

# VILLAGE OF ELM GROVE

13600 Juneau Boulevard  
Elm Grove, WI 53122

## FINANCE COMMITTEE

Monday April 26, 2021 \* 7:00 PM \* Park View Room

### AGENDA

**1. Call meeting to order.**

**2. Review and act on minutes**

*Documents:*

[FL32221md.pdf](#)

**3. Review and act on Police Department request to advance capital funds for radio encryption**

*Documents:*

[Encryption for Command Staff.pdf](#)

[Baycom quote to encrypt radios 3279.pdf](#)

**4. Other Business**

*Documents:*

[Financial Report 3-2021.pdf](#)

[Financial comparison 2020-2021 March.pdf](#)

**5. Adjournment**

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires that the meeting or materials for the meeting has to be in an accessible location or format must contact the Village Clerk, Michelle Luedtke, at 262-782-6700 or 13600 Juneau Boulevard by 3:00 PM Friday prior to the meeting so that any necessary arrangements can be made to accommodate your 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

# Draft

**Village of Elm Grove  
Finance and Licensing  
March 22, 2021**

Present: Glenn Schrubbe, George Haas, Jeff Behring, Kim Irwin, Pat Kressin and Martha Kendler

Also Present: Monica Hughes, Dave De Angelis, Tom Harrigan, and Michelle Luedtke

Mr. Haas called the meeting to order at 7:05 pm.

## Minutes

- February 22, 2021 meeting- Glenn Schrubbe and Kim Irwin moved and seconded to approve Motion carried.

## Review and possible action on Operator Licenses

An application for operator license was submitted by Mr. Robey Butler last month. He was asked to attend the meeting to discuss his application and history. Mr. Robey Butler was not present last month and not in attendance at tonight's meeting. The committee table consideration of his application until later in the meeting to allow him to arrive. A second application was received for Michael Alter who was present. Mr. Alter answer a number of questions concerning an incident in his past. He stated it was not related to liquor. Martha Kendler and Glenn Schrubbe moved and seconded to recommend approval of Mr. Alter's license.

## Vouchers

The following voucher lists were reviewed and recommended to the board for approval.

<u>Batch</u>	<u>Amount</u>	<u>Motion</u>	<u>Second</u>	<u>Vote</u>
2-2021 ACH	\$3,596,822.54	Haas	Behring	6-0
2021-02 Election Pay	\$ 1,125.00	Irwin	Behring	6-0
2021-02 AP2	\$ 4,677.37	Kendler	Schrubbe	6-0
2021-03 AP	\$ 273,288.54	Haas	Irwin	6-0
2021-03 LIB AP	\$ 13,146.39	Irwin	Behring	6-0
2021-03 CREDIT CARD	\$ 9,970.75	Kendler	Schrubbe	6-0
2021-03 LIB CCARD	\$ 635.49	Irwin	Behring	6-0
<b>total</b>	<b>3,899,666.08</b>			

## Review and possible action on Operator Licenses – continued

The committee returned to the item. Mr. Robley Butler did not appear at the meeting. George Haas and Glenn Schrubbe moved and seconded to deny the application on the grounds that he did not appear. Motion carried

# Draft

## **Other Business**

Village Manager Dave De Angelis informed the committee that the Village will be receiving funds through the recently passed America Rescue Plan. At this time we have not gotten a definite number on the amount. Once that is determined the Village will need to consider how to use the funds. There are identified eligible uses which we are also waiting for more information to be provided.

## **Adjournment**

Jeff Behring and Martha Kendler moved and seconded to adjourn at 7:30 pm. Motion carried.

Respectfully,

Monica L. Hughes

ELM GROVE POLICE DEPARTMENT

MEMO

DATE: April 20, 2021  
TO: DAVID A. DEANGELIS, VILLAGE MANAGER  
FROM: JAMES P. GAGE, CHIEF OF POLICE  
SUBJECT: Required Encrypted Radios for Command Staff

Sir:

Currently, we have capital funds for the replacement of existing XTS/XTL radios. We are scheduled for a full replacement of the radios in 2022 for \$128,500.00. As the radio project proceeded over an approximate four year implementation, we learned that many law enforcement agencies were moving towards encryption, given that digital channels were regularly being monitored by political protesters, both in Madison and in some local areas. As our systems are shared among multiple agencies, some of our special units necessitate encryption on their operational channel. One of these special units is SCIT. Since our SCIT team channels are encrypted, I needed to upgrade our SCIT assigned officer's radios to contain encryption keys, which was done in 2019. Recently, Sgt. Riley was added, as a SCIT Negotiator, and her radio was also upgraded with encryption. After the unrest in Wauwatosa, we found that, during several mutual aid events, officers were not able to monitor encrypted operational radio traffic, which resulted in information being relayed to our staff over non-encrypted channels. This caused delays in instruction to our officers and compromised information being transmitted over non-secure channels.

At this point, I request to encrypt three more radios to allow for command staff to utilize encrypted channels and to assign encrypted radios to staff, as needed. Eventually, I will need to have all law enforcement radios encrypted, but for now, I will just need these additional radios upgraded, giving us a total of six encrypted radios, until the remaining funds become available in 2022.

I request the advance of \$ 3,504.00 from the 2022 capital project to fund encryption for three command officer's (Chief, Assistant Chief and Lieutenant) radios.

Cost breakdown:

1-APX upgrade key	\$60.00
3-multi key upgrade	\$400.00
3-AES Encryption	\$673.00
3-install encryption	\$75.00
Total	\$3504.00



serious mobility  
when it matters most

Dave Feiler  
W239 N2890 Pewaukee Road  
Pewaukee, WI 53072  
D: 414-546-7625

Elm Grove Police Department  
Attn: Chief Jim Gage

4/20/2021

[dfeiler@baycominc.com](mailto:dfeiler@baycominc.com)

**SUBJECT: APX6000 / Encryption Flash Upgrade / 04202021**

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:  
**EQUIPMENT DETAILS AND PRICING**

QTY	MODEL AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
<b>APX6000 Upgrades</b>			\$0.00
1	T7664 / Digital SmartZone	\$0.00	\$0.00
3	H869CC / MultiKey Encryption Upgrade	\$400.00	\$1,200.00
1	T7936 / APX UCM Upgrade	\$60.00	\$60.00
3	CA00182AR / AES Encryption Upgrade	\$673.00	\$2,019.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
		EQUIPMENT COST:	\$3,279.00
		SHIPPING:	\$0.00
		<b>PURCHASE PRICE:</b>	<b>\$3,279.00</b>

Payment With Order: NET 10 Days  
Quotation Good for 30 Days.

**Approved By:**

Your Signature Is An Agreement To Purchase And An Acceptance Of The Above Terms  
All of the information listed on this proposal is confidential and proprietary information.  
**If You Have Any Questions Please Contact Dave Feiler at 414-546-7625.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Village of Elm Grove  
Monthly Financial Report  
Revenue and Expense-Budget to Actual Comparison  
as of March 31, 2021

General Fund					
Revenues	2021 Budget	MTD Amt	YTD Amt	Budget Balance	% of Budget Available
Property taxes	\$ 4,484,570		4,484,571	(1)	0%
Intergovernmental	610,400		94,421	515,979	85%
Licenses and permits	180,300	10,486	42,259	138,041	77%
Fines, forfeitures, and penalties	165,000	9,839	30,869	134,131	81%
Public charges for services	543,500	6,817	532,166	11,334	2%
Recreation Fees	173,150	3,834	21,541	151,609	88%
Commercial	227,700	8,044	32,991	194,709	86%
Transfer in	3,900	3,962	3,962	(62)	-2%
Total Revenue	6,388,520	42,982	5,242,780	1,145,740	
Fund Balance applied	150,000				
Total	\$ 6,538,520	\$ 42,982	\$ 5,242,780	\$ 1,145,740	18%
Expenditures:					
General government	1,328,370	122,075	457,577	870,793	66%
Court	99,375	13,259	18,721	80,654	81%
Dispatch	556,580	36,060	126,234	430,346	77%
Police	2,396,625	165,181	499,712	1,896,913	79%
Fire	289,495	16,012	50,760	238,735	82%
Inspections	98,685	9,887	18,630	80,055	81%
Public works	748,385	33,497	179,813	568,572	76%
Solid Waste	522,000	47,967	81,166	440,834	84%
Forestry	151,955	6,829	23,409	128,546	85%
Recreation	247,050	9,446	26,922	220,128	89%
Transfer to other funds				-	
Contingency	100,000	-	-	100,000	100%
Total Expenditures	\$ 6,538,520	460,213	\$ 1,482,944	\$ 5,055,576	77%

Village of Elm Grove  
Monthly Financial Report  
Revenue and Expense-Budget to Actual Comparison  
as of March 31, 2021

Special Revenue Funds					
<u>Library Fund</u>					
Revenue	454,325	612	407,560	46,765	10%
Expenditures	464,325	30,188	112,738	351,587	76%
<u>EMS Fund</u>					
Revenue	338,100	13,289	252,612	85,488	25%
Expenditures	356,100	26,620	53,764	302,336	85%
<u>Sewer Fund</u>					
Revenue	2,228,800	41,546	2,022,594	206,206	9%
Expenditures	2,178,800	1,442,857	1,651,564	527,236	24%
<u>StormWater Operations Fund</u>					
Revenue	1,102,033	38,408	698,934	403,099	37%
Expenditures	1,070,219	61,685	70,730	999,489	93%
<u>TIF Fund</u>					
Revenue -Tax Increment levy	614,208		598,530	15,678	3%
Expenditures- -debt pymt	756,226	138,629	138,629	617,597	82%
<u>Library Gift Fund</u>					
library gift revenue		198	32,716		
library gift expense		10,572	13,013	<i>Total Funds</i> \$	<i>88,080</i>
Capital Project Funds					
<u>Five Year Capital Fund</u>					
Revenue-Tax Levy and Interest	864,827	24,730	798,618	66,209	8%
Expenditures	506,600	30,065	47,065	459,535	91%
<u>Debt Service Fund</u>					
Revenue-transfers	1,226,796	49,496	236,800	989,996	81%
Expenditures	\$ 1,224,045		171,411	1,052,634	86%
<u>Donation Fund</u>					
Revenue-transfers			1,200	(1,200)	
Expenditures		656	656	(656)	

Village of Elm Grove  
Year-to-date Comparison 2020-2021  
As of March 31, 2021

General Fund	2020 Budget	2021 Budget	2020-2021 Difference	2020 YTD amount	2021 YTD amount	2020-2021 Difference
<b>Revenues</b>						
Property taxes	\$ 4,280,665	\$ 4,484,570	203,905	4,280,665	4,484,571	203,906
Intergovernmental	640,890	610,400	(30,490)	94,238	94,421	183
Licenses and permits	177,400	180,300	2,900	55,653	42,259	(13,394)
Fines, forfeitures,	165,000	165,000	-	47,176	30,869	(16,307)
Public charges for services	534,500	543,500	9,000	524,156	532,166	8,010
Recreation	167,820	173,150	5,330	23,454	21,541	(1,913)
Commercial	327,100	227,700	(99,400)	78,401	32,991	(45,410)
Transfer in-TIF	3,865	3,900	35		3,962	3,962
	6,297,240	6,388,520	91,280	5,103,743	5,242,780	139,037
Fund Balance applied	150,000	150,000	-			-
<b>Total Revenue</b>	<b>\$ 6,447,240</b>	<b>\$ 6,538,520</b>	<b>\$ 91,280</b>	<b>\$ 5,103,743</b>	<b>\$ 5,242,780</b>	<b>\$ 139,037</b>
<b>Expenditures:</b>						
General government	1,339,795	1,328,370	(11,425)	442,305	457,577	15,272
Court	100,315	99,375	(940)	22,078	18,721	(3,357)
Dispatch	539,975	556,580	16,605	136,823	126,234	(10,589)
Police	2,352,475	2,396,625	44,150	521,812	499,712	(22,100)
Fire	306,610	289,495	(17,115)	57,260	50,760	(6,500)
Inspections	98,685	98,685	-	21,259	18,630	(2,629)
Public works	752,800	748,385	(4,415)	218,772	179,813	(38,959)
Solid Waste	516,700	522,000	5,300	84,342	81,166	(3,176)
Forestry	148,930	151,955	3,025	24,222	23,409	(813)
Recreation	229,265	247,050	17,785	28,781	26,922	(1,859)
Contingency	1,880	100,000	98,120			-
transfer to other funds	59,810	-	(59,810)			-
<b>Total Expenditures</b>	<b>\$ 6,447,240</b>	<b>\$ 6,538,520</b>	<b>\$ 91,280</b>	<b>\$ 1,557,654</b>	<b>\$ 1,482,944</b>	<b>(74,710)</b>
<b>Sewer Fund</b>						
Revenue	2,316,000	2,228,800	(87,200)	2,098,958	2,022,594	(76,364)
Expenditures	2,092,000	2,178,800	86,800	165,813	1,651,564	1,485,751
<b>Storm Water Operations</b>						
Revenue	854,475	1,102,033	247,558	698,115	698,934	819
Expenditures	677,394	1,070,219	392,825	71,021	70,730	(291)
<b>Library Fund</b>						
Revenue	455,960	454,325	(1,635)	399,399	407,560	8,161
Expenditures	455,960	464,325	8,365	132,547	112,738	(19,809)
<b>EMS Fund</b>						
Revenue-	336,100	338,100	2,000	253,240	252,612	(628)
Expenditures	336,100	356,100	20,000	34,501	53,764	19,263
<b>Five Year Capital Fund</b>						
Revenue-	1,166,750	864,827	(301,923)	774,538	798,618	24,080
Expenditures	1,882,825	506,600	(1,376,225)	356,636	47,065	(309,571)
<b>Debt Service Fund</b>						
Revenue	1,173,905	1,226,796	52,891	205,109	236,800	31,691
Expenditures	\$ 2,232,569	\$ 1,224,045	(1,008,524)	1,215,676	171,411	(1,044,265)