10' tall shed with a 10' x 15' footprint to be located off the northeast corner of their home. The proposed shed is in height and size compliance. The shed is proposed to be located 5' from the northern and eastern property lines which is within the setback areas; however, the applicant has received written approval from each adjoining neighbor who the shed would be visible to at any time of the year per § 335-88D(8)(c)[4] of the Village Code. Please see the enclosed plan set for review.

Trustee Stuckert asked if there will be any vegetation around the proposed shed. Mr. Fuchs stated that he intends to plant evergreens on the south side of the shed.

Mr. Fuchs explained that he intends to paint the shed a color to match the home and have a roof that matches the home as well. He also intended to paint all of the trim and corner boards the same color.

Trustee Stuckert suggested reflecting the style of the home in the shed and painting the trim a cream color to match the current trim around the windows of the home.

Mr. Thedford noted that the home does not have corner boards so he believes the corner boards on the shed should be the same color as the body of the shed; however, he agrees that the window trim and the trim around the shed doors should be cream to match the trim on the home but the shed doors should be the same color as the body of the shed.

MR. THEDFORD MOTIONED TO APPROVE THE REQUEST WITH THE FOLLOWING CONDITIONS:

- 1. THE BODY AND THE ROOF OF THE SHED TO MATCH THE HOME;**
- 2. THE WINDOW TRIM AND DOOR TRIM TO MATCH THE EXISTING CREAM WINDOW TRIM ON THE HOME;**
- 3. THE BODY OF THE SHED DOORS AND FASCIA TO MATCH THE BODY OF THE SHED;**

MS. STEINDORF SECONDED. MOTION PASSED 6-0.

Item 5. Review and act on a request by Peter & Jill Machi, 14755 Lata Vista Drive, for a new home

Chairman Olson noted that in conversations held between Ms. Gehl and the applicants, the applicants have requested to table discussion on this item in order for them to address various items in the engineering review letter to ensure that the Building Board can do a thorough review. The proposal will come before the Building Board at an upcoming meeting.

6. Other Business

Trustee Stuckert asked for an update on the Code Workshops. Ms. Gehl stated that she is working on organizing the changes. There will be a Code Workshop in the next three (3) to four

(4) weeks in order for the Building Board to review the changes. After that Code Workshop, the proposed changes will go to the Legislative Committee for review and recommendation to the Board of Trustees. The Board of Trustees will then take action on the recommendation from the Legislative Committee.

7. Adjournment

MR. THEDFORD MOTIONED TO ADJOURN. MR. ROGE SECONDED. MOTION PASSED 6-0.

Meeting adjourned at 5:55 P.M.

Respectfully Submitted,

Katherine Gehl
Assistant Manager/Zoning & Planning Administrator