

VILLAGE OF ELM GROVE

13600 Juneau Boulevard
Elm Grove, WI 53122

BOARD OF TRUSTEES MEETING AGENDA AUGUST 19, 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)(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. July 23, 2024 – Board of Trustees DRAFT Minutes
 - b. July 29, 2024 – Committee of the Whole DRAFT Minutes
8. **Report of the Village President – James Koleski**
 - a. Discussion and action on appointment of Joseph Rousseau to the Finance and Licensing Committee
9. **Report of Fire Chief – Brian Naylor**
 - a. FD Report – July
10. **Report of Police Chief – Jason Hennen**
 - a. PD Chief Report – July
 - b. PD Report – July
11. **Report of EMS Director – Dr. Jon Robinson**
12. **Report of Village Clerk – Katie Panella**
13. **Report of Village Manager – Thomas Harrigan**
 - a. Update on Caroline Heights Development.
 - b. Review and possible action on Stantec Scope of Services Task Order 2024-3b.
 - c. Discussion and possible action on reaffirming the maximum 2-hour Committee of the Whole Meeting time limit.
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 08/05/24
2. Discussion and action on *recommendation to the Village Board to commence the process of consideration of amendments to the Village Comprehensive Plan, Future Land Use Map, as presented in the documents provided to the Plan Commission on August 5, 2024; with the exception of properties 1, 9, 11, 13, 24, and 25; for current Governmental and Institutional zoned parcels to be changed to Single-family zoned parcels, following the statutory process.*

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 07/22/24

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 08/12/24
2. Discussion and action on Request for Proposals for Engineering and Design Services for Future Village Pathways.
3. Discussion and action on Referendum Question for the Underwood Creek Daylighting Project.

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.

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

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

1. Draft Minutes 08/01/24
2. Discussion and possible action on Dispatch Wage Evaluation.
3. Discussion and possible action on creation of Deputy Clerk/Financial Specialist Position and the elimination of the Full-

time Public Works Maintenance Assistant Position and Part-time Administrative Assistant Position.

4. Review and possible action of the format of the Village Employee Annual Reviews.
5. Review and possible action on the creation of a Temporary Public Accountant Position at \$70/hour rate to work no more than six hours per week beginning no earlier than September 1, 2024 and concluding on December 31, 2024.

h. Finance and Licensing – President Koleski

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

1. Project Updates and Financial Reports.
2. Review and act on vouchers.

16. Closed Session –

Motion will be made to go into closed session pursuant to 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 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 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 FINAL 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: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

Trustee Shepherd arrived at 7:06PM.

Trustee Sayas arrived at 7:04PM.

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

Village Manager Harrigan introduced Brian Lahey, Village's Finance Director, to the Board of Trustees.

6. Approval of Agenda

Motion by Trustee Castile, second by Trustee Hillmann to approve the Board of Trustee Agenda for Tuesday, June 25, 2024 and move from under Finance and Licensing Report #2 Review and possible action on VOIP quotes to go before the Village President's Report. The motion carried by the following vote:

Aye: 6 – President Koleski, Trustee Stuckert, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

7. Approval of Minutes

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

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

Aye: 6 – President Koleski, Trustee Stuckert, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

Trustee Shepherd arrived at 7:06PM.

8. Finance and Licensing

a. Review and possible action on VOIP quotes

Village Manager Harrigan stated this is a capital item the Village has prepared for multiple years and is an identified need as the current phone system is 30 years old. Village Manager Harrigan stated the project has been pushed out for various reasons and in 2023 it was removed from the capital budget and it was decided to allocate ARPA funding towards the project as a better resource.

Iaqam Hans, IT Director, explained he met with six different providers. Mr. Hans explained AVI-SPL is the preferred vendor with AT&T which is handling the 911 system and the new phone system will have to integrate with 911 seamlessly. Mr. Hans explained AVI-SPL is the most robust system and is the most accepted top tier 1 phone. Mr. Hans explained the total cost would be \$31,063.78 for the Avaya Phone System; \$19,789.00 for wiring and infrastructure upgrade; \$3,000.00 for cables at the phones and patch cables for the switches and related wiring equipment/mounting; \$10,142.01 for switching; and \$26,945.00 for Police Department NICE recorder upgrade. Mr. Hans also explained annual support costs after the first year are \$3,450.00 which includes support from Avaya for updates and advanced hardware replacement. Mr. Hans explained the annual support will be reviewed after the first year to determine if it is needed. Mr. Hans stated the total cost for the solution proposed is \$90,939.79. Village Manager Harrigan stated in order to anticipate any unforeseen costs at this time, including additional support proposed by the Village's IT consultant in the amount of \$3,000.00, Village Manager Harrigan stated staff is requesting ARPA funds not to exceed \$100,000.00 in total with the expectation it would not be met.

President Koleski asked if the Village could get a commitment for the annual maintenance for \$3,450.00 to be fixed for a number of years in the final contract. Mr. Hans stated he will look into this and has been looking into support costs, as they just went up 6% last year. President Koleski stated Avaya is the leader in overall voice-over-internet and telecommunications.

Motion by Trustee Castile, second by Trustee Schindler to approve the allocation of \$100,000.00 of ARPA funds for purchase and implementation of the voice-over-internet solution. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

9. Report of the Village President – James Koleski

President Koleski stated the Board of Trustees have switched to computers as a first step to remove significant paper for packet materials. Mr. Hans stated if any Trustees have any issues or suggestions regarding the chrome books to contact him.

10. Report of Fire Chief – Brian Naylor

a. FD Report – June

11. Report of Police Chief – Jason Hennen

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

Trustee Stuckert stated there are triple the number of animal complaints and inquired if it is repeat locations/households where there is a problem and how it is addressed. President Koleski inquired with overtime up about 30%, what is the plan for the rest of the year now that the department is fully staffed. President Koleski stated the forfeitures and fees collected are down 30% from a revenue standpoint compared to last year and asked what is driving the change in performance. Village Manager Harrigan stated he will reach out to Police Chief Hennen to provide an update to the Board of Trustees.

12. Report of EMS Director – Dr. Jon Robinson

- a. EMS Quarterly Report

Dr. Robinson explained the half year runs currently totals to 198. Dr. Robinson stated the average crew size has paired down to have only two to three workers showing up for a call. Dr. Robinson explained the average response time has gone down, as employees who live faraway now stay in the station. Dr. Robinson explained there have not been any calls where staff has not been able to respond. Dr. Robinson stated in June there was a training for Police, Fire, and EMS at the pool. Trustee Castile asked if he had a rough estimate regarding the impact of the new development. Dr. Robinson stated he will look into the numbers and have Village Manager Harrigan send it out to the trustees.

13. 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.

Trustee Sayas explained it is Elm Grove Community Foundations biggest fundraiser of the year and last year was a record setting year for funds raised. Trustee Sayas the funds raised go back into the Village. A few examples provided were Village Fireworks, Tunes on Tuesday, July 4th Open Swim, and many others.

Motion by Trustee Schindler, second by Trustee Stuckert to approve the Special Event Permit for Elm Grove Oktoberfest submitted by the Elm Grove Community Foundation. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

14. Report of Village Manager – Thomas Harrigan

- a. Review and act on Joint Request for Proposal for Village Logo Redesign.

Village Manager Harrigan explained this item was brought forward by Trustee Sayas and the Elm Grove Community Foundation. Village Manager Harrigan stated the proposal is to go out for a Joint RFP to engage with a design firm to look at updating and modifying both logos as a unified approach.

Trustee Sayas stated a resident brought it to her attention that there are a number of logos floating throughout the Village and there is no set logo staff is using. Trustee Sayas stated the Foundation Board tried to work on creating a new design; however, they have not been successful. Trustee Sayas explained the Foundation Board thought it would be great to work on it with the Village.

President Koleski noted the benefit to having a cohesive, not identical, look and connection that can reference each other. Village President Koleski stated having the templates created through the process for presentations would be a worthwhile endeavor. Trustee Stuckert asked how much this project would cost and explained it sounds like a good idea. Trustee Sayas stated a Foundation Board member did not think it would pass \$3,000.00 for the Foundation. Trustee Stuckert stated all the signage throughout the Village and the website would need to be updated, as you would want to update across the board. Trustee Sayas noted this was discussed when she spoke to Village Manager Harrigan a month ago and it was discussed the Board would need to review a possible refresh and see if now would be the time to do it.

Village Manager Harrigan stated a full logo change would be a considerable cost. Village Manager Harrigan stated that the website and email signatures could be updated to create cohesiveness. Village Manager Harrigan stated other municipalities are paying around \$6,000.00 for a logo redesign. Trustee Stuckert explained she is fine with the Request for Proposal and thinks it is a good idea; however, she is concerned about the cost. Trustee Stuckert explained as long as it is not automatic, she is open to looking at the proposals depending on the cost. Trustee Stuckert explained there are outstanding lighting projects which result in safety concerns that are more important. President Koleski explained that in the proposal document we would give an indication of what the Village would want to pay and what desires the Village has to fit in the framework. Trustee Hillmann stated he agrees with Trustee Stuckert and explained if the Village decides to change the logo, then it would require the Board to address physical signage and it would result in a bigger cost that we have not planned for. Trustee Hillmann stated the logo would be varying for a number of years going forward unless it is similar to the current logo. Trustee Sayas stated the Village's logo would just be a refresh. Village Manager Harrigan stated the logo would not be able to deviate too far from the logo on the street signs, as the signs are relatively new and were a significant investment. Trustee Shepherd he likes the look of the street signs and stated this is more of a Foundation issue then a Village issue. Trustee Shepherd stated the Foundation can make efforts to approach something similar to the Village's current logo. Trustee Schindler stated getting an RFP out and getting ideas is not mandating the Board to roll things out in any scheduled way. Trustee Schindler explained he is in favor of the issuing the RFP in order to see what it costs. Trustee Castile stated in his experience the cost could be more than \$3,000.00, as the company will want to learn more of what they should put into the branding. Trustee Sayas stated it would be a refresh and there are no current guidelines for Village staff regarding email signatures. Village Manager Harrigan stated the IT Director can role out an email signature for staff to be consistent going forward.

Trustee Shepherd suggested looking into Crowdsourcing and suggested it would be a good alternative.

Motion by Trustee Stuckert, second by Trustee Hillmann to table the Joint Request Proposal of Village Logo Redesign. The motion carried by the following vote:

Aye: 6 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

Nay: 1- Trustee Sayas.

b. Update on the Caroline Heights Development.

Village Manager Harrigan explained staff had a meeting with Catalyst Construction and the Mandel Group. Village Manager Harrigan explained the topic was construction worker parking and the expectation after that meeting was that an update would be provided to staff as to their existing plan and what their future plan is. Village Manager Harrigan stated there is no update at this time and there is no ability for the Village to force the contractors to park in one set location in the Village. Village Manager Harrigan stated they discussed alternate parking sites and street parking. Village Manager Harrigan stated the Village has continued to push contractors to park onsite and because the underground parking facilities have progressed in construction, one of the underground garages can be utilized for parking.

President Koleski asked if an offsite parking location was discussed and if the contractors could be bussed in. Village Manager Harrigan stated this was discussed and the Village proposed contacting property owners on Bluemound Road. Village Manager Harrigan stated that Catalyst has not contacted any offsite property owners, but have indicated they will. Trustee Shepherd asked if contractors are still parking at St. Mary's. Trustee Shepherd asked if it is a month-to-month agreement. Village Manager Harrigan stated he believes the contract is in effect until it is broken by either party. Trustee Shepherd recommended the parking lot behind Silver Spur Restaurant.

Village Manager Harrigan noted a recent informal request for crews to work on Saturdays. He stated that construction is currently not allowed on Saturdays and if the Board of Trustees would approve the contractors to work on Saturdays it would need to be in writing and all parking would need to be onsite and no offsite parking would be allowed. Trustee Stuckert stated she would be firmly against allowing this, as the families in the area have to put up with a lot as a result of the development. Trustee Stuckert stated families and kids are outside on the weekends. Trustee Sayas agreed with Trustee Stuckert. Trustee Hillmann stated it could potentially get the contractors out of the area faster. President Koleski stated there would have to be a very detailed, effective plan about what would be involved before consideration. President Koleski stated it would have to be an enforceable agreement with a financial penalty in the event of violation. Trustee Stuckert stated she would need to see offsite parking and the contractors would need to be bussed in.

President Koleski asked if Mandel and Catalyst are currently handling the watering to eliminate the dust, as it continues to be communicated as a challenge. Village Manager Harrigan stated the water and cleaning is still occurring at the times set in place. Village Manager Harrigan stated watering is occurring twice a day, once in the morning and once in the evening; street sweeping is occurring on Mondays, Wednesdays, and Fridays.

Village Manager Harrigan stated road repaving will begin in August. President Koleski asked if the plan can be presented to the Public Works Committee. President

Koleski stated there has been severe destruction of the roads and he would like to make sure anything that is proposed brings it back to its condition prior to the project is enforceable.

Trustee Sayas asked about the exit the contractors are using between the School Sister's property and the first apartment complex, just east of Notre Dame Hall, and noted that crews are driving up and down over the Village's sidewalk and curb. Village Manager Harrigan stated they were utilizing the curb cut for access for backfilling and concrete pouring. President Koleski asked what enforcement opportunities are in the developer's agreement for repeated violations. Attorney de la Mora stated the development agreement did not take into consideration any details relevant to the construction other than the requirement that there would be tracking materials laid down and limitations on hours of operation. President Koleski stated it is a main sidewalk and there is not a lot of room to turn. Trustee Schindler stated he is concerned they are constantly coming back to the board asking for exceptions. Trustee Stuckert stated they have not held things up and it is shame there is no penalty. Trustee Schindler stated the Village needs to have serious discussions with the construction workers. Trustee Sayas stated with school resuming in a few weeks, it would be safer for the construction trucks to stay on Watertown Plank Road. Trustee Castile asked if the construction traffic will be held to the same restrictions while the single-family homes are being built. Village Manager Harrigan stated the single-family home construction will be governed by the Ordinance for hours of operation. Trustee Sayas recommended asking the residents in the area their thoughts on the weekend construction.

Trustee Stuckert asked if it can be required that the new single-family homes plant a large tree in front of the home. Village Manager Harrigan stated we do not know which trees are coming down and the Village Forester explained it would be beneficial for the Village to focus on tree planting on Red Barn.

- c. Discussion on "Chronic Nuisance Premises" Ordinances with possible referral to a governing body (Plan Commission / Legislative Committee).

Village Manager Harrigan explained the Village has had habitual problems with 15220 and 15260 Marilyn Drive and what the Village can do in terms of recourse as it relates to the Village's existing Property Ordinance or the potential adoption of a new ordinance. Village Manager Harrigan stated it would be stronger enforcement for properties which have been identified as habitual problems within the community and can require them to be registered. Village Manager Harrigan recommended referring this to Legislative Committee.

Motion by Trustee Sayas, second by Trustee Stuckert to approve the referral to move the "Chronic Nuisance Premises" Ordinances to the Legislative Committee. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

- d. Update on Property Maintenance Violations, 15220 and 15260 Marilyn Drive.

Village Manager Harrigan stated the memo included outlines past and existing ordinance violations for properties 15220 and 15260 Marilyn Drive. President

Koleski asked what the next step for the two properties is. Attorney de la Mora stated the Village has backed off on forcing foreclosure at the Board's recommendation.

- e. Discussion on the regulation of trampolines with possible referral to a governing body (Plan Commission / Legislative Committee).

Katherine Gehl, Assistant Village Manager/Zoning and Planning Administrator, explained the current Village Code for regulating play structures and playhouses. Ms. Gehl continued to explain that play structures are permitted to be 15 feet in height, located in the side or rear yard, and located outside of setback areas. Ms. Gehl explained playhouses are permitted to be 100 square feet and 10 feet in height, located in rear or side yard, and located outside of setback areas. Ms. Gehl explained there is a provision for seasonal play structures, which is a play structure that is not permanently attached to the ground and removed during the off-season of use.

Ms. Gehl explained she looked at 10 different communities and trampolines are not typically regulated in the communities looked at. Ms. Gehl explained some regulate them; however, they are not defined and they are typically treated as an accessory structure.

Trustee Shepherd stated he does not like how the current ordinance is written with the word seasonal. Trustee Shepherd suggested eliminating the word seasonal and tightening up the language and adding a time limit. Trustee Stuckert agreed with Trustee Shepherd.

Motion by Trustee Shepherd, second by Trustee Schindler to approve the referral of regulation of trampolines to the Legislative Committee to review and draft revised language that addresses seasonal play structures in the front yard. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

15. Report of Village Attorney – Hector de la Mora

No report

16. 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

President Koleski stated the Plan Commission met July 1st. President Koleski stated the committee reviewed an application for a special exception on Watertown Plank Road for a non-conforming structure addition, which was approved. President Koleski stated the committee approved a demolition permit on 14755 Lata Vista Drive and will be replaced by a new structure.

President Koleski stated there was a review and request for the Caroline Heights development by Mandel for an amendment to the storm water maintenance

agreement. President Koleski stated the committee held an extensive discussion regarding the removal of the holding ponds. President Koleski stated the committee requested more information as to why they were in the design initially and what their overall impact is.

President Koleski stated the committee discussed the Letting of Contracts and Mr. Termuehlen recommended the number be raised to \$2 million with a CPI adjustment to allow the Village to keep up with inflation.

President Koleski stated the WEDC will be meeting with the committee prior to the official strategic planning session so the Commissioners are educated about the process and can understand the goals for the Downtown Master Plan.

President Koleski stated the next meeting will be August 5th.

b. Library Board – Trustee Castile

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

Trustee Castile stated the FOEGL president was present to discuss the programs they are involved with. Trustee Castile stated the committee is very active and involved. Trustee Castile stated new passes have been added: the Mitchell Park Domes and Book Worm Gardens. Trustee Castile stated the library is fully staffed and moved back to the full hours of operation.

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

Trustee Schindler stated the committee continues to work with Ruckert-Mielke to find grant opportunities. Trustee Schindler stated the main categories/grant options that are a current focus are Safe Drinking Water Grants, Energy Grants and Trails/Pathway Grants. Trustee Schindler stated priorities include a water main extension project for 2025, which would include 111 homes in the Marian Heights subdivision and could draw funds from TID #3 to put together a preliminary design.

Trustee Schindler stated the committee reviewed the only bid received by Walter's Buildings for the DPW pole building. Trustee Schindler stated staff feels it is a reputable company with a good track record.

Trustee Schindler explained the committee discussed the design for the daylighting project and the committee instructed Stantec Engineering to proceed with the design of alternative one and the pedestrian bridge and step out planter beds on the interior faces of the retaining walls where the creek comes under the bridge at Watertown Plank Road.

Village Manager Harrigan stated DF Tomasini was originally assumed to do the work; however, they did not hold a contract for the water lateral installation. Village Manager Harrigan stated the work will be performed by Cornerstone and Mandel will hold the contract. Village Manager Harrigan stated the water lateral letters were mailed out with a \$250 increase in the price.

Further details regarding the July 8th, 2024 meeting can be found in the minutes.

2. Review and action on request for We Energies Distribution Easement.

Motion by Trustee Stuckert, second by Trustee Sayas to approve the request for We Energies Distribution Easement as submitted. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

3. Review and action on Department of Public Works Pole Building Bid.

Motion by Trustee Hillmann, second by Trustee Sayas to approve the construction of the DPW pole building by Walter’s Building for the amount of \$178,170.00. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

4. Update and discussion on Referendum for Underwood Creek Daylighting.

Trustee Schindler stated the decision to move forward with eminent domain for the abandoned railroad property piece for the project. Village Manager Harrigan explained there needs to be action on key items, more specifically, the total estimated project cost and the language for the referendum. Village Manager Harrigan stated the Board will need to pass a Resolution of Necessity.

d. Public Safety – Trustee Sayas

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

The committee did not meet.

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. Fourth of July Recap Memo

Trustee Shepherd read the 2024 Fourth of July Recap submitted by Recreation Manager, Logan Kein. Trustee Shepherd stated open swim had an estimated 380 patrons and the Fun Run had 49 participants. Trustee Shepherd stated there was an estimated 1,500 patrons in the park for the fireworks, which lasted 25 minutes and started on time.

- g. **Administrative and Personnel – Trustee Stuckert**
Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings

The committee did not meet.

- h. **Finance and Licensing – President Koleski**
Report on discussion and any action taken at previous meetings, future agenda items, and upcoming meetings.

President Koleski stated the committee did not meet due to lack of quorum.

1. Update on Q3 2024 Firehouse Subs Public Safety Foundation Grant.

Motion by Trustee Stuckert, second by Trustee Hillmann to approve the Q3 2024 Firehouse Subs Public Safety Foundation Grant. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

2. Review and possible action on VOIP Quotes.

Item moved to 8(a).

3. Project Updates and Financial Reports.

President Koleski stated the board did not have their normal financial update in June and July. President Koleski stated the June financial activity was less extensive; however, in July the financial activity picked back up.

4. Review and act on vouchers.

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

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

17. 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 9:25PM. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, 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.

18. 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 10:00PM. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, 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.

No action taken out of closed session.

19. Other Business

20. Adjourn

Motion by Trustee Hillmann, second by Trustee Schindler to adjourn the Board of Trustees meeting at 10:02PM. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

VILLAGE OF ELM GROVE

13600 Juneau Boulevard
Elm Grove, WI 53122

COMMITTEE OF THE WHOLE DRAFT MINUTES MONDAY, JULY 29, 2024 * 5:00 P.M. * PARKVIEW ROOM

1. Roll Call.

The meeting was called to order by President Koleski at 5:00PM.

Present: 7 – President Koleski, Trustee Stuckert (via zoom), Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

Trustee Hillmann arrived at 5:01PM.

Trustee Sayas arrived at 5:02PM.

Trustee Stuckert appeared via zoom until arrival at 5:13PM.

2. Discussion on Underwood Creek Daylighting Project and Associated Referendum.

Trustee Schindler provided an overview on the project and explained the Public Works and Utilities Committee was in favor of Alternative One, which is the pathway being moved over to the eastside of the creek. Trustee Schindler explained the committee was in favor of this option because in May, the Village was informed CP Railroad, in the future, may add a third line through the Village.

Trustee Schindler explained the committee was in favor of step-down quarry stone. Trustee Schindler explained the whole point of the project is to open up the stream and allow more water storage in the future. Trustee Schindler explained moving the pathway to the east side allowed for easier connectivity between the pathway from the Department of Public Works yard to the Hank Aaron Trail as well as a nice feature of having a bridge going over the creek. Trustee Schindler explained the difficulties the Village is running into with the purchase of the railroad. Trustee Schindler explained both parties agreed to the same appraiser; however, CP Rail did not agree with the appraisal and the discounts applied. Trustee Schindler explained under state statute the Village can utilize eminent domain and the Village can purchase only the necessary land for the project, which would be \$395,000.00.

Trustee Schindler reviewed the three alternatives submitted by Stantec. Exhibit 1 is the pathway on the east side, no sidewalk on west side and a bridge that goes into the north side of Sendiks. Exhibit 2 retains the pathway on the east side, adds a sidewalk on west side from the Department of Public Works yard on Wall Street, and eliminates the bridge and lessens the stone work. Exhibit 3 is just a pathway on the west side, which does not include connectivity. Trustee Schindler explained the committee is hopeful to receive grants for the connectivity of the pathway to the Hank Aaron Trail. Trustee Shepherd added the step-down limestone in Hart Park in Wauwatosa is a good example for visual. Trustee Stuckert asked with the three different options, does one option have more green space than others or are they the same amount of green space. Rich Klein, Stantec Engineering, stated Exhibit 2 and 3 have more green space because of the elimination of the pedestrian bridge and the quarry stone is extended. President Koleski stated Exhibit 3 would have more green space in his mind because there is no pathway; however, pathways are an important element in the Village and are a great connecting future for safety. Trustee Sayas asked what the distance between the track and pathway is. Mr. Klein stated the closest is 3 or 4 feet from the right-of-way and the track is about 20-25 feet further in. President

Koleski summarized the conversation stating the committee has discussed how a visual barrier/shielding through the tracks be provided, as well as potential vegetation within the east and possible west barrier wall.

Trustee Hillmann asked if there was an option with the pathway, sidewalk and bridge explored. Trustee Schindler explained the committee thought the sidewalk on the west was redundant if the bridge was put in. President Koleski added the sidewalk was there to get back to the business district without the bridge.

Mr. Klein explained soil testing will be beginning in order to determine if soil has been contaminated. Trustee Castile asked if Mr. Klein was talking about chemical contamination. Mr. Klein stated oils, PHs, lubricating fluids could all be the cause of contamination. Mr. Klein also explained courtesy letters will be mailed out to adjacent property owners regarding the construction work.

Trustee Sayas asked if there is potential the third railroad track could be placed closer to the pathway. Mr. Klein stated CP Rail has 66 feet they can work with and can place the tracks wherever it is convenient for them. Trustee Schindler stated if the pathway is put on the west side, residents will be wandering through traffic to get to it and it will take up more of the parking lot.

The Board discussed the traffic study and wanted to better understand the number of vehicles in and out of the parking lot. Trustee Sayas stated she feels the traffic study needs to be done, especially with the new development. Trustee Stuckert added if you have a train to the right and traffic can only go to the left, traffic would be stopped completely.

Trustee Stuckert asked if the exhibits show a plan that is less expensive or the same as the original plan for the project. President Koleski stated the original plan did not include this detail and the dynamics of five years has changed. President Koleski asked staff and Mr. Klein for a comparison breakdown of costs from the original plans and the current plans.

President Koleski stated Exhibit 1 is resonating with the board and would like to understand the cost roll up better as far as shielding and softening the wall.

Village Manager Harrigan explained the Village only received one proposal from a qualified traffic engineering firm to conduct the traffic impact analysis. Village Manager Harrigan explained they would be looking at the area points of ingress and egress and comparing that data to the proposed future configuration and layout of the parking lot. Village Manger Harrigan stated the total cost for the traffic impact analysis is \$44,500.00. Trustee Stuckert suggested looking at companies that handle traffic studies outside of the greater Milwaukee area. Trustee Stuckert suggested you could take some traffic away from Watertown Plank Road and put signage on Wall Street and encourage people entering and exiting that way as well.

Village Manager Harrigan provided an update on the CPKC Rail Land Acquisition. Village Manager Harrigan explained the Board will have to take action on a Resolution of Necessity to formally start the taking process by state statutes. Village Manager Harrigan stated the Village has retained Alan Marcuvitz, Von Briesen, to represent the Village in this process. Village Manager Harrigan stated Mr. Klein drafted the project plan which exhibits all impacted properties for the project, any land that needs to be acquired, any land that would utilize for easement areas and the legal descriptions. Village Manager Harrigan stated the information is currently being updated for the resolution. President Koleski stated he would like to get this

moving, as the clock will not start on the acquisition until the resolution is passed. Trustee Sayas asked if there is anything CP Rail could do to prevent the Village from moving forward with eminent domain. Attorney de la Mora stated once the clock starts running and CP Rail rejects the final offer, the Village can take the property; however, it can be disputed in court for the value to be paid for the property. Attorney de la Mora stated the Village could end up paying more depending on what a jury decides.

Todd Taves of Ehlers and Associates was present to discuss the funding for the project. Mr. Taves explained when municipal debt is issued, it has to be done in denominations of \$5,000.00. Mr. Taves continued to explain there is an underwriting discount, which is when underwriters compete to provide the Village the lowest interest rate and lowest discount. Mr. Taves stated in total it would be an estimation of \$8,085,000.00. Mr. Taves explained what the TID #2 portion could support and what the non-TID #2 portion could support. Trustee Sayas asked if a grant for pathways would help lower the cost. Mr. Taves stated you would have to have a commitment before going to market, as you would not want to be short money. President Koleski stated you would move forward with maximizing the TID. Mr. Taves stated the TID allocation would be the same and it could reduce the storm water or the levy portion. Trustee Castile asked if there are any long-term plans for using the storm water money for any other projects. Village Manager Harrigan stated there are upcoming storm water projects and annually the Village levies \$490,000.00 to the storm water fund. Village Manager Harrigan explained that it comes from storm water fees and if \$250,000.00 was used, there will still be funds to help build up the storm water fund balance for future projects.

3. Discussion on the Village Comprehensive Plan and Future Land Use Map.

President Koleski explained the Village Comprehensive Plan and Future Land Use Map has come forward and supported by Plan Commission. President Koleski asked if there are any changes or suggestions for the Future Land Use Map. President Koleski stated the feedback from the Plan Commission was that there was general consensus that updating the Future Land Use Map would be worthwhile, as it has not been updated since 2021. Trustee Shepherd asked the status the Downtown Master Plan. Village Manager Harrigan stated there is going to be a pre-planning meeting with the Plan Commission before the process begins. Trustee Stuckert explained that the Future Land Use Map is what the Village would like to see, even if it is not necessarily zoned that way currently, so that it could give guidance and an opportunity for developers to request alternative zoning. Village Manager Harrigan reaffirmed this. Trustee Schindler stated he agrees with Trustee Stuckert and would like to keep the character of the Village as what it is currently. Attorney de la Mora stated a Public Hearing would be a part of the process and it would need to be published. Trustee Stuckert stated this is a good first step because hearing the appetite of the community is important. Trustee Castile stated he would like to look at the most concerning properties. President Koleski stated it should be direction to future developers. Trustee Stuckert stated it should be a generalized approach across the board that is taken. Trustee Shepherd explained there could be easy distinctions between parcels, as not all parcels will be good single-family lots. Trustee Hillmann stated he supports the Future Land Use Map and would like to discuss his thoughts at a future meeting.

4. Discussion and update on Municipal Water Lateral Connections.

Village Manager Harrigan explained we are still on schedule with an anticipated installation date at the end of August for the laterals. Village Manager Harrigan briefly explained there was

originally no contract in place and there has been a change in contractors. Village Manager Harrigan stated the original letter mailed out in 2023 listed a total cost was not to exceed \$9,000.00; however, there was no contract in place. Village Manager Harrigan stated a concern from residents he is hearing is if a significant number of residents no longer wish to elect to connect. Village Manager Harrigan stated he is not seeing this; however, he did speak with Cornerstone and there is flexibility to complete the project with the \$9,250.00.

President Koleski stated there has been an increase due to Wauwatosa fees going up and site activity.

5. Discussion on Possible Ordinance Creating a Referendum Requirement for Tax Incremental Financing Incentives.

Attorney de la Mora explained it is not necessarily a statewide concern as it does not affect state law. Attorney de la Mora explained there can be a local enactment of an ordinance, as long as it does not conflict with any state law. Attorney de la Mora explained he has not encountered any information that would preclude the Village Board from adding another step to the process in considering the ask from a developer for financial assistance.

Trustee Stuckert stated this came about from the sister's project and the appetite of the community. Trustee Stuckert explained residents showed up to meetings and made their voices heard; however, the prior board changed the language and had an emergency meeting to push the project through. Trustee Stuckert stated this would be put in place to protect the residents and there is a reason to move forward with an ordinance. Trustee Castile stated he agrees with Trustee Stuckert and the goal is to protect the residents. Trustee Hillmann stated he agrees an ordinance should be considered for referendum whether it is binding or advisory and decides limits. Trustee Schindler stated he is in favor of the ordinance. Trustee Shepherd stated the community is way more engaged and the bar is set high for new development and any incentives are going to be heavily scrutinized through the vetting of the communities and boards. Trustee Sayas stated the biggest piece of land in the Village was the School Sister's property. Trustee Sayas stated she does not like how it happened with the Mandel project but does not think there needs to be an ordinance.

6. Discussion on Possible Amendment to Chapter 30-2 Letting of Contracts.

President Koleski stated the Plan Commission discussed the Letting of Contracts and the recommendation was to increase the limit to \$2 million with a CPI adjustment to allow the Village to keep up with inflation. Trustee Schindler stated he is in favor of raising it and not in favor of eliminating it. Trustee Schindler stated he would be for raising it to \$3 million to get water projects through. Trustee Stuckert stated she is in favor of raising it to either \$2 million with inflation or \$2.5 million. Trustee Hillmann agreed with Trustee Stuckert. Trustee Castile would be in favor of raising it to \$2 million. Trustee Sayas stated she would be in favor of raising it to \$2 million. Trustee Shepherd stated he agrees with Trustee Schindler to raise it to \$3 million. President Koleski stated he would be like to raise it to \$3 million including inflation.

7. Adjourn.

Motion by Trustee Schindler, second by Trustee Hillmann to adjourn the Committee of the Whole meeting at 8:33PM. The motion carried by the following vote:

Aye: 7 – President Koleski, Trustee Stuckert, Trustee Shepherd, Trustee Sayas, Trustee Schindler, Trustee Castile, and Trustee Hillmann.

DRAFT

Print

Application for Boards, Committees, and Commissions - Submission #2882

Date Submitted: 4/5/2024

Application for Appointment to Boards, Committees, and Commissions

Want to get involved in the community? Join one of many Village of Elm Grove Boards, Committees, or Commissions! The Village President appoints community service volunteers to all Village boards, committees, and commissions to serve fellow citizens and the Board of Trustees in an advisory capacity and/or in carrying out functions required by Village code and state statute.

Full Name*

Joseph Rousseau

Elm Grove Address*

[Redacted]

You must be a resident of the Village of Elm Grove.

Email*

[Redacted]

Phone Number*

[Redacted]

How long have you lived in Elm Grove?*

Since October 2009

What is your occupation?*

Managing Director and CFO, GE Healthcare Financial Services

Which Board, Committee, or Commission do you want to take part?*

- Administration and Personnel (1st Thursday - 8:30am)
- Beautification Committee (1st Wednesday - 6:30pm)
- Board of Appeals (as needed)
- Building Board (1st and 3rd Tuesday - 5:30pm)
- Community Development Authority (as needed)
- Finance and Licensing (4th Tuesday - 6:30pm)
- Legislative Committee (2nd Tuesday - 5:00pm)
- Library Board (3rd Monday - 5:00pm)
- Pathway Committee (ad hoc)
- Plan Commission (1st Monday - 6:00pm)
- Police and Fire Commission (as needed)
- Public Safety (3rd Monday - 6:30pm)
- Public Works/Utilities Committee (2nd Monday - 5:30pm)
- Recreation Committee (2nd Tuesday - 5:30pm)
- Sustainability Committee (2nd Tuesday - 6:30pm)

What is your educational background and how can it assist your fellow residents?*

I have a BA in Political Science from Carleton College, a MA in International Relations from Johns Hopkins, and an MBA from Indiana University with a focus on finance. I believe the financial, analytical and decision-making skills garnered from my educational background will be valuable in making financial decisions for Elm Grove.

Do you have any other volunteer experience?*

I have volunteered at Pilgrim Park and Brookfield East to support the band program in activities such as room monitoring for Solo & Ensemble and helping to take receipts from the Holiday Craft fair at East.

Do you have any special skills for the assignment you requested?*

I believe my 30-year career in finance and business management will be beneficial to the finance committee, given my focus on fiscal money management and fact-based analysis.

Do you have any other comments you would like the Village President to know?

As I approach my retirement, I have a strong interest in supporting and giving back to my community. My linked in profile can be found here: <https://www.linkedin.com/in/joseph-rousseau-a317b0/>

If you would like to upload any additional information or a resume, please do so here.

 No file chosen

Acknowledgement

By submitting this form, I understand that my attendance at all regularly scheduled meetings is critical and that the Village President may appoint a replacement for members who are chronically absent from regular meetings. I hereby certify that I have not been convicted of a felony (unless duly pardoned). All applications are kept on file for one year. During that time, your application will be considered when there is an opening for the Board, Commission, or Committee for which you have applied.

*Note: You must reside within the Village of Elm Grove to be considered for appointment. Please notify the Clerk at 262-782-6700 if you move or no longer wish to be considered for appointment.

Elm Grove Fire department

Fire Chief Narrative

Board of Trustee Report

Training for July, 2024

For the month of July The Elm Grove Fire department trained on ladders, hose deployment and initial search. We have acquired a house on Terrace Drive for training purposes.

August 17, we will be conducting a residential and small business fire extinguisher maintenance inspection at the station 9am -12pm.

July had 7 calls for service

1-Natural Gas Investigation

2-Electrical Hazard

4-Fire Alarms

Respectfully submitted,

Brian Naylor, Elm Grove Fire Chief

ELM GROVE POLICE DEPARTMENT

DATE: August 13, 2024
TO: Village Board of Trustees
FROM: Jason Hennen, Chief of Police
SUBJECT: July 2024 Summary

Village Trustees:

Attached is the monthly report for July, 2024. The Police Department has currently filled all positions in both Dispatch and Patrol. Officer Peter Holmes was sworn in as a Police Officer on August 5th. The field training program for Officer Holmes and Officer Peterson who was hired in July is expected to conclude in October at which time we would be operating at full staff. This is strong momentum looking forward considering the recruitment difficulties law enforcement is facing across the country.

The Detective Bureau is currently working 8 active investigations, which include 2 thefts, 3 frauds, 1 death investigation, and 3 general investigations. 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 continues to direct additional enforcement efforts towards speed violators. Officers conducted additional *speed waves* and on July 26 we participated in a statewide Speed Enforcement Day resulting in 51 traffic stops. While we continue to respond the community concerns regarding speeding vehicles, we will increase our vigilance of school and child pedestrian safety as school starts in September.



Jason Hennen
Chief of Police



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

CM Inquiry Lists

Printed On: 08/07/24 08:34

Elm Grove Police Department

Case#	Invest#	Status	Assigned Date	Prim PF	Solv Fact	Highest - CAT
24-000246	24-000016	Open	07/16/24	Lenardic, Sean Z		49-Miscellaneous Service Report
24-000244	24-000015	Open	07/16/24	Mayer, Craig A		11-Fraud
24-000238	24-000014	Closed	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	Closed	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		01-Homicide
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	Closed	12/05/23	Lenardic, Sean Z		11-Fraud
23-000550	24-000017	Open	07/16/24	Lenardic, Sean Z		49-Miscellaneous Service Report
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
23-000398	23-000001	Suspended	11/09/23	Mayer, Craig A		05-Burglary
23-000388	23-000009	Closed	11/13/23	Lenardic, Sean Z		11-Fraud
23-000369	23-000008	Closed	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	Closed	06/03/24	Mayer, Craig A		06-Theft

ELM GROVE POLICE DEPARTMENT
Monthly Report
July 2024

	THIS MONTH	THIS YEAR TO DATE	LAST YEAR TO DATE
MISCELLANEOUS ACTIVITY:			
BUSINESS CHECKS	3,793	20,282	16,541
TAVERN CHECKS	4	17	11
VACANT HOME CHECKS	51	357	296
FORFEITURES & FEES COLLECTED	\$25,657.01	\$147,497.55	\$179,229.99

OVERTIME HOURS EXPENDED:			
Dispatcher Carryover	81.75	488.25	181.85
Officer Carryover	109.00	1,157.75	676.25
Court	7.00	53.25	69.00
Meetings/Conferences	0.00	17.00	25.50
Report Writing	0.00	6.50	35.50
Training	3.50	158.50	264.50
Investigation	6.50	35.00	43.50
Prisoner Process	0.00	5.00	7.00
Crime Prevention	0.00	94.00	56.00
Special Unit Call-Up (MIU, CDU, SCIT, METRO)	23.50	46.50	52.00
Miscellaneous	0.00	0.00	30.50
OVERTIME HOURS TOTAL	231.25	2,061.75	1,441.60

911 CALLS RECEIVED:			
EMERGENCY	35	198	192
NON-EMERGENCY	12	61	60
MALFUNCTIONS	0	0	1
VERIFICATIONS	19	148	220
TESTS	1	18	42
TOTAL	67	425	515



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



1/1/2024 - 7/31/2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Total
911 Verify	22	18	23	23	20	23	19	148
911/TDD Test	3	5	1	3	3	2	1	18
Abandoned Vehicle	1	1	2	1	1	1	0	7
Accident-Personal Injury	2	1	1	0	1	2	0	7
Accident-Property Damage On	18	5	4	7	6	9	6	55
Accident-Unknown	1	0	0	1	0	0	1	3
Alarm Business	2	1	3	2	2	4	4	18
Alarm Residential	8	5	7	7	1	5	4	37
Alarm Vehicle	0	0	0	0	0	0	1	1
Ambulance Request	32	20	27	23	34	17	27	180
Animal Bite Dog/Cat	0	0	0	0	1	2	1	4
Animal Complaint	6	6	6	7	6	19	12	62
Area Check	2	2	6	2	8	7	5	32
Assault	0	0	0	1	0	0	0	1
Assist Invalid	6	6	1	9	5	5	12	44
Assist Other Ambulance Serv	1	3	3	1	4	2	3	17
Assist Other Fire Department	7	1	1	2	2	1	0	14
Burglary	1	1	0	0	0	0	1	3
Burning Complaint	0	0	0	1	0	0	2	3
CDTP	1	0	1	1	0	0	0	3
Community Relations	11	23	16	23	18	13	24	128
Court Order Vios/TRO/DOM/IN	0	2	0	0	1	0	0	3
Death Investigation	0	2	0	0	0	0	0	2
Disabled Vehicle	52	7	11	6	9	17	7	109
Disorderly Conduct	0	1	3	1	2	2	3	12
Domestic Dispute	0	0	0	0	1	0	0	1
Duty Injury	0	2	0	0	0	0	0	2
Extra Patrol Request	2	1	3	9	6	9	5	35
Fight	0	0	0	1	0	0	0	1



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



1/1/2024 - 7/31/2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Total
Fire Alarm	1	2	1	6	2	4	4	20
Fire Department Call	34	2	4	2	2	4	3	51
Fireworks Complaint	0	0	0	0	0	0	5	5
Fugitive Warrants All	0	0	1	0	0	0	2	3
Harassment	0	0	0	0	0	1	0	1
Lockout	5	2	3	3	3	4	5	25
Lost Property	1	2	0	2	0	0	1	6
Missing Person	1	0	0	5	3	1	1	11
Mutual Assist to other PD	1	1	2	5	3	5	6	23
Noise Complaint	0	1	0	1	7	2	3	14
Open Door/Window Business	8	12	15	16	10	13	29	103
Open Door/Window Residence	3	5	4	3	5	10	6	36
Ordinance Violation	12	3	2	7	8	16	14	62
Parking Complaint	6	0	3	2	2	9	5	27
Patrol Info	2	0	1	2	12	2	1	20
Prisoner Transport	0	0	0	0	0	0	1	1
Public Accident	0	0	0	2	2	1	0	5
Public Service	37	49	47	44	42	53	45	317
Recovered Property	1	1	5	4	4	4	2	21
Request Mutual Aid for Fire De	0	0	1	0	0	0	0	1
Request Mutual Aid for Police	3	4	10	3	3	5	1	29
Request Mutual Aid-Ambulanc	1	0	0	1	0	0	0	2
Sex Offense	0	0	1	0	0	0	0	1
Speed Trailer Deployment	0	0	0	1	3	2	4	10
Suspicion-General	4	7	7	3	5	5	8	39
Suspicious Person	2	5	5	4	7	9	2	34
Suspicious Phone Call	1	1	1	3	0	0	2	8
Suspicious Vehicle	5	6	12	15	8	11	11	68
Tavern/Tobacco Check	0	4	0	2	3	4	4	17
Theft	6	8	3	2	3	6	7	35



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



1/1/2024 - 7/31/2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Total
Traffic Complaint	2	7	2	7	14	15	12	59
Traffic Counter Deployment	1	1	2	2	1	0	0	7
Traffic Hazard	79	11	7	7	13	13	17	147
Traffic Stop	267	327	363	334	263	311	481	2,346
Transient Merchant	0	0	0	0	1	0	0	1
Weather Alert/Warning	0	2	2	1	7	6	5	23
Zoning Complaint	0	0	0	0	0	0	1	1
Total	661	576	623	620	567	656	826	4,529

<u>CAD Dispositions</u>	Jan	Feb	Mar	Apr	May	Jun	Jul	Total
All Other Dispos	486	367	360	419	412	475	561	3,080
Verbal Warning	175	209	263	201	155	181	265	1,449
Total	661	576	623	620	567	656	826	4,529



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	Jul	Total
Administrative	2	2	1	1	0	0	0	6
Animal Complaints - Bite	0	0	0	0	1	2	1	4
Bail Jumping	1	1	0	1	0	0	0	3
Burglary - No Forced	0	1	0	0	0	0	0	1
Burglary - No Forced Entry/Residence/Day	0	1	0	0	0	0	0	1
Burglary - No Forced Entry/Residence/Night	0	0	0	0	0	1	0	1
Carrying a Concealed Weapon	0	1	0	0	0	0	0	1
Death: Natural/Accidental	0	2	0	0	0	0	1	3
Disorderly Conduct	0	1	1	1	1	2	0	6
Disorderly Conduct - Simple Assault	0	0	0	0	1	0	0	1
Driving/Operating Under the Influence -	2	1	3	0	1	0	1	8
Driving/Operating Under the Influence -	0	0	0	1	0	0	0	1
Embezzlement - Business Property	0	1	0	0	0	0	0	1
Forgery of Checks	0	0	1	0	0	0	0	1
Found/Recovered - Property	1	2	5	5	4	4	1	22
Fraud	1	0	0	1	0	0	0	2
Fraud - Identity Theft	0	0	1	0	0	0	1	2
Fraud - Illegal Use of a Credit Card	0	0	0	0	0	1	0	1
Fraud - Impersonate/Identity Theft	0	1	1	0	2	0	2	6
Fraud - Insufficient Funds Check	0	0	0	0	0	0	1	1
Fraud - Swindle	0	1	0	0	0	0	0	1
Fraud - Telecommunications	0	0	0	0	0	0	1	1
Fraud and Abuse - Computer/Computer	0	0	0	0	1	0	0	1
Health or Safety	1	1	0	0	0	0	0	2
Hit and Run/Leaving the Scene of an	1	0	1	2	1	0	1	6
Homicide	0	0	0	1	0	0	0	1
Indecent Exposure	0	0	0	0	0	1	0	1



Elm Grove Police Department MONTHLY REPORT



Case Activity based on CFS Management Codes

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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Total
Informational Report/All Other	3	6	9	3	3	5	3	32
Liquor Laws - Tavern Violatons (Bartender,	0	1	0	0	0	0	0	1
Lost/Missing Person - Adult	1	0	0	0	1	0	0	2
Lost/Missing Person - Juvenile	0	0	0	0	0	1	0	1
Marijuana - Possession	0	0	4	3	2	1	1	11
Mental Observation/Emergency Detention	1	0	1	0	0	2	0	4
Mutual Aid	0	0	0	1	0	0	1	2
MV Accident-Personal Injury	3	0	0	0	1	2	0	6
MV Accident-Property Damage Only	16	3	3	1	1	7	4	35
Obstruct a Criminal Investigation	0	0	0	0	1	0	0	1
Ordinance/Zoning Violation	0	0	0	0	1	0	0	1
Prisoner Transport	0	0	0	0	0	0	1	1
Public Order Crimes	0	0	1	0	0	0	0	1
Sexual Assault	0	0	1	0	0	0	0	1
Simple Assault	0	0	1	1	0	0	0	2
Suspicious Circumstances	2	1	3	0	0	0	1	7
Suspicious Person	0	1	0	1	1	0	0	3
Suspicious Vehicle	0	0	0	0	0	0	2	2
Theft - All Others <\$50	2	0	0	0	0	0	0	2
Theft - All Others >=\$200	1	2	0	0	0	1	0	4
Theft - Auto Parts >=\$200	0	0	1	0	0	0	0	1
Theft - From Auto <\$50	0	2	0	0	0	0	0	2
Theft - From Building >=\$200	0	0	0	0	0	1	0	1
Theft - From Shipment >=\$200	0	0	0	0	0	1	0	1
Theft - Pocketpicking >=\$200	0	0	0	0	0	1	0	1
Theft - Retail <\$50	0	0	0	0	0	0	1	1
Theft of Motor Vehicle	0	0	0	1	0	1	0	2
Traffic Offense	7	1	11	8	3	5	5	40



Elm Grove Police Department MONTHLY REPORT



Case Activity based on CFS Management Codes

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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Total
Violation of a Court Order	0	0	0	0	1	0	0	1
Violation of a Court Order Including DV	0	0	0	0	1	0	0	1
Warrant - Other Dept Pickup	0	1	1	2	1	2	3	10
Warrant - Local	0	0	0	0	0	0	1	1
Total	45	34	50	34	29	41	33	266

Memo



To: Board of Trustees
From: Thomas Harrigan, Village Manager
Date: Friday, August 16, 2024
Re: Board of Trustee Meeting, August 19, 2024

Item A: Update on the Caroline Heights Development.

Representatives from the Mandel Group and Catalyst Construction will be in attendance at the meeting to provide the quarterly project update.

Item B: Review and possible action on Stantec Scope of Services Task Order 2024-3b.

At the July 8, 2024 Public Works Committee meeting, there was consensus from the Committee to pursue the Underwood Creek Daylighting Alternative I as proposed within July 3, 2024 Stantec Technical Memorandum Alternatives Evaluation. The creek channel alternative design analysis was a component of the approved Stantec Task Order 2024-2. The Board of Trustees was made aware of the new Alternative design direction at the July 23rd meeting and July 29th Committee of the Whole. In order to move forward with the Alternative I design, Task Order 2024-3b will need to be approved by the Board of Trustees. The task order includes design and coordination of the following items:

- Railroad bridge demolition, adjacent channel realignment.
- Pedestrian bridge abutments, prefabricated bridge structure specification, lighting, sidewalk east of channel.
- Sendik's storm sewer relay.
- Parking Lot Coordination: Coordination with third-party parking lot designer and incorporating into the project construction documents their parking lot design plan, details, and specifications.

Please see the enclosed Task Order 2024-3b for your review and action.

Item C: Discussion and possible action on reaffirming the maximum 2-hour Committee of the Whole Meeting time limit.

Recent Committee of the Whole (COW) meetings have begun to consume a considerable amount of time, for various reasons. Lengthy agendas and extensive discussions on complex projects have all been contributing factors toward this reality. The Board is being asked to consider reestablishing a 2-hour time limit on the COW meetings. Shorter, more concise agendas and set discussion time limits are just a few techniques that can be used to achieve this goal.

SCOPE OF SERVICES
TASK ORDER 2024-3b
UNDERWOOD CREEK DAYLIGHTING PROJECT DESIGN

A. BACKGROUND

This task order supplements the Underwood Creek Daylighting project Task Orders 2024-1 and 2024-2 previously authorized by the Village.

Summary

- Design Activities: Design and coordination of additional project features listed below.
 - Railroad bridge demolition, adjacent channel realignment.
 - Pedestrian bridge abutments, prefabricated bridge structure specification, lighting, sidewalk east of channel.
 - Sendik's storm sewer relay.
 - Parking Lot Coordination: Coordination with third-party parking lot designer and incorporating into the project construction documents their parking lot design plan, details, and specifications.

B. TASK DESCRIPTIONS

The proposed scope of work includes the tasks and services described below.

1. DESIGN ACTIVITIES

This task includes design modifications directed by the Village based on project requirements and stakeholder feedback.

Railroad Bridge Demolition

The project drawings and specifications will be modified to show the demolition and disposal of the existing dilapidated railroad bridge over Underwood Creek at the south end of the project area. This work will be done to eliminate the potential hazard of an attractive nuisance that otherwise would have been made more readily accessible upon completion of the project. The cost of this work may be able to be deducted from the purchase price of the parcel.

- a. Include demolition and disposal of the existing railroad bridge in the project drawings and specifications.
- b. Modify the proposed channel alignment at the confluence with Underwood Creek. Include restoration of channel banks at both ends of the bridge demolition in the design.

Pedestrian Bridge and Sidewalk East of Channel

The project drawings and specifications will be modified to include the pedestrian bridge and sidewalk east of the proposed channel described in Channel Alternative 1 (Attachment 1) selected by the Village on July 8, 2024.

- a. Select and specify features of a prefabricated pedestrian bridge, in coordination with Village staff, to use in abutment design and to include in the project construction documents.
- b. Provide designs, construction details and specifications for reinforced cast-in-place concrete pedestrian bridge abutments corresponding to the selected pedestrian bridge.
- c. Include a 10-foot-wide asphalt sidewalk east of the proposed channel in the design, as shown in Channel Alternative 1 (Attachment 1).
- d. Lighting and Electrical
 - o The lighting design will include providing lighting and associated lighting control for new lighting at the pedestrian bridge and proposed pathway east of the channel if desired. The following will be provided in lighting drawings:
 - Luminaire schedule.
 - Lighting layout plan.
 - Photometric calculations.
 - Load calculations.
 - Lighting controls basis of design narrative.
 - o The electrical design shall include providing power for new lighting and providing electrical information for existing neon sign relocation.
 - Power plan showing wiring routing to new light fixtures and new sign location.

Sendik's Storm Sewer Relay

The private storm sewer draining the paved area between the Sendik's building and the 890 Building, that currently discharges along the west bank of the Underwood Creek channel, needs to be relayed at a higher elevation in order to be connected to the proposed project storm sewer system. This task addresses the design of this sewer relay and updates to the project drawings and specifications to include this storm sewer.

- a. Design and include in the project drawings and specifications the relay of approximately 230 linear feet of storm sewer and two inlets to replace the existing storm sewer and connect the new relayed sewer to the project storm sewer system.

Parking Lot Coordination

The parking lot west of the Underwood Creek Daylighting project footprint will be redesigned by the adjacent property owner(s) with the intent that the parking lot reconstruction will be conducted as part of the daylighting project. This task includes coordinating with the parking lot

owner(s) and third-party designer during the design process and incorporating their design into the project drawings and specifications.

- a. Coordinate CAD base mapping and design constraints with third-party parking lot designer.
- b. Incorporate parking lot drawings and specifications provided by others into the project drawings and specifications.

Deliverables:

- a) Revised construction drawings and specifications detailing the design modifications identified above.

Assumptions:

- Parking lot design:
 - The Village will coordinate communications with adjacent property owner(s) regarding parking lot design.
 - Stamped parking lot drawings, details and specifications, including parking lot layout, striping, pavement section, grading modifications, drainage, site amenities, lighting, furnishings, quantities, and construction cost opinion, will be provided by others.
- Lighting:
 - The Village and/or adjacent property owner(s) will provide drawings showing existing lighting to confirm existing lighting can be used to provide power to proposed new lighting.

C. SCHEDULE

It is assumed that the activities herein described will commence in early August 2024 upon receipt of the Village's Notice to Proceed (NTP) and will be completed within six months of NTP.

D. FEE

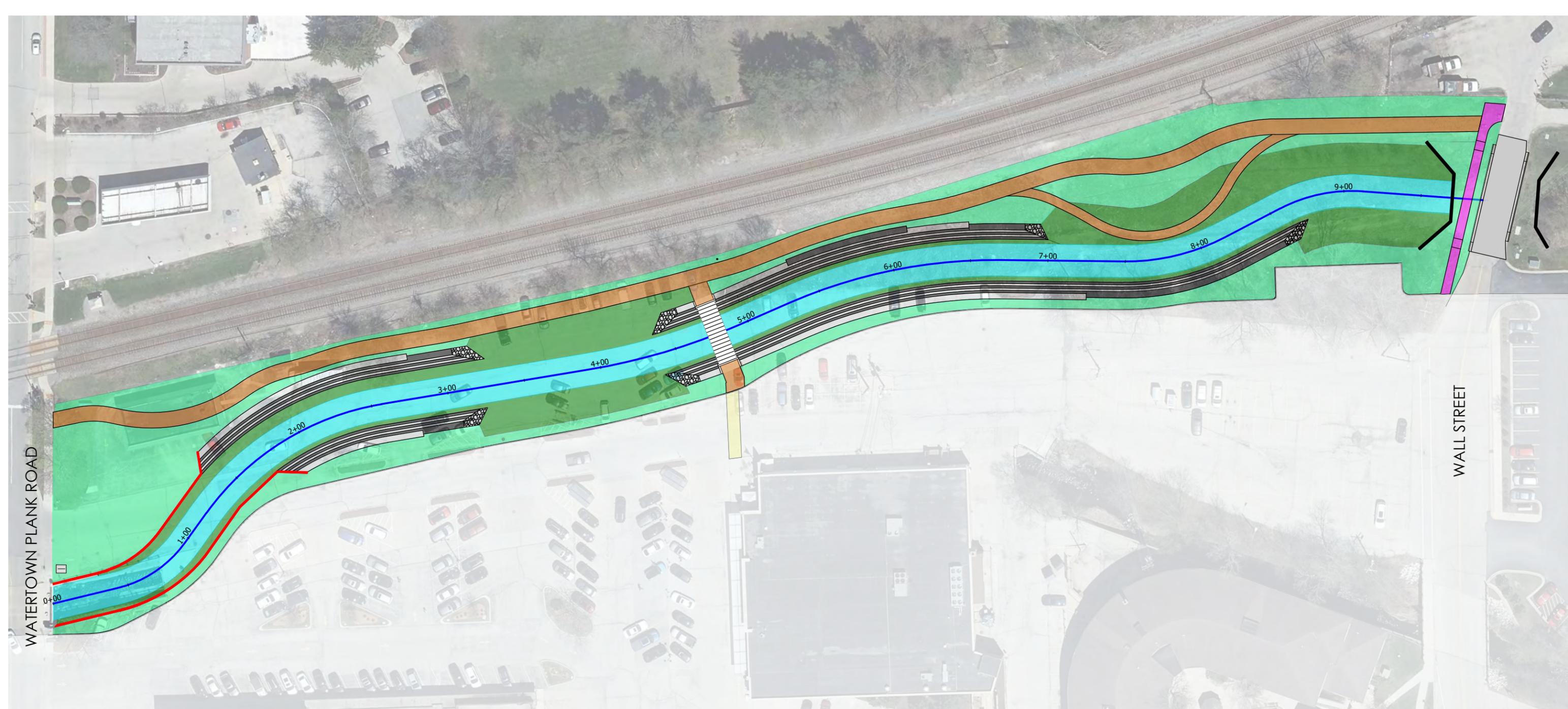
Stantec’s estimated fee to complete the work described is provided in Table 1 below. The work will be done on a Time & Materials basis, with a cost not to exceed the total identified without prior Village approval.

If additional budget is required to complete a task, or if out-of-scope work not currently included in the scope is required, Stantec will notify the Village of the required fee adjustment for approval prior to continuing the work.

Table 1 - Estimated Fee

Task	Name	Estimated Fee
1	Design Activities	\$73,104
Total		\$73,104

Attachment 1



WATERTOWN PLANK ROAD

WALL STREET

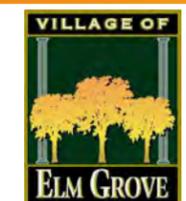
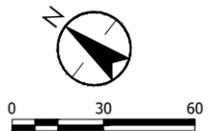
EXHIBIT 1

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



**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, August 5, 2024**

Meeting was called to order at 6:00 P.M. by President Koleski.

1. Roll Call.

Present:

President Koleski
Trustee Stuckert
Mr. Fronberry
Ms. Becker
Mr. Termuehlen
Thomas Harrigan, Village Manager
Katherine Gehl, Assistant Manager/Zoning & Planning Administrator
Hector de la Mora, Village Attorney
Andy Peterson, Village Engineer with Ruekert-Mielke

Absent:

Mr. Cashin
Ms. Wynia-Smith

Also Present:

Trustee Schindler
Trustee Castile

2. Review and act on meeting minutes dated July 1, 2024.

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

3. Review and act on a request by Caroline Heights for an amendment to the Storm Water Management Plan (SWMP).

Mr. Ajay Singh, Vice President/Principal Engineer with K Singh Engineering, Mr. Phillip Aiello, President/COO with Mandel Group, and Mr. Chris Miller, Owner of Miller Marriott, were present before the Board to represent the request.

President Koleski introduced the item and noted that engineers for both the Mandel Group and the Village were asked to come to the meeting in order to speak on the request. President Koleski asked that Mr. Singh begin the discussion with an education piece about the current plan.

Mr. Singh presented on the documents provided in the Plan Commission packet materials and noted that the chart shown on the plans reflects the levels of impervious surface and how much

runoff is generated and where. Mr. Singh explained that currently, a majority of runoff goes to dry ponds, which are ponds that are designed to drain within 72 hours of a storm event and will be dry if not for a storm event. Dry ponds are designed to retain water in a 100-year rain event. The south dry pond is about 2' to 3' below the single-family homes. Mr. Singh also noted that the courtyard system is designed to drain. Mr. Singh explained that all proposed plans meet state and local code.

President Koleski noted that there were several residents present in the crowd and asked if anyone had comments or questions.

Mr. Peter and Mrs. Patty Frommelt – 12805 Green Meadow Place

Mr. Frommelt noted that there has been water present after recent storm events and asked if there is going to be a ditch/berm constructed between the new and existing single-family lots. He also asked what kind of impact the requested changes will have.

Mr. Gregory Leas – 1070 Red Barn Lane

Mr. Leas noted that Red Barn Lane slopes from north to south and explained that he currently has water that drains down his front and back yard. He asked what the impact of increases runoff from the Caroline Heights lot will have – will there be more water draining towards his property or away?

Mr. Singh explained that the pipe is at the top of the dry pond so water is able to build up below it and then infiltrate into the ground slowly. He noted that proposed infiltration will be slower than pre-development conditions. He explained that drainage from Green Meadow will go to Dry Pond 3.

Mr. Termuehlen noted that he understands that drainage is being redirected from H1 and H2 to the road ditch on Red Barn which will in turn, have less runoff going to the dry ponds.

Mr. Singh explained that this proposal also includes the removal of two rain gardens and their removal is insignificant in terms of their storage capacity.

Trustee Stuckert asked why these rain gardens were originally included in the plans.

Mr. Aiello explained that during the planning stage of the development there was infiltration testing done which received good results. Based on these results, the rain gardens should have been removed but they never were; however, they are not shown on the final plat. Mr. Aiello reiterated that with the removal of the rain gardens and the change of flow along Stephen Plan and Red Barn Lane, the drainage is still better than pre-development.

Mr. Termuehlen asked who is requesting the rain gardens be removed. Mr. Miller explained that the removal of the rain gardens makes the grading plan easier for the property owner to follow and there is a flatter backyard as a result. Mr. Miller stated that data indicates that their removal has no impact on other homeowners.

Mr. Steve Kalmer – 12800 Green Meadow Place

Mr. Kalmer believes that there is currently an increase in runoff but wondered if the berm will mitigate this. He would like it to be left in a condition where there are no flooding issues.

Mr. Singh compared calculated flows for a 100-year flood form pre-development to post-development in the southeast corner of the site, the lowest point.

Ms. Becker asked if the roadside ditches that would be there at the completion of the project are there yet and if they are not, could that be impacting the current conditions.

Mr. Singh reviewed infiltration rates from pre-development to proposed post-development. The number they used is set by the Department of Natural Resources. They did not use the highest allowed number because that is not best practice and because they built in safety factors because the engineers were made aware of historic flooding issues for the site during the design stages.

President Koleski asked for the capacity of the rain gardens. Mr. Singh compared BMP top elevation to flow depth during various storm events. Mr. Singh explained that the capacity of each rain garden is 209 cubic feet for a 100-year rain event, totaling about 420 cubic feet for both or a 0.26% impact.

President Koleski asked if the new cul de sac will interrupt flow from east to west. Mr. Singh stated that front yards on Green Meadow drain into the ditch and then to a culvert which goes to Dry Pond 3. The backyards will drain into other dry ponds and infiltration basin.

President Koleski asked why additional water from the lots is being accounted for now. Mr. Miller stated that the overall plan did not have the exact location of pumps because the exact location of the homes had not been determined. Once homes were being located, it was discovered that water needed to be moved to the front otherwise ditching would be required.

Trustee Stuckert asked if the lots can be graded a way for water to drain to dry ponds and if this change has any impact on trees. Mr. Miller explained that the original proposal had already accounted for 10'-15' ditches; however, the request is for 20'-25' ditches. He also noted that the grading plans for each individual property will be reviewed and they have guaranteed that roof drainage will drain to dry ponds. Miller Marriot's intent it to keep as may trees as possible and the proposed revised grading does not change that – it could help save trees because there will not be any false grading required.

Mr. Fronberry asked if engineers have heard for any property owners about current issues. Mr. Singh stated no.

Mr. Fronberry asked if these proposed amendments will solve all issues. Village Manager Harrigan explained that these amendments should resolve issues; however, the Village has a Code provision that allows for an additional 3% of impervious surface if it is permeable and managed on-site.

Mr. Termuehlen asked is the new homes are following the same setbacks. Mr. Miller stated no, the home sizes and impervious surface levels have been varying.

Trustee Stuckert asked if there are any soil condition issues present that would impact elevations. Mr. Singh noted that all of the homes will have typical elevations.

President Koleski asked Andy Peterson with Ruekert-Mielke to comment on requests.

Mr. Peterson noted that this is a very complicated site and some things did not come to light until single-family home plans were being submitted. When these things were noticed, the question that was asked was what could be changed to accommodate the individual grading

plans. The removal of the rain gardens is a very simple way to do this and he noted that the proposed revised plans still meet requirements because they were conservative to begin with.

President Koleski asked what it would take to retain runoff from H1 and H2 onsite rather than to the roadside ditches. Mr. Peterson noted that it is hard to say and there could be a number of different options.

Mr. Aiello stated that if the proposed revised plans were submitted initially, they would have been approved. Mr. Peterson affirmed this and stated that the plans would have satisfied all requirements.

Ms. Becker asked Mr. Peterson if the removal of the rain gardens would not have an impact. Mr. Peterson stated that in his opinion, he did not feel their removal would have an impact.

Mr. Fronberry asked if there has been revised plans submitted to address the comments from Ruekert-Mielke. Mr. Aiello stated that revised plans have not been submitted but they are being worked on.

President Koleski explained that there are two items for consideration tonight as part of the amendment request: the removal of the rain gardens and the redirecting of water.

PRESIDENT KOLESKI MOTIONED TO RECOMMEND TO THE VILLAGE BOARD TO APPROVE THE REQUEST FOR THE REMOVAL OF TWO RAIN GARDENS AS PRESENTED IN THE INFORMATION PROVIDED IN THE AUGUST 5, 2024 MEETING MATERIALS DUE TO THE MINIMAL IMPACT OF THEIR REMOVAL. MS. BECKER SECONDED. MOTION CARRIED 3-2 WITH TRUSTEE STUCKERT AND MR. TERMUEHLEN DISSENTING.

President Koleski noted that he understood the proposed revised plans to show a 37% increase in water flow to roadside ditches with the redirecting of water from H1 and H2. He would like to see alternate plans that retain this water onsite rather than offsite.

PRESIDENT KOLESKI MOTIONED TO TABLE THE REQUEST FOR AN AMENDMENT TO THE STORM WATER MANAGEMENT PLAN IN ORDER FOR THE APPLICANTS TO REVIEW AND SUBMIT REVISED PLANS WHICH RETAIN THE REQUESTED DIVERSION OF WATER ONSITE AND FOR THE ENGINEERS TO REVIEW SUCH REVISED PLANS. MR. TERMUEHLEN SECONDED. MOTION CARRIED 5-0.

4. Review and act on a request by Caroline Heights for an amendment to the Development Agreement.

Mr. Ajay Singh, Vice President/Principal Engineer with KSingh Engineering, Mr. Phillip Aiello, President/COO with Mandel Group, and Mr. Chris Miller, Owner of Miller Marriott, were present before the Board to represent the request.

Mr. Aiello noted that the blue edits in the documents provided in the packets are the requested modifications/additions as proposed by the Developer.

Mr. Becker asked if the requested language is typical agreement language for a development agreement.

Attorney de la Mora noted that each community does it differently depending on the staff for each community. He explained that there is conflicting language present in the current development agreement with one section allowing for field changes to be reviewed and approved only by the Village Engineer.

President Koleski noted that he believes provisions were put into the Agreement for a reason because the development was a sensitive issue in the Village. He believes that the current level of checks and balances is reasonable. Trustee Stuckert and Mr. Fronberry were in agreement.

Trustee Stuckert also stated that there is a possibility for a special meeting to be scheduled if an item is pressing.

Mr. Becker asked Mr. Peterson if he recommended approval for the previous stormwater amendment item that was considered by the Plan Commission.

Mr. Peterson stated that Ruckert-Mielke letters include comments that the engineers would like to see addressed prior to approval but if those comments were addressed, he would recommend approval.

MS. BECKER MOTIONED TO RECONSIDER THE MOTION TO TABLE THE REQUEST FOR AN AMENDMENT TO THE STORM WATER MANAGEMENT PLAN SO THE AMENDMENT CAN BE APPROVED ONCE COMMENTS IN THE ENGINEER REVIEW LETTER ARE ADDRESSED AND RESOLVED. MOTION FAILED DUE TO A LACK OF A SECOND.

TRUSTEE STUCKERT MOTIONED TO RECOMMEND TO THE VILLAGE BOARD APPROVAL OF THE DENIAL OF AN AMENDMENT TO THE DEVELOPMENT AGREEMENT AS REQUESTED NOTING THAT THE DEVELOPMENT AGREEMENT WAS APPROVED AS IT WAS FOR A REASON, THIS DEVELOPMENT INVOLVES COMPLICATED/SENSITIVE ISSUES FOR THE COMMUNITY, AND THE PLAN COMMISSION CAN CALL SPECIAL MEETINGS WHEN SPECIFIC AMENDMENTS ARE NEEDED. MR. FRONBERRY SECONDED. MOTION CARRIED 5-0.

5. Review and possible action on possible amendments to the Village Comprehensive Plan, Future Land Use Map.

Village Manager Harrigan introduced this item and explained that this item was placed on the agenda for discussion at the July Committee of the Whole meeting. There was an attachment provided which indicates all of the parcels currently zoned as Institutional. The Committee of the Whole gave staff direction to take this discussion back to the Plan Commission for review and possible recommendation to the Village Board.

Trustee Stuckert asked if all institutionally-zoned properties should be looked at separately. Village Manager Harrigan stated that they could be looked at on their own in order for the Commission to determine how they would like certain properties presented in the Future Land Use Map.

Trustee Stuckert noted that she would like to see a majority of the institutionally-zoned properties changed to single-family, except Pilgrim Park Middle School and various Village-owned properties.

Mr. Fronberry asked if these changes are being made to the zoning. Trustee Stuckert explained that these changes are only being made to the Future Land Use Map as a way to send a message to developers about what the Village would like to see on these parcels in the future.

TRUSTEE STUCKERT MOTIONED TO RECOMMEND TO THE VILLAGE BOARD TO COMMENCE THE PROCESS OF CONSIDERATION OF AMENDMENTS TO THE VILLAGE COMPREHENSIVE PLAN, FUTURE LAND USE MAP, AS PRESENTED IN THE DOCUMENTS PROVIDED TO THE PLAN COMMISSION ON AUGUST 2, 2024; WITH THE EXCEPTION OF PROPERTIES 1, 9, 11, 13, 24, AND 25; FOR CURRENT GOVERNMENTAL AND INSTITUTIONAL ZONED PARCELS TO BE CHANGED TO SINGLE-FAMILY ZONED PARCELS, FOLLOWING THE STATUTORY PROCESS. MR. FRONBERRY SECONDED. MOTION CARRIED 5-0.

6. Other Business

The Commission discussed changing the regular meeting date for the September Plan Commission meeting as it is currently scheduled for Labor Day. The Commission was in agreement to change the meeting date to Wednesday, September 4th at 6:00 P.M.

7. Adjournment

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

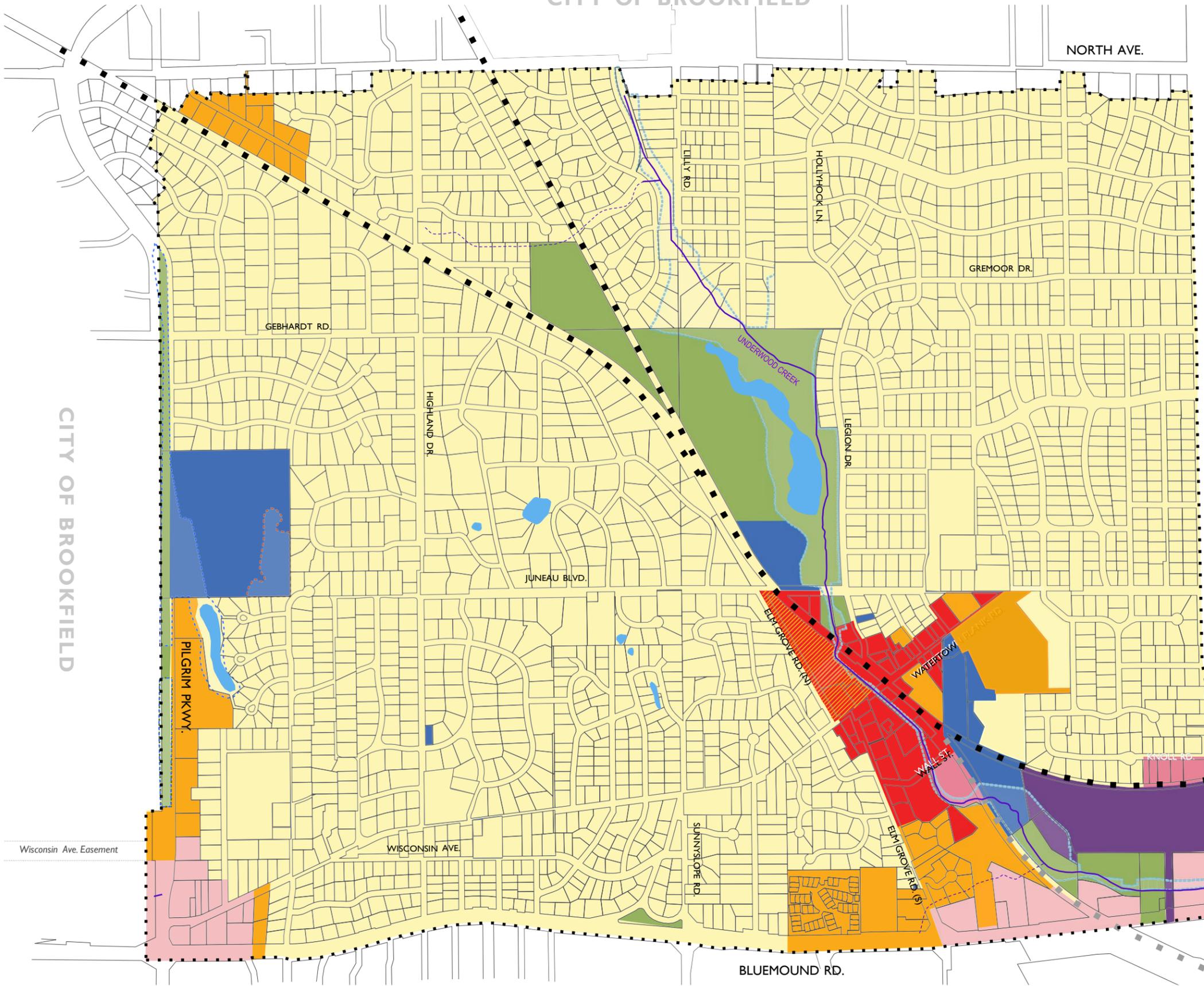
Meeting adjourned at 8:34 P.M.

Respectfully Submitted,

Katherine Gehl
Assistant Village Manager/Zoning & Planning Administrator

CITY OF BROOKFIELD

FUTURE LAND USE



- Village Boundary
- Single Family Residential
- Multifamily Residential
- Mixed-Use Residential & Commercial
- Village Commercial
- General Business
- Corridor Commercial
- Limited Manufacturing
- Government & Institutional
Private & Public
- Parks & Recreation
Private & Public
- ENVIRONMENTAL FEATURES
- Secondary Environmental Corridor
- Isolated Natural Resource Area

Environmental Corridors and Isolated Natural Resource Areas were delineated in 2000 by SEWRPC. Configuration of the corridors is susceptible to change upon redelineation of the floodplain boundaries.

Wisconsin Ave. Easement

CITY OF BROOKFIELD

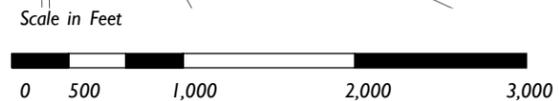
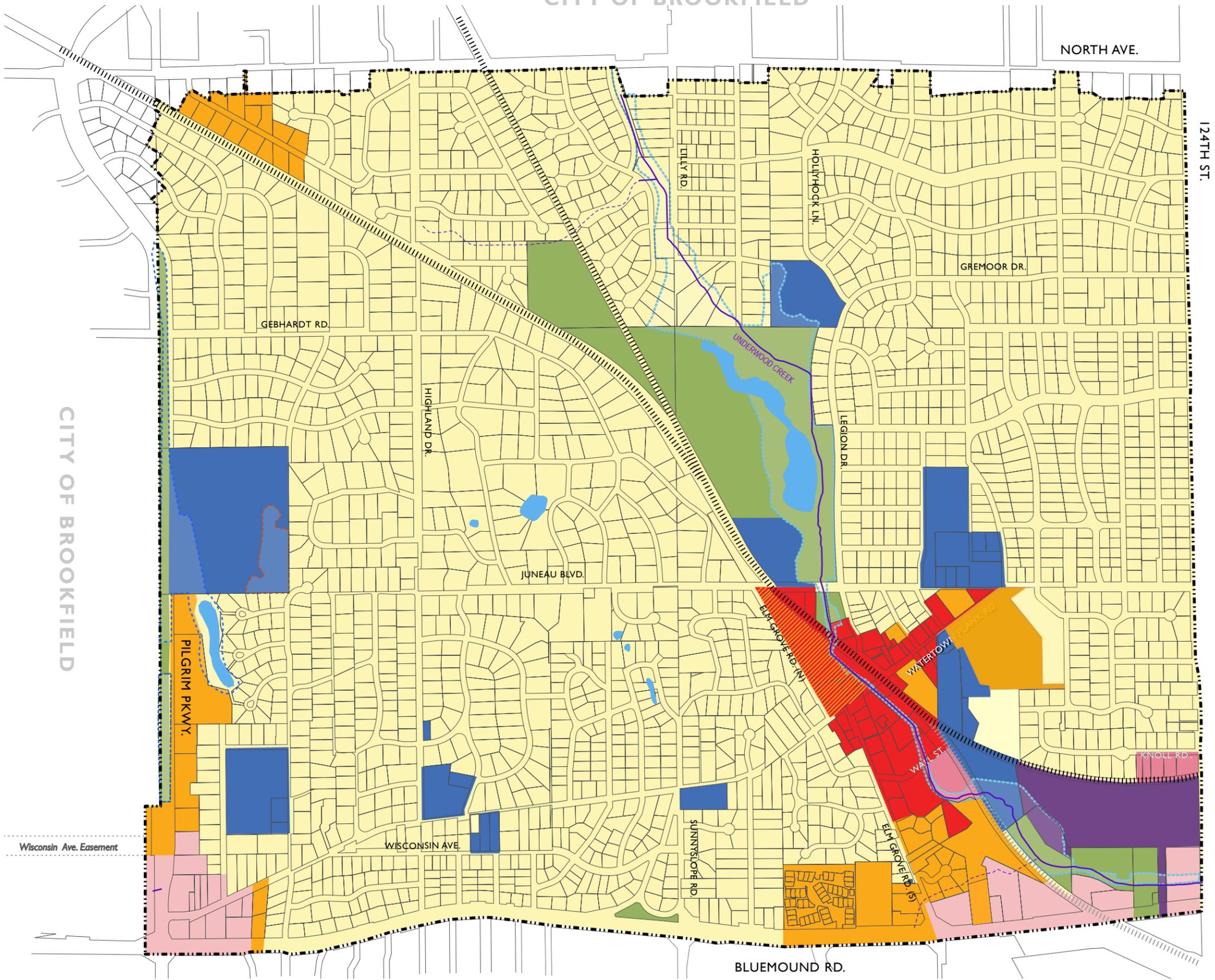


Exhibit C FUTURE LAND USE



- Village Boundary
- Single Family Residential
- Multifamily Residential
- Mixed-Use Residential & Commercial
- Village Commercial
- General Business
- Corridor Commercial
- Limited Manufacturing
- Government & Institutional
Private & Public
- Parks & Recreation
Private & Public
- ENVIRONMENTAL FEATURES
- Secondary Environmental Corridor
- Isolated Natural Resource Area

Environmental Corridors and Isolated Natural Resource Areas were delineated in 2000 by SEWRPC. Configuration of the corridors is susceptible to change upon redelineation of the floodplain boundaries.



Government & Institutional Zoned Properties

1. Pilgrim Park Middle School – EGV 1099977
 - a. 1500 Pilgrim Parkway
2. Elm Grove Lutheran Church – EGV 1110994
 - a. 945 Terrace Drive
3. Elm Grove Lutheran Church – EGV 1110995003
 - a. 805 Terrace Drive
4. Elm Grove Lutheran Church – EGV 1110995002
 - a. 805 Terrace Drive
5. Elm Grove Lutheran Church – EGV 1110995001
 - a. 755 Terrace Drive
6. Community United Methodist Church – EGV 1109154
 - a. 14700 Watertown Plank Road
7. Community United Methodist Church – EGV 1109153
 - a. 855 San Jose Drive
8. Auxano Church – EGV 1109162002
 - a. 14625 Watertown Plank Road
9. Zion Cemetery – Gap in legal description (no tax key)
 - a. NE corner of Highland Drive and Lata Vista Drive
10. Elm Grove Women’s Club – EGV 1106118
 - a. 13885 Watertown Plank Road
11. Village of Elm Grove – EGV 1105968
 - a. 900 Wall Street
12. Waukesha Realty Company – EGV 1105996002

- a. 12800 W Bluemound Road
- 13. Village of Elm Grove – EGV 1105996003
- 14. St Mary's Congregation – EGV 1105998002
 - a. 13205 Watertown Plank Road
- 15. School Sisters of Notre Dame – EGV 1105998006
 - a. 13155 Watertown Plank Road
- 16. St Mary's Parish – EGV 1104997
 - a. 1260 Church Street
- 17. St Mary's Parish – EGV 1104168
 - a. 1260 Church Street
- 18. St Mary's Parish – EGV 1104169001
- 19. St Mary's Parish – EGV 1104170001
- 20. St Mary's Parish – EGV 1104998
 - a. 13110 Juneau Boulevard
- 21. St Mary's Parish – EGV 1104996
 - a. 1260 Church Street
- 22. St Mary's Church – EGV 1104999
 - a. 13150 Juneau Boulevard
- 23. Visitation of the Blessed Virgin Mary Congregation – EGV 1103998
 - a. 1260 Church Street
- 24. Village of Elm Grove – EGV 1106035
 - a. 1195 Legion Drive
- 25. Village of Elm Grove – EGV 1103999
 - a. 13600 Juneau Boulevard

26. Tonawanda School – EGV 1102984
 - a. 13605 Underwood River Parkway
27. Western Racquet Club – EGV 1097991
 - a. 1800 Highland Drive
28. Village Green Homeowners Association – EGV 1097121
 - a. 1900 Village Green Court
29. Village Green Homeowners Association – EGV 1097123
 - a. 14283 Creekwood Court
30. Village Green Homeowners Association – EGV 1097124
 - a. 14273 Creekwood Court
31. Village Green Homeowners Association – EGV 1097125
 - a. 1703 Village Green Court
32. Village Green Homeowners Association – EGV 1097122
 - a. 14283 Applewood Court

Chapter 6

LAND USE

This chapter focuses on existing and future land uses in the Village with a specific focus on economic redevelopment opportunities. The chapter recognizes the high value of land within the Village and the need to create land use that promotes economic redevelopment within the Village's downtown business district and commercial corridors.

The terms “zoning” and “land use” are often used interchangeably, but they are actually different in nature. “Zoning” is the legal mechanism that stipulates which land uses are allowed, and the requirements and limitations placed on certain uses within a specific zoning district. The term “land use” refers to the type of activity that occurs on a piece of property. A comprehensive plan is a tool for future land use policy development, but it is not as legally binding as zoning in the State of Wisconsin.

A zoning district change, also referred to as a “rezoning” or “zoning map amendment”, can be requested by the landowner of a specific property or it can be initiated by the presiding jurisdiction to change the permitted use on a property. Conformance with the future land use map (Map 6) of the Comprehensive Plan is a basis for obtaining Village Board approval in a rezoning request. If the requested zoning district complies with the current Comprehensive Plan's land use designation, the Plan Commission has a strong foundation for recommending approval of the requested change.

The designated uses on the future land use map may be different than those that exist at present, and may be implemented at any point in the future. For purpose of this Plan, consistency between the future land use map and the official zoning map shall be achieved over time as applications for redevelopment or replatting of parcels are submitted to the Village.

The process to change zoning and land uses can be lengthy and a change to the Comprehensive Plan's land use designation, when required, must occur prior to a rezoning. However, as long as a property remains in the current zoning district, it can legally continue to function in its existing capacity despite its classification on the Comprehensive Plan's Future Land Use Map.



Elm Grove Public Library Board of Trustees
July 22, 2024 Meeting Minutes
For Approval at the August 19, 2024 Meeting

1. Call to order

The meeting was called to order at 5:01 p.m. Board members present were: Jennifer Morris, Sally Cashin, Tom Castile, Kristin Olson, Patty Kujawa, Karen Steen. Also present: Sarah Muench, Library Director. Excused: John Alexander

2. Approval of Agenda

Upon a motion made by Karen Steen and seconded by Sally Cashin, the agenda was approved.

3. Minutes of the June 17, 2024 meeting

Upon a motion made by Kristin Olson and seconded by Sally Cashin, the meeting minutes from the meeting on were approved.

4. Hearing of the public

Friends of the Elm Grove Library report by Laurie Leahy, FOEGL president

- FOEGL President Laura Leahy reported that several committees have been reorganized so they can be more flexible when needs arise in the future. For example, a new committee, tech assistance, has been created.
- Used book Sales funds were discussed, and the board unanimously agreed to fund Sarah Muench's entire request list.
- New Member, Marlee Jansen will be FOEGL's new Writers' Group Leader.
- FOEGL will be discussing ways to welcome new residents in the Caroline Heights apartments once the development is complete.

5. Bridges Passport Update

Several Board members visited other local libraries looking for ways to improve the Elm Grove Library. Karen Steen visited seven libraries noting qualities including friendliness, lighting and other aspects. Sally Cashin visited three and Jennifer Morris visited six. Jennifer Morris encouraged other Board members to visit local libraries to see what might be reasonable to adapt to our library. A formal visit for the entire Board will occur later in the year.

6. Confirm future meeting dates in the Village Hall - Park View Room

- August 19, 2024, 5 p.m.
- September 16, 2024, 5 p.m.
- October 28, 2024, 5 p.m. (4th Monday)

7. Treasurer's report

- a. O.B. accounts payable July 2024: **\$ 7,039.28**
On a motion made by Kristin Olson and seconded by Tom Castile the Board approved the expenditure of the amount noted above.
- b. LGIP4 gift fund accounts payable July 2024: **\$ 477.71**
On a motion made by Kristin Olson and seconded by Sally Cashin the Board approved the expenditure of the amount noted above.
- c. FOEGL gift fund accounts payable July 2024: **\$ 3,614.03**
On a motion made by Kristin Olson and seconded by Karen Steen the Board approved the expenditure of the amount noted above.
- d. Library government grant funds accounts payable July 2024: **\$ 300.00**
On a motion made by Kristin Olson and seconded by Patty Kujawa, the Board approved the expenditure of the amount noted above.
- e. Status of accounts

The Village did not report the Gift Fund Account balances as of July 22, 2024, but Kristin Olson noted that 56.7 percent of the budget remains for the year.

8. Director's report

- Library statistics, staff activity, adult programming and other news as found in the monthly packet.
- Youth report as found in the monthly packet.
- Gifts (no gifts this month)
- Project updates:
 - Building the Park Pass program continues. Mitchell Park Domes has been added and Bookworm Gardens will be available soon.
 - A Birding Backpack will be available in late summer.
 - Sarah noted that special summer programs have made the library busier than normal. For example, 353 people participated in June youth programs, and 79 people participated in adult programs.
 - Staff training continues. Sarah needs a few more hours in training to meet the October training deadline.
 - To date, 33,000 items have been RFID tagged and 3,934 items have been deleted in 2024. Currently, adult fiction is being tagged.
 - The library is fully staffed at this time.

9. Old business

a. Library Policies

- i. Upon a motion made by Karen Steen and seconded by Kristin Olson, the Board approved as amended the EGPL Code of Conduct policy.
- ii. Upon a motion made by Patty Kujawa and seconded by Tom Castile, the EGPL Collection Development Policy was approved.

- iii. Upon a motion by Karen Steen and seconded by Patty Kujawa, the EGPL Computer and Internet Use Policy was approved.
- iv. Upon a motion by Tom Castile and seconded by Sally Cashin, the EGPL Study Room Policy as amended was approved.

*Kristin Olson left the meeting at 6:05 p.m.

b. Strategic Plan

- i. Sally Cashin shared updates to Goal #3, reducing the size of the collection.

10. New business

- a. **Trustee Training Week Aug. 2024.** Jennifer Morris encouraged all members to sign up for the online training prior to its start Aug. 19, 2024.
- b. **Capital Budget Requests Process.** Jennifer Morris discussed the EGPL's budget request to the Village, noting the sizeable costs for a future conceptual design. It was not voted on, but the Board agreed that the EGPL budget request should include language informing the village that once the Strategic Plan is complete, the Board will be asking for funds to help with a conceptual design project.

11. Adjournment

Upon motion made by Sally Cashin and seconded by Jennifer Morris, the Board adjourned at 7:02 p.m.

Respectfully Submitted By:

Patty Kujawa
Secretary

**PUBLIC WORKS/UTILITIES (PWUC) COMMITTEE
MEETING MINUTES
Monday, August 12th, 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, Mr. Koleski, Mr. Shepherd, Ms. Schneider, Mr. Zwirlein, and Mr. Eull.

Absent: Mr. Harley.

Also Present: Mr. Harrigan, Mr. Paul, Mr. Richard Klein of Stantec Engineering via Zoom, Mr. Castille, Mr. Ehlingher, Ms. Coffey and resident Joseph Zvesper and Atty. Matt Krawczyk.

2. Review and act on minutes from July 8th, 2024 and June 17th, 2024 Meeting.

Mr. Eull moved and Mr. Zwirlein seconded approval of the minutes as written from the July 8th, 2024. Motion carried 6-0.

3. Update from Sustainability Committee

Mr. Schindler shared an update on behalf of the committee that the fabric collection is going extremely well and it is requiring for frequent pickups. The committee is working on a grid to focus on assigning members to tasks that they have identified. The committee has also been in discussion with UWM to utilize some senior students to review ordinances, the CORP and master plan at no cost to the Village for their capstone projects. This is likely to take place towards the end of the year.

4. Review and possible action on ROW Indemnification request from 830 Morningside Lane

Mr. Paul introduces the resident Joseph Zvesper and representative Attorney Matt Krawczyk who were present to answer any questions that may materialize from the request.

Mr. Paul reviewed the request that allow the resident to slightly encroach on the ROW in order to manage stormwater from the property. Although the resident bought the property with existing conditions, they are cooperatively willing to remove all of the existing hardscape that is along the road edge in the ROW and cut back their retaining wall as agreed after review.

After a short discussion, Mr. Zwirlein moved to grant the ROW indemnification and Ms. Schneider seconded. Motion passed 6-0.

Mr. Schindler brought up a sentence found in ordinance 2021-05 that could be better written as it could be unclear. Mr. Schindler requested that the Legislative Committee review Section 4 Indemnification Agreement, Paragraph (a) to ensure it was clear and amend it as necessary.

5. Discussion and possible action on Underwood Creek Daylighting Project and Associated Referendum

Mr. Harrigan, along with Mr. Rich Klein of Stantec Engineering, guided the committee through some details and discussion of the project including updated total project costs, soil boring investigations, proposed Park and Shop parking lot designs and a review of the proposed project schedule.

All of these components and costs that were reviewed by the committee led way to review, edits and a draft of a Referendum question due to the fact that the project will exceed the \$1,000,000 cap on Public Works Projects.

After significant discussion and editing from committee members, a draft of the referendum

question was solidified. Mr. Eull motioned to recommend the draft referendum question to the Board of Trustees. Seconded by Ms. Schneider. Motion carried 6-0.

6. Review and possible action on Traffic Impact Analysis

During the discussion of the Daylighting Project the committee members felt that the cost of the entire analysis was substantial and felt that there should be more emphasis placed on the partnership with the 3 property owners and the Village instead of the Village taking on the majority of costs related to traffic impact with the site. The committee felt that the \$7,000 cost for a review of the parking lots were reasonable, but would want further consideration from private parties. Mr. Koleski motioned to table any future traffic studies. Mr. Eull seconded. Motion carried 6-0.

7. Update on Highland Drive Pedestrian Pathway

Mr. Paul indicated that the majority of the pathway and restoration was completed outside of the railroad ROW. The only items outstanding that will be finished up this week include the concrete ramps with detection fields. Zenith Tech, the subcontractor to CWP, will be working on these by the end of the week.

Mr. Harrigan informed the committee of the status of the hearing held with the Office of the Commissioner of Railroads and Canadian Pacific Kansas City Railroad. The Village is currently some additional details that need to be submitted by CPKC to the OCR in order to determine required crossing treatment requirements before finalizing a decision.

Mr. Koleski requested an update in regards to where we stand with cost of the project and to circulate it with the committee.

8. Update on Highland Drive Culvert Replacement

Mr. Paul indicated that the culvert project was wrapping up. A small punch list, which includes a back ordered guard rail radius, was part of the final items needed to wrap up the project.

9. Update on Public Works Projects

Mr. Paul informed the committee that the new Superintendent/Forester, Mark Becker started August 29th, 2024 and was able to overlap with our outgoing Forester, Ron Hill after almost 30 years of employment. In addition, recruitment for an Arborist Operator/Laborer is underway.

Mr. Paul also noted that the 2024 Paving to be performed by Stark Pavement is scheduled to start the week of August 26th, 2024.

10. Other Business

Mr. Harrigan informed the committee that all residents whom had interest with moving forward with connecting to municipal water have returned their documentation with the exception of one residence due to the fact that they will be moving to another portion of the Village and did not want to take on an additional expense/project in the interim. Of all of the commercial properties that showed interest, only four of them dropped out.

Currently, DF Tomasini is working on safe samples from the water main installation.

Mr. shepherd and Ms. Schneider inquired if there were any updated in regards to the WE Energies resiliency project and the movement of the power pole in the parking lot for the Daylighting Project. Mr. Harrigan informed them that he had a call into Jennifer Bognar and was expecting a call back within the next week and will follow up.

Mr. Harrigan informed the committee that staff didn't have time prior to the meeting in regards to updating the RFP for pathway engineering, but would have a draft ready in the day to circulate so committee members could provide feedback in advance of the Board Meeting next week.

11. Adjourn

Mr. Shepherd motioned and Mr. Zwirlein seconded to adjourn the meeting at 8:12 pm Motion carried 6-0.

Respectfully Submitted
Richard Paul, Jr.
Public Works Director

DRAFT



**Village of
Elm Grove**

REQUEST FOR PROPOSAL (RFP)

**ENGINEERING AND DESIGN SERVICES
FOR FUTURE VILLAGE PATHWAYS**

August 20, 2024

SUMMARY

The Village of Elm Grove, Wisconsin is seeking the services of a qualified firm(s) to provide engineering and design services for future village pathways. The Consultant will take a global look at the current and proposed Village pathways and will assess anticipated timelines and project costs to improve efficiencies.

PROPOSALS MUST BE RECEIVED NOT LATER THAN 12:00 P.M. ON FRIDAY, SEPTEMBER 20th, 2024.

The Village of Elm Grove reserves the right to accept or reject any or all proposals, to waive any irregularities, informalities or defects in any proposal, to accept any proposal in whole or in part which shall be deemed in the best interests of the Village of Elm Grove, and to negotiate with the successful proponent.

PROCESS

The Village of Elm Grove will conduct the review, screening and selection of a professional consultant to provide the services required. The Consultant is encouraged to suggest or incorporate additions or modifications to the scope into the proposal that will enhance or clarify the study.

RFP SUBMISSION

Only complete responses will be considered. Responses shall be provided in a sealed envelope marked "Village of Elm Grove – Engineering and Design Services for Future Village Pathways". A total of three (3) copies of the response along with one (1) copy of the cost proposal in a separate, sealed envelope shall be received by 12:00 P.M. on **Friday, September 20, 2024**, delivered by mail or in person to:

**Village of Elm Grove
13600 Juneau Boulevard
Elm Grove, WI 53122
ATTN: Thomas Harrigan, Village Manager**

A complete PDF copy shall also be emailed to tharrigan@elmgrovewi.org by the deadline with the Subject Line "Village of Elm Grove – Engineering and Design Services for Future Village Pathways".

If further information is required, please contact:

- Thomas Harrigan, Village Manager, at 262-782-6700 or tharrigan@elmgrovewi.org

PROJECT ANNOUNCEMENT

The Village of Elm Grove, Wisconsin is seeking the services of a qualified firm for engineering and design services for future village pathways in 2025, with the potential for additional engineering/design service engagement in the future upon successful completion and execution of pathway design and construction in 2025.

PROJECT BACKGROUND

The Village of Elm Grove over the years has reviewed off road pathways for the purpose of providing a safer area for walking, jogging and biking for Village residents (notably small children). There have been several areas identified for the addition of these pathways or enhancements to existing pathways.

The Village has worked diligently to increase pathways throughout the Village to promote this initiative. Notably, pathways have been constructed on Watertown Plank Road, Juneau Boulevard, Gebhardt Road, and most recently Highland Drive.

With the increased interest in the expansion of the Village's pathway system, the Ad Hoc Pathways Committee was created with the goal to identify where pathways are desired and deemed necessary. The Pathways Committee has carefully reviewed citizen correspondence and has held extensive discussions in order to prioritize pathway construction in the Village.

YEAR	ROAD	SECTION	STATUS
2024	Highland Drive	North Avenue to Gebhardt Road	In progress
2025(a)	Juneau Boulevard	Village Park to Crescent Drive	
2025(a)	Gremoor Drive	Legion Drive to Notre Dame Boulevard	
2025(b)	Underwood River Parkway	Full	
2025(c)	Gremoor Drive	Arrowhead Court to Fairhaven Boulevard	
2026	Highland Drive	Victoria Circle N to Juneau Boulevard	
2027	Hollyhock Lane	Underwood Parkway to North Avenue	
2028	Highland Drive	Victoria Circle N to Gebhardt Road	
2028	Highland Drive	Juneau Boulevard to Watertown Plank Road	

PROJECT DESCRIPTION

The Village wishes to engage a firm for engineering and design services in order fully analyze the current prioritizations to allow a better understanding of project design and costs to better prepare for when the pathway will be constructed.

SCOPE OF SERVICES

The consultant shall be able to provide the following services: surveying of properties/project areas; preliminary & final engineering, which is defined as performing sufficient work to develop a concept, preliminary layout including preliminary field plan, final engineering to include final field plan, right-of-way plans, utility coordination; develop sufficient environmental documentation to receive approval of the document; and development of documents.

The consultant is to offer specific descriptions of methods and approaches applicable to these projects for streamlining and expediting current and future project phases. Consultant is to clearly identify proposed project manager for the project and provide an accurate availability for which the project manager will be dedicated to this project to ensure responsible project management.

The Consultant shall provide:

- A. Project Management Consultant is to clearly identify the proposed project manager for the project and provide an accurate availability for which the project manager will be dedicated to this project to ensure responsible project management.
- B. Concept
 - a. Traffic Studies (if applicable)
 - b. Conceptual Right-of-Way Cost Estimate
 - c. Conceptual Construction Cost Estimate
 - d. Prepare Concept Layouts and Alignments Alternatives
 - e. Concept Design Data Book
 - f. Concept Team Meeting Preparation and Attendance
 - g. Identify Environmentally Sensitive Areas
 - h. Public Involvement
 - i. Conceptual Utility Cost Estimate
 - j. Project Description
 - k. Project Justification Statement
 - l. Environmental Survey Boundary
 - m. Early Coordination
 - n. Environmental Early Coordination
 - o. Physical Fieldwork
 - i. Archaeology
 - ii. History
 - iii. Ecology
 - p. Approved Concept Report
- C. Survey
 - a. Survey Control Package
 - b. Complete Survey Database
 - c. Property Information and Owners Report (where needed)
 - d. Extended Survey Limits, if needed

- e. Survey Package Report
- D. Environmental Document
 - a. Necessary Environmental Special Studies Survey Reports, and Assessment of Effects for Air, Noise, Ecology, Aquatics, Archaeology, History, and NEPA
 - b. Agency Coordination including Multiple Meetings to Ensure Consistency of Expectation, Design, and Clearance limits
 - c. Public Involvement
 - d. Prepare for and Attend the Preliminary Field Plan Review (PFPR) & Constructability Review
- E. Preliminary Field Plan
 - a. Complete Preliminary Roadway Plans:
 - i. Preliminary Signing and Marking Plans
 - ii. Preliminary Staging and Erosion Control Plans
 - b. Cost Estimation System (CES) Preliminary Cost Estimate with an in-person site visit to fully appreciate existing challenges, along with Annual Updates
 - c. Quality Assurance/Quality Control (QA/QC) Reviews
 - d. Location and Design Report for Approval
 - e. Preliminary Construction Plans
 - f. Preliminary Hydraulic Studies (as required)
 - g. Preliminary Construction Timeline
- F. Right-of-Way Plans
 - a. Prepare, Revise and Deliver Final Right-of-Way Plans
 - b. Coordinate Field Review of Right-of-Way Plans and Staking
 - c. Right-of-Way Revisions During Acquisition
 - d. Preliminary Cost Estimates with Annual Updates Until Right-Of-Way Authorization
 - e. Property Owners Meetings
 - f. Utility Coordination Consultant shall manage all coordination with the applicable utilities including first contact through the final design and construction.
- G. Final Design
 - a. Erosion Control Plans
 - b. Quality Assurance/Quality Control Reviews
 - c. Final Plans, Specifications, and Estimates
 - d. Amendments and Revisions
 - e. Final Design Data Book
 - f. Complete Final Plans:
 - i. Final Signing and Marking Plans
 - ii. Final Staging and Erosion Plans
 - g. Utility Plans
 - h. Update Environmental Special Studies Reports, as required:

- i. History
 - j. Ecology
 - k. Archaeology
 - l. Air
 - m. Noise
 - n. Freshwater Aquatic and other protected species surveys, as needed
- H. Special provisions
- I. Prepare, reproduce, and distribute Field Plan Review (FPR) Packages, address/respond to comments, and make changes.
- J. Certification for Right-of-Way
- K. Construction
- a. Use on Construction Revisions
 - b. Site Condition Revisions
- L. Quality Assurance/Quality Control Reviews for all deliverables.
- M. Attendance in and meeting minutes of monthly meetings to discuss progress and/or issues, as needed (additional meetings may be required to resolve major project issues).
Attendance to preconstruction meeting with construction contractor.
- N. Prepare, reproduce, and distribute preliminary and final plans and all supporting disciplines (signing and marking, erosion control, R/W, utilities) as well as all special provisions, all design files, and supporting documentation.
- O. Prepare all special provisions, design files, supporting documentation, analyses, and studies.

INFORMATION TO BE SUPPLIED BY THE VILLAGE OF ELM GROVE

The Village shall provide existing pathway prioritization information for the proposal area.

DURATION OF SERVICES

The duration of services are anticipated to last through the completion of engineering, design and construction of the identified 2025 Village pathways. There is potential for additional engagement upon successful completion and execution of pathway construction in 2025.

EVALUATION CRITERIA

Staff will evaluate the proposals and select those which are qualified to the Public Works Committee for consideration. The Public Works Committee will then make a final recommendation for approval of engagement to the Village Board of Trustees. If there is no clear choice, a short list of consultants will be invited for an interview. The proposals and oral interview results shall be the basis of selection. The selection criteria are as follows:

- Consulting firms that are the most qualified and experienced in the area of work.
- Adherence to the proposal requirements described in the next section.
- The experience of the project manager and work team.

- The ability to perform work in a timely manner.
- The quality of the proposal.
- The quality of the interviews, if necessary.

PROPOSAL REQUIREMENTS

Each proposal shall follow the format described herein:

1. Transmittal letter that will include the name, title, address, and phone number of the primary consultant contact for the proposal.
2. Statement of Qualifications.
 - a. Qualification summary of the company.
 - b. Qualification summary of and list of the staff intended for the project.
 - c. Description of similar projects.
3. References. Descriptions of up to three similar assignments completed by the project manager. Include the name of the client, contact person, and telephone number.
4. Project approach.
 - a. Provide a scope of work.
 - b. Provide a list of tasks.
 - c. Provide a project schedule.
5. A discussion of proposed additions or modifications to the work scope included in this request.
6. Fee Proposal - Proposed consultant fees for this project must be submitted in a spreadsheet format in a sealed envelope marked "Fee-Structure – Do Not Open." The fee structure shall reflect the total estimated fee for this project as described by the consultant in Section 4 above. Proposed resources for each task must be identified, including hours and wage rates for consultants and sub consultants. Elements that will be evaluated include:
 - a. Availability of resources from the consultant and sub consultant(s) for the project.
 - b. Estimated hours and fees to complete individual work elements.
 - c. Estimated total fee for the project based on hourly rates, including a not-to exceed cap.
 - d. List of reimbursable expenses and detailed costs of such.

GENERAL NOTES

In all cases where an electronic spreadsheet, document or database has been created to develop the study, the bidder shall provide a copy of such spreadsheet in native electronic form. The Village presently uses Microsoft Excel and Word and requires spreadsheets and documents created or able to be translated into those formats. The final report will be furnished on paper, and in an Adobe .pdf format.

After final report preparation and presentation, all work papers used in the development of the study shall become the property of the Village of Elm Grove and shall be delivered to the Village

Manager of the Village. If electronic versions of the information exist, it shall be provided to the Village in electronic form.

Award will be made by the Elm Grove Board of Trustees. The Elm Grove Board of Trustees reserves the right to accept or reject any or all proposals, to waive any irregularities, informalities or defects in the proposals, to accept any proposal in whole or in part which it shall deem to be in the best interest of the Village of Elm Grove.

Three (3) hard copies of the proposal along with one copy of the cost proposal must be received by 12:00 P.M. on **Friday, September 20th, 2024**. Submittals may be delivered or mailed to:

**Village of Elm Grove
13600 Juneau Boulevard
Elm Grove, WI 53122
ATTN: Thomas Harrigan, Village Manager**

A complete PDF copy shall also be emailed to tharrigan@elmgrovewi.org by the deadline with the Subject Line “Village of Elm Grove – Engineering and Design Services for Future Village Pathways”.

SCHEDULE

The estimated schedule for the RFP process is as follows:

August 20, 2024	RFP Issued
September 20, 2024	RFP Responses Due
September 20 – September 27, 2024	Village Evaluation/Interviews (If needed)
TBD	Board of Trustees Consideration of Selection

ASSIGNMENT

The Professional Consultant shall not assign the contract or subcontract any portion of the work without written consent of the Village of Elm Grove, nor shall the firm assign any monies due or to become due to them hereunder, without previous consent of the Village.

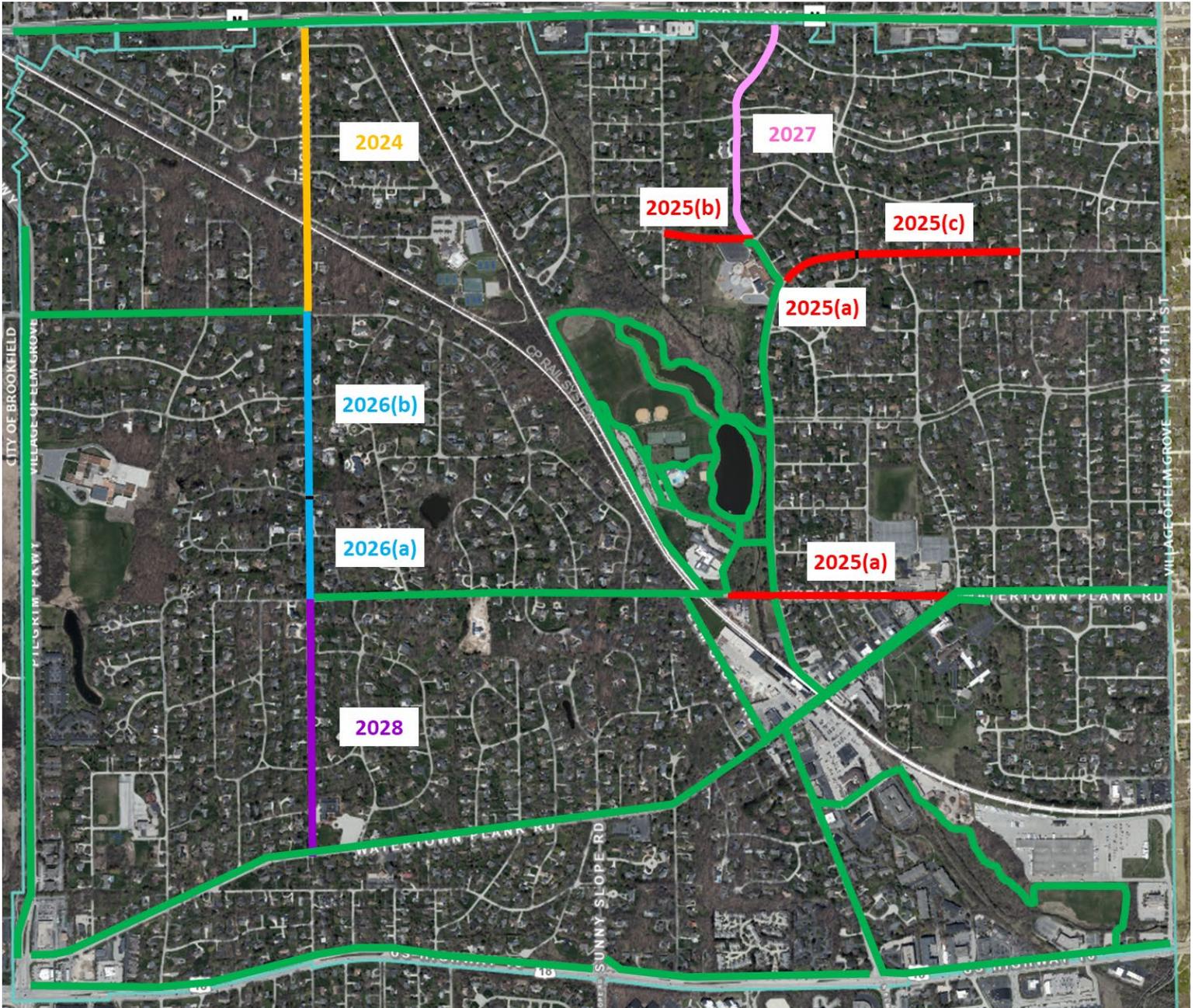
CANCELLATION OF RFP

This RFP may be cancelled or any or all bids or proposals may be rejected in whole or in part. Proposals that do not comply with all criteria set forth in this RFP are subject to disqualification. Late responses will not be considered.

PAYMENT

The Village will develop a payment schedule based upon important milestones being accomplished. This payment schedule will be negotiated with the selected consultant.

Attachment 1



**Village of Elm Grove
Underwood Creek Daylighting**

<u>Total Project Cost Estimate</u>		<u>2023</u>	<u>2024</u>	<u>Aug-24</u>
<u>Project component</u>	<u>Cost Estimate (2019)</u>			
Purchase One Hour Martinizing Property	350,000	626,968	626,968	626,968
Purchase Railroad Property 2.3 AC	700,000	700,000	1,550,000	395,000
Construction Cost*	<u>3,200,000</u>	<u>4,245,600</u>	<u>4,245,600</u>	<u>6,377,000</u>
	4,250,000	5,572,568	6,422,568	7,398,968
Appraisals (Preliminary)		14,550	14,550	45,700
Easements			250,000	250,000
Title Reports (6 Properties) - Insurance Included Est. (\$10,000)				16,000
Stantec- 2019 engineering services				175,000
Stantec Tasks 1-4 December 15, 2023				85,000
Stantec- Subsurface investigations and design modifications, June 14, 2024			394,000	381,305
Stantec - Task Order 2024-3b Alternative 1, RR Bridge Demo, Ped Bridge and Sidewalk				73,104
BID Phase Services				15,000
Construction Inspection				28,979
ALTA Survey				16,244
Legal Fees - Von Briessen, Axley Law - CPKC Rail purchase				45,000
Proposed Traffic Impact Analysis - \$44,500				7,000
<u>Grant Funding</u>		-		
2015 Fund For Lake Michigan				(75,000)
2016 MMSD Green Infrastructure				(85,000)
Elm Grove Associates (Sendik's)				(15,000)
Friends of Lake Michigan	(200,000)	(200,000)	(200,000)	(200,000)
Sustain our Great Lakes	(300,000)	(300,000)	(300,000)	(300,000)
net cost	<u>3,750,000</u>	<u>5,087,118</u>	<u>6,581,118</u>	<u>7,862,300</u>
<u>Additional Project Enhancements- not included in construction</u>				
Design of public space amenities				-
Repaving of private parking lots	500,000			In Cost*
Contingency (10% Construction Cost)	<u>250,000</u>			637,700.00
	<u>4,500,000</u>			<u>8,500,000</u>
<u>Current TIF</u>				
complete payback of Heritage PayGo		2025		
Final payment on GO debt		2025		
complete payback of funds advanced		2034		
current expenditure period ends		2026		
current TIF closure with amendment		2034		
<u>Stormwater Utility Fee</u>				
Final payment on GO debt		2025		
TIF amendment filed using \$184000		beginning in 2026		
<u>Debt Fund</u>				
\$850,000 Available when advance paid back		2034		

Shall the Village of Elm Grove complete the Stormwater Management Plan developed in response to severe flooding by daylighting and realigning Underwood Creek south of Watertown Plank Road through the downtown area?

The existing creek 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 Village will acquire land and easements and construct a naturalized streambed for the purpose of Village stormwater management. This ~~action~~project will protect public safety, create public space, connect pedestrian pathways and enhance the economic viability of the downtown. The project will be paid for with funding from Tax Incremental Financing District #2, existing storm water fees, grants and the Levy. The total project cost SHALL ~~NOT~~ exceed \$8,500,000.

_____ YES

_____ NO

DISCLAIMER – THE FOLLOWING ARE DRAFT MINUTES FROM THE ADMINISTRATIVE AND PERSONNEL COMMITTEE AND ARE SUBJECT TO CHANGE UPON APPROVAL FROM THE ADMINISTRATIVE AND PERSONNEL COMMITTEE

**ADMINISTRATIVE AND PERSONNEL COMMITTEE
MEETING MINUTES
Thursday, August 1, 2024**

Meeting was called to order at 8:30 A.M. by Trustee Stuckert.

1. Call Meeting to Order.

Present: Chairperson Stuckert, Trustee Sayas, Trustee Castile, and Trustee Hillmann

Also Present: Village Manager Tom Harrigan, Finance Director Brian Lahey, Assistant Village Manager Katherine Gehl, Police Chief Jason Hennen

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

TRUSTEE SAYAS MOTIONED TO APPROVE THE MEETING MINUTES DATED MAY 2, 2024 AS PRESENTED. TRUSTEE HILLMANN SECONDED. MOTION CARRIED 4-0.

3. Review and possible action on Dispatch Wage Evaluation and Adjustment

Village Manager Harrigan introduced the item and explained that the additional funds would need to come from the Contingency Fund in 2024.

Police Chief Hennen requested an increase of \$2 per hour to the emergency services dispatcher wage scales. To bring the dispatch workgroup into the middle of other comparable centers. He explained that wages impact recruitment and retention and that he is trying to close the gap between centers. Chief Hennen also explained that other police departments are having similar discussions.

Chairperson Stuckert asked about the comparability of the other municipalities listed. As well as why Fox Point was not included. Chief Hennen responded that Mukwonago and Muskego are the closest comparisons and that we would need to increase \$3 per hour to match their current rates. Village Manager Harrigan explained that Fox Point does not have dispatch and that is why they are not listed.

Village Manager Harrigan requested that the rate increases go into effect for the first payroll in September (09/06/24).

TRUSTEE SAYAS MOTIONED TO RECOMMEND TO THE BOARD OF TRUSTEES THE APPROVAL OF THE DISPATCH WAGE EVALUATION AND ADJUSTMENT AS OUTLINED IN PAPERWORK PRESENTED IN THE AUGUST 1ST, 2024 ADMINISTRATIVE AND PERSONNEL COMMITTEE MEETING MATERIALS, EFFECTIVE THE FIRST PAYROLL IN SEPTEMBER 2024. TRUSTEE HILLMANN SECONDED. MOTION CARRIED 4-0.

4. Review and possible action on the creation of a Deputy Clerk/Financial Specialist Position.

Village Manager Harrigan introduced the item and explained that this position has been a long time coming. He went over the position's job description and highlighted a few tasks that will help Village Clerk Katie Panella as well as Finance Director Brian Lahey. He also explained that this position will be completely funded by eliminating the vacant administrative assistant position as well as the vacant full time Public Works maintenance assistant position.

Chairperson Stuckert wanted clarification if this position's benefits are included in the salary total. Village Manager Harrigan explained that it is by the removal of the full-time Public Works maintenance assistant position which had benefits.

Trustee Sayas inquired if this position will have any effect on Deputy Clerk Panella's salary. Which Village Manager Harrigan responded with no.

Trustee Hillmann thought this position is a good idea as it will be an additional back up person. He expressed concerns about this position being poached by other municipalities after being trained.

Trustee Castile inquired if this position will have any increase on expenses. Village Manager Harrigan explained that it will actually be a reduction of about \$2,000.

The committee also discussed the elimination of the administrative assistant position which has been vacant since early fall 2023 as well as the Public Works maintenance assistant position which was specially created two years ago for a certain individual. This individual is no longer employed with the village.

Finance Director Lahey explained that he sees a need for this position and that there will be plenty of work for this position to do.

TRUSTEE HILLMANN MOTIONED TO RECOMMEND TO THE BOARD OF TRUSTEES THE CREATION OF THE DEPUTY CLERK/FINANCIAL SPECIALIST POSITION WITH THE DUITES PRESENTED IN THE IN THE AUGUST 1ST, 2024 ADMINISTRATIVE AND PERSONNEL COMMITTEE MEETING MATERIALS WITH THE ELIMINATION OF THE PART TIME ADMINISTRATIVE ASSISTANT AND FULL TIME PUBLIC WORKS MAINTENANCE ASSISTANT POSITIONS. TRUSTEE CASTILE SECONDED. MOTION CARRIED 4-0.

5. Review and possible action on the format of Village Employee Annual Reviews.

Chairperson Stuckert introduced the item and explained that the current evaluation system uses a subjective approach and presented a new evaluation form which uses a goal-oriented approach which can be used more effectively for performance.

Village Manager Harrigan recommended that if the annual review process is updated that it should only be updated for Department heads. He explained that it is difficult with the current system for department Heads to receive all the completed forms back and that this new form will make it even more difficult.

The committee agreed that they prefer the new format and that it aligns with what they see in their professions. The committee also agreed that this type of evaluation will need a mid-year reassessment. To hold the employee and manager accountable. Trustee Castile explained that the Library currently uses this type of review process.

Village Manager Harrigan explained that he will have two reviews coming up. One for this two year evaluation and the other in February 2025. The committee came to an agreement that Harrigan should be reviewed using the current method with the expectation of using a different method for his February review.

The committee agreed that there are aspects of the previous evaluation form that they would like to see integrated with the new form. Chairperson Stuckert advised the committee to send Village Manager Harrigan any changes and updates they would like to see on the new form. Chairperson Stuckert advised Village Manager Harrigan to come up with a hybrid evaluation form. With a plan to reconvene on once the new form is created.

6. Review and possible action on the creation of a Temporary Public Accountant Position.

Village Manager Harrigan introduced the item and explained that this position was created for the previous finance director Monica Hughes to assist the new finance director. He explained that due to the Wisconsin Retirement System requirements that Monica would not be able to start until 75 days after her retirement date (end of August). He also explained that this is a temporary position that will be paid from the Contingency Fund.

Trustee Hillmann advised that he would like a ceiling on the number of hours this position can be utilized a week as well as an end date.

Chairperson Stuckert agreed with Trustee Hillman that there needs to be a limit to the position's hours as well as an end date. She also expressed the benefit of this position in increasing efficiency.

Trustee Hillmann inquired on where the \$70 per hour rate came from. Village Manager Harrigan explained that this is the rate that was used when a similar position was created for the previous Village Manager and deemed it was comparable with Hughes' experience and CPA designation.

Trustee Castile inquired on why the plan is to create a position instead of contracting it. Village Manager Harrigan advised that this way will be easier to implement. The committee came to a consensus to continue as planned with hiring versus contracting.

The committee agreed after insight from Village Manager Harrigan that this position should be capped at 6 hours a week and should have an end date of 12/31/24.

TRUSTEE HILLMANN MOTIONED TO RECOMMEND TO THE BOARD OF TRUSTEES THE CREATION OF A TEMPORARY PUBLIC ACCOUNTANT POSITION WITH AN HOURLY RATE OF \$70 WITH THE POSITION NOT BEGIN EARLIER THAN 09/01/2024 AND NOT TO EXTEND PAST 12/31/24 AND CAPPED AT 6 HOURS PER WEEK. TRUSTEE CASTILE SECONDED. MOTION CARRIED 4-0

7. Other Business.

None.

8. Adjourn.

TRUSTEE HILLMANN MOTIONED TO ADJOURN. TRUSTEE CASTILE SECONDED. MOTION CARRIED 4-0.

Meeting adjourned at 9:21 A.M.

Respectfully Submitted,

Brian Lahey
Finance Director

DRAFT

ELM GROVE POLICE DEPARTMENT

DATE: June 30, 2024
TO: Tom Harrigan, Village Manager
FROM: Jason Hennen, Chief of Police
SUBJECT: Dispatch Wage Evaluation

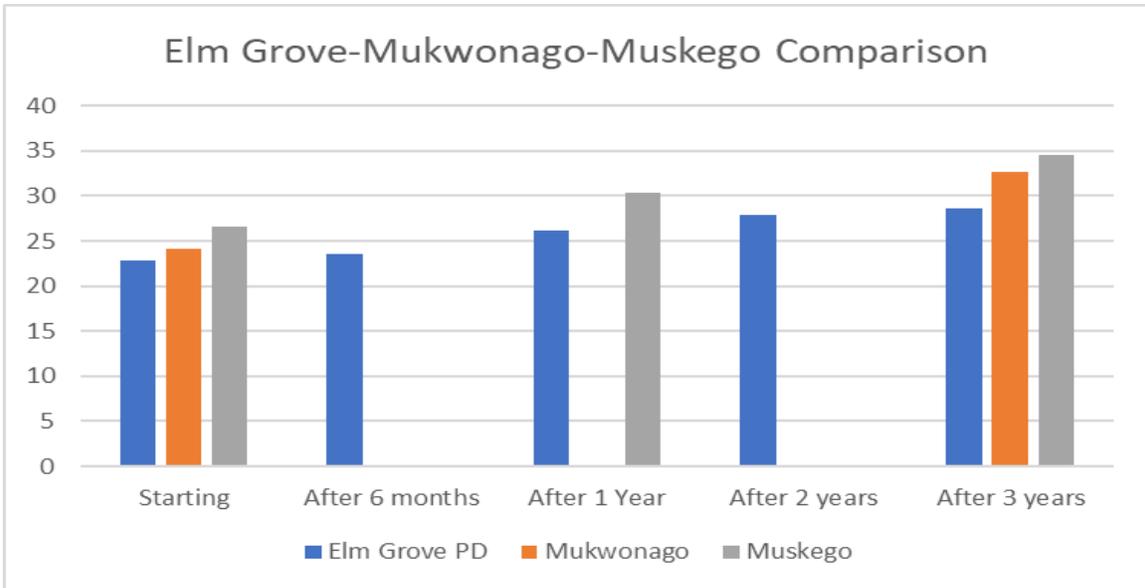
Mr. Harrigan:

I am writing to request consideration to increase the wages for the Emergency Services Dispatchers. Dispatch wages are not unlike other positions in the village which have lagged behind in comparison to similar positions in other communities. While not one dispatch center is identical to another, the occupation is one that there is little variability in terms of unique skills and critical job tasks which generally result in more similar wages.

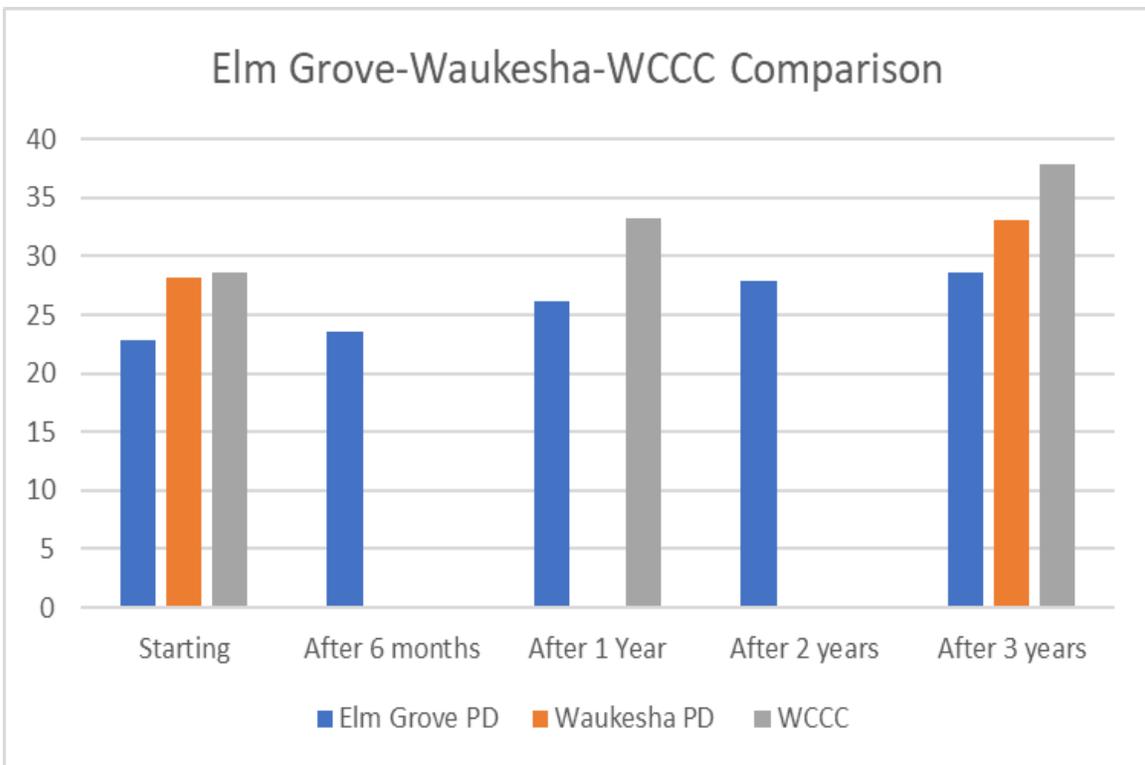
Wages impact recruitment, retention, and overall job satisfaction and I am seeking to close the wage gap between centers. I obtained wages from other comparable agencies in southeastern Wisconsin and the data demonstrates that the staff in the Elm Grove center are one of the lowest paid, second only to Cudahy.

The wages are effective 1/1/24, with the exception of Greenfield which is a 2023 wage. Furthermore, Mukwonago, Franklin, and WCCC are currently evaluating their wages for a potential increase to be more competitive. In terms of pay grades or time periods, Elm Grove has a starting wage with increases after 6 months, 1 year, 2 years, and 3 years. Other centers have similar annual scales, with as many as 6 years to reach top pay. Some other centers have a broad merit-based scale, with as many as ten pay grades, with no specificity to tenure. While the wages may be determined differently in the middle of an employee's pay grade, those compared all have a starting pay and a top pay which can be compared against each other with some reliability.

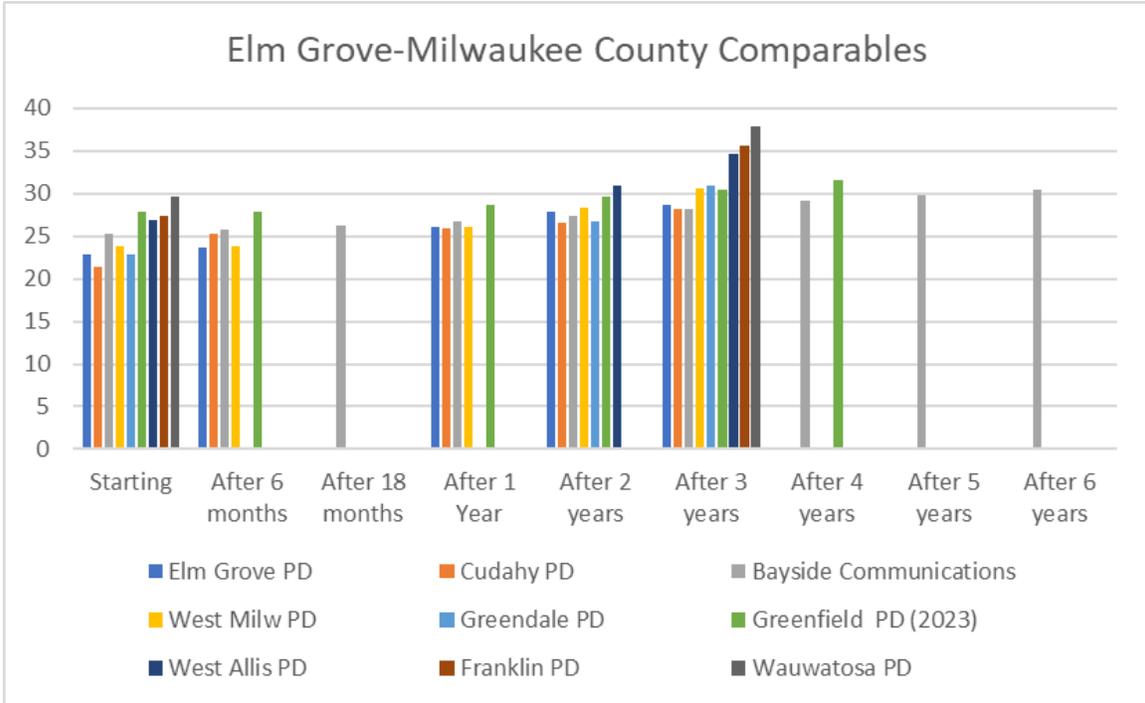
Of the 13 dispatch centers surveyed, I feel that Mukwonago and Muskego are most comparable to Elm Grove. Both operate similar to Elm Grove, in that we use similar software, we share 911 services, and all centers are located within Waukesha County. Mukwonago's 2023 wages start at \$24.21 and \$32.68 with no specificity as to years of service; and Muskego's 2024 wages start at \$26.63, with midrange of \$30.36, and a maximum of \$34.61. In comparison, Elm Grove wages start at \$22.88, after six months \$23.63, after 1 year \$26.12, after 2 years \$27.88, and top pay after 3 years of \$28.62.



The only other remaining comparable centers in Waukesha County are the Waukesha County Communication Center and the City of Waukesha. WCCC wages start at \$25.58, with mid-range of \$33.19, and top pay of \$37.80, while the City of Waukesha starts at \$28.19, and a top pay of \$33.13.



The remaining comparable centers are located within Milwaukee County. Those centers range from Cudahy being the lowest paid center with a top pay of \$28.20 to Wauwatosa being the highest paid at \$37.89.



The approximate annual impact for an increase of \$1.00/hour in wages of a fully staffed dispatch center (6 staff members) is as follows: based on comparable centers, in order to bring the dispatch workgroup into the middle, hourly wages would need to increase approximately \$2/hour. The below table represents the cost impact to the Village for every dollar increase to wages, and includes the cost impact for the remainder of 2024 and also calendar year 2025.

Financial Impact Per Dollar Increase									
	staff	Hourly Wage	Annual Hours	Annual salary	Impact per dollar	2024 Impact (7/1)	Incl. Pension and Social Security (7/1)	2025 impact	Incl. Pension and Social Security
Starting		\$22.88	1950	\$44,616.00	\$1,950	\$0	\$0.00	\$0	\$0.00
After 6 months	1	\$23.63	1950	\$46,078.50	\$1,950	\$975	\$1,116.86	\$1,950	\$2,233.73
After 1 year		\$26.12	1950	\$50,934.00	\$1,950	\$0	\$0.00	\$0	\$0.00
After 2 years		\$27.88	1950	\$54,366.00	\$1,950	\$0	\$0.00	\$0	\$0.00
After 3 years	5	\$28.62	1950	\$55,809.00	\$1,950	\$4,875	\$5,584.31	\$9,750	\$11,168.63
						\$5,850	\$6,701.18	\$11,700	\$13,402.35

WRS Pension 6.9%
 Social Security 7.65%
 Does not account for cost impact related to holiday pay out or overtime

Jason Hennen

Jason Hennen
 Chief of Police

WAUKESHA COUNTY	Starting Hourly Wage								
Elm Grove PD	\$22.88	\$23.63	\$26.12	\$27.88	\$28.62				
Mukwonago	\$24.21				\$32.68				
Muskego	\$26.63		\$30.36		\$34.61				
Waukesha PD	\$28.19				\$33.13				
WCCC	\$28.58		\$33.19		\$37.80				
MILWAUKEE COUNTY									
Cudahy PD	\$21.40	\$25.25	\$25.99	\$26.64	\$28.20				
Greendale	\$22.77			\$26.69	\$30.88				
Bayside	\$25.30	\$25.70	\$26.18	\$26.69	\$27.43	\$28.21	\$29.17	\$29.83	\$30.49
Franklin 2002 hours	\$27.42				\$35.64				
West Milw PD	\$23.84		\$26.09	\$28.34	\$30.56				
Greenfield (2023 wage)	\$27.87		\$28.72	\$29.63	\$30.49	\$31.51			
West Allis	\$26.83			\$30.96	\$34.61				
Wauwatosa PD	\$29.66				37.89				

Note:

Mukwonago has a range and is not base on years of service

Muskego has a merit bases pay structure with a minimum, mid-range, and maximum

WCCC has a range and is based on a pay for performance model and is undergoing a pay and benefit study

Cudahy the same structure as Elm Grove

Greendale has a minimum, mid-range, and maximum pay grade structure

Bayside Start, after 6 months, 1 year, 18 months, 2, 3, 4, 5, and 6 years

Franklin is a range with top pay of \$35,64 but current staff has not exceeded \$32.76

West Milwaukee has Starting, after 1, 2,, and 3 years

Greenfield- 2023 wages, \$ 0.25 shift differential for 2nd and 3rd shift

West Allis is merit based with minimum, mid-range, and top pay, with extra pay incentives

Wauwatosa 16 steps to top pay

Financial Impact Per Dollar Increase									
	staff	Hourly Wage	Annual Hours	Annual salary	Impact per dollar	2024 Impact (7/1)	Incl. Pension and Social Security (7/1)	2025 impact	Incl. Pension and Social Security
Starting		\$22.88	1950	\$44,616.00	\$1,950	\$0	\$0.00	\$0	\$0.00
After 6 months	1	\$23.63	1950	\$46,078.50	\$1,950	\$975	\$1,116.86	\$1,950	\$2,233.73
After 1 year		\$26.12	1950	\$50,934.00	\$1,950	\$0	\$0.00	\$0	\$0.00
After 2 years		\$27.88	1950	\$54,366.00	\$1,950	\$0	\$0.00	\$0	\$0.00
After 3 years	5	\$28.62	1950	\$55,809.00	\$1,950	\$4,875	\$5,584.31	\$9,750	\$11,168.63
						\$5,850	\$6,701.18	\$11,700	\$13,402.35

WRS Pension 6.9%

Social Security 7.65%

Does not account for cost impact related to holiday pay out or overtime

VILLAGE OF ELM GROVE, WISCONSIN

Position Description

Title: Deputy Clerk/Finance Specialist

Department: General Government Administration

Reports To: Village Clerk/Deputy Treasurer & Finance Director

Status: 40 Hours/Week Monday-Friday,

Occasional Nights

Creation Date: 07/25/2024

The Village of Elm Grove is seeking a Deputy Clerk/Finance Specialist to join the Village's General Government team. Elm Grove is a fully developed, primarily residential community with a population of 6,766.

PRIMARY FUNCTIONS. The purpose of the Deputy Clerk/Finance Specialist is to provide primary clerical and office support for all General Government departments including Clerk, Treasury, Public Works, Recreation, and Zoning/Planning. This position is responsible for assisting in accounts payable, election duties, customer service, and general office tasks. Direct customer interaction can be anticipated. This is a salaried position and reports directly to the Village Clerk/Deputy Treasurer and Finance Director.

I. ESSENTIAL DUTIES AND RESPONSIBILITIES. The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

A. ESSENTIAL JOB FUNCTIONS

- a. Assist in managing Village elections; assist with duties in WisVote; assist with coordination and preparation of absentee ballot mailings and in-office absentee voting; assist with pre-test and public test of election equipment; assist with maintenance of street directory and address ranges in voting system; coordinate and schedule election workers; coordinate and assist with voting at residential care facilities; assist with entering voter registrations and processing absentee ballot request; assist with post-election duties.
- b. Assist with entering and receipting invoices into account payable; assist with creation and collection of residential billing; assist with receipting of Utility Billing; assist with creation of purchase orders and maintains electronic file; follow-up on past due residential invoices and Utility Billing invoices; assist with entering monthly credit card receipts into accounts payable.
- c. Assist with preparation and execution of Board of Review including intake of filed residential or commercial objections.
- d. Assist with the preparation of committee meeting minutes.
- e. Provide licensing support for Liquor Licensing, Bartender/Operator licensing, and Tobacco/Cigarette/Vapor Product licensing.
- f. Act as a backup for balancing Point of Sale cash drawer.
- g. General administrative assistance to General Government employees, Clerk, Public Works Director, Recreation Manager, Zoning & Planning Administrator, Village Manager, Finance Director and Superintendent/Forester, including but not limited to correspondence, forms, copying, filing, and preparing spreadsheets in Excel.
- h. Schedule appointments, brush pickup, mulch delivery, meeting room reservations, etc.
- i. Provide assistance to the Recreation Manager for registration of various recreation programs.
- j. Greet customers at front office counter, answer questions, provide information, answer phones and direct customers to proper department or area.
- k. Perform general office duties as assigned.

II. LICENSURE/CERTIFICATION AND EXPERIENCE. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and abilities required.

- A. Working knowledge of telephone operation, word processing, spreadsheets, and databases, preferably Microsoft Office Suite.
- B. Experience and knowledge of Point-of-Sale software and cash handling procedures.
- C. Knowledge of election procedures, or willingness to learn.
- D. Ability to communicate effectively with elected officials, staff, and the general public in written and verbal form.
- E. Ability to perform and interpret standard mathematical calculations, classify, compute, tabulate and categorize data.
- F. Ability to define and resolve problems, to think quickly, maintain self-control, and adapt to stressful situations.
- G. Ability to establish priorities and work on multiple tasks with frequent interruptions.
- H. Ability to distinguish appropriate materials for confidentiality and maintain same as confidential.
- I. Must be self-motivated with the ability to work with minimal supervision.

III. WORK ENVIRONMENT. The work environment characteristics are reflective of the responsibilities as described in the general responsibilities. Work is performed in an office environment. Contact with staff, other Village employees, public and governmental agencies is required. Physical requirements include physical activities such as stooping, kneeling, reaching, standing, walking, lifting, talking, hearing/listening, seeing/observing and repetitive motions. Specific vision abilities required by this job include close, distance and peripheral vision, depth perception and the ability to adjust focus.

IV. REQUIREMENTS OF WORK. At least 3 years of experience in a municipal environment or related field, including experience with local government elections and accounts payable; or any equivalent related combination of training and experience.

V. NECESSARY SPECIAL REQUIREMENTS. Wisconsin Municipal Clerks Association Certification desirable, valid Wisconsin's Driver's License, ability to obtain WisVote certification.

VI. COMPENSATION. \$52,000 - \$58,000/DOQ.

Please send resume to: Village of Elm Grove, Attn: Katie Panella, 13600 Juneau Blvd., Elm Grove, WI 53122 or email to kpanella@elmgrovewi.org. This position will remain open until filled. Questions should be addressed to the Village Clerk Katie Panella at (262) 782-6700.

The Village of Elm Grove is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.



VILLAGE OF ELM GROVE EMPLOYEE PERFORMANCE EVALUATION FORM

The Employee Performance Evaluation process is intended to measure how an individual employee's performance contributes to the success in achieving our overall mission.

The performance evaluation includes General Performance Objectives and SMART Goals to be established by the employee and approved by the supervisor. The process provides for a self-evaluation or rating, and a supervisory rating. Self-evaluations are to be completed and returned to your supervisor.

Here are some additional instructions for supervisors completing the form:

1. Please take this opportunity to complete the form based upon information generated from throughout the entire evaluation period.
2. Try to refrain from basing judgments on recent or isolated events only. Disregard your general impression of the employee and concentrate on rating one factor at a time.
3. Provide appropriate comments to explain your ratings in each category.
4. Conduct your performance evaluation ratings and communication meetings with each employee in a manner that gives that employee your uninterrupted attention.

Employee Name:

Evaluation Period:

From _____

Position Title:

Date of Rating:

Department:

Probationary Evaluation

Annual Evaluation

Is this a self-evaluation or a supervisory evaluation?

Self-Evaluation

Supervisory Evaluation

VILLAGE OF ELM GROVE EMPLOYEE PERFORMANCE EVALUATION FORM

3. **INITIATIVE/PROCESS IMPROVEMENT :** NI M E

Rate the degree to which the employee works independently without having to be told or seeking constant reassurance; generates new ideas; starts action; uses originality to meet routine and unusual situations.

Comments: _____

4. **RESPONSIBILITY:** NI M E

Rate the degree to which the employee accepts responsibility and requirements of his/her job and complies with all Village and/or Department regulations, policies and procedures, and the Village's Code of Ethics as stated in the Employee Handbook.

Comments: _____

5. **CARE OF EQUIPMENT/SAFETY PRACTICES (If Applicable):** NI M E

Rate the employee on the use and treatment of all Village equipment, supplies, facilities, vehicles, telephone, internet, and cleanup effort including the degree to which the employee uses good safety practices.

Comments: _____

6. **COOPERATION:** NI M E

Rate the degree to which the employee effectively works with the public, superiors, peers and subordinates to establish and maintain positive working relationships, and to support and work towards the goals and plans established by and with superiors.

Comments: _____

VILLAGE OF ELM GROVE EMPLOYEE PERFORMANCE EVALUATION FORM

7. **COMMUNICATION:** NI M E

Rate the degree to which the employee expresses himself/herself clearly in written and oral communication; listens to and understands instructions and messages conveyed, exercises patience, restraint and courtesy in all circumstances; informs superiors and co-workers of events, problems and actions which affect their areas of responsibility.

Comments: _____

8. **WORK HABITS:** NI M E

Rate the degree to which the employee exercises desirable work habits; spends time productively and is on the job as required.

Comments: _____

9. **LEADERSHIP:** NI M E

Rate the degree to which the employee creates a positive work environment which is conducive to getting things done; supports decisions and/or policies, constructively works within the system to facilitate improvements; shares job knowledge and information so others can more effectively do their jobs.

Comments: _____

Questions 12 and 13 apply only to self-evaluations.

12. **SUPERVISORY ABILITY:** NI M E

Rate the degree to which your supervisor meets the needs of the employees (self-esteem, involvement, and development) and the needs of the organization (productivity, efficiency, and quality).

Comments: _____

NI M E

2025 PERFORMANCE OBJECTIVES

SMART Goals: (**S**pecific, **M**easurable, **A**ttainable, **R**ealistic, **T**imely):

1. Specific, Attainable, Realistic Goal:
Measurable / Goal of Project or Initiative:
Year End Employee Comments: Year End Board Comments:

2. Specific, Attainable, Realistic Goal:
Measurable / Goal of Project or Initiative:
Year End Employee Comments: Year End Board Comments:

3. Specific, Attainable, Realistic Goal:
Measurable / Goal of Project or Initiative:
Year End Employee Comments: Year End Board Comments:

4. Specific, Attainable, Realistic Goal:
Measurable / Goal of Project or Initiative:
Year End Employee Comments: Year End Board Comments:

5. Specific, Attainable, Realistic Goal:
Measurable / Goal of Project or Initiative:
Year End Employee Comments:

Year End Board Comments:

MID-YEAR COMMENTS / REVIEW

Mid-Year Employee Comments (7/1):

Mid-Year Manager Comments (7/1):

Year End Employee Comments:

Year End Manager Comments:

Development plan to include 1-3 items that will be worked on this year

Year End Employee Comments:

Year End Board Comments:

Summary and Approvals

The employee and Board of Trustees are to provide a narrative of their interpretation on how successfully the employee fulfilled their year in Performance. This is intended to provide an overall summation of achievement and areas for improvement. In so doing, critical behaviors, such as **Customer Service, Teamwork, Adaptability, Communications, Organizational Support, Bias for Action, and Ethics** should be considered and commented on. Trustees are encouraged to seek and document, when possible, peer feedback.

Summation of Performance and Personal Development Plan

Employee's Year End Comment:

Trustee's Year End Comments:

____ Performance consistently exceeds the expectations of the position.

____ Performance consistently meets, and occasionally exceeds the expectations of the position. Employee is a solid contributor to the success of the department and the organization.

____ Performance meets some, but not all expectations. Acceptable performance must be more consistent to be evaluated at "meets expectations".

Employee Signature

Date

(Signature does not necessarily mean agreement with rating. It does however; signify review of its contents and the opportunity to discuss the performance evaluation)

Supervisor

Date

Village Manager

Date

8/15/2024

VILLAGE OF ELM GROVE, WISCONSIN

Position Description

Title: Temporary Public Accountant Position
Department: General Government Administration
Reports To: Village Manager

Status: As needed, On-Call
Pay Grade: Part-Time, \$70/Hour
Creation Date: 07/26/2024

The Village of Elm Grove is seeking a Temporary Public Accountant Position intended to assist in the onboarding of the new Finance Director while providing technical assistance for payroll, budgeting, accounts payable, financial reporting, benefit administration, etc. The Temporary Public Accountant Position will report directly to the Village Manager.

PRIMARY FUNCTIONS. The purpose of the Temporary Public Accountant Position is to assist with financial reporting, budgeting, payroll, and benefit administration. This is an hourly position and that will report directly to the Village Manager.

I. ESSENTIAL DUTIES AND RESPONSIBILITIES. The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Assist in the preparation of annual financial report and all necessary supporting documentation in accordance with Generally Accepted Accounting Principles and Governmental Accounting Principles and Procedures.
- Assist in the coordination of work with independent auditors. Assist with the preparation of audit schedules and analyses, assist with the review and approval of the draft audit report, assist with the preparation of Management Discussion and Analysis (MD&A) for annual report.
- Assist with the preparation of monthly financial reports for review by Finance Committee and Village Board.
- Assist with the preparation and filing of additional required financial reports of the Village, ex. Annual state report, continued disclosure information for debt, annual expenditure restraint qualification report.
- Assist with the maintenance of Village's general ledger including monthly journal entries and account reconciliation.
- Assist with payroll administration including preparation of bi-weekly payroll.
- Assist with employee benefit administration.
- Assist in the preparation of Operating Budget and Capital Budget and administration.
- Attendance at all monthly finance committee meetings, budget workshops, and other Village meeting when requested.
- Assist with analyzing financial data as needed to assist with Village's financial decisions, including identifying and analyzing problems and evaluating alternative solutions.
- Assist in overseeing accounting functions related to tax increment financing, including filing of annual report and joint review board meetings.
- Assist in the coordination of Village Asset Records.

II. ADDITIONAL TASKS AND RESPONSIBILITIES. While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.

- Assist with the monthly reconciliation of cash accounts.
- Assist with the review of monthly disbursements.
- Assist with the review and approval of monthly billings for employee benefits.
- Other duties as requested.

III. REQUIREMENTS OF WORK. Bachelor’s degree in Accounting, Finance, Business Administration or a related field; a Master’s Degree or CPA is preferred. Three or more years’ experience with financial reporting and budgeting. Three or more years’ of progressively responsible experience in governmental accounting and investing.

IV. Physical and Mental Abilities Required to Perform Essential Job Functions. Ability to operate personal computer and other basic office equipment.

V. Language Ability and Interpersonal Communication. Effective oral and written communications skills and demonstrated ability to work with department heads and other village employees. Ability to foster cooperation and work as a team with peers.

VI. Mathematical Ability. Strong understanding of mathematical calculations and the ability to interpret, classify, prioritize, and analyze data.

VII. Judgment and Situational Reasoning Ability. Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria. Ability to define and resolve problems, to think quickly, maintain self-control

VIII. Environmental Adaptability. This position is performed in an office environment at the Village Hall.

Please send resume to: Village of Elm Grove, Attn: Thomas Harrigan, 13600 Juneau Blvd., Elm Grove, WI 53122 or email to tharrigan@elmgrovewi.org. This position will remain open until filled. Questions should be addressed to the Village Manager Harrigan at (262) 782-6700.

Employee’s Signature

Village Manager’s Signature

Date

Date

The Village of Elm Grove is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

VILLAGE OF ELM GROVE

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

FINANCE MEETING AGENDA

MONDAY, AUGUST 19, 2024 * 6:30 P.M. * PARKVIEW ROOM

- 1. Call meeting to order**
- 2. Review and act on meeting minutes**
 - FL062524DM
- 3. Update and Discussion on 2025-2029 Capital Budget**
- 4. Update on Underwood Creek Daylighting**
 - Cost Summary
 - Preliminary Note Breakdown
- 5. Project Updates and Financial Reports**
 - Monthly Financial Report 6.2024
 - 2024 Project Summary
- 6. Review and act on vouchers**
 - List attached
- 7. Other Business**
 - Auditor RFP
- 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

**Village of Elm Grove
Underwood Creek Daylighting**

Total Project Cost Estimate		2023	2024	Aug-24	Funds Spent to Date	Future Costs
Project component						
	Cost Estimate (2019)					
Purchase One Hour Martinizing Property	350,000	626,968	626,968	626,968	626,968	
Purchase Railroad Property 2.3 AC	700,000	700,000	1,550,000	395,000		395,000
Construction Cost*	3,200,000	4,245,600	4,245,600	6,377,000		6,377,000
	4,250,000	5,572,568	6,422,568	7,398,968		
Appraisals (Preliminary)		14,550	14,550	45,700	45,700	
Easements			250,000	250,000		250,000
Title Reports (6 Properties) - Insurance Included Est. (\$10,000)				16,000	16,000	
Stantech- 2019 engineering services				175,000	175,000	
Stantec Tasks 1-4 December 15, 2023				85,000	85,000	
Stantec- Subsurface investigations and design modifications, June 14, 2024			394,000	381,305	381,305	
Stantec - Task Order 2024-3b Alternative 1, RR Bridge Demo, Ped Bridge and Sidewalk				73,104	73,104	
ALTA Survey				16,244	16,244	
Legal Fees - Von Briessen, Axley Law - CPKC Rail purchase				45,000	45,000	
Proposed Traffic Impact Analysis - \$44,500				7,000	7,000	
Grant Funding						
2015 Fund For Lake Michigan				(75,000)	(75,000)	
2016 MMSD Green Infrastructure				(85,000)	(85,000)	
Elm Grove Associates (Sendik's)				(15,000)	(15,000)	
Friends of Lake Michigan	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)	
Sustain our Great Lakes	(300,000)	(300,000)	(300,000)	(300,000)		(300,000)
net cost	3,750,000	5,087,118	6,581,118	7,818,321		
Additional Project Enhancements- not included in construction						
Design of public space amenities				-		
Repaving of private parking lots	500,000			In Cost*		
Contingency (10% Construction Cost)	250,000			637,700.00		637,700.00
	4,500,000			8,456,021	1,096,321	7,359,700

Underwood Creek Project Preliminary Note Sizing

Sources	TID 2 Portion	Non-TID Portion	Total
Notes Issued	\$ 3,510,000	\$ 5,130,000	\$ 8,640,000
Estimated Temp. Investment Earnings	\$ 32,500	\$ 47,500	\$ 80,000
Total	\$ 3,542,500	\$ 5,177,500	\$ 8,720,000
Uses			
Project Cost	\$ 3,454,547	\$ 5,048,953	\$ 8,503,500
Underwriting Discount	\$ 43,875	\$ 64,125	\$ 108,000
Estimated Cost of Issuance	\$ 44,078	\$ 64,422	\$ 108,500
Total	\$ 3,542,500	\$ 5,177,500	\$ 8,720,000

Estimated Debt Service

Notes Dated 6-1-2025	Yield	TID 2 Portion	Non-TID Portion	Total
2026	3.800%	\$ 421,211	\$ 312,790	\$ 734,001
2027	3.650%	\$ 420,519	\$ 317,167	\$ 737,685
2028	3.500%	\$ 419,083	\$ 316,359	\$ 735,442
2029	3.400%	\$ 422,615	\$ 315,582	\$ 738,197
2030	3.350%	\$ 420,973	\$ 314,760	\$ 735,733
2031	3.350%	\$ 419,080	\$ 313,814	\$ 732,894
2032	3.350%	\$ 421,769	\$ 317,617	\$ 739,385
2033	3.350%	\$ 419,039	\$ 316,168	\$ 735,207
2034	3.370%	\$ 420,850	\$ 314,532	\$ 735,382
2035	3.400%	\$ 422,055	\$ 317,592	\$ 739,647
2036	3.450%	<i>End of TID Life</i>	\$ 315,313	\$ 315,313
2037	3.540%		\$ 317,622	\$ 317,622
2038	3.670%		\$ 314,419	\$ 314,419
2039	3.930%		\$ 315,482	\$ 315,482
2040	4.010%		\$ 315,754	\$ 315,754
2041	4.110%		\$ 315,398	\$ 315,398
2042	4.200%		\$ 314,385	\$ 314,385
2043	4.350%		\$ 317,516	\$ 317,516
2044	4.350%		\$ 314,901	\$ 314,901
2045	4.350%		\$ 316,743	\$ 316,743
Total		\$ 4,207,193	\$ 6,313,910	\$ 10,521,102

Payments

TID 2	Stormwater	Levy	Total
\$ 421,211	\$ 250,000	\$ 62,790	\$ 734,001
\$ 420,519	\$ 250,000	\$ 67,167	\$ 737,685
\$ 419,083	\$ 250,000	\$ 66,359	\$ 735,442
\$ 422,615	\$ 250,000	\$ 65,582	\$ 738,197
\$ 420,973	\$ 250,000	\$ 64,760	\$ 735,733
\$ 419,080	\$ 250,000	\$ 63,814	\$ 732,894
\$ 421,769	\$ 250,000	\$ 67,617	\$ 739,385
\$ 419,039	\$ 250,000	\$ 66,168	\$ 735,207
\$ 420,850	\$ 250,000	\$ 64,532	\$ 735,382
\$ 422,055	\$ 250,000	\$ 67,592	\$ 739,647
	\$ 250,000	\$ 65,313	\$ 315,313
	\$ 250,000	\$ 67,622	\$ 317,622
	\$ 250,000	\$ 64,419	\$ 314,419
	\$ 250,000	\$ 65,482	\$ 315,482
	\$ 250,000	\$ 65,754	\$ 315,754
	\$ 250,000	\$ 65,398	\$ 315,398
	\$ 250,000	\$ 64,385	\$ 314,385
	\$ 250,000	\$ 67,516	\$ 317,516
	\$ 250,000	\$ 64,901	\$ 314,901
	\$ 250,000	\$ 66,743	\$ 316,743
\$ 4,207,193	\$ 5,000,000	\$ 1,313,910	\$ 10,521,102

Village of Elm Grove, Wisconsin

Tax Increment District #2

Development Assumptions

Construction Year		Actual	Projected	Annual Total	Construction Year	
1	2004	1,701,000		1,701,000	2004	1
2	2005	4,075,100		4,075,100	2005	2
3	2006	6,703,900		6,703,900	2006	3
4	2007	7,626,300		7,626,300	2007	4
5	2008	5,085,300		5,085,300	2008	5
6	2009	(3,390,600)		(3,390,600)	2009	6
7	2010	(4,368,000)		(4,368,000)	2010	7
8	2011	6,072,500		6,072,500	2011	8
9	2012	(2,444,300)		(2,444,300)	2012	9
10	2013	2,986,300		2,986,300	2013	10
11	2014	2,293,100		2,293,100	2014	11
12	2015	11,475,100		11,475,100	2015	12
13	2016	(4,519,100)		(4,519,100)	2016	13
14	2017	401,900		401,900	2017	14
15	2018	1,940,500		1,940,500	2018	15
16	2019	(2,170,900)		(2,170,900)	2019	16
17	2020	3,517,400		3,517,400	2020	17
18	2021	5,618,700		5,618,700	2021	18
19	2022	11,813,500		11,813,500	2022	19
20	2023	(5,711,300)		(5,711,300)	2023	20
21	2024			0	2024	21
22	2025			0	2025	22
23	2026			0	2026	23
24	2027			0	2027	24
25	2028			0	2028	25
26	2029			0	2029	26
27	2030			0	2030	27
28	2031			0	2031	28
29	2032			0	2032	29
30	2033			0	2033	30
Totals		48,706,400	0	48,706,400		

Village of Elm Grove, Wisconsin

Tax Increment District #2

Tax Increment Projection Worksheet

Type of District
 District Creation Date
 Valuation Date
 Max Life (Years)
 Expenditure Period/Termination
 Revenue Periods/Final Year
 Extension Eligibility/Years
 Eligible Recipient District

Blighted Area	
April 27, 2004	
Jan 1,	2004
27	
22	4/27/2026
27	2032
Yes	7
Yes	

Base Value	31,015,600
Appreciation Factor	0.00%
Base Tax Rate	\$14.48
Rate Adjustment Factor	

Construction	Valuation	Inflation	Total	Revenue Year	Tax Rate ¹	Tax Increment		
Year	Value Added	Year	Increment					
1	2004	1,701,000	2005	0	1,701,000	2006	\$18.88	32,116
2	2005	4,075,100	2006	0	5,776,100	2007	\$18.47	106,706
3	2006	6,703,900	2007	0	12,480,000	2008	\$17.56	224,156
4	2007	7,626,300	2008	0	20,106,300	2009	\$18.34	368,867
5	2008	5,085,300	2009	0	25,191,600	2010	\$18.55	477,472
6	2009	(3,390,600)	2010	0	21,801,000	2011	\$20.08	437,809
7	2010	(4,368,000)	2011	0	17,433,000	2012	\$19.59	341,594
8	2011	6,072,500	2012	0	23,505,500	2013	\$20.22	475,181
9	2012	(2,444,300)	2013	0	21,061,200	2014	\$20.67	435,349
10	2013	2,986,300	2014	0	24,047,500	2015	\$18.95	455,763
11	2014	2,293,100	2015	0	26,340,600	2016	\$18.86	496,909
12	2015	11,475,100	2016	0	37,815,700	2017	\$18.46	698,151
13	2016	(4,519,100)	2017	0	33,296,600	2018	\$18.52	616,239
14	2017	401,900	2018	0	33,698,500	2019	\$18.10	610,076
15	2018	1,940,500	2019	0	35,639,000	2020	\$17.82	634,947
16	2019	(2,170,900)	2020	0	33,468,100	2021	\$17.88	598,530
17	2020	3,517,400	2021	0	36,985,500	2022	\$16.88	624,330
18	2021	5,618,700	2022	0	42,604,200	2023	\$14.48	616,982
19	2022	11,813,500	2023	0	54,417,700	2024	\$13.07	711,421
20	2023	(5,711,300)	2024	0	48,706,400	2025	\$13.07	636,756
21	2024	0	2025	0	48,706,400	2026	\$13.07	636,756
22	2025	0	2026	0	48,706,400	2027	\$13.07	636,756
23	2026	0	2027	0	48,706,400	2028	\$13.07	636,756
24	2027	0	2028	0	48,706,400	2029	\$13.07	636,756
25	2028	0	2029	0	48,706,400	2030	\$13.07	636,756
26	2029	0	2030	0	48,706,400	2031	\$13.07	636,756
27	2030	0	2031	0	48,706,400	2032	\$13.07	636,756
28	2031	0	2032	0	48,706,400	2033	\$13.07	636,756
29	2032	0	2033	0	48,706,400	2034	\$13.07	636,756
30	2033	0	2034	0	48,706,400	2035	\$13.07	636,756
Totals	48,706,400	0			Future Value of Increment	15,966,912		

Notes:

¹Tax rate shown for 2024 and prior Revenue Years is actual per DOR Form PC-202 (Tax Increment Collection Worksheet)

Village of Elm Grove, Wisconsin

Tax Increment District #2

Cash Flow Projection WITH Extension

Year	Projected Revenues							Expenditures										Balances			Year		
	Tax Increments	Interest Earnings	Intergov. Revenue	Grant Funds	Other Revenue ¹	Proceeds of LT Debt	Transfer from Storm Water Fund	Total Revenues	G.O. Storm Water Imp. Bonds Series 2003	G.O. Storm Water Imp. Bonds Series 2005	G.O. Rfdg Bonds Series 2012A	State Trust Fund Loan 2023	G.O. Notes ² Underwood Creek 2025	MSP/ Heritage Develop. Incentive	Interest on Capital Exp. Advances	Discount & Cost of Issuance	Admin. & Prof. Services	Total Expenditures	Annual	Cumulative ³		Principal Outstanding	
2006	32,116		11,085				43,200	135,891	127,410						347,003	10,881		4,217	625,402	(582,202)	(582,202)	6,285,750	2006
2007	106,706		15,228				121,934	145,820	169,880							30,582		5,673	351,954	(230,020)	(812,222)	6,215,250	2007
2008	224,156		11,003		154		235,312	143,634	169,880						18,768		3,864	336,146	(100,834)	(913,056)	6,144,750	2008	
2009	368,867		12,660				381,527	164,878	169,880						3,557			338,315	43,212	(869,844)	6,050,750	2009	
2010	477,472		12,900				490,372	161,870	169,880						1,275		150	333,175	157,197	(712,647)	5,956,750	2010	
2011	437,809		14,090				451,899	163,562	169,880						716		150	334,308	117,591	(595,056)	5,858,050	2011	
2012	341,594		13,420				355,014	167,367	24,332	152,685					701		14,220	359,304	(4,290)	(599,346)	5,862,950	2012	
2013	475,181		7,733				482,914	125,471	55,208	172,573					361		650	354,263	128,651	(470,695)	5,635,450	2013	
2014	435,349						435,349	114,426	122,160	171,673					277		650	409,187	26,162	(444,533)	5,345,000	2014	
2015	455,763		6,876		67,706		530,345			410,773					997,128	27,225	1,100	1,436,226	(905,881)	(1,350,414)	5,045,000	2015	
2016	496,909		7,544				504,453			459,773				31,000	53,407		4,650	548,829	(44,376)	(1,394,790)	4,690,000	2016	
2017	698,151		8,814		4,629		711,594			507,673				34,995	53,916		7,140	603,723	107,871	(1,286,919)	4,280,000	2017	
2018	616,239		8,943				625,182			549,473				46,169	57,106		5,228	657,975	(32,793)	(1,319,712)	3,820,000	2018	
2019	610,076		11,120				621,196			590,273				72,837	57,266		5,320	725,696	(104,500)	(1,424,212)	3,310,000	2019	
2020	634,947		20,822		5,827		661,596			610,073				97,289	42,241		5,415	755,017	(93,421)	(1,517,633)	2,770,000	2020	
2021	598,530		30,524				629,054			639,273				87,010	30,361		10,512	767,155	(138,100)	(1,655,733)	2,190,000	2021	
2022	624,330		20,822				645,152			647,673				96,982	26,510		5,550	776,715	(131,563)	(1,787,296)	1,590,000	2022	
2023	616,982		20,822			178,150	815,954			654,923				71,298	194,462	86,333	13,263	1,020,278	(204,324)	(1,991,619)	1,148,150	2023	
2024	711,421		20,822				732,243			486,593	14,298			78,434	104,591		13,250	697,165	35,078	(1,956,541)	674,285	2024	
2025	636,756	32,500	20,822	300,000			4,500,078			516,363	14,298			25,405	3,454,547	78,262	87,953	4,094,874	405,204	(1,551,337)	3,973,874	2025	
2026	636,756		20,822				657,578				14,298	421,211			62,053		6,000	503,562	154,015	(1,397,322)	3,658,180	2026	
2027	636,756		20,822				657,578				14,298	420,519			55,893		6,000	496,709	160,868	(1,236,453)	3,267,187	2027	
2028	636,756		20,822				657,578				14,298	419,083			49,458		6,000	488,838	168,739	(1,067,714)	2,860,901	2028	
2029	636,756		20,822				657,578				14,298	422,615			42,709		6,000	485,621	171,956	(895,758)	2,439,263	2029	
2030	636,756		20,822				657,578				14,298	420,973			35,830		6,000	477,100	180,477	(715,280)	2,002,277	2030	
2031	636,756		20,822				657,578				14,298	419,080			28,611		6,000	467,989	189,589	(525,692)	1,549,924	2031	
2032	636,756		20,822				657,578				14,298	421,769			21,028		6,000	463,094	194,484	(331,208)	1,082,203	2032	
2033	636,756		20,822				657,578				14,298	419,039			13,248		6,000	452,585	204,993	(126,215)	599,058	2033	
2034	636,756		20,822				657,578				14,298	420,850			5,049		6,000	446,196	211,381	85,166	100,486	2034	
2035	636,756		20,822				657,578				105,762	422,055			(3,407)		15,000	120,762	536,816	11,124		2035	
Total	15,966,911	32,500	484,269	300,000	78,316	3,688,150	0	20,550,146	1,322,920	1,178,510	6,569,788	263,036	4,207,193	641,419	4,993,140	994,805	87,953	176,002	19,928,164			Total	

Notes:

¹Includes public charges for service, water connection fees, miscellaneous revenue and interest earnings on temporary investment of bond proceeds.

²Estimated rates are reoffering yields from Village of Saukville (Aa3) January 17, 2023 competitive sale.

³Year ending fund balances for 2022 and prior years are actual per Village's audited financial statements. Projected year end fund balances for 2023 and 2024 reflect PE-300 figures (for 2023) and budgeted figures (for 2024).

Cash Flow Elements Related to UW Creek Project

Projected TID Closure

Village of Elm Grove
Monthly Financial Report
Revenue and Expense-Budget to Actual Comparison
6/30/2024 or 50%

	2023 Budget	2024 Budget	MTD Amt	YTD Amt	Budget Balance	% of Budget Available
General Fund						
Revenues:						
Property taxes	\$ 4,971,170	\$ 5,103,330	-	5,103,330	-	0%
Intergovernmental	768,970	909,120	-	242,918	666,202	73%
Licenses and permits	219,725	268,635	34,804	196,749	71,886	27%
Fines, forfeitures, and penalties	125,000	155,000	5,240	80,911	74,089	48%
Public charges for services	773,200	772,560	2,773	765,629	6,931	1%
Recreation Fees	190,870	209,650	-	123,053	86,597	41%
Commercial	233,800	469,900	6,492	316,592	153,308	33%
Transfer in	4,050	4,250	-	4,267	(17)	0%
Total Revenue	7,286,785	7,892,445	49,309	6,833,449	1,058,996	13%
Fund Balance applied	150,000	150,000	-	-	150,000	100%
Total	\$ 7,436,785	\$ 8,042,445	\$ 49,309	\$ 6,833,449	\$ 1,208,996	15%
Expenditures:						
General government	1,459,375	1,573,545	41,654	794,370	779,175	50%
Court	104,350	118,435	8,737	39,575	78,860	67%
Dispatch	535,025	580,325	1,454	240,803	339,522	59%
Police	2,680,650	2,909,700	6,444	1,186,622	1,723,078	59%
Fire	367,420	365,405	3,939	132,494	232,911	64%
Inspections	127,475	157,350	23,320	98,434	58,916	37%
Public works	834,850	882,175	15,609	468,326	413,849	47%
Solid Waste	753,180	758,940	13,969	246,655	512,285	68%
Forestry	168,500	171,555	17,543	76,047	95,508	56%
Recreation	305,960	344,345	22,767	87,801	256,544	75%
Contingency	100,000	161,100	-	-	161,100	100%
Trf to other funds	-	-	-	-	-	0%
Total Expenditures	\$ 7,436,785	\$ 8,022,875	\$ 155,436	\$ 3,371,127	\$ 4,651,748	58%

Special Revenue Funds						
Library Fund						
Revenue	492,220	504,220	904	469,797	34,423	7%
Expenditures	504,220	556,320	4,088	234,549	321,771	58%
EMS Fund						
Revenue	483,250	506,150	1,394	363,142	143,008	28%
Expenditures	498,250	596,150	1,386	207,078	389,072	65%
Sewer Fund						
Revenue	2,180,000	2,270,000	-	2,020,795	249,205	11%
Expenditures	2,080,000	2,242,365	10,202	1,592,514	649,851	29%
Stormwater Operations Fund						
Revenue	900,075	763,970	-	628,236	135,734	18%
Expenditures	781,865	727,755	15,251	129,257	598,498	82%
TIF #2 Fund						
Revenue -Tax Increment levy	666,662	5,368,507	-	723,083	4,645,424	87%

Village of Elm Grove
Monthly Financial Report
Revenue and Expense-Budget to Actual Comparison
6/30/2024 or 50%

	2023 Budget	2024 Budget	MTD Amt	YTD Amt	Budget Balance	% of Budget Available
Expenditures	756,540	5,257,183	2,463	58,529	5,198,654	99%
<u>Library Gift Fund</u>						
Library Gift Revenue	-	-	6	23,189	(23,189)	-
Library Gift Expenditures	-	-	5,903	13,942	(13,942)	-
<u>Capital Project Funds</u>						
<u>Five Year Capital Fund</u>						
Revenue-Tax Levy and Interest	761,000	649,500	-	561,350	88,150	14%
Expenditures	701,950	618,520	8,332	171,460	447,060	72%
<u>Transportation Fund</u>						
Revenue	790,000	640,000	-	579,019	60,981	10%
Expenditures	-	1,455,000	424,722	482,796	972,204	67%
<u>Debt Service Fund</u>						
Revenue - Transfers	1,246,973	1,265,382	-	303,359	962,023	76%
Expenditures	\$ 1,246,221	\$ 1,261,782	-	279,363	982,419	78%
<u>Donation Fund</u>						
Revenue - Transfers	-	-	456	30,420	(30,420)	-
Expenditures	\$ -	\$ -	2,828	20,010	(20,010)	-
<u>Covid ARPA funds</u>						
Revenue	142,195	3,000	-	6,089	(3,089)	-103%
Expenditures	\$ 373,560	\$ 228,500	384	4,407	224,093	98%
<u>TIF #3 Mandel SSND development</u>						
Revenue	-	79,000	-	79,945	(945)	-1%
Expenditures	\$ -	\$ 58,500	201	946	57,554	98%

**Village of Elm Grove
2024 Project Summary**

Fund	Budget	Prior Year Expenses	Expenditures 2024	Total Project Costs	Notes
Capital Fund Projects					
General Government					
No Items Budgeted for 2024	-	-	-	-	
2022-23 Computer Project	250,000	339,258	6,751	346,009	Project Completed
2023 Building Upgrades	30,000	2,375	15,883	18,258	Village Hall Security
Police					
Patrol Vehicles (2)	101,000	-	-	-	Delivery anticipated at the end of August - \$114,000
2023 Purchase of Red Dot Side Arms (24)	22,000	-	16,756	16,756	Materials not fully delivered yet
Fire					
Turnout Gear and Equipment	24,600	-	4,107	4,107	Additional gear and equipment purchases expected
Contracted Procedure Review (Lexipol)	8,500	-	7,217	7,217	Proposed process revisions are under review
EMS					
No Items Budgeted for 2024	-	-	-	-	
Public Works					
DPW Garage Roof Replacement	84,400	-	-	-	
Pole Building	181,000	-	-	-	Contract Signed at \$178,170; Projected Completion at YE
2 Wheel Drive Pickup (Replace 2010 1 Ton)	45,000	-	41,050	41,050	Project Completed
Zero Turn Mowers (2)	30,400	-	29,278	29,278	Project Completed
Recreation					
Basketball court	60,000	-	43,073	43,073	Project Completed
ADA Accessible Pool Chair	6,500	-	-	-	Moved to 2025 Capital Project List
Comprehensive Outdoor Recreation Plan	25,000	-	24,000	24,000	Finalized contract in progress
Library					
Computer Replacements	19,900	-	15,125	15,125	Project Completed
Children's Education Station	7,500	-	7,448	7,448	Project Completed
New Equipment					
Laptops/Tablets for Trustees (7)	5,000	-	6,831	6,831	Project Completed
Ballistic Vests (3)	2,100	-	-	-	Two new hire vests ordered
Identix Printer	1,700	-	1,648	1,648	Project Completed
Squad Radar	2,600	-	2,571	2,571	Project Completed
Truck Box - Swap Loader Truck	6,000	-	5,137	5,137	Project Completed
Village Hall Gutters	7,320	-	-	-	
Total Capital Fund Projects	920,520	341,633	226,874	568,507	

**Village of Elm Grove
2024 Project Summary**

Fund	Budget	Prior Year Expenses	Expenditures 2024	Total Project Costs	Notes
ARPA Fund					
Telephone System	51,500	-	-	-	\$100,000 Approved at July 25th Board of Trustees Meeting
Village Hall Parking Lot Lights	80,000	-	-	-	Under review / Scope modification
Crosswalk (Started in 2023)	17,000	9,900	3,830	13,730	Project Completed
Total ARPA Fund Projects	148,500	9,900	3,830	13,730	
Transportation Fund					
Ruekert & Mielke - Highland Pathway	730,000	37,340	477,444	514,784	Construction Bid Recd \$495,000, Total Estimated Cost = \$784,270
Street Paving	800,000	-	-	-	Bid Received at \$494,057 for initial scope of work. Increased project on 06/10 by \$123,514 for a total of \$617,571
Total Transportation Fund Projects	1,530,000	37,340	477,444	514,784	
Sewer Fund					
No Items Budgeted for 2024	-	-	-	-	
Total Sewer Fund Project	-	-	-	-	
Stormwater Fund					
No Items Budgeted for 2024	-	-	-	-	
Highland Road Storm Culvert	-	-	236,131	236,131	Estimated Cost \$275,000
Total Stormwater Fund Project	-	-	236,131	236,131	
TID # 2					
Creek Daylighting					
Estimated Total Project Cost (Referendum)	-			8,500,000	Please see attached Cost Summary for a detailed breakdown
Total TID # 2 Project	4,500,000	-	-	8,500,000	
TID # 3 Caroline Heights Development					
Water Extension from Caroline Heights Development to Railroad/Downtown - Discussion initiated with Wauwatosa's Utility Dept. regarding design and engineering of Water Extension					
Water Extension to Private Properties Adjacent to New Water Main					
Other Expenses					

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Payments

Current Period: JULY 2024

Payment Batch 07-2024 AP2

\$5,921.23

Refer	10376	CENTRAL OFFICE SYSTEMS	Ck# 108367	7/30/2024		
Cash Payment	E 007-5970100	5 yr Capital Gen Govt	50% DEPOSIT FOR CABLING - DOOR ACCESS			\$4,854.00
Invoice	1489	5/24/2024				
Transaction Date	7/30/2024	Town Bank	1110300	Total		\$4,854.00
Refer	10377	VRAKAS, ANDREW	Ck# 108368	7/30/2024		
Cash Payment	E 009-5990700	Recreation	TUNES ON TUESDAY - KALEIDOSCOPE			\$650.00
Invoice		7/30/2024				
Transaction Date	7/30/2024	Town Bank	1110300	Total		\$650.00
Refer	10378	HIPP, MARISSA	Ck# 108369	7/30/2024		
Cash Payment	E 001-5203420	Dispatch-school/seminar	REIMBURSEMENT FOR SCHOOL			\$417.23
Invoice		7/30/2024				
Transaction Date	7/30/2024	Town Bank	1110300	Total		\$417.23

Fund Summary

	1110300	Town Bank	
001 General Fund			\$417.23
007 5 Year Capital Fund			\$4,854.00
009 Donation Fund			\$650.00
			<u>\$5,921.23</u>

Pre-Written Checks	\$5,921.23
Checks to be Generated by the Computer	\$0.00
Total	<u>\$5,921.23</u>

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Payments

Current Period: AUGUST 2024

Payment Batch 08-2024 AP2

\$549,316.17

Refer	10398	<u>AE GRAPHICS INC</u>	Ck# 108441	8/20/2024		
Cash Payment	E 001-5193200	GG Print/Publish/Postage	BOND PRINT		\$46.20	
Invoice	685542	7/26/2024				
Cash Payment	E 001-5193200	GG Print/Publish/Postage	SCANNING - LARGE FORMAT/EMAIL FILES		\$43.00	
Invoice	686203	8/13/2024				
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$89.20	
Refer	10400	<u>BEACON ATHLETICS</u>	Ck# 108447	8/20/2024		
Cash Payment	E 001-5523600	Baseball Program	LINE CHALK		\$622.20	
Invoice	0596713-IN	7/22/2024				
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$622.20	
Refer	10401	<u>CREATIVE BRICK AND CONCRETE</u>	Ck# 108456	8/20/2024		
Cash Payment	R 009-4851700	Donation-Recreation	RUSTIC BRICK		\$233.25	
Invoice	720782	7/22/2024				
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$233.25	
Refer	10402	<u>DIVERSIFIED BENEFIT SERVICES I</u>	Ck# 108462	8/20/2024		
Cash Payment	G 001-2110370	Accr HRA	AUGUST 105-HRA		\$178.60	
Invoice	416654	8/1/2024				
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$178.60	
Refer	10403	<u>FORWARD TS</u>	Ck# 108465	8/20/2024		
Cash Payment	E 001-5143326	Village wide copy equip	Fire Dept Printer		\$7.78	
Invoice	AR232270	7/29/2024				
Cash Payment	E 001-5143326	Village wide copy equip	PD Printer		\$176.14	
Invoice	AR232267	7/29/2024				
Cash Payment	E 001-5143326	Village wide copy equip	GG Printer		\$240.18	
Invoice	AR232271	7/29/2024				
Cash Payment	E 001-5143326	Village wide copy equip	DISPATCH Printer		\$1.73	
Invoice	AR232269	7/26/2024				
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$425.83	
Refer	10404	<u>GEAR WASH</u>	Ck# 108466	8/20/2024		
Cash Payment	E 007-5970300	5 yr Capital Fire	TURNOUT GEAR FD		\$64.00	
Invoice	5-1686	7/21/2024				
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$64.00	
Refer	10405	<u>HOPKINS SPORTS CAMPS, LLC</u>	Ck# 108468	8/20/2024		
Cash Payment	E 001-5523160	Instructor Fees-	MINI-HAWK CAMP 2667		\$1,251.00	
Invoice	57947	7/10/2024				
Cash Payment	E 001-5523160	Instructor Fees-	SOCCER CAMPS/GOLF CAMPS		\$2,268.75	
Invoice	58643	7/31/2024				
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$3,519.75	
Refer	10406	<u>JANI-KING OF MILWAUKEE</u>	Ck# 108469	8/20/2024		
Cash Payment	E 001-5143350	Bldg Cleaning- Contract	MONTHLY CONTRACT - AUGUST		\$2,112.00	
Invoice	MIL08240041	8/1/2024				
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$2,112.00	
Refer	10407	<u>JOHNSON NURSERY</u>	Ck# 108472	8/20/2024		

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Payments

Current Period: AUGUST 2024

Cash Payment	E 001-5613400 Forestry-Village Landscapi	MEMORIAL TREES			\$950.00
Invoice	100555	7/23/2024			
Cash Payment	E 001-5443500 Brush Disposal	YARD WASTE			\$720.00
Invoice	07245170	7/31/2024			
Cash Payment	E 001-5443500 Brush Disposal	YARD WASTE			\$720.00
Invoice	05245170	5/31/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$2,390.00
Refer	10408	<u>LAKESIDE INTERNATIONAL TRUC</u>	<u>Ck# 108473</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5413210 PW equip maint & supplies	PATROL TRUCK PARTS			\$1,098.32
Invoice	12807	6/30/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies	AIR FILTER/KIT FUEL			\$597.09
Invoice	1428146P	8/1/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies	KIT FUEL PUMP			\$286.51
Invoice	1428282P	8/6/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$1,981.92
Refer	10409	<u>LINDE GAS & EQUIPMENT INC</u>	<u>Ck# 108474</u>	<u>8/20/2024</u>	
Cash Payment	E 008-5223230 Ambo Medical Supplies	EMS MED SUPPLIES			\$190.99
Invoice	44164953	7/23/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$190.99
Refer	10410	<u>LITHO-CRAFT</u>	<u>Ck# 108475</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5213540 Police Crime Prevention	TABLECLOTH - 6' TABLE THROW			\$303.70
Invoice	25605	7/26/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$303.70
Refer	10411	<u>MARED MECHANICAL</u>	<u>Ck# 108477</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5173200 GG Bldg maintenance	SERVICE CALL - NO HEAT IN PD/LIBRARY - CONTROLS NOT RESPONDING			\$1,243.00
Invoice	SV-INV001047	4/4/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$1,243.00
Refer	10412	<u>MCE - RITTER TECHNOLOGY, LLC</u>	<u>Ck# 108480</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5413210 PW equip maint & supplies	ROADSIDE MOWER			\$8.01
Invoice	E08644-001	7/22/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies	40241 SWAP LOADER			\$176.04
Invoice	E11391-001	7/29/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$184.05
Refer	10413	<u>STERNITZKY, NICCI</u>	<u>Ck# 108502</u>	<u>8/20/2024</u>	
Cash Payment	G 001-3260800 FB Beautification Comm	ISTF SUPPLIES			\$239.98
Invoice		7/29/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$239.98
Refer	10414	<u>ODP BUSINESS SOLUTIONS, LLC</u>	<u>Ck# 108485</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5203505 Dispatch-office supplies	THERMAL POUCHES			\$7.79
Invoice	372007371001	7/12/2024			
Cash Payment	E 001-5121045 Court Office Supplies	PRINTER INK			\$296.69
Invoice	373644573001	7/19/2024			
Cash Payment	E 001-5213505 Police-Office Supplies	SUPPLIES			\$35.99
Invoice	373984453001	7/30/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$340.47

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Payments

Current Period: AUGUST 2024

Refer	10415	<u>QUALITY AWARDS LLC</u>	<u>Ck# 108490 8/20/2024</u>		
Cash Payment	E 001-5213599	Police- Miscellaneous	AWARD NAMEPLATES		\$19.86
Invoice	IN-45538	2/21/2024			
Cash Payment	E 001-5213599	Police- Miscellaneous	AWARD NAMEPLATES		\$19.66
Invoice	IN-34739	1/15/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$39.52
Refer	10416	<u>RIEDEL SPORTS INC</u>	<u>Ck# 108492 8/20/2024</u>		
Cash Payment	E 001-5523180	Program Expenses	DISTRICT RINGSPUN TEE		\$945.00
Invoice	22569	6/25/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$945.00
Refer	10417	<u>SIREN SERVICES</u>	<u>Ck# 108498 8/20/2024</u>		
Cash Payment	E 001-5233200	Fire-truck maintenance	EXTEND JOY STICK NOT WORKING IN BASKET - FIRE		\$484.83
Invoice	3173	7/26/2024			
Cash Payment	E 001-5233200	Fire-truck maintenance	AC NOT WORKING - FIRE		\$528.91
Invoice	3196	7/26/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$1,013.74
Refer	10418	<u>STREICHER S</u>	<u>Ck# 108503 8/20/2024</u>		
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS - PETER HOLMES		\$11.99
Invoice	I1708403	7/11/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PETERSON ARMOR		\$100.00
Invoice	I1706362	6/26/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS - JARED PETERSON		\$11.99
Invoice	I1706388	6/26/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS - PETER HOLMES		\$194.98
Invoice	I1711504	7/29/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS - PETER HOLMES		\$415.90
Invoice	I1707607	7/8/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS - PETER HOLMES		\$727.82
Invoice	I1711081	7/26/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS		\$32.99
Invoice	I1711082	7/26/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS		\$65.98
Invoice	I1711086	7/26/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PANT HEMMING		\$18.00
Invoice	I1711088	7/26/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS		\$116.96
Invoice	I1711091	7/26/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	PD UNIFORMS - JARED PETERSON		\$1,022.92
Invoice	I1706084	6/25/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	NEW HIRE EQUIPMENT		\$11.99
Invoice	I1711665	7/30/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	NEW HIRE UNIFORMS		\$179.97
Invoice	I1712563	8/5/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	NEW HIRE UNIFORMS		\$95.98
Invoice	I1712564	8/5/2024			
Cash Payment	E 001-5213105	Police-Uniforms-New/Repl	NEW HIRE UNIFORMS		\$75.98
Invoice	I1712566	8/5/2024			

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Payments

Current Period: AUGUST 2024

Transaction Date	8/5/2024	Town Bank	1110300	Total	\$3,083.45
Refer	10419 UPTOWN MOTORS	Ck# 108506	8/20/2024		
Cash Payment	E 001-5213210 Police-vehicle repair/maint	SQUAD REPAIR			\$150.00
Invoice	525328	7/22/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$150.00
Refer	10420 VINTON CONSTRUCTION COMPAN	Ck# 108507	8/20/2024		
Cash Payment	E 005-5813260 Highland Culvert	HIGHLAND DRIVE CULVERT REPLACEMENT			\$162,643.04
Invoice		7/17/2024			
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$162,643.04
Refer	10421 SECURIAN FINANCIAL GROUP INC	Ck# 108382	8/5/2024		
Cash Payment	E 001-5142005 GG life insurance	GG LIFE INS			\$124.96
Invoice					
Cash Payment	E 001-5202005 Dispatch Life Insurance	DISPATCH LIFE INS			\$80.36
Invoice					
Cash Payment	E 001-5212005 Police Life Insurance	PD LIFE INS			\$282.08
Invoice					
Cash Payment	E 001-5412005 DPW- life insurance	DPW LIFE INS			\$84.48
Invoice					
Cash Payment	E 006-5512005 Library- life insurance	LIB LIFE INS			\$76.69
Invoice					
Cash Payment	E 001-5522005 Recreation-life insurance	REC LIFE INS			\$3.96
Invoice					
Cash Payment	G 001-2111600 Life Insurance Payable	PAYABLE LIFE INS			\$572.00
Invoice					
Transaction Date	8/5/2024	Town Bank	1110300	Total	\$1,224.53
Refer	10422 ACCURATE SEWER & HYDRO	Ck# 108440	8/20/2024		
Cash Payment	E 002-3230400 Repair and Maintenance	PRE PAVE CAMERA WORK OF SANITARY SEWER			\$14,150.00
Invoice	2131	7/15/2024			
Cash Payment	E 002-3230400 Repair and Maintenance	INVESTIGATED POSSIBLE SANITARY CLOG JUNEAU RD & ELM GROVE RD			\$745.00
Invoice	2135	7/15/2024			
Cash Payment	E 002-3230400 Repair and Maintenance	1255 LAKESIDE DR ROOT CUTTING			\$5,845.00
Invoice	2128	7/15/2024			
Cash Payment	E 002-3230400 Repair and Maintenance	2105 HIGHLAND STORM CULVERT INSPECTION			\$996.00
Invoice	2127	7/15/2024			
Cash Payment	E 002-3230400 Repair and Maintenance	13300 DUNWOODY DRIVE - SEWER BACKUP IN MAIN			\$8,730.00
Invoice	2137	7/31/2024			
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$30,466.00
Refer	10423 BAYCOM, INC	Ck# 108446	8/20/2024		
Cash Payment	E 001-5213599 Police- Miscellaneous	CAMERAS			\$383.72
Invoice	48620	8/6/2024			
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$383.72
Refer	10424 CITY OF OAK CREEK	Ck# 108452	8/20/2024		
Cash Payment	R 001-4362000 Court Fines-Expense	BAIL FOR STEVEN PATRICK VANEK			\$98.80
Invoice		8/5/2024			

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Payments

Current Period: AUGUST 2024

Transaction Date	8/8/2024	Town Bank	1110300	Total	\$98.80
Refer	10425	COUNTY MATERIALS CORPORATI	Ck# 108455	8/20/2024	
Cash Payment	E 005-5813500	Infrastructure Maintenance	GASKET SELF LUBE 18",24"/30"		\$8,609.60
Invoice	4076626-00	7/26/2024			
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$8,609.60
Refer	10426	DENNIS TOWING	Ck# 108459	8/20/2024	
Cash Payment	E 001-5213599	Police- Miscellaneous	TOW BILL		\$145.00
Invoice	24-180	5/21/2024			
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$145.00
Refer	10427	DIGGERS HOTLINE	Ck# 108460	8/20/2024	
Cash Payment	E 002-3230300	Inspection and Engineering	JULY 2024 PREPAID EMAIL FEES/COPY EMAILS		\$354.28
Invoice	240761801	7/31/2024			
Cash Payment	E 005-5813100	Engineering/Consulting	JULY 2024 PREPAID EMAIL FEES/COPY EMAILS		\$354.27
Invoice	240761801	7/31/2024			
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$708.55
Refer	10428	HABASH, DAVID SALEEM	Ck# 108385	8/8/2024	
Cash Payment	R 001-4362000	Court Fines-Expense	CASE DISMISSED - REFUND ON CITATION		\$10.00
Invoice		7/29/2024			
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$10.00
Refer	10429	JOHNS DISPOSAL SERVICE	Ck# 108471	8/20/2024	
Cash Payment	E 001-5443100	Contracted Waste Collecti	CONTRACTED GARBAGE		\$21,716.52
Invoice	1408410	7/26/2024			
Cash Payment	E 001-5443200	Contracted Recycling Colle	CONTRACTED RECYCLING		\$19,272.33
Invoice	1408410	7/26/2024			
Cash Payment	E 001-5443100	Contracted Waste Collecti	MUNICIPAL BULK		\$2,227.89
Invoice	1408410	7/26/2024			
Cash Payment	E 001-5443700	Household Hazardous Wa	CONTRACTED - PUBLIC WORKS YARD		\$865.20
Invoice	1408410	7/26/2024			
Cash Payment	E 001-5443500	Brush Disposal	LANDFILL CHARGES		\$566.96
Invoice	1408410	7/26/2024			
Cash Payment	E 001-5443100	Contracted Waste Collecti	JULY LANDFILL CHARGES		\$8,013.48
Invoice	1412062	8/6/2024			
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$52,662.38
Refer	10430	LEWIS-EICHELBURGER, TAKAYLA	Ck# 108386	8/8/2024	
Cash Payment	R 001-4362000	Court Fines-Expense	OVERPAYMENT ON CITATION		\$22.40
Invoice		7/30/2024			
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$22.40
Refer	10431	MARTINIZING	Ck# 108478	8/20/2024	
Cash Payment	E 001-5213100	Police-Clothing Allow/Clea	PD DRY CLEANING		\$82.56
Invoice	7872	8/1/2024			
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$82.56
Refer	10433	MEI TOTAL ELEVATOR SOLUTION	Ck# 108481	8/20/2024	
Cash Payment	E 001-5173200	GG Bldg maintenance	AUGUST-OCTOBER QUARTERLY SERVICE		\$364.00
Invoice	1085001	8/1/2024			

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Transaction Date	8/8/2024	Town Bank	1110300	Total	\$364.00
Refer	10434 <u>MENDEZ, JAIME</u>		<u>Ck# 108387 8/8/2024</u>		
Cash Payment	E 001-5124399 court-miscellaneous		WITNESS FEE		\$15.00
Invoice	8/1/2024				
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$15.00
Refer	10435 <u>PAYNE & DOLAN</u>		<u>Ck# 108486 8/20/2024</u>		
Cash Payment	E 005-5813500 Infrastructure Maintenance		3/4" TB		\$335.50
Invoice	10-00014854		8/1/2024		
Cash Payment	E 005-5813500 Infrastructure Maintenance		3/4" TB		\$998.43
Invoice	10-00014126		7/25/2024		
Cash Payment	E 005-5813500 Infrastructure Maintenance		3/4" TB		\$333.06
Invoice	10-00015863		8/8/2024		
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$1,666.99
Refer	10436 <u>PRECISION SEALCOATING INC</u>		<u>Ck# 108487 8/20/2024</u>		
Cash Payment	E 005-5813500 Infrastructure Maintenance		STREET SWEEPING - PARADE ROUTE		\$725.00
Invoice	1293		5/28/2024		
Cash Payment	E 005-5813500 Infrastructure Maintenance		STREET SWEEPING		\$10,150.00
Invoice	1107		4/22/2024		
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$10,875.00
Refer	10437 <u>PROPHOENIX CORPORATION</u>		<u>Ck# 108489 8/20/2024</u>		
Cash Payment	E 001-5203420 Dispatch-school/seminar		PHOENIX NATIONAL USER CONFERENCE - IAQAM HANS		\$795.00
Invoice	2024373		7/30/2024		
Cash Payment	E 001-5203420 Dispatch-school/seminar		PHOENIX NATIONAL USER CONFERENCE - NATALIE RILEY		\$795.00
Invoice	2024371		7/29/2024		
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$1,590.00
Refer	10438 <u>REINDERS</u>		<u>Ck# 108491 8/20/2024</u>		
Cash Payment	E 005-5813500 Infrastructure Maintenance		LAWN SEED MIX		\$312.00
Invoice	1965338-00		7/30/2024		
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$312.00
Refer	10439 <u>ROMAN ELECTRIC CO</u>		<u>Ck# 108494 8/20/2024</u>		
Cash Payment	E 011-6111000 Equipment Purchased-AR		VOIP WIRING PROJECT		\$19,789.00
Invoice			4/12/2024		
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$19,789.00
Refer	10440 <u>STANTEC CONSULTING SERVICE</u>		<u>Ck# 108500 8/20/2024</u>		
Cash Payment	E 014-5814400 Creek Daylighting Project		UNDERWOOD CREEK DAYLIGHTING PROJCT		\$64,432.00
Invoice	2261279		7/22/2024		
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$64,432.00
Refer	10441 <u>STARK PAVEMENT CORP</u>		<u>Ck# 108501 8/20/2024</u>		
Cash Payment	E 005-5813500 Infrastructure Maintenance		3/8" SURFACE		\$285.14
Invoice	05067741		7/20/2024		
Cash Payment	E 005-5813500 Infrastructure Maintenance		3/8" SURFACE		\$310.59
Invoice	05068020		8/3/2024		
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$595.73

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Refer	10442	USPS	Ck# 108383	8/8/2024		
Cash Payment	E 001-5523400	Printing expense -Rec dept	2024 FALL REC GUIDE MAILING		\$580.41	
Invoice		8/7/2024				
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$580.41	
Refer	10443	MAZORRA-BOLMES, JUANA	Ck# 108384	8/8/2024		
Cash Payment	R 001-4351000	Permit-Building	BUILDING PERMIT REFUND FEE		\$728.20	
Invoice		8/8/2024				
Transaction Date	8/8/2024	Town Bank	1110300	Total	\$728.20	
Refer	10445	BROOKSTONE PRINTING	Ck# 108449	8/20/2024		
Cash Payment	E 001-5193100	GG office supplies	BUSINESS CARDS - LAHEY		\$95.00	
Invoice	106145	7/30/2024				
Transaction Date	8/9/2024	Town Bank	1110300	Total	\$95.00	
Refer	10492	CARR, JOHN	Ck# 108389	8/13/2024		
Cash Payment	E 009-5990700	Recreation	HUNGRY WILLIAMS BAND - TUNES ON TUESDAY		\$700.00	
Invoice		8/13/2024				
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$700.00	
Refer	10538	ALL-WAYS CONTRACTORS INC	Ck# 108442	8/20/2024		
Cash Payment	E 005-5813500	Infrastructure Maintenance	TOPSOIL		\$550.00	
Invoice	60118	8/8/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$550.00	
Refer	10539	ANHALT, NATHAN	Ck# 108443	8/20/2024		
Cash Payment	E 001-5213599	Police- Miscellaneous	REIMBURSEMENT FOR MEDICATION AS RESULT OF DUTY RELATED INJURY 24-281		\$28.79	
Invoice		8/12/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$28.79	
Refer	10540	SMART SPACES	Ck# 108499	8/20/2024		
Cash Payment	E 001-5143330	Computer Maintenance	SERVICE CALL - NO VIDEO CAMERA IN EAST MEETING ROOM		\$192.19	
Invoice	10002636	8/12/2024				
Cash Payment	E 001-5143330	Computer Maintenance	SERVICE CALL - MICROPHONES NOT WORKING		\$192.19	
Invoice	10002640	8/12/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$384.38	
Refer	10541	ASCENSION MEDICAL GROUP/RE	Ck# 108444	8/20/2024		
Cash Payment	E 001-5143099	GG- miscellaneous exp	EMPLOYEE (TWO) PRESCREEN		\$889.00	
Invoice	419400	7/31/2024				
Cash Payment	E 001-5143099	GG- miscellaneous exp	EMPLOYEE PRESCREEN		\$180.00	
Invoice	418344	5/31/2024				
Cash Payment	E 001-5423220	PW MISC	EMPLOYEE SCREENING		\$189.00	
Invoice	418188	5/31/2024				
Cash Payment	E 001-5143099	GG- miscellaneous exp	EMPLOYEE PRESCREEN		\$215.00	
Invoice	419492	7/31/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$1,473.00	
Refer	10542	AVI-SPL LLC	Ck# 108445	8/20/2024		
Cash Payment	E 011-6111000	Equipment Purchased-AR	VOIP SOLUTION		\$32,619.56	
Invoice	448121	8/9/2024				

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Transaction Date	8/15/2024	Town Bank	1110300	Total	\$32,619.56
Refer	10543 <u>BRAUN, VALARIE</u>	Ck#	108448	8/20/2024	
Cash Payment	E 001-5523160 Instructor Fees- Invoice		TAEKWONDO		\$1,011.60
	8/7/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$1,011.60
Refer	10544 <u>CASPERS TRUCK EQUIPMENT IN</u>	Ck#	108451	8/20/2024	
Cash Payment	E 007-5970400 5 yr Capital DPW Invoice 0060928-IN		10 SKID - A ROLLER KIT STELLAR		\$5,137.04
	5/29/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$5,137.04
Refer	10545 <u>CORE & MAIN</u>	Ck#	108453	8/20/2024	
Cash Payment	E 005-5813500 Infrastructure Maintenance Invoice V375131		24 MARMAC DISSIMILAR COUPLER		\$248.09
	8/6/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$248.09
Refer	10546 <u>COREY OIL</u>	Ck#	108454	8/20/2024	
Cash Payment	E 001-5413200 PW fuel Invoice 385370		#2 ULS CLEAR DIESEL		\$497.21
	8/12/2024				
Cash Payment	E 001-5413200 PW fuel Invoice 385369		87 UNLEADED REFORMULATED GASOLINE		\$1,413.54
	8/12/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$1,910.75
Refer	10547 <u>CROWLEY CONSTRUCTION CORP</u>	Ck#	108457	8/20/2024	
Cash Payment	E 001-5423100 Signs/posts/line painting Invoice 13429		2024 LINE STRIPING		\$2,240.00
	7/31/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$2,240.00
Refer	10548 <u>DARLEY & CO</u>	Ck#	108458	8/20/2024	
Cash Payment	G 001-3260500 FB fire-Schmidt donation Invoice 399720		FIREFIGHTER BADGES & CHIEF BADGES		\$2,222.80
	7/16/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$2,222.80
Refer	10549 <u>DILLETT MECHANICAL SERVICE</u>	Ck#	108461	8/20/2024	
Cash Payment	E 001-5173200 GG Bldg maintenance Invoice 0194370		NO COOLING ROOFTOP AT PD		\$339.00
	7/31/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$339.00
Refer	10550 <u>GERBER LEISURE PRODUCTS INC</u>	Ck#	108467	8/20/2024	
Cash Payment	E 001-5523198 Building/Grounds Mainena Invoice 11185		PIVOT BLOCK WITH BEARING BUCKET SEAT		\$241.00
	8/1/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$241.00
Refer	10551 <u>JMB & ASSOCIATES LLC</u>	Ck#	108470	8/20/2024	
Cash Payment	E 001-5523140 Recreation -Pool Exp Invoice 42557		POOL EMERGENCY - VFD PROGRAM ON SATURDAY MORNING		\$1,280.00
	6/19/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$1,280.00
Refer	10552 <u>LOWES HOME CENTERS INC</u>	Ck#	108476	8/20/2024	
Cash Payment	E 007-5970100 5 yr Capital Gen Govt Invoice		FRONT HALLWAY MATERIALS		\$31.10
	8/6/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$31.10
Refer	10553 <u>MASSOPUST, JAYNE ELLEN</u>	Ck#	108479	8/20/2024	

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Cash Payment	E 001-5523160 Instructor Fees-	PILATES			\$887.72
Invoice	8/6/2024				
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$887.72
Refer	10554 MGT OF AMERICA CONSULTING	Ck# 108482	8/20/2024		
Cash Payment	E 001-5163107 GG Recruitment	FINAL - RECRUITMENT & SEARCH FINANCE DIRECTOR			\$17,256.46
Invoice	GHR02-00443	8/5/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$17,256.46
Refer	10555 NORTHERN LAKE SERVICE INC	Ck# 108484	8/20/2024		
Cash Payment	E 001-5173200 GG Bldg maintenance	2024 WDNR DRINKING WATER REQUIREMENT			\$29.00
Invoice	2412710	8/2/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$29.00
Refer	10556 PROHEALTH CARE MEDICAL ASS	Ck# 108488	8/20/2024		
Cash Payment	E 001-5524900 Rec Misc	REC DRUG TEST			\$55.00
Invoice	323227	7/24/2024			
Cash Payment	E 001-5524900 Rec Misc	REC DRUG TEST			\$110.00
Invoice	323195	7/24/2024			
Cash Payment	E 001-5423220 PW MISC	PW DRUG TEST			\$55.00
Invoice	323195	7/24/2024			
Cash Payment	E 001-5143099 GG- miscellaneous exp	GG DRUG TEST			\$55.00
Invoice	323225	7/24/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$275.00
Refer	10557 RUEKERT MIELKE, INC.	Ck# 108495	8/20/2024		
Cash Payment	E 002-3230300 Inspection and Engineering	MMSD TAT MEETING - JUNE			\$537.89
Invoice	152686	7/30/2024			
Cash Payment	G 001-3340753 Resident Billings	MANDEL BILLED -REVIEW REVISIONS TO ON-SITE SANITARY SEWER SYSTEM CONSTRUCTION			\$1,959.75
Invoice	152686	7/30/2024			
Cash Payment	G 001-3340753 Resident Billings	MANDEL BILLED - CONSTRUCTION REVIEW OF PUBLIC SANITARY SEWER IMPROVEMENTS			\$3,219.39
Invoice	152686	7/30/2024			
Cash Payment	G 001-3340753 Resident Billings	1180 LONGWOOD AVE BILLED -REVIEW PROPOSED REDEVELOPMENT PLAN			\$1,419.06
Invoice	152686	7/30/2024			
Cash Payment	G 001-3340753 Resident Billings	1005 CIRCLE DR BILLED -DRAINAGE AND STORM WATER MANAGEMENT			\$1,381.88
Invoice	152686	7/30/2024			
Cash Payment	G 001-3340753 Resident Billings	13300 GERMOOR DR - DRAINAGE AND STORM WATER MANAGEMENT			\$125.62
Invoice	152686	7/30/2024			
Cash Payment	E 002-3230455 MMSD- PP/II Project Costs	LATERAL REHAB CONSTRUCTION REVIEW - WRAYBURN/TERRACE DR			\$2,421.81
Invoice	152687	7/30/2024			
Cash Payment	G 001-3340753 Resident Billings	MANDEL BILLED - WATER MAIN EXTENSION PLAN REVIEW			\$201.00
Invoice	152688	7/30/2024			

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Cash Payment	E 013-5970402 Engineering/Design -	CONSTRUCTION SERVICES - HIGHLAND DRIVE NORTH PEDISTRIAN PATHWAY	\$6,068.04
Invoice	152689	7/30/2024	
Cash Payment	E 005-5813260 Highland Culvert	CONSTRUCTION - HIGHLAND DRIVE CULVERT REPLACEMENT	\$12,165.68
Invoice	152690	7/30/2024	
Transaction Date	8/15/2024	Town Bank 1110300	Total \$29,500.12
Refer	10558 RINDERLE DOOR CO	Ck# 108493 8/20/2024	
Cash Payment	E 001-5173200 GG Bldg maintenance	PARTS FOR COMMUNITY ROOM DOOR ENTRANCE (ADA OPENER ADJUSTMENT)	\$238.00
Invoice	45968	7/16/2024	
Transaction Date	8/15/2024	Town Bank 1110300	Total \$238.00
Refer	10559 SHARMA, ROHINI	Ck# 108497 8/20/2024	
Cash Payment	E 001-5523160 Instructor Fees-	ART CLASSES	\$224.37
Invoice		8/7/2024	
Transaction Date	8/15/2024	Town Bank 1110300	Total \$224.37
Refer	10560 WI COURT FINES AND SURCHARG	Ck# 108510 8/20/2024	
Cash Payment	R 001-4362000 Court Fines-Expense	PENALTY SURCHARGES FOR JULY	\$6,565.91
Invoice		8/7/2024	
Transaction Date	8/15/2024	Town Bank 1110300	Total \$6,565.91
Refer	10561 SWANK MOTION PICTURES INC	Ck# 108504 8/20/2024	
Cash Payment	R 009-4851700 Donation-Recreation	FRIDAY FLICKS	\$1,000.00
Invoice	BO2276154	7/25/2024	
Cash Payment	E 001-5523180 Program Expenses	ELM GROVE CAMPOUT	\$500.00
Invoice	BO2276154	7/25/2024	
Transaction Date	8/15/2024	Town Bank 1110300	Total \$1,500.00
Refer	10562 TAPCO	Ck# 108505 8/20/2024	
Cash Payment	E 001-5423100 Signs/posts/line painting	RETIREMENT SIGNS	\$148.20
Invoice	I784210	8/5/2024	
Transaction Date	8/15/2024	Town Bank 1110300	Total \$148.20
Refer	10563 MOULAS GROUP LLC	Ck# 108483 8/20/2024	
Cash Payment	E 011-6111000 Equipment Purchased-AR	HP SWITCHES	\$10,535.80
Invoice	610	8/11/2024	
Transaction Date	8/15/2024	Town Bank 1110300	Total \$10,535.80
Refer	10564 VON BRIESEN & ROPER SC	Ck# 108508 8/20/2024	
Cash Payment	E 001-5163105 Retainer - de la Mora	RETAINER SERVICES	\$1,198.00
Invoice	467179	8/13/2024	
Cash Payment	E 001-5121075 legal expense	MUNICIPAL COURT	\$5,385.15
Invoice	467184	8/13/2024	
Cash Payment	E 014-5814400 Creek Daylighting Project	UNDERWOOD CREEK DAYLIGHTING	\$2,947.00
Invoice	467178	8/13/2024	
Cash Payment	G 001-3340753 Resident Billings	MANDEL BILLED - MANDEL PARKING AT ST. MARYS/CAROLINE HEIGHTS STORM WATER DRAINAGE PLAN MODIFICATIONS	\$693.00
Invoice	467178	8/13/2024	
Cash Payment	E 001-5163100 Legal Exp-de la Mora	NON-RETAINER SERVICES	\$5,859.00
Invoice	467178	8/13/2024	

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Transaction Date	8/15/2024	Town Bank	1110300	Total	\$16,082.15
Refer	10565 <i>WAUKESHA CO TREASURER</i>		<u>Ck# 108509 8/20/2024</u>		
Cash Payment	E 001-5203300 Dispatch-Comm- Radio		PD RADIOS		\$352.48
Invoice	2024-24010106	8/5/2024			
Cash Payment	R 001-4362000 Court Fines-Expense		OWI & JAIL SURCHARGES FOR JULY		\$2,754.31
Invoice		8/7/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$3,106.79
Refer	10566 <i>WSI TECHNOLOGIES</i>		<u>Ck# 108511 8/20/2024</u>		
Cash Payment	E 011-6111000 Equipment Purchased-AR		NICE RECORDER		\$30,941.00
Invoice		8/13/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$30,941.00
Refer	10567 <i>YES EQUIPMENT & SERVICES INC</i>		<u>Ck# 108512 8/20/2024</u>		
Cash Payment	E 001-5413210 PW equip maint & supplies #40425		LOADER		\$2,436.03
Invoice	INV00460359	5/14/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$2,436.03
Refer	10568 <i>ELMBROOK HUMANE SOCIETY</i>		<u>Ck# 108464 8/20/2024</u>		
Cash Payment	E 001-5143320 Elmbrook Humane Society		MONTHLY CONTRACT FEE		\$743.75
Invoice		8/15/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$743.75
Refer	10569 <i>SAFEWAY PEST MANAGEMENT</i>		<u>Ck# 108496 8/20/2024</u>		
Cash Payment	E 001-5173200 GG Bldg maintenance		monthly service		\$60.00
Invoice		8/15/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$60.00
Refer	10570 <i>ELM GROVE PROFESSIONAL POLI</i>		<u>Ck# 108463 8/20/2024</u>		
Cash Payment	G 001-2111300 Union Dues-Police		2024 dues \$50.50 per month		\$858.50
Invoice		8/15/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$858.50
Refer	10571 <i>CARRICO AQUATIC RESOURCES I</i>		<u>Ck# 108450 8/20/2024</u>		
Cash Payment	E 001-5523140 Recreation -Pool Exp		POOL TESTING		\$59.70
Invoice	20245508	8/8/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$59.70

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Fund Summary

	1110300 Town Bank	
001 General Fund		\$142,750.32
002 Sewer Fund		\$33,779.98
005 Stormwater Operation Fund		\$198,020.40
006 Library Operating Fund		\$76.69
007 5 Year Capital Fund		\$5,232.14
008 Emergency Medical Service		\$190.99
009 Donation Fund		\$1,933.25
011 Covid- ARPA Fund		\$93,885.36
013 Transportation Fund		\$6,068.04
014 TIF #2 Special Revenue Fund		\$67,379.00
		<hr/>
		\$549,316.17

Pre-Written Checks	\$549,316.17
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$549,316.17

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Payment Batch 08-2024 AP		\$21,440.90	
Refer	10387 <u>MACQUEEN EQUIPMENT</u>	Ck# 108376	8/1/2024
Cash Payment	E 001-5413210 PW equip maint & supplies FUEL TANK STRAP		\$111.88
Invoice	P28898 4/12/2023		
Cash Payment	E 001-5413210 PW equip maint & supplies CLUTCH PIN/KNOB/SHEAR PIN		\$162.80
Invoice	P28697 4/4/2023		
Cash Payment	E 001-5413210 PW equip maint & supplies FILTER HOUSING		\$95.52
Invoice	P28753 4/5/2023		
Transaction Date	8/1/2024	Town Bank 1110300	Total \$370.20
Refer	10388 <u>LWMMI</u>	Ck# 108375	8/1/2024
Cash Payment	E 001-5193415 Insurance- Gen Liability/Cri CYBER DEDUCTIBLE		\$2,500.00
Invoice	112 7/12/2024		
Transaction Date	8/1/2024	Town Bank 1110300	Total \$2,500.00
Refer	10389 <u>WOLVERINE FIREWORKS</u>	Ck# 108379	8/1/2024
Cash Payment	E 001-5524925 4th of July celebration FIREWORKS DISPLAY		\$9,187.50
Invoice	W2296-IN 7/4/2024		
Transaction Date	8/1/2024	Town Bank 1110300	Total \$9,187.50
Refer	10390 <u>NORTHERN LAKE SERVICE INC</u>	Ck# 108377	8/1/2024
Cash Payment	E 001-5173200 GG Bldg maintenance TOTAL COLIFORM BACTERIA		\$29.00
Invoice			
Transaction Date	8/1/2024	Town Bank 1110300	Total \$29.00
Refer	10391 <u>COREY OIL</u>	Ck# 108372	8/1/2024
Cash Payment	E 001-5413200 PW fuel 87 UNLEADED REFORMULATED		\$1,581.15
Invoice	379840 7/23/2024		
Cash Payment	E 001-5413200 PW fuel #2 ULS CLEAR DIESEL		\$1,420.80
Invoice	383507 5/29/2024		
Cash Payment	E 001-5413200 PW fuel 87 UNLEADED REFORMULATED		\$1,642.28
Invoice	379928 7/30/2024		
Cash Payment	E 001-5413200 PW fuel #2 ULS CLEAR DIESEL		\$553.51
Invoice	379929 7/30/2024		
Cash Payment	E 001-5413200 PW fuel #2 ULS CLEAR DIESEL		\$754.57
Invoice	379805 7/18/2024		
Transaction Date	8/1/2024	Town Bank 1110300	Total \$5,952.31
Refer	10392 <u>ALL-WAYS CONTRACTORS INC</u>	Ck# 108370	8/1/2024
Cash Payment	E 005-5813500 Infrastructure Maintenance 7-18 SCREENED DEL WALL ST		\$440.00
Invoice	59896 7/19/2024		
Transaction Date	8/1/2024	Town Bank 1110300	Total \$440.00
Refer	10393 <u>CHILDS, CRAIG D PHD SC</u>	Ck# 108371	8/1/2024
Cash Payment	E 001-5213425 Police-Recruitment NEW HIRE		\$495.00
Invoice	3861 7/16/2024		
Transaction Date	8/1/2024	Town Bank 1110300	Total \$495.00
Refer	10395 <u>PORT A JOHN</u>	Ck# 108378	8/1/2024
Cash Payment	E 001-5523198 Building/Grounds Mainena HANDICAP RESTROOM		\$154.00
Invoice	1372329-IN 7/12/2024		
Transaction Date	8/1/2024	Town Bank 1110300	Total \$154.00

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Refer	10396	HUMANA	Ck# 108374	8/1/2024		
Cash Payment	R 008-4416000	Ambulance fees	KELLAR			\$90.09
Invoice	23-0447			11/11/2023		
Transaction Date	8/1/2024		Town Bank	1110300	Total	\$90.09
Refer	10397	DARLEY & CO	Ck# 108373	8/1/2024		
Cash Payment	G 001-3260500	FB fire-Schmidt donation	BADGES			\$2,222.80
Invoice	399720 SO			7/16/2024		
Transaction Date	8/1/2024		Town Bank	1110300	Total	\$2,222.80

Fund Summary

	1110300	Town Bank	
001 General Fund			\$20,910.81
005 Stormwater Operation Fund			\$440.00
008 Emergency Medical Service			\$90.09
			<u>\$21,440.90</u>

Pre-Written Checks	\$21,440.90
Checks to be Generated by the Computer	\$0.00
Total	<u>\$21,440.90</u>

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Payment Batch 08-2024 ELECTION		\$3,910.00	
Refer	10467 <i>SIMMONS, DAVID</i>	Ck# 108422	8/20/2024
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - CHIEF	\$225.00
Invoice	8/13/2024		
Cash Payment	E 001-5143100 Election Inspectors	CHIEF TRAINING	\$60.00
Invoice	8/13/2024		
Transaction Date	8/13/2024	Town Bank	1110300
		Total	\$285.00
Refer	10468 <i>THEW, MICHAEL</i>	Ck# 108426	8/20/2024
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY CHIEF	\$225.00
Invoice	8/13/2024		
Cash Payment	E 001-5143100 Election Inspectors	CHIEF TRAINING	\$60.00
Invoice	8/13/2024		
Transaction Date	8/13/2024	Town Bank	1110300
		Total	\$285.00
Refer	10469 <i>CUTSFORTH, SUSAN ELLEN</i>	Ck# 108393	8/20/2024
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT	\$80.00
Invoice	8/13/2024		
Transaction Date	8/13/2024	Town Bank	1110300
		Total	\$80.00
Refer	10470 <i>RAAD, URSULA</i>	Ck# 108415	8/20/2024
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT	\$80.00
Invoice	8/13/2024		
Transaction Date	8/13/2024	Town Bank	1110300
		Total	\$80.00
Refer	10471 <i>POMMERENING, SANDRA B</i>	Ck# 108414	8/20/2024
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT	\$80.00
Invoice	8/13/2024		
Transaction Date	8/13/2024	Town Bank	1110300
		Total	\$80.00
Refer	10472 <i>KIEKHOFER, ROGER</i>	Ck# 108403	8/20/2024
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT	\$80.00
Invoice	8/13/2024		
Transaction Date	8/13/2024	Town Bank	1110300
		Total	\$80.00
Refer	10473 <i>DIFONZO, JULIE</i>	Ck# 108396	8/20/2024
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT	\$80.00
Invoice	8/13/2024		
Transaction Date	8/13/2024	Town Bank	1110300
		Total	\$80.00
Refer	10474 <i>CONNERS, MICHAEL R.</i>	Ck# 108392	8/20/2024
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT	\$80.00
Invoice	8/13/2024		
Transaction Date	8/13/2024	Town Bank	1110300
		Total	\$80.00
Refer	10475 <i>RANKIN, JOHN</i>	Ck# 108416	8/20/2024
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT	\$80.00
Invoice	8/13/2024		
Transaction Date	8/13/2024	Town Bank	1110300
		Total	\$80.00
Refer	10476 <i>WALTERS, CHRISTIAN</i>	Ck# 108429	8/20/2024
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT	\$80.00
Invoice	8/13/2024		

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Transaction Date	8/13/2024	Town Bank	1110300	Total	\$80.00
Refer	10477 <i>KIRSCH, MARIANNE</i>	<u>Ck# 108404 8/20/2024</u>			
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT			\$80.00
Invoice	8/13/2024				
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$80.00
Refer	10478 <i>BARRY COFFEY, STACY</i>	<u>Ck# 108391 8/20/2024</u>			
Cash Payment	E 001-5143100 Election Inspectors				\$80.00
Invoice					
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$80.00
Refer	10479 <i>DERDZINSKI, MICHAEL</i>	<u>Ck# 108395 8/20/2024</u>			
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST ABSENTEE			\$80.00
Invoice	8/13/2024				
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$80.00
Refer	10480 <i>INDEN, MARY</i>	<u>Ck# 108400 8/20/2024</u>			
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST ABSENTEE			\$80.00
Invoice	8/13/2024				
Cash Payment	E 001-5143100 Election Inspectors	SVD VISIT			\$40.00
Invoice	7/24/2024				
Cash Payment	E 001-5143100 Election Inspectors	SVD REVISIT			\$40.00
Invoice	7/31/2024				
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$160.00
Refer	10481 <i>LOUTHAN-RAKERS, CATHRYN</i>	<u>Ck# 108407 8/20/2024</u>			
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST ABSENTEE			\$80.00
Invoice	8/13/2024				
Cash Payment	E 001-5143100 Election Inspectors	ABSENTEE NUMBERING - 8/12/24			\$60.00
Invoice	8/12/2024				
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$140.00
Refer	10493 <i>ROUSHAR, JAN</i>	<u>Ck# 108419 8/20/2024</u>			
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT			\$80.00
Invoice	8/13/2024				
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$80.00
Refer	10494 <i>JOHNSON-CLAUSER, JOANNE</i>	<u>Ck# 108401 8/20/2024</u>			
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT			\$80.00
Invoice	8/13/2024				
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$80.00
Refer	10495 <i>STONE, JOHN</i>	<u>Ck# 108425 8/20/2024</u>			
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT			\$80.00
Invoice	8/13/2024				
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$80.00
Refer	10496 <i>KELLEY, MARGARET</i>	<u>Ck# 108402 8/20/2024</u>			
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT			\$80.00
Invoice	8/13/2024				
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$80.00
Refer	10497 <i>MULTERER, SANDRA</i>	<u>Ck# 108410 8/20/2024</u>			

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Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10498 <u>ARKIN, ALEXANDRA</u>	Ck# 108390	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10499 <u>ULLRICH, MARY</u>	Ck# 108428	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10500 <u>PAREY, ELIZABETH</u>	Ck# 108412	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10501 <u>STENSBERG, CARLA</u>	Ck# 108423	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10502 <u>HUWILER, ELIZABETH</u>	Ck# 108399	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10503 <u>WATTER, JANICE</u>	Ck# 108430	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	IN PERSON AB HELP		\$40.00
Invoice	7/30/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$40.00
Refer	10504 <u>MCLAUGHLIN, LISA A</u>	Ck# 108408	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10505 <u>STILP, GERALD OR KATHERINE</u>	Ck# 108424	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10506 <u>SERTICH, MAUREEN</u>	Ck# 108421	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10507 <u>KOEHLER, RUTH</u>	Ck# 108405	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10508 <u>PESCHMAN, TERRIE</u>	Ck# 108413	8/20/2024	

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Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10509 DANIELSON, ARLENE	Ck# 108394	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST AM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10510 ROUSSEAU, ELIZABETH	Ck# 108420	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST ABSENTEE		\$80.00
Invoice	8/13/2024			
Cash Payment	E 001-5143100 Election Inspectors	ABSENTEE NUMBERING -8/12/24		\$60.00
Invoice	8/12/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$140.00
Refer	10511 ROUSHAR, FRANK	Ck# 108418	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10512 HAUSER, PEGGY	Ck# 108398	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10513 REIELS, MICHAEL J	Ck# 108417	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Cash Payment	E 001-5143100 Election Inspectors	ELECTION TRAINING		\$20.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$100.00
Refer	10514 LADEWIG, NORA	Ck# 108406	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10515 OLDENBURGER, PENNY	Ck# 108411	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10516 TUSING, KATHLEEN	Ck# 108427	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST PM SHIFT		\$80.00
Invoice	8/13/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total \$80.00
Refer	10517 MOBERLY, JUNE R	Ck# 108409	8/20/2024	
Cash Payment	E 001-5143100 Election Inspectors	ELECTION DAY - AUGUST ABSENTEE		\$40.00
Invoice	8/13/2024			
Cash Payment	E 001-5143100 Election Inspectors	SVD VISIT		\$40.00
Invoice	7/24/2024			
Cash Payment	E 001-5143100 Election Inspectors	SVD REVISIT		\$40.00
Invoice	7/31/2024			

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Transaction Date	8/13/2024	Town Bank	1110300	Total	\$120.00
Refer	10518 <i>GERTH, YVONNE M</i>		<u>Ck# 108397 8/20/2024</u>		
Cash Payment	E 001-5143100 Election Inspectors		SVD VISIT		\$40.00
Invoice			7/24/2024		
Cash Payment	E 001-5143100 Election Inspectors		SVD REVISIT		\$40.00
Invoice			7/31/2024		
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$80.00

Fund Summary

	1110300 Town Bank	
001 General Fund		\$3,910.00
		<u>\$3,910.00</u>

Pre-Written Checks	\$3,910.00
Checks to be Generated by the Computer	\$0.00
Total	<u>\$3,910.00</u>

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Payment Batch 08-2024CC		\$18,946.77	
Refer	10447 RING CENTRAL	Ck# 007996	8/20/2024
Cash Payment	E 001-5523100 Recreation -Telephone	MONTHLY SUBSCRIPTION - AUGUST	
Invoice	14102230002		7/31/2024
Transaction Date	8/13/2024	Town Bank	1110300
			Total \$44.11
Refer	10448 PICK AND SAVE	Ck# 007994	8/20/2024
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL	
Invoice	057207		7/12/2024
Transaction Date	8/13/2024	Town Bank	1110300
			Total \$47.57
Refer	10449 SPECTRUM - BOX 6030	Ck# 007999	8/20/2024
Cash Payment	E 001-5173100 GG utilities	PHONE	
Invoice	0052043072224		7/22/2024
Cash Payment	E 001-5203325 911 Annual Maintenance C	07/01/24-07/31/24	
Invoice	079118401070124		7/1/2024
Cash Payment	E 001-5413000 Telephone,alarms PW	DPW PHONE	
Invoice	0052365071224		7/12/2024
Cash Payment	E 001-5173100 GG utilities	SPECTRUM TV	
Invoice			7/21/2024
Cash Payment	E 001-5173100 GG utilities	PHONES	
Invoice			7/21/2024
Transaction Date	8/13/2024	Town Bank	1110300
			Total \$1,248.11
Refer	10450 AMAZON	Ck# 007965	8/20/2024
Cash Payment	E 001-5524200 Camp Elm Grove	PHONE CASE	
Invoice	4868227		7/29/2024
Cash Payment	E 001-5613400 Forestry-Village Landscapi	RESPIRATOR FILTERS	
Invoice	2271414		7/29/2024
Cash Payment	E 001-5613400 Forestry-Village Landscapi	NURSERY MESH TREE BARK KIT	
Invoice	7877061		8/2/2024
Cash Payment	E 001-5523300 Tennis Program	SOCCER CONES	
Invoice	9911431		7/11/2024
Cash Payment	E 001-5523300 Tennis Program	TENNIS BALLS	
Invoice	6533068		7/11/2024
Cash Payment	E 001-5523300 Tennis Program	HEAVY DUTY HOOKS	
Invoice	4713863		7/11/2024
Cash Payment	E 001-5523200 Swimming Program	POOL SHELVING UNITS	
Invoice	0629063		7/11/2024
Cash Payment	E 001-5523300 Tennis Program	TENNIS SHELVING UNITS	
Invoice	0629063		7/11/2024
Cash Payment	E 001-5523490 Rec office supplies	CARDBOARD PAPER ORGANIZER - MAILBOXES	
Invoice	6252255		7/11/2024
Cash Payment	E 001-5524200 Camp Elm Grove	BEADS	
Invoice	5509864		7/11/2024
Cash Payment	E 001-5523180 Program Expenses	TSHIRTS	
Invoice	8305028		7/19/2024
Cash Payment	E 001-5523180 Program Expenses	EG CAMPOUT	
Invoice	7037044		7/19/2024

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Cash Payment	E 001-5523180 Program Expenses	EG CAMPOUT	\$69.10
Invoice	0160252	7/19/2024	
Cash Payment	E 001-5193100 GG office supplies	BANKER BOXES	\$55.44
Invoice	6253024	7/9/2024	
Cash Payment	E 001-5413210 PW equip maint & supplies	FIST CLAMP/ADHESIVE WASTE LABEL/TRASH STICKER FOR OUTDOOR CAN	\$63.73
Invoice	2318644	7/23/2024	
Cash Payment	E 001-5413210 PW equip maint & supplies	PERFORMANCE TOOL - LEVER BUCKET PUMP/BLUE GENERAL PUPROSE LEVER/STEEL CUTTING SAW BLADE	\$158.02
Invoice	3269036	7/18/2024	
Cash Payment	E 001-5413210 PW equip maint & supplies	MILLER CAPACITOR BANK KIT	\$313.82
Invoice	5953838	7/17/2024	
Cash Payment	E 001-5413210 PW equip maint & supplies	MAX PRESHAPED EAR PLUGS	\$46.88
Invoice	9986642	7/15/2024	
Cash Payment	E 001-5413210 PW equip maint & supplies	HEAVY DUTY GRAB IT REACHING TOOL	\$97.49
Invoice	8523415	7/15/2024	
Cash Payment	E 001-5213599 Police- Miscellaneous	SCREEN PROTECTORS	\$13.63
Invoice	8597053	8/5/2024	
Cash Payment	E 001-5233200 Fire-truck maintenance	CONTROL CABLES	\$35.41
Invoice	7328245	7/16/2024	
Cash Payment	E 001-5523180 Program Expenses	VOLLEYBALL GAME SET	\$116.50
Invoice	7695446	7/19/2024	
Cash Payment	E 001-5523180 Program Expenses	75 PIECES AWARD RIBBONS	\$31.98
Invoice	4870667	7/31/2024	
Cash Payment	E 001-5523130 Recreation- Operating Exp	WALK-SLIP RESISTANT TAPE	\$89.25
Invoice	6827438	7/31/2024	
Cash Payment	E 001-5173300 Building Supplies	EBV-1002-A OPTIMA PLUS FLEXIBLE TUBE DIAPHRAGM KIT	\$131.84
Invoice	7385001	7/17/2024	
Cash Payment	E 001-5213505 Police-Office Supplies	WIRELESS KEYBOARDS/WEBCAM/WIRELESS MOUSE	\$218.97
Invoice	0203424	7/22/2024	
Cash Payment	E 007-5970100 5 yr Capital Gen Govt	TV WALL MOUNT BRACKET	\$34.64
Invoice	3918624	7/17/2024	
Cash Payment	E 007-5970100 5 yr Capital Gen Govt	HDMI ADAPTER	\$94.87
Invoice	8305057	7/17/2024	
Cash Payment	E 007-5970100 5 yr Capital Gen Govt	55-INCH SAMSUNG TV	\$487.99
Invoice	9648259	7/17/2024	
Cash Payment	E 007-5970100 5 yr Capital Gen Govt	TV WARRANTY	\$62.69
Invoice	7569066	7/17/2024	
Cash Payment	E 001-5173300 Building Supplies	BUILDING SUPPLIES	\$58.10
Invoice		7/31/2024	
Cash Payment	E 001-5523180 Program Expenses	REFUND	-\$0.69
Invoice		7/19/2024	
Cash Payment	E 001-5523180 Program Expenses	REFUND	-\$12.23
Invoice		7/19/2024	
Cash Payment	E 001-5523180 Program Expenses	CAMPOUT SUPPLIES	\$300.10
Invoice	8305028	7/19/2024	
Cash Payment	E 001-5523180 Program Expenses	CAMPOUT SUPPLIES	\$360.12
Invoice	4870667	7/31/2024	

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Cash Payment	E 007-5970100 5 yr Capital Gen Govt	WALL CABLES			\$60.84
Invoice	1584255	8/5/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$4,723.22
Refer	10451 VERIZON	Ck# 008001	8/20/2024		
Cash Payment	E 001-5203315 ProPhoenix /TIME	police MDC data plan			\$426.12
Invoice					
Cash Payment	E 001-5203310 Dispatch Comm-Telephon	police phones			\$516.26
Invoice					
Cash Payment	E 001-5413000 Telephone,alarms PW	DPW phones			\$263.72
Invoice					
Cash Payment	E 001-5173100 GG utilities	GG phones			\$270.50
Invoice					
Cash Payment	E 001-5233400 Fire-Communications	fire phones			\$36.20
Invoice					
Cash Payment	E 001-5523100 Recreation -Telephone	recr-pool data			\$41.30
Invoice					
Cash Payment	E 008-5223400 EMS Communications	EMS phone			\$44.20
Invoice					
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$1,598.30
Refer	10452 CANVA.COM	Ck# 007971	8/20/2024		
Cash Payment	E 006-5513320 Computer Expense	SUBSCRIPTION			\$37.81
Invoice	04210-66332673	7/12/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$37.81
Refer	10453 SAMS CLUB	Ck# 007998	8/20/2024		
Cash Payment	E 001-5124399 court-miscellaneous	SUPPLIES			\$52.80
Invoice	10196003338	7/30/2024			
Cash Payment	E 001-5423220 PW MISC	FORESTER RETIREMENT CAKE			\$40.98
Invoice	10194682574	7/26/2024			
Cash Payment	E 001-5523180 Program Expenses	EG CAMPOUT			\$141.30
Invoice	10194698608	7/26/2024			
Cash Payment	E 001-5523180 Program Expenses	EG CAMPOUT			\$27.63
Invoice	10193970389	7/24/2024			
Cash Payment	E 001-5523200 Swimming Program	POOL			\$109.00
Invoice	10193492063	7/22/2024			
Cash Payment	E 001-5523130 Recreation- Operating Exp	POOL			\$138.36
Invoice	10193492063	7/22/2024			
Cash Payment	E 001-5523198 Building/Grounds Mainena	TOLIET PAPER			\$286.90
Invoice	10193492063	7/22/2024			
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$65.80
Invoice	083033	8/1/2024			
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$31.96
Invoice	033749	8/2/2024			
Cash Payment	E 001-5423220 PW MISC	FORESTER PARTY			\$19.98
Invoice	000000	8/1/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$914.71
Refer	10454 BOUND TREE MEDICAL LLC	Ck# 007970	8/20/2024		
Cash Payment	E 008-5223230 Ambo Medical Supplies	EMS SUPPLIES			\$541.34
Invoice	65909317	7/23/2024			

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Transaction Date	8/13/2024	Town Bank	1110300	Total	\$541.34
Refer	10455 <u>WALGREENS</u>		<u>Ck# 008002 8/20/2024</u>		
Cash Payment	E 001-5213555 PD Investigation Supplies		INVESTIGATION -GIFT CARD		\$55.95
Invoice	085254	7/30/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$55.95
Refer	10456 <u>CREATIVE INSTINCT</u>		<u>Ck# 007974 8/20/2024</u>		
Cash Payment	E 009-5990400 Police		STAFF CARDS		\$2,382.00
Invoice	34032	7/16/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$2,382.00
Refer	10457 <u>APPOINTMENT QUEST</u>		<u>Ck# 007967 8/20/2024</u>		
Cash Payment	E 001-5143335 Assessor Services		scheduling software- monthly		\$45.00
Invoice	528502410178	8/1/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$45.00
Refer	10458 <u>NAPA NEW BERLIN</u>		<u>Ck# 007990 8/20/2024</u>		
Cash Payment	E 001-5413210 PW equip maint & supplies		BUCKET TRUCK		\$208.98
Invoice	563429	7/30/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies		40253 HOSE		\$16.45
Invoice	563583	7/31/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies		CORE CHARGE REFUND		-\$49.50
Invoice	563582	7/31/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies		PW SUPPLIES		\$70.96
Invoice		7/31/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$246.89
Refer	10459 <u>KAESTNER AUTO ELECTRIC CO.</u>		<u>Ck# 007981 8/20/2024</u>		
Cash Payment	E 001-5413210 PW equip maint & supplies		WATERPROOF		\$41.02
Invoice	501745	7/30/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies		40253 POS BAT CABLE AND NEG BAT CABLE		\$93.28
Invoice	501708	7/25/2024			
Cash Payment	E 001-5413210 PW equip maint & supplies		WELDER		\$214.87
Invoice	501684	7/23/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$349.17
Refer	10460 <u>CONSTANT CONTACT</u>		<u>Ck# 007973 8/20/2024</u>		
Cash Payment	E 001-5193699 Community Relations		MONTHLY SUBSCRIPTION		\$55.00
Invoice		8/8/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$55.00
Refer	10461 <u>WI ARBORIST ASSOCIATION</u>		<u>Ck# 008004 8/20/2024</u>		
Cash Payment	E 001-5613200 Forestry Tree Care		POSTING OF ARBORIST JOB		\$35.00
Invoice	66B60F53B516C	8/9/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$35.00
Refer	10462 <u>MARTY S PIZZA</u>		<u>Ck# 007986 8/20/2024</u>		
Cash Payment	E 001-5423220 PW MISC		FORESTER RETIREMENT PARTY		\$184.59
Invoice	032642	8/1/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$184.59
Refer	10463 <u>FACTORY MOTOR PARTS</u>		<u>Ck# 007978 8/20/2024</u>		
Cash Payment	E 001-5213200 Police Gasoline		206		\$741.46
Invoice	13-1736492	7/17/2024			

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Cash Payment	E 001-5413210 PW equip maint & supplies	BRAKE KIT LINING			\$90.67
Invoice	160-215841		7/17/2024		
Cash Payment	E 001-5413210 PW equip maint & supplies	40253			\$521.13
Invoice	13-1737528		7/29/2024		
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$1,353.26
Refer	10464	<u>BEST WESTERN</u>	<u>Ck# 007969</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5213420 Police-school/seminar/conf	DARE CONFERENCE			\$202.00
Invoice	594546		6/11/2024		
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$202.00
Refer	10465	<u>NATIONAL BAKERY</u>	<u>Ck# 007991</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5213599 Police- Miscellaneous	PD SWEARING IN			\$40.56
Invoice	027408		8/5/2024		
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$40.56
Refer	10466	<u>PRIORITY DISPATCH</u>	<u>Ck# 007995</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5203420 Dispatch-school/seminar	HOLMES EMD TRAINING			\$425.00
Invoice	010616		8/6/2024		
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$425.00
Refer	10483	<u>DOMINOS PIZZA</u>	<u>Ck# 007977</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5523180 Program Expenses	SWIM TEAM STAFF PARTY			\$223.30
Invoice	509484		8/2/2024		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$47.00
Invoice	507773		7/23/2024		
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$270.30
Refer	10484	<u>CROWN AWARDS</u>	<u>Ck# 007975</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5523600 Baseball Program	SOFTBALL SEASON AWARDS			\$168.87
Invoice	13961986		8/9/2024		
Cash Payment	E 001-5523600 Baseball Program	SOFTBALL TOURNAMENT			\$165.34
Invoice	13962037		8/10/2024		
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$334.21
Refer	10485	<u>WI DOJ-WORCS</u>	<u>Ck# 008006</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5143099 GG- miscellaneous exp	BACKGROUND CHECK			\$7.00
Invoice	FBG291iB		7/29/2024		
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$7.00
Refer	10486	<u>LOCAL GOVERNMENT EDUCATIO</u>	<u>Ck# 007984</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5143000 GG Training/Dues	2024 WGFOA MEMBERSHIP DUES			\$25.00
Invoice	808375		7/29/2024		
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$25.00
Refer	10487	<u>MENARDS</u>	<u>Ck# 007987</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5173300 Building Supplies	DRIVER SET			\$32.96
Invoice	095437		7/11/2024		
Cash Payment	E 001-5173300 Building Supplies	RETURNED DRIVER SET			-\$32.96
Invoice	026457		7/11/2024		
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$0.00
Refer	10488	<u>CULVERS</u>	<u>Ck# 007976</u>	<u>8/20/2024</u>	
Cash Payment	E 001-5233530 Fire- Training,Travel,Conf	CONFERENCE			\$22.65
Invoice	042556		7/12/2024		

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Transaction Date	8/13/2024	Town Bank	1110300	Total	\$22.65
Refer	10489 <i>KWIK TRIP</i>		<u>Ck# 007983 8/20/2024</u>		
Cash Payment	E 001-5233530 Fire- Training,Travel,Conf	CONFERENCE			\$75.20
Invoice	0092095	7/12/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$75.20
Refer	10490 <i>WI DEPT OF REVENUE 8910</i>		<u>Ck# 008005 8/20/2024</u>		
Cash Payment	G 001-2110900 Sales Tax, Accrued	JUNE SALES TAX			\$356.01
Invoice	715496800	8/7/2024			
Transaction Date	8/13/2024	Town Bank	1110300	Total	\$356.01
Refer	10572 <i>WAUKESHA CO TECH COLLEGE</i>		<u>Ck# 008003 8/20/2024</u>		
Cash Payment	G 008-3260100 FB-ACT 102 Grant	SLUKA EMT EDUCATION			\$280.97
Invoice	597496	8/1/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$280.97
Refer	10573 <i>AMERICAN HEART ASSOCIATION</i>		<u>Ck# 007966 8/20/2024</u>		
Cash Payment	E 001-5213420 Police-school/seminar/conf	HEART CODE BLS TRAINING			\$37.80
Invoice	20-3553	8/10/2024			
Cash Payment	E 001-5213420 Police-school/seminar/conf	HEART CODE BLS TRAINING			\$37.80
Invoice	2916299	8/7/2024			
Cash Payment	E 001-5213420 Police-school/seminar/conf	HEART CODE BLS TRAINING			\$37.80
Invoice	2035532	8/10/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$113.40
Refer	10574 <i>CHULA VISTA RESORT</i>		<u>Ck# 007972 8/20/2024</u>		
Cash Payment	E 001-5233530 Fire- Training,Travel,Conf	FIRE INSPECTOR CONFERENCE			\$108.00
Invoice	K63471	8/1/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$108.00
Refer	10575 <i>LOWES HOME CENTERS INC</i>		<u>Ck# 007985 8/20/2024</u>		
Cash Payment	E 001-5173300 Building Supplies	FOGGER			\$9.51
Invoice	4505550	7/29/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$9.51
Refer	10576 <i>METRO MARKET</i>		<u>Ck# 007988 8/20/2024</u>		
Cash Payment	G 001-3260450 FB-Fire Drill Funds	DRILL			\$64.02
Invoice		8/1/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$64.02
Refer	10577 <i>GENERAL FIRE EQUIPMENT CO.,I</i>		<u>Ck# 007979 8/20/2024</u>		
Cash Payment	E 001-5233205 Fire-supplies&maintenance	DRY CHEMICAL FIRE EXTINGUISHER			\$26.50
Invoice	22379	7/18/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$26.50
Refer	10578 <i>ISA</i>		<u>Ck# 007980 8/20/2024</u>		
Cash Payment	E 001-5613700 Forestry Misc/Training	ISA FORESTER MEMBERSHIP			\$45.00
Invoice	1023002	8/7/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$45.00
Refer	10579 <i>KULLY SUPPLY</i>		<u>Ck# 007982 8/20/2024</u>		
Cash Payment	E 001-5523198 Building/Grounds Mainena	DOG FOUNTAIN			\$529.28
Invoice	200087580	7/18/2024			
Transaction Date	8/15/2024	Town Bank	1110300	Total	\$529.28

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Refer	10580	USPS	Ck# 008000	8/20/2024		
Cash Payment	E 001-5193200	GG Print/Publish/Postage	SCHOOL BUS POSTAGE			\$0.84
Invoice	097694	7/15/2024				
Transaction Date	8/15/2024	Town Bank	1110300		Total	\$0.84
Refer	10581	PAYPAL.COM	Ck# 007993	8/20/2024		
Cash Payment	E 001-5233530	Fire- Training,Travel,Conf	FIRE INSPECTORS ASSOCIATION			\$384.88
Invoice	645828	7/14/2024				
Transaction Date	8/15/2024	Town Bank	1110300		Total	\$384.88
Refer	10582	ASCENSION MEDICAL GROUP/RE	Ck# 007968	8/20/2024		
Cash Payment	E 001-5213425	Police-Recruitment	PD RECRUITMENT			\$406.00
Invoice	419304	7/31/2024				
Cash Payment	E 001-5213425	Police-Recruitment	PD RECRUITMENT			\$368.00
Invoice	418343	7/31/2024				
Transaction Date	8/15/2024	Town Bank	1110300		Total	\$774.00
Refer	10583	MN8 FIREFOX	Ck# 007989	8/20/2024		
Cash Payment	E 001-5233205	Fire-supplies&maintenance	FIRE SUPPLIES			\$64.95
Invoice		7/31/2024				
Transaction Date	8/15/2024	Town Bank	1110300		Total	\$64.95
Refer	10584	OTC BRANDS	Ck# 007992	8/20/2024		
Cash Payment	E 001-5523180	Program Expenses	CAMPOUT			\$18.46
Invoice		7/19/2024				
Transaction Date	8/15/2024	Town Bank	1110300		Total	\$18.46
Refer	10585	ROLL UP DOORS DIRECT	Ck# 007997	8/20/2024		
Cash Payment	E 007-5970100	5 yr Capital Gen Govt	HALLWAY DOOR			\$907.00
Invoice	74393	8/1/2024				
Transaction Date	8/15/2024	Town Bank	1110300		Total	\$907.00

Fund Summary

	1110300	Town Bank
001 General Fund		\$14,012.42
006 Library Operating Fund		\$37.81
007 5 Year Capital Fund		\$1,648.03
008 Emergency Medical Service		\$866.51
009 Donation Fund		\$2,382.00
		<u>\$18,946.77</u>

Pre-Written Checks	\$18,946.77
Checks to be Generated by the Computer	\$0.00
Total	<u>\$18,946.77</u>

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

Tuesday, July 16, 2024

1. Roll Call

Present: Chairman Olson, , Mr. Falsetti, , Ms. Jackson, Mr. Thedford, Ms. Steindorf, Mr. Janusz

Absent: Trustee Stuckert, Mr. Roge, Mr. Matola

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 July 2, 2024

**MS. STEINDORF MOTIONED TO APPROVE THE MINUTES AS AMENDED.
MR. THEDFORD SECONDED. MOTION PASSED 6-0.**

Item 3. Review and act on a request by Jennifer Gerardin, 880 Brinsmere Drive, for an alteration

Luis Ruiz, the contractor, was present before the Board to represent the request.

Applicants are requesting approval for a new window on the south elevation of the home as part of an addition of a bedroom in the existing attic. Please see the enclosed plan set for review.

Mr. Ruiz explained that they will be installing a larger window than the existing window and that the new window will have grids to match the other two windows on that side of the house. A concrete sill will also be installed and painted green to match the other window sills.

Chairman Olson stated that the Board would like to see an exterior elevation of where the window will be added with details of the grid and window sill included.

Ms. Gehl stated that the information should be submitted by August 1, 2024 for the August 6, 2024 Building Board meeting.

Mr. Ruiz requested to table the discussion on behalf of the applicants in order to submit the photos and elevation drawings.

MR. THEDFORD MOTIONED TO ACCEPT THE REQUEST OF MR. RUIZ TO TABLE THE DISCUSSION. MS. JACKSON SECONDED. MOTION PASSED 6-0.

Item 4. Review and act on a request by Daniel O'Callaghan, 15365 Kata Drive, for a landscaping plan

Mr. Daniel O'Callaghan, the homeowner, and Mr. Rick Hase, the contractor, were present before the Board to represent the request.

Applicants are requesting approval for a landscaping plan for their new home which was approved by the Building Board for an architectural review and Civil Site Plan on June 20, 2023. Those approvals were made contingent on the applicants submitting a landscaping plan for future review. Please see the enclosed plan set for review.

Mr. Hase explained that they will be doing foundation plantings along the exterior of the home. New egress windows will be installed approximately 12"-16" above grade due to a silting issue with the current egress wells. Mr. Hase explained that the proposed driveway will be concrete and the proposed patio will be pavers; however, the pavers that will be used have not yet been selected.

Ms. Jackson asked if there will be a light post installed as shown on the original landscaping plan. Mr. O'Callaghan stated yes but not in the same location as where previously proposed.

MS. JACKSON MOTIONED TO APPROVE THE REQUEST CONTINGENT UPON THE SUBMISSION OF PAVER INFORMATION, SAMPLES, AND PICTURES AND THE PLANS BEING AMENDED TO SHOW THE EXACT LOCATION OF WHERE THE LIGHT POST WILL BE INSTALLED. MR. FALSETTI 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

Mr. & Mrs. Peter & Jill Machi, the homeowners, and Mr. Cameron Mikkelson, contractor with Mikkelson Builders, Inc., were present before the Board to represent the request.

Applicants are requesting approval to construct a new home following the demolition of the existing home at 14755 Lata Vista Drive. The applicants went before the Plan Commission on Monday, July 1, 2024 for consideration of a demolition permit for the existing home and were approved, contingent on the comments in the engineering review letter being addressed. Please see the Engineering Review Letter dated June 26, 2024 and plan sets enclosed for review.

Mr. Mikkelson supplied material samples and pictures of the newly proposed lighting which will be modern sconces. He explained that the fascia, soffits, garage door, and window trim will be black and the chimney cap will be gray. Mr. Mikkelson also explained that the plank size on the home will have a 7-1/4" exposure, the cladding on the front of the home will be painted to match the soffit, and there will be Bedford sills where they meet stone. The garage doors will be flat panel and the roof will be black.

Mr. Mikkelson confirmed that the covering over the rear patio will be the same as that over the front entrance. He stated that the landscaping plans will be brought to a future meeting that include proposed materials.

MR. THEDFORD MOTIONED TO APPROVE THE ARCHITECTURAL PLAN CONTINGENT UPON THE CLARIFICATION OF THE WINDOW SILL ON THE FRONT ELEVATION AND THE INCORPORATION OF THE NEW LIGHTING AND WITH THE UNDERSTANDING THAT THE

APPLICANTS WILL BE RETURNING FOR THE REVIEW OF THE GRADING PLAN, LANDSCAPING PLAN, AND CIVIL SITE PLAN. MR. FALSETTI SECONDED. MOTION PASSED 6-0.

6. Other Business

Ms. Gehl stated that she will be looking at some dates in August for the next Code Workshop meeting. She will be sending a poll for availability.

7. Adjournment

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

Meeting adjourned at 6:02 P.M.

Respectfully Submitted,

Katherine Gehl
Assistant Manager/Zoning & Planning Administrator